

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 AUGUST 18th 2025.

ATTENDANCE:

Present: Mayor- Jared Melnyk
Councillor- Tracy Swereda – By Phone
Councillor- Jocelyn Griffin
Councillor-James Zelmer
Councillor- James Gallant

Administrator – Natasha Hykawy
Foreman- Kerry Prince

Absent : Councillor- Terissa James
Councillor- Jonathan Jenson

CALL TO ORDER:

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

AGENDA:

221-2025 GALLANT- GRIFFIN.: That Council approves the agenda.

CARRIED

COUNCIL MINUTES:

222-2025 GRIFFIN- GALLANT: That Council approves the Council Meeting minutes from July 21, 2025 as presented.

CARRIED

PRESENTATIONS:

A presentation from a resident on Cedar Crescent. They wanted to know the plan for the road in front of their house. Drainage will be directed to the South side of the road and gravel will be packed down on the road before winter.

REPORTS:

223-2025 GRIFFIN- GALLANT: That Council accepts the reports from the Town of Churchbridge standing committees, Arena Board Meeting Minutes, the Administration Report and Foreman Report

CARRIED

INFORMATION FROM REPORTS:

Council Standing Committees reports:

- Councillor Swereda had nothing to report.
- Councillor James had nothing to report, as absent.
- Councillor Gallant had nothing to report.
- Councillor Griffin noted that the Summer Dayz program has one more week left and the pool season was nearing an end.
- Councillor Jenson had nothing to report, as absent
- Councillor Zelmer had nothing to report.
- Mayor Melnyk has been busy taking calls from the RCMP and the SCAN Program.

Foreman Kerry Prince left the meeting at 6:38pm.

UNFINISHED BUSINESS:

BUILDING BYLAW:

224-2025 GALLANT- GRIFFIN: That Bylaw #2025-006, being the Bylaw Respecting Buildings, be read for the second time. CARRIED

225-2025 SWEREDA- ZELMER: That Bylaw #2025-006, being the Bylaw Respecting Buildings, be read for the third time and that an approved copy of this Bylaw be attached to and form part of these minutes. CARRIED

PLANNING AND DEVELOPMENT FEES BYLAW:

226-2025 GRIFFIN- GALLANT: That Bylaw #2025-007, being the Planning & Development Fees Bylaw, be read for the second time. CARRIED

227-2025 ZELMER-GRIFFIN: That Bylaw #2025-007, being the Planning & Development Fees Bylaw, be read for the third time and that an approved copy of this Bylaw be attached to and from part of these minutes. CARRIED

LIST OF ACCOUNTS FOR APPROVAL:

Councillor J. Griffin declared conflict of interest for cheque # 15241.
Councillor J. Griffin exited the hall at 6:41pm.

228-2025 MELNYK- GALLANT: That Council approves the list of accounts for:
1. Amount associated with cheque #15241
-Totalling \$1500.00

CARRIED

Councillor J. Griffin returned to the hall at 6:42pm.

229-2025 GALLANT- GRIFFIN: That Council approves the list of accounts for:
1. Cheques #15234-15240 & 15242-15335– Totalling \$357,022.85
2. Arena Cheque #992 – Totalling \$268.90

3. Automatic withdrawals for SaskEnergy -Totalling \$849.98
With above payments totalling \$358,141.73

CARRIED

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

- 230-2025 GRIFFIN- GALLANT: That Council approves the July Financial Statement, Budgetary Control and Bank Statement.

CARRIED

- 231-2025 GALLANT- SWEREDA: That Council approves the Town and Arena July Bank Reconciliations.

CARRIED

NEW BUSINESS:

MOBILE HOME LOT DESIGNATION:

- 232-2025 MELNYK- GRIFFIN: That Council designates Lot 4 Block 3 Plan 3604 for a mobile home.

CARRIED

WAIVE TRANSFER SITE FEE:

- 233-2025 SWEREDA- GRIFFIN: That Council waives the Transfer Site fees for the Churchbridge Daycare for their clean up even on September 16th, 2025.

CARRIED

TAX ENFORCEMENT:

- 234-2025 SWEREDA-GRIFFIN: That Taxservice be authorized to handle Tax enforcement proceedings on behalf of the Town of Churchbridge and to exclude from the list of lands, properties in which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy.

CARRIED

Council tabled the pest control quote. Administration will put out an advertisement to see who is interested in becoming a Pest Control Officer for the Town.

COUNCIL DEVICE POLICY

- 235-2025 GALLANT- ZELMER: That Council approves Policy #2025-002, the Council Electronic Device Policy.

CARRIED

ANIMAL CONTROL BYLAW:

- 236-2025 JAMES- GRIFFIN: That Bylaw #2025-008, being the Animal Control Bylaw receives it's first reading.

CARRIED

ADMINISTRATOR HOLIDAYS:
237-2025 GRIFFIN- ZELMER: That Council approves the Administrator's holiday request for the following days:
September 25, 26, 29 & 30
December 22 & 23 CARRIED

PUBLIC FORUM:

The following points were made from the public:

- Paving Recognition
- Suggesting pet owners be more responsible for pets
- Confirming SGI approved the Golf Cart Bylaw

IN CAMERA SESSION OF COUNCIL:
238-2025 MELNYK- GRIFFIN: That Council states that the time being 7:13pm, the Meeting of Council will be adjourned to an "In Camera" Meeting Session.
CARRIED

OUT OF IN CAMERA SESSION OF COUNCIL:
239-2025 MELNYK- GALLANT: That Council states that the time being 8:19pm, that the "In Camera" meeting is concluded and the Regular Meeting of Council is resumed.
CARRIED

TRUCK TENDER:
240-2025 SWEREDA- GRIFFIN: That since both tender submissions received were the same amount, both bidders will have the opportunity to re bid and that the submission deadline is September 12th, 2025 at 4:00pm.
CARRIED

ELM TREE TENDER:
241-2025 JAMES- GRIFFIN: That Whisperin Jakes be awarded the elm tree tender for 2025 at a price of \$9800.00 + applicable taxes.
CARRIED

That administration will re-advertise for a Casual Transfer Site Attendant position.

ADJOURN:
242-2025 MELNYK- GRIFFIN: That Council approves the adjournment of this meeting at 7:25pm.
CARRIED

The next Council Meeting will be held on September 15th, 2025 at 6:00pm.

Administrator

Mayor