Village of Shell Lake

Meeting Minutes

January 13, 2026 – Regular Council Meeting – 06:30 PM

Minutes of the Regular Meeting of the Council held in Council Chambers on Tuesday, January 13, 2026 commencing at 6:25 p.m.

PRESENT	Mayor	Wendy Penner
	Councillors	Greg Ardagh
		Al Sulymka
		Wayne Reddekopp
		Louise Fisher
	Administrator	Tara Bueckert
	Foreman	Jim Mayo

1 Attendee

1. CALL TO ORDER

The meeting was called to order at 6:25 p.m. by Mayor Penner.

2. APPROVAL OF AGENDA:

1-26 Councillor Ardagh

That the agenda for this meeting be adopted as presented.

CARRIED

3. APPROVAL OF MINUTES:

3.1 Regular Council Meetings

2-26 Councillor Reddekopp

That the minutes of the regular council meeting of December 16, 202~~6~~5 be adopted as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES:

5. PRESENTATIONS AND RECOGNITIONS

6. PUBLIC HEARINGS

7. DELEGATION

8. REPORTS

8.1 Maintenance

8.2 Administration:

8.2.1 Bank Reconciliation

3-26 Councillor Ardagh

That the bank reconciliation for the month of December be accepted as presented.

CARRIED

8.2.2 Financial Report

4-26 Councillor Sulymka

That the Financial Report for the month of December be accepted as presented.

CARRIED

CARRIED

8.6 Water/Sewer Test:

7-26 Councillor Reddekopp

That the verbal Water/Sewer reports be filed as presented.

CARRIED

9. CORRESPONDENCE:

8-26 Councillor Sulymka

That the following list of correspondence, having been read, now be files:

1. Beaver Initiative Program

CARRIED

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Seasonal Campground Lease Fees

9-26 Councillor Sulymka

That we raise the camping fees of $250.00 for Campground A to $1,700.00 and Campground B to $2,000.00.

CARRIED

11.2 Appoint Building Inspector

10-26 Councillor Ardagh

That the Administrator writes a letter on behalf of Village of Shell Lake Council asking for permit status on open permits.

CARRIED

11-26 Councillor Sulymka

That Council hereby approves Construction Code Authority to perform Level 1 to Level 3 building inspections; and that Council hereby appoints the following to provide Level 1 to Level 3 as Building Official Services for the Village of Shell Lake:

	CLASS	LICENCE #
Ryan Shepherd	BOL-3	BOL360
Chris Gates	BOL-3	BOL105
Karly Heatcoat	BOL-3	BOL421
Rashel Gervais	BOL-3	BOL307
Ryan Paquette	BOL-3	BOL314
Raymond Humenny	BOL-2R	BOL635
Ben McLeod	BOL-3R	BOL886
Janelle Cox	BOL-2R	BOL845
Jerry Wintonyk	BOL-1	BOL142
Virginia Shepley	BOL-3	BOL517
Dan Knutson	BOL-3	BOL112
Dale Wagner	BOL-2	BOL035
Dwayne Williams	BOL-2	BOL122

CARRIED

11.3 Bylaw 1.2026 – Council Procedure Bylaw

11.3.1 First Reading – Bylaw 1.2026

12-26 Councillor Sulymka

That Bylaw 1.2026, being a Bylaw to Regulate the Proceedings of Municipal Council and Council's Committees Bylaw, be read a first time.

CARRIED

11.3.2 Second Reading – Bylaw 1.2026

13-26 Councillor Fisher

That Bylaw 1.2026, being a bylaw to Regulate the Proceedings of Municipal Council and Council's Committees Bylaws be read a second time.

CARRIED

12. ADJOURNMENT

16-26 Councillor Reddekopp

That this meeting be adjourned at 7:40 p.m.

