

**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 APRIL 21, 2025.**

ATTENDANCE:

Present: Mayor- Jared Melnyk
Councillor- Jonathan Jenson
Councillor- Terissa James
Councillor- Tracy Swereda
Councillor- Jocelyn Griffin
Councillor – James Gallant
Councillor- Vacant

Administrator – Natasha Hykawy
Foreman- Kerry Prince

CALL TO ORDER:

With a quorum being present Mayor J. Melnyk called the meeting to order at 6:00 p.m.

AGENDA:

- 107-2025 SWEREDA- JAMES.: That Council approves the agenda as amended with the following:
Public Forum will be moved to after presentations
Under New Business: Temporary Road Closure
Under in Camera: Sewer Line Discussion

CARRIED

COUNCIL MINUTES:

- 108-2025 JENSON- GRIFFIN: That Council approves the Council Meeting minutes from March 17
2025 as presented.

CARRIED
- 109-2025 SWEREDA- GALLANT: That Council approves the Special Meeting Minutes from April 9
2025 as presented.

CARRIED

Council directed Administration, that going forward times will be recorded in the minutes when a declaration of Conflict of Interest is given.

PRESENTATIONS:

Barb and Bart Rustad presented to Council. They gave an update on the removal of the dilapidated building and the cleaning in the back of their property. They are working with their tenants to clean up and will address the falling down building when things dry

up. They discussed drainage in the back alley behind their property and the Town Foreman will take a look to see how things can be fixed to get the water to move better in the alley.

Ross Fisher from the Health Foundation of East Central Saskatchewan, INC presented to Council. He gave an update of the status of the building of a new regional hospital in Yorkton and what services that can be brought back to Yorkton. They are partnering with colleges to train and retain individuals for the hospital. He was also explaining how money will need to be raised in the near future for this endeavour.

110-2025 JAMES- JENSON: That Council accepts the presentations.

CARRIED

PUBLIC FORUM

The following points were made from the public:

- The justification of the base tax rate
- The justification of the base tax rate for an empty lot
- Cedar Crescent drainage
- The OSS Contract details
- What was budgeted for 2025
- Transfer Site state and plans for betterment

BUSINESS ARISING FROM PRESENTATIONS:

BUSINESS ARISING FROM CORRESPONDENCE:

111-2025 SWEREDA- GRIFFIN: That Council acknowledges the 2025 Education Property Tax Mill Rates.

CARRIED

112-2025 SWEREDA- JENSON: That an ad be Placed in the Plain and Valley Regional Development Issue for the Cedar Crescent lots for sale at a price of \$285 + applicable tax for an eighth of a page ad.

CARRIED

LIST OF CORRESPONDENCE:

113-2025 JENSON- GALLANT: That Council accepts the list of correspondence.

CARRIED

BUSINESS ARISING FROM REPORTS:

114-2025 GRIFFIN- SWEREDA: That Council donates four 10 swim punch passes to the Moving in May Fundraiser for the Pool.

CARRIED

115-2025 JAMES- SWEREDA: That Council donates \$50.00 for face painting supplies during June Dayz 2025.

CARRIED

REPORTS:

116-2025 JENSON- SWEREDA: That Council accepts the reports from the Town of Churchbridge standing committees, the Administration Report and Foreman Report

CARRIED

INFORMATION FROM REPORTS:

Council Standing Committees reports:

- Councillor Swereda had nothing to report. Will Report on SUMA Convention at next meeting.
- Councillor James attended a CBA meeting and a library meeting. Will give MLDP update at next meeting.
- Councillor Gallant attended a Fire Department meeting.
- Councillor Griffin attended a Rec Board Meeting, where \$11870.00 was handed out in local grants from Sask Lotteries. Reported on Moving in May Fundraiser for the Pool.
- Councillor Jenson had nothing to report.
- Mayor Melnyk had nothing to report. Will report on SUMA Convention at the next meeting.
-

Foreman Kerry Prince left the meeting at 7:20pm.

UNFINISHED BUSINESS:

Legal Land Descriptions will be added to the draft agreement by Administration and then given to the school to review and sign.

LIST OF ACCOUNTS FOR APPROVAL:

Councillor J. Griffin declared conflict of interest for cheque # 980 & 14915.
Councillor exited the hall at 7:31pm.

