

MINUTES OF THE REGULAR COUNCIL MEETING OF THE COUNCIL OF THE TOWN OF CHURCHBRIDGE HELD IN THE CHURCHBRIDGE COMMUNITY CENTRE DINING ROOM LOCATED AT 116 VINCENT AVE. IN CHURCHBRIDGE, SK. ON JULY 22, 2024.

ATTENDANCE:

Present: Mayor- Bill Johnston
Councillor- James Zelmer
Councillor- Terissa James
Councillor- Tracy Swereda
Councillor- Nick Thies
Councillor – Russ Thies
Councillor – James Gallant

Administrator – Tasha Hykawy
Mentor Administrator- Deb Shaw, by phone.

CALL TO ORDER:

A quorum being present Mayor B. Johnston called the meeting to order at 7:00 p.m.

Mayor Johnston acknowledged that we are on Treaty 4 Land.

AGENDA

- 203-2024 THIES N.- JAMES: That Council approves the agenda as amended to include the following items:
1. Under In Camera: Office dress code.
 2. Under In Camera: Future projects- staffing.
 3. Under New Business: Facilities Co-ordinator credit card.
 4. Under New Business: SUMA and summer students.
 5. Under New Business: Council renumeration – MLDP Course.
 6. Under Unfinished Business: PST audit.
 7. Under New Business: Audit.
- CARRIED

COUNCIL MINUTES

- 204-2024 THIES N.- THIES R.: That Council approves the Council Meeting minutes from June 17, 2024 as amended with the following:

Resolution 201-2024, shall read JAMES instead of THIES N.

Present list shall read Mentor Administrator – Deb Shaw, by phone instead of Mentor Administrator – Deb Shaw.

The presentation explanation shall be elaborated to state: Speed limits and a bus stop locations were discussed. The RCMP will be contacted to patrol the area to enforce the

current posted speed limits. Council directs administration to obtain quotes for canola-based dust suppressant.

CARRIED

BUSINESS ARISING FROM COMMUNICATIONS

ROUTE 80 TAX INCENTIVE:

205-2024 SWEREDA- THIES N.: That Council approves the tax incentive request from Route 80 Massage to abate 100% of the municipal portion of taxes for 2024 in the amount of: \$1856.72.

CARRIED

CHURCHBRIDGE CURLING CLUB TAX ABATEMENT:

206-2024 JAMES- THIES N.: That Council approves the tax abatement request from Churchbridge Curling Club to abate 100% of the municipal portion of taxes for 2023 & 2024 totalling: \$12,804.66.

CARRIED

CREDIT UNION REQUEST:

207-2024 JAMES- GALLANT: That Council approves providing the Churchbridge Credit Union with just gravel and fill for the ditch and culvert area for the extension of their parking lot.

CARRIED

Per Town policy, The Town of Churchbridge provides the first culvert for each new Developed single lot. Any additional culverts or joiners can be purchased from the Town, subject to availability.

REPORTS

208-2024 JAMES- THIES N.: That Council accepts the reports from the Town of Churchbridge standing committees, the Administration Report, the Foreman's Report, Facilities Co-ordinator Report and the Hall Custodial Report.

CARRIED

INFORMATION FROM REPORTS

COUNCIL STANDING COMMITTEES:

1. PROTECTIVE SERVICES:

- Nick Thies – Nothing to report.

2. Bylaw Enforcement:

- Terissa James, Nick Thies and Bill Johnston- There are a few things that the committee is working on. Letters have been sent from the Town Office and they are waiting for action from the residents.

3. TRANSPORTATION COMMITTEE:

James Zelmer and Jim Gallant -Nothing to report.

Nick Thies mentioned creating long term goals for drainage.

At this Time Council allowed two parties from the gallery to present and speak, as their concerns related to drainage.

Presentation 1: The residents concern was if there was a plan for the continuation of drainage along First Avenue North. After rain, it was stated that water flows down the Town built swale and collects in their yard. Previous Town Staff have removed a culvert in the area and tried to create a swale in the area, but gas lines in the area limit the depth and effectiveness of a swale. There has been an elevation study in the area, that should be referenced and develop a plan of action.

Presentation 2: Residents on Poplar stated that their neighbours landscaping and gravel placement has resulted in a puddle forming at the end of their driveway every time it rains. They are asking for this to be remedied. Their complaint was forwarded to the Bylaw Committee and the situation will have to be reassessed.