CARRIED

Mayor

Administrator

Village of Shell Lake
Bank Reconciliation - Detailed

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Credit Union
For Statement Date 2025-12-31

110-110-120 - Cash - Bank - Chequing

Previous GL Balance (2025-11-30):	**22,747.04**
Debits:	82,868.30
Credits:	-85,437.04
GL Balance to 2025-12-31:	**20,178.30**
Service Charge:	0.00
Interest Revenue:	48.87
Adjusted Book Balance	**20,227.17**
Previous Statement Balance (2025-11-30):	**39,033.26**
Transactions in statement period:	-13,689.13
Bank Statement Balance:	**25,344.13**

Deposits in Transit

Count	Date	Type	Source	Transaction Description	Amount
1	2025-12-31	BR	2025-00152	to correct batch number 151 $14,100.82	12,648.62
2	2025-12-31	JE		Traffic Logix	3,847.00
				Subtotal:	**16,495.62**

Outstanding Payments

Count	Date	Type	Source	Transaction Description	Amount
1	2025-10-31	AP	Ch 373	Wanita Bird	-300.00
2	2025-11-27	AP	Ch 392	Kim Fusick	-50.00
3	2025-12-16	AP	Ch 401	S H A - Financial Services	-275.75
4	2025-12-16	AP	Ch 402	Town of Shellbrook	-3,553.28
5	2025-12-31	AP	Ch 409	Louise Fisher	-1,300.00
6	2025-12-31	AP	Ch 410	Wayne Reddekopp	-600.00
7	2025-12-31	AP	Ch 411	Wendy Penner	-100.00
8	2025-12-31	AP	Oth 2025264	MEPP	-1,213.50
9	2025-12-31	AP	Oth 2025265	Receiver General	-2,268.05
10	2025-12-31	AP	Oth 2025269	Sask. Finance	-11,952.00
				Subtotal:	**-21,612.58**

Total Uncleared:	**-5,116.96**
Adjusted Bank Balance	**20,227.17**

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Village of Shell Lake
Bank Reconciliation - Detailed

Curling Rink Rebuild
For Statement Date 2025-12-31

110-110-125 - Shell Lake Curling Rink Rebuild

Previous GL Balance (2025-11-30):	**71,309.85**
Debits:	0.00
Credits:	-33,476.75
GL Balance to 2025-12-31:	**37,833.10**
Interest Revenue:	94.85
Adjusted Book Balance	**37,927.95**
vious Statement Balance (2025-11-30):	**71,309.85**
ransactions in statement period:	-33,381.90
Bank Statement Balance:	**37,927.95**

Deposits in Transit

Subtotal:

Outstanding Payments

Subtotal:

Total Uncleared:	**0.00**
Adjusted Bank Balance	**37,927.95**

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Village of Shell Lake
Balance Sheet
As of 2025-12-31

ASSETS

110-110-050 - Credit Union Share	5.00
110-110-110 - Cash - On Hand - Petty Cash	50.00
110-110-120 - Cash - Bank - Chequing	20,227.17
110-110-125 - Shell Lake Curling Rink Rebuild	37,927.95
110-110-130 - Cash - Bank - Plan 24 Savings	0.45
110-110-140 - Cash - High Interest Savings	551.80
110-110-150 - Cash - Sewer Savings Account	155.35
110-110-160 - Cash - Hauled Lagoon Savings Account	31,633.53
110-110-171 - Credit Union Equity	4,595.60
110-120-050 - TM Non Redeem Inv 12 to 60m	61,096.40
110-120-060 - TM 5yr Laddering Investment	50,494.76
110-120-070 - TM Non Redeem Inv account 830512853193	54,679.74
110-120-100 - TM Non Redeem Inv. - Sewer	111,771.10
110-120-110 - TM Non Red 830513386474 Sewer	54,888.91
110-120-112 - Redeem Term Deposit Sewer	98,566.95
110-120-114 - Redeem Term Deposit Savings	21,520.51
110-120-116 - Redeem Term Deposit Hauled	51,628.66
110-120-120 - Museum Non Red 830513408633	10,993.45
110-120-150 - Museum Bank	4,831.83
110-120-151 - Cemetery Cash	4,336.37
110-120-152 - Plant and Decor Committee Cash	3,829.92
110-130-100 - Cemetery Investments	39,503.17
110-200-100 - Municipal - Tax Receivable - Current	31,156.40
110-200-110 - Municipal - Tax Receivable - Arrears	(18,139.76)
110-200-200 - Municipal - Adjustment/Cancellation	30.57
110-210-100 - Public School Taxes Receivable	4,411.10
110-310-100 - Accounts Rec. Accrued Interest	12,715.57
110-320-100 - Accounts Receivable	(12,613.88)
110-320-110 - Fire Fee Maintenance	104.40
110-320-120 - Sewer Receivable	442.69
110-320-130 - Allowance for Uncollectible Rec. - Other	(2,016.00)
110-320-150 - Garbage Receivalbe	417.07
110-340-110 - GST Receivable - 100% Rebate	12,902.88
170-100-100 - Land - Cost	110,399.55
170-100-110 - Land Improvements - Cost	54,620.00
170-100-120 - Land Improvements - Accum Amort	(38,234.00)
170-100-200 - Buildings - Cost	221,563.18
170-100-210 - Buildings - Accum Amortization	(148,754.03)
170-100-350 - Operating Equipment - Cost	166,242.12
170-100-360 - Operating Equipment - Accum Amort	(80,983.99)
170-100-400 - Transportation Vehicles - Cost	13,825.00
170-100-410 - Transportation Vehicles - Accum Amort	(8,280.00)
170-100-620 - Infrastructure - Assets - Cost	1,555,643.84
170-100-630 - Infrastructure - Assets-Accm Amort	(901,693.48)
175-100-600 - Infrastructure - Under Construction	2,175,131.49
210-200-350 - Prepaid Payables for next year	(17,931.37)
210-200-420 - Shell Lake Plant & Decor	(575.00)

