

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 27th, 2026.

ATTENDANCE:

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

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:

099-2026 JAMES- JENSON: That Council approves the agenda as amended to add:

New Business – Close Street
New Business- Insurance Policy
In Camera- Staffing CIB

CARRIED

COUNCIL MINUTES:

100-2026 JENSON- SWEREDA: That Council approves the Council Meeting minutes from March 23, 2026 as presented.

CARRIED

PRESENTATIONS:

A presentation was given to Council by the RCMP. They went over an overview of the police presence and happenings in the area in 2025. There was mention of a recent big drug bust in the area and how they are operating short staffed.

CORRESPONDENCE:

101-2026 SWEREDA- GRIFFIN: That Council acknowledges the 2026 Education Property Tax Mill Rates.

CARRIED

REPORTS:

102-2026 SWEREDA- MELNYK: That a reimbursement be given to Councillor Griffin for a ticket purchased to attend the Family and Friends Gala as a representative of Council and the Town.

CARRIED

103-2026 JENSON- JAMES: That Council accepts the Arena Board Meeting Minutes of March 12, 2026.

CARRIED

104-2026 SWEREDA- JAMES: That Council accepts the ECTPC Meeting Minutes of