4. ENVIRONMENTAL DEVELOPMENT:

Russ Thies and Jim Gallant – Nothing to report.

5. PLANNING & ECONOMIC DEVELOPMENT:

- Community Economic Development Committee: Terissa James & Nick Thies– A poster advertisement for selling Cedar Crescent was passed around for review.
- Churchbridge Business Association: Nick Thies- Nothing to report.
- Parkland Municipal Development Committee/Area Meetings: Bill Johnston – Nothing to report.
- Enriched Housing: James Zelmer – Nothing to Report.
- School Liaison: Bill Johnston – Nothing to Report.

6. RECREATION & CULTURE:

- Arena Board: Tracy Swereda – Nothing to report.
- Recreation Board: James Zelmer – Nothing to report.
- Library Board: Bill Johnston – Nothing to report.
- Aquatic Centre: Terissa James – Nothing to report.
- Walking Path: Russ Thies – Nothing to report.
- Cemetery Committee: Jim Gallant – Nothing to report.
- Campground Committee: Russ Thies – Nothing to report.
- Friends and Family Community Foundation: Bill Johnston –Nothing to report.

7. Churchbridge in Bloom: James Zelmer and Bill Johnston- Nothing to report.

8. UTILITIES: Tracy Swereda and Russ Thies – The water book was passed around.

9. SUMA: Jim Gallant: Nothing to report.

COUNCIL COMMITTEE APPOINTMENTS:

1. Parkland Regional Library Board: Bill Johnston – Nothing to Report.
2. Assiniboine Watershed Stewardship Ass.: Russ Thies – Nothing to report.
3. ECTPC Executive Council: Bill Johnston – Nothing to report.
4. Yellowhead Highway Association: Bill Johnston – Nothing to report.

ADMINISTRATOR REPORT:

An Administrator report was given with mention of the future implementation of a Development Levy Bylaw. A background report needs to be formulated to determine a levy, cost estimates to formulate this report will be presented once obtained by administration.

FOREMAN REPORT:

Notable mention from the Foreman's report:

- A detailed timeline was presented on the pumping of the lift stations due to heavy rainfall over two separate occasions.

BUSINESS ARISING FROM REPORTS:

209-2024 SWEREDA- JAMES.: That Council approve Jenisey Hertlein be hired to fill in for teaching lessons at the Churchbridge Aquatic Centre at \$18.75 per hour.
CARRIED

UNFINISHED BUSINESS:

210-2024 EVERGREEN CLUB TAX ABATEMENT
THIES N.- SWREDA: That Council approves the tax abatement request from the Evergreen Club to abate 100% of the municipal portion of taxes for 2024 in the amount of \$2176.98.
CARRIED

LIST OF ACCOUNTS FOR APPROVAL:

211-2024 JAMES- THIES N.: That Council approves the list of accounts for:

1. Cheques # 14248- 14264, 14283-14300, 14324-14337 & 14368-14391– Totalling \$256,709.94
2. Payroll amounts associated with cheques # 14265-14282, 14301-14323 & 14338-14367 – Totalling \$56,161.56. Amounts for payroll do not show up on the List of Accounts, due to being processed in Easy Pay.
3. Council Indemnity associated with cheques #14361-14367 & 14392 of \$4026.54. Amounts for indemnity do not show up on the List of Accounts, due to being processed in Easy Pay.
4. SaskPower & SaskEnergy Direct Withdrawal for Town facilities – Totalling 10,760.08.
5. Arena Kitchen cheques # 892-894 – Totalling \$896.02.
6. Arena Operating cheques #2282-2284 – Totalling \$706.65
7. SaskEnergy, SaskPower and SaskTel Direct Withdrawal for the Arena – Totalling \$1403.07.

With above payments totalling \$330,663.86

CARRIED

FINANCIAL STATEMENTS, BANK RECONCILIATION & BUDGETARY CONTROL:

FINANCIAL STATEMENTS:

212-2024 THIES N.- JAMES: That Council approves the Bank Reconciliation, Financial Statement & Budgetary Control for the month of June 2024.

CARRIED

213-2024 SWEREDA-THIES N.: That Council approves the Arena Bank Reconciliation and Financial Statement for the month of June 2024.

CARRIED

NEW BUSINESS:

ZONING BYLAW AMENDMENT BYLAW:

214-2024 THIES N.- JAMES: That Bylaw #2024-009, being the Zoning Bylaw Amendment Bylaw be introduced and read for the first time.