Village of Shell Lake
Balance Sheet
As of 2025-12-31

310-100-202 - Plant & Decor Committee Equity	(2,867.00)	
420-500-420 - F&C - Recycle Refund	(1,272.76)	
420-500-850 - F&C - Rec Fees - Camp- Power	(2,683.32)	
420-600-150 - F&C Curling Rink Donations	(257,210.65)	
570-440-100 - R&C - Amortization	2,731.00	
585-460-100 - UT - Amortization	18,748.66	
Total Assets		1,968,354.65
LIABILITIES		
210-200-050 - ACCOUNTS PAYABLE	12,143.86	
210-200-100 - Payroll Deductions Payable	73.70	
210-200-110 - C.P.P. Payable	(62.00)	
210-200-120 - E.I. Payable	(102.79)	
210-200-130 - Income Tax Payable	17.42	
210-200-150 - Vacation Payable	(432.92)	
210-200-220 - Due To Innovation 830514183979	154,294.11	
210-200-300 - General Accounts Payable	11,354.97	
210-200-410 - Shell Lake Fire Department	2,379.00	
210-200-455 - Rental Building Deposit	(100.00)	
210-210-100 - Public School - Collection Liability	(1,040.07)	
210-210-110 - Public School Taxes Collected	403,850.48	
210-210-120 - Public School Collected - Arrears	24,984.14	
210-210-140 - Public School - Collected - GIL	593.54	
210-210-160 - Public School - Collected - Penalty	3,432.42	
210-210-190 - Due To PSS School - Paid	(432,927.08)	
210-250-100 - Public School Tax Liability	5,573.50	
210-400-100 - Deferred Revenue	65,343.25	
210-400-200 - Prepaid Taxes	165.31	
210-400-300 - Overpaid Taxes - Received	786.91	
210-500-100 - Accrued Landfill Costs	20,000.00	
210-600-200 - Dedicated lands reserve	8,000.00	
210-700-700 - Long Term Debt - Recreation & Culture	106,998.54	
210-900-900 - Allowance - Sewer	184.00	
Total Liabilities		385,510.29
SURPLUS		
310-100-100 - Future Expenditure/Capital	(0.02)	
310-100-200 - Museum Equity	12,660.77	
310-100-300 - Retained Earnings-Previous year	927,926.37	
310-100-400 - Equity in Capital Assets	278,648.57	
390-900-900 - Operating Fund - Surplus	819,888.73	
390-900-910 - Current Year's Surplus	0.00	
Net Surplus (Deficit)	(456,280.06)	
Total Surplus		1,582,844.36
Total Liabilities and Surplus		1,968,354.65

