

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 JUNE 16, 2025.

ATTENDANCE:

Present: Mayor- Jared Melnyk
Councillor- Jonathan Jenson
Councillor- Terissa James
Councillor- Tracy Swereda
Councillor- Jocelyn Griffin
Councillor-James Zelmer

Administrator – Natasha Hykawy
Foreman- Kerry Prince

Absent: Councillor – James Gallant

CALL TO ORDER:

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

AGENDA:

172-2025 SWEREDA- JAMES.: That Council approves the agenda. CARRIED

COUNCIL MINUTES:

173-2025 JENSON- GRIFFIN: That Council approves the Council Meeting minutes from May 20, 2025 as presented. CARRIED

PRESENTATIONS:

The 2024 financial statements were presented from the Town’s auditor, Brittney Maddaford of Baker Tilly.

BUSINESS ARISING FROM PRESENTATIONS:

BUSINESS ARISING FROM CORRESPONDENCE:

LIST OF CORRESPONDENCE:

174-2025 JENSON- JAMES: That Council accepts the list of correspondence. CARRIED

BUSINESS ARISING FROM REPORTS:

REPORTS:

175-2025 JAMES- GRIFFIN: That Council accepts the reports from the Town of Churchbridge standing committees, ECTPC & TCYHA reports, the Administration Report and Foreman Report

CARRIED

INFORMATION FROM REPORTS:

Council Standing Committees reports:

- Councillor Swereda had nothing to report.
- Councillor James' meetings have all been scheduled to this week.
- Councillor Gallant had nothing to report as absent.
- Councillor Griffin reported on the Summer Dayz program that will be starting soon and solutions for the Library basement flooring. Moving in May fundraiser update- it was successful.
- Councillor Jenson mentioned the valve communication issues in the Water Treatment Plant.
- Councillor Zelmer had nothing to report.
- Mayor Melnyk had noting to report.

Foreman Kerry Prince left the meeting at 6:36pm.

UNFINISHED BUSINESS:

GOLF CART BYLAW:

176-2025 JAMES-JENSON: That Bylaw #2025-005, being the Golf Cart Bylaw, be read for the second time.

CARRIED

177-2025 JAMES- JENSON: That Bylaw #2025-005, being the Golf Cart Bylaw be read for the third time and that an approved copy of this Bylaw be attached to and form part of these minutes pending approval from SGI.

CARRIED

LIST OF ACCOUNTS FOR APPROVAL:

Councillor J. Jenson declared conflict of interest for cheque # 15025 & 15056.
Councillor J. Jenson exited the hall at 6:42pm.

178-2025 JAMES- SWEREDA: That Council approves the list of accounts for:
1. Amount associated with cheque #15025
2. Amount associated with cheque #15056
-Totalling \$3564.10

CARRIED

Councillor J. Jenson returned to the hall at 6:43pm.

Councillor J. Griffin declared conflict of interest for cheques #15038 & 15078.

Councillor J. Griffin exited the hall at 6:43pm.

- 179-2025 JAMES- JENSON: That Council approves the list of accounts for:
1. Amounts associated with cheque # 15038
 2. Amounts associated with cheque # 15078
- Totalling \$1624.26
- CARRIED

Councillor J. Griffin returned to the hall at 6:44pm.

- 180-2025 JAMES- JENSON: That Council approves the list of accounts for:
1. Cheques #15026-15037, 15039-15055, 15057-15077 & 15079- 15101– Totalling \$92,999.57
 2. Arena Cheques #2347-2350, #985-989 – Totalling \$5,867.46
- With above payments totalling \$ 98,867.03
- CARRIED

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

- 181-2025 MELNYK- JENSON: That Council approves the May Financial Statement, Budgetary Control and Bank Statement.
- CARRIED
- 182-2025 JENSON- GRIFFIN: That Council approves the Town and Arena May Bank Reconciliations.
- CARRIED

NEW BUSINESS:

- TAX ABATEMENT REQUEST:
- 183-2025 MELNYK- SWEREDA: That approves the request for an abatement of the municipal portion of taxes for Roll # 114 000 in the amount of \$2209.89.
- CARRIED

The Land for Purchase Proposal was tabled. Administration will gather more information on designated green spaces within the Town.

- FRIDGE PURCHASE:
- 184-2025 MELNYK-SWEREDA: That Council approves the purchase of a new fridge for the Hall at a price of \$3500.00 + applicable taxes.
- CARRIED

Council directs administration to create a tender to sell the old fridge as is.

- DRAFT FINANCIAL STATEMENTS 2024:
- 185-2025 JAMES- JENSON: That Council approves the Draft Financial Statements for 2024.
- CARRIED

- 186-2025 TAX REFUND REQUEST:
SWEREDA- JENSON: That Council approves the tax refund request for Roll # 349 000 in the amount of \$104.38.
CARRIED
- PUBLIC FORUM:
The following points were made from the public:
- The flag replacement.
 - If an insurance discount is available for non-Town owned buildings.
- 187-2025 IN CAMERA SESSION OF COUNCIL:
MELNYK- SWEREDA: That Council states that the time being 7:17pm, the Meeting of Council will be adjourned to an "In Camera" Meeting Session.
CARRIED
- 188-2025 OUT OF IN CAMERA SESSION OF COUNCIL:
JAMES- JENSON: That Council states that the time being 7:31pm, that the "In Camera" meeting is concluded and the Regular Meeting of Council is resumed.
CARRIED
- 189-2025 WAGE INCREASE:
MELNYK- JAMES: That Britney Jenson receives an \$1.25/hr wage increase from \$29.00/hr to \$30.25/hr for the successful completion of a Water Treatment and Distribution level one course, effective June 15th, 2025.
CARRIED
- 190-2025 PAVING TENDER:
JAMES- SWEREDA: That Fedorowich Construction LTD. be awarded the paving tender for 2025 at a price of \$139,500.00 + applicable taxes and that a quote be obtained for additional patching while the work is being done.
CARRIED
- 191-2025 FLOWER WATERING SERVICES:
MELNYK- JENSON: That Chayce Becker be hired for flower watering services for the Summer 2025 season at \$15.00/hr, starting May 29th, 2025.
CARRIED
- 192-2025 ADJOURN:
JENSON- GRIFFIN: That Council approves the adjournment of this meeting at 7:33pm.
CARRIED

The next Council Meeting will be held on July 21st, 2025 at 6:00pm.

Administrator

Mayor