117-2025 JAMES- MELNYK: That Council approves the list of accounts for:

1. Amount associated with cheque #980
2. Amount associated with cheque #14915

Totalling \$1659.36

CARRIED

Councillor J. Griffin returned to the hall at 7:32pm.

Councillor J. Jenson declared conflict of interest for cheques #14902 & 14944.
Councillor J. Jenson exited the hall at 7:32pm.

118-2025 JAMES- MELNYK: That Council approves the list of accounts for:

1. Amounts associated with cheques # 14902& 14944 – Totalling \$3408.79

CARRIED

Councillor J. Jenson returned to the hall at 7:33pm.

- 119-2025 SWEREDA- GALLANT: That Council approves the list of accounts for:
1. Cheques #14900-14901, 14903-14914, 14916-14943, 14945-14964– Totalling \$192,575.40
 2. Automatic Withdrawal payments – Totalling \$38,312.27
 3. Arena Cheques #2338-2342, #975-979 & 981 – Totalling \$4,422.53
- With above payments totalling \$235,308.20 CARRIED

FINANCIAL STATEMENTS, BANK RECONCILIATION, BUDGETARY CONTROL & BANK STATEMENTS:

- 120-2025 GRIFFIN-JENSON: That Council approves the Town and Arena March Bank Reconciliations.
- CARRIED

- 121-2025 JENSON-GRIFFIN: That Council approves the March Financial Statement.
- CARRIED

NEW BUSINESS:

- BUDGET 2025:
- 122-2025 JAMES- JENSON: That Council approves 2025 Scenario 2 – Lawnmower operating budget and the accrual budget as presented.
- CARRIED

- MILL RATE FACTOR BYLAW:
- 123-2025 JENSON-GRIFFIN: That Bylaw #2025-003, being the Mill Rate Factor Bylaw, be introduced and read for the first time.
- CARRIED

- BASETAX BYLAW:
- 124-2025 GRIFFIN- JENSON: That Bylaw #2025-004, being the Base Tax Bylaw, be introduced and read for the first time and that the base amounts are as follows:
- Agricultural - \$650.00
- Residential- \$1400.00
- Commercial & Industrial- \$1400.00
- CARRIED

- DONATION REQUEST:
- 125-2025 GRIFFIN- SWEREDA: That Council donates \$100.00 worth of Churchbridge Bucks for the upcoming Churchbridge Lioness Ladies Night Out Event.
- CARRIED

POINT OF SALE:

126-2025 MELNYK-JAMES: That a Clover Office Debit machine with a with First Data Services be purchased for \$900.00 + taxes and monthly fees.

CARRIED

PRINTER:

127-2025 MELNYK- JENSON: That a printer be purchased from Gold Business for the Town Office for \$2377.87 + taxes and monthly service charge.

CARRIED

DIGITAL MEETINGS:

128-2025 MELNYK- JAMES: That Council approves purchasing a Dropbox membership for \$21.00 per month per user and that administration acquire quotes for tablets.

CARRIED

The Free Transfer Site Day will be revisited in the Fall.

POOL WAGE MATRIX:

129-2025 JAMES- GRIFFIN: That the 2025 Pool wage matrix is as follows:

- \$16.50 Lifeguard (Bronze Cross & First Aid/CPR required)
- Add \$1.50 for each additional certification obtained & passed (Examples are: NLS, LSI & Pool Operators Course.)
- Add \$1.50 for Assistant Manager
- Add \$3.00 for Manager

Add \$0.25 Incentive for every year of experience at the Churchbridge Aquatic Centre

CARRIED

POOL SEASON PRICES:

130-2025 JAMES- GRIFFIN: That the 2025 Pool season fees are as follows:

<u>Season Prices 2025</u>				
Day Pass			Season Pass	
Family	\$25.00 (Max 6)		Family	\$ 250.00
Adult	\$ 7.00		Adult	\$ 120.00
Child/Senior	\$ 6.00		Child/Senior	\$ 100.00
2 & Under	Free		2 & Under	Free
			Family pass add-on	\$ 50.00
10 Punch Pass				
Adult	\$ 65.00			
Child /Senior	\$ 55.00			

Swimming Lessons				
	With season Pass		Without Season Pass	
Parent & Tot	\$ 55.00		\$ 65.00	
Preschool 1-5	\$ 65.00		\$ 75.00	
Swimmer 1-3	\$ 70.00		\$ 80.00	
Swimmer 4-6	\$ 78.00		\$ 88.00	
Rookie, Ranger, Star	\$ 85.00		\$ 95.00	

CARRIED

Administration will set up a meeting with the RM to discuss recreation.