Village of Shell Lake
Income Statement
For the Period 2025-12-01 - 2025-12-31

Date Printed
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REVENUES		
410-120-100 - Abatements and Adjustments	(1,700.00)	
420-100-100 - F&C - Custom Work	100.00	
420-300-100 - F&C - Rentals - Building/Room	325.00	
420-400-110 - F&C - Fines Fee	375.00	
420-500-400 - F&C - Garbage	50.00	
420-500-800 - F&C - Rec Fees - Trailer Park/Campground	343.33	
420-710-100 - F&C - Building Permits	435.66	
420-800-100 - F&C - Tax Certificate	25.00	
440-270-200 - Sewer hauled Fees	980.00	
450-800-100 - GIL - Other - SPC Surcharge	3,053.34	
470-100-100 - Interest Revenue	160.15	
480-170-100 - Housing Authority Surplus	883.64	
Total Revenues		5,031.12
EXPENDITURES		
510-110-110 - GG - Council - Indemnity	2,900.00	
510-110-230 - GG - Salaries - Administrator	4,027.17	
510-130-231 - GG - Benefits - CPP	223.59	
510-130-232 - GG - Benefits - EI	92.47	
510-130-233 - GG - Benefits - Superannuation	264.75	
510-230-100 - GG - Cont. - Insurance - General & Bond	33,775.00	
510-280-100 - GG - Cont. - Postage	450.94	
510-300-110 - GG - Utility - Heat	651.81	
510-300-120 - GG - Utility - Power	320.15	
510-300-140 - GG - Utility - Telephone	423.37	
510-300-155 - GG - Rental Heat	195.92	
510-490-100 - GG - Maint. - Office Repairs & Maint.	72.78	
520-210-102 - Bylaw Officer	3,553.28	
530-110-120 - TS - Maint. - Salaries - Foreman	4,224.42	
530-120-121 - TS - Maint. - Benefits - CPP	235.34	
530-120-122 - TS - Maint. - Benefits - EI	97.00	
530-120-123 - TS - Maint. - Benefits - Superannuation	342.00	
530-300-110 - TS - Maint. - Utility - Heat	153.94	
530-300-120 - TS - Maint. - Utility - Power	259.17	
530-310-100 - TS - Maint. - Utility - Street Lights	2,661.44	
530-400-150 - TS - Maint. - Village Maintenance	209.89	
530-410-100 - TS - Maint. - Shop Supply & Small Tools	149.04	
530-425-110 - TS - Maint. - Oil & Gas	379.75	
540-200-110 - EH&W - Cont. - Waste Collection/Disposal	2,035.00	
570-285-100 - Shell Lake Curling Rink - Rebuild	34,139.86	
570-300-130 - R&C - Utility - Heat - Museum	272.40	
570-310-110 - R&C - Utility - Power - Museum	182.38	
570-310-115 - R&C - Utility - Power - Campground A	437.51	
580-285-120 - UT - Water - Cont. Repairs - Equip.	24.34	
580-290-100 - UT - Water - Laboratory Testing	87.60	
580-295-100 - UT - Water - Other Cont. Services	381.60	
580-430-100 - UT - Water - Materials & Supplies	194.37	
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Village of Shell Lake
List of Accounts for Approval
Batch: 2025-00067 to 2025-QkCh

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Bank Code - CHQ - Chequing Account

COMPUTER CHEQUE

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
404	**2025-12-18**	**Kim Fusick**			
		181225	Reimburse 2024/2025 base tax	1,700.00	1,700.00
405	**2025-12-18**	**Greg Ardagh**			
		162512	Council Indeminity	300.00	300.00
406	**2025-12-18**	**Al Sulymka**			
		181225	Council Indemnity	600.00	600.00
407	**2025-12-29**	**Used for payroll**			
		271225	Dec. 14 - Dec. 27/25 Wages	1,532.42	1,532.42
	2025-12-29	**Used for payroll**			
		271225	Dec. 14 - Dec 27/25 wages	1,530.70	1,530.70
409	**2025-12-31**	**Louise Fisher**			
		311225	Council Indeminity	1,300.00	1,300.00
410	**2025-12-31**	**Wayne Reddekopp**			
		311225	Council Indeminity	600.00	600.00
411	**2025-12-31**	**Wendy Penner**			
		311225	Council Indeminity	100.00	100.00
				Total Computer Cheque:	7,663.12