CARRIED

MUNICIPAL RESERVE LAND:

215-2024 THIES R.- JAMES: That Council approves the amount to be charged in lieu of creating a Municipal Reserve Land in Parcel P be \$2750.00 and that amount is to be paid within 30 days.

CARRIED

OCP BYLAW AMENDMENT BYLAW:

216-2024 THIES N.- JAMES: That Bylaw #2024-010, being the OCP Bylaw Amendment be introduced and read for the first time.

CARRIED

PAYMENT OF ACCOUNTS BYLAW:

217-2024 THIES N.- SWEREDA.: That Bylaw #2024-011, being the Payment of Accounts Bylaw, be read and introduced for the first time.

CARRIED

APPOINTMENT OF DRO AND POLL CLERK:

218-2024 JAMES- THIES N: That Council appoints Cindy Buchberger as DRO at a rate of \$25.00 per hour + \$200.00 and Britney Jensen as Poll Clerk at a rate of \$22.00 per hour + \$100.00 for the upcoming municipal election.

CARRIED

Councillor Gallant Left the Meeting at 8:53 pm.

TOWN CREDIT CARD FOR FACILITIES CO-ODRINATOR:

219-2024 SWEREDA- THIES R.: That Council approves that administration obtain a Town credit card for the Facilities Co-ordinator, with a spending limit of \$2000.00.

CARRIED

PUBLIC FORUM

The following points were made from the public:

- As previous caretakers for the Hall and Library, the grass trimming was the responsibility of them.
- A cleaning system and proper disposal for cigarette butts outside of the Hall.
- Suggestions on new Hall oven vs how much it is used.
- To better determine who has sump pumps draining directly into drain, drive around when it rains and see who doesn't have a sump hose outside.
- Ways to better show the importance of not pumping sump into main drain.
- Cedar Crescent readiness of road and drainage plan.
- Volunteers offering to help the Town.

IN CAMERA SESSION OF COUNCIL:

220-2024 JAMES- SWEREDA: That Council states that the time being 9:24pm, the Meeting of Council will be adjourned to an "In Camera" Meeting Session. CARRIED

NOTE: That the time being after 10:00 pm that the Council Mtg. continue.

OUT OF IN CAMERA SESSION OF COUNCIL:

221-2024 JAMES- THIES N.: That Council states that the time being 10:22pm, that the "In Camera" meeting is concluded and the Regular Meeting of Council is resumed. CARRIED

SUMMER LABOURER HIRING:

222-2024 THIES N.- SWEREDA: That Council Hires Tessa Sauser for the Summer Labourer position at \$17.00 per hour. CARRIED

LOT FOR SALE AND SQUARE FOOTAGE POLICY:

223-2024 JOHNSTON- JAMES: That Council approves the Lot for Sale and Square Footage Policy as presented. CARRIED

OFFICE DRESS CODE POLICY:

224-2024 SWEREDA- ZELMER: That Council approves an Office Dress Code Policy which states that: The Town Office has a dress code of business casual attire. CARRIED

LAND FOR SALE PROPOSAL:

225-2024 JAMES- THIES N.: That Council accepts the Offer to Purchase 125 Cedar Crescent for \$38,500.00 plus applicable taxes. CARRIED

Councillors N. Thies and R. Thies declared pecuniary interest and left the meeting.

IN CAMERA SESSION OF COUNCIL:

226-2024 SWEREDA- JAMES: That Council states that the time being 10:24pm, The Meeting of Council will be adjourned to an "In Camera" Meeting Session. CARRIED

OUT OF IN CAMERA SESSION OF COUNCIL:

227-2024 SWEREDA- ZELMER: That Council states that the time being 10:26pm, that the "In Camera" meeting is concluded and the Regular Meeting of Council is resumed. CARRIED

LAND FOR SALE PROPOSAL

228-2024 JOHNSTON- JAMES: That Council proposes a counter offer of \$15,000.00 plus applicable taxes for the purchase of 113 Cedar Crescent, which is the original listing price on the Town Website.

CARRIED

ADJOURN

229-2024 JAMES- SWEREDA: That Council approves the adjournment of this meeting at 10:27pm. CARRIED

NEXT COUNCIL MTG. WILL BE AUGUST 19, 2024 AT 7:00 PM.

Administrator

Mayor