HALL RENTAL AGREEMENT & FEES:

131-2025 MELNYK- JENSON: That Hall Agreement form be accepted as amended and That Hall fees remain unchanged for 2025.

CARRIED

GRAD ADVERTISING:

132-2025 JAMES- SWEREDA: That an ad be placed in the Four-Town Journal's grad advertising edition for \$25.00 + applicable taxes.

CARRIED

GRAD SCHOLARSHIP:

133-2025 SWEREDA- MELNYK: That the Grad Scholarship in June be arranged with the school to deliver to a Town of Churchbridge resident.

CARRIED

TEMPORARY CLOSURE OF ROAD

134-2025 MELNYK- SWEREDA: That Highway 80/Vincent Ave W be temporarily closed in May of 2025 due to a culvert that needs to be repaired.

CARRIED

IN CAMERA SESSION OF COUNCIL:

135-2025 MELNYK- JENSON: That Council states that the time being 8:05pm, the Meeting of Council will be adjourned to an "In Camera" Meeting Session.

CARRIED

OUT OF IN CAMERA SESSION OF COUNCIL:

136-2025 MELNYK- GRIFFIN: That Council states that the time being 8:36pm, that the "In Camera" meeting is concluded and the Regular Meeting of Council is resumed.

CARRIED

SEPTIC TENDER:

137-2025 MELNYK- JENSON: That Council awards the Septic Tender 2025 to Redneck Ventures at the cost of \$140.00 + GST for a septic clean out & porta potty clean out and \$50.00 +GST for just a porta potty clean out.

CARRIED

CAMPGROUND WOOD TENDER
 138-2025 MELNYK- GRIFFIN: That Council awards the Campground Wood Tender 2025 to Terry Hildebrandt & Teranet Holdings Limited at a cost of \$230.00 per cord.

CARRIED

SUMMER PUBLIC WORKS HIRING:
 139-2025 GRIFFIN- JENSON: That Jim Wowchuk and Tessa Sauser be hired as Seasonal Public Works Staff, from May 5, 2025- August 29, 2025 at a wage of \$18.00/ hr for both.

CARRIED

POOL HIRING:
 140-2025 JAMES- GRIFFIN: That the following life guards be hired for the 2025 pool season:

Name	Position	Wage	Notes
Abi Hertlein	Manager	\$ 24.50	Start May 5, 2025
Joselynn Beynon	Assistant Manager	\$ 21.50	Start May 5, 2025
Walker Polvi	Lifeguard	\$ 18.25	Pending First Aid
Huston Weber	Lifeguard	\$ 20.00	
Mary Walting	Lifeguard	\$ 19.75	
Ciara Freake	Lifeguard	\$ 18.25	
Adrienne Eagles	Lifeguard	\$ 19.50	
Alek Sauser	Lifeguard	\$ 18.00	Pending First Aid
Erika Hertlein	Junior Lifeguard	\$ 18.50	
Natalie Prier	Junior Lifeguard	\$ 16.75	Pending First Aid
Ainsley Croswell	Junior Lifeguard	\$ 16.50	
Myla Sherloski	Junior Lifeguard	\$ 18.00	

CARRIED

TRANSFER SITE PROPOSAL:
 141-2025 GRIFFIN- JAMES: That Council accepts the Transfer Site Attendants proposal.

DEFEATED

EASEMENT:
 142-2025 GRIFFIN- JAMES: That an Easement agreement be created and a culvert placement be proposed to the property owner of Roll # 101 000.

CARRIED

SEWER LINE FIX:
 143-2025 MELNYK- JENSON: That the sewer snaking invoice be accepted as information and that the sinking sewer line for Roll #407 000 be set to be fixed as per policy.

CARRIED

ADJOURN:
 144-2025 JENSON- GRIFFIN: That Council approves the adjournment of this meeting at 8:45pm.

CARRIED

The next Council Meeting will be held on May 20, 2025 at 6:00pm.

Administrator

Mayor