OTHER

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
2025264	**2025-12-31**	**MEPP**			
		311225	Employee/Employer Benefits	1,213.50	1,213.50
2025265	**2025-12-31**	**Receiver General**			
		311225	Dec. Benefits	2,268.05	2,268.05
2025266	**2025-12-31**	**Innovation CU - VISA**			
		091225	Postage/fuel/water/sewer samples	888.60	888.60
2025267	**2025-12-31**	**Innovation CU - VISA**			
		311225	Fuel/lab test	255.21	255.21
2025268	**2025-12-31**	**SASKTEL**			
		311225	Office phone	221.87	221.87
2025269	**2025-12-31**	**Sask. Finance**			
		311225	Collected School	11,952.00	11,952.00
				Total Other:	16,799.23

Total CHQ:	24,462.35

Village of Shell Lake
List of Accounts for Approval
Batch: 2025-00067 to 2025-QkCh

Bank Code - CURLING - Curling Rink Rebuild

MANUAL CHEQUE

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
16- Man	**2025-12-31**	**Lake Country Coop**			
		4785-93	Change orders - Curling Rink	33,476.75	33,476.75
				Total Manual Cheque:	33,476.75
				Total CURLING:	33,476.75
				Grand Total:	57,939.10

Certified Correct This December 31, 2025

Wendy

Mayor

T. Burt

Administrator

Date Printed
2026-01-13 1:17 PM

Village of Shell Lake
List of Accounts for Approval
Batch: 2026-00001 to 2026-QkCh

Bank Code - CHQ - Chequing Account

COMPUTER CHEQUE

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
412	**2026-01-12**	**Used for payroll**			
		100126	Dec. 29/25 - Jan. 10/26	1,356.50	1,356.50
413	**2026-01-12**	**Used for payroll**			
		100126	Dec. 29/25 - Jan. 10/26 wages	1,534.33	1,534.33
414	**2026-01-13**	**Epic SK Electric**			
		2501704	work at lift station	5,137.65	5,137.65
415	**2026-01-13**	**Government of Saskatchewan**			
		Issued Minister of Finance			
		FD2026602	Fire Dispatch Services	396.90	396.90
416	**2026-01-13**	**Hwy 55 Waste Management Corp.**			
		2025-01858	Bin Tip	990.00	990.00
417	**2026-01-13**	**MuniSoft**			
		25/26-04770	Equipment Maintenance/IT Service	6,052.83	6,052.83
418	**2026-01-13**	**Phil Beaulac**			
		1043-2025	Overseeing - water/sewer	399.60	399.60
419	**2026-01-13**	**Resort Village of Echo Bay**			
		311225	Postage/Ink	256.15	256.15
420	**2026-01-13**	**SUMA**			
		107093	Membership fee	800.65	800.65
421	**2026-01-13**	**Traffic Logix**			
		SIN35169	Radar sign	4,039.35	4,039.35
422	**2026-01-13**	**UMAAS**			
		130126	Membership fee	350.00	350.00
423	**2026-01-13**	**Wapiti Regional Library**			
		15975	Library Levy	1,842.75	1,842.75
				Total Computer Cheque:	23,156.71

OTHER

ment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
20261	**2026-01-13**	**SaskPower**			
		0666-0104-9545	Power - Lift Station	42.48	42.48
20262	**2026-01-13**	**SaskEnergy**			
		234639575459	Shop heat	294.94	294.94
20263	**2026-01-13**	**SaskEnergy**			
		744916309058	Museum Heat	159.14	159.14
20264	**2026-01-13**	**SaskEnergy**			
		193255913970	Rental Heat	111.96	111.96
20265	**2026-01-13**	**SaskPower**			
		0666-0104-9542	Museum Power	95.39	95.39
20266	**2026-01-13**	**SaskPower**			
		3141 0075 6132	Village office - power	180.97	180.97

Village of Shell Lake
List of Accounts for Approval
Batch: 2026-00001 to 2026-QkCh

OTHER

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
202610	**2026-01-13**	**SaskPower**			
		2943-0078-4769	Lagoon power	795.76	795.76
202611	**2026-01-13**	**SaskPower**			
		2448-0085-3320	Campground A	228.83	228.83
202612	**2026-01-13**	**Lake Country Coop**			
		301125	hose connector/screws/bushing re	92.77	92.77
				Total Other:	3,726.89
				Total CHQ:	26,883.60

Certified Correct This January 13, 2026

Mayor

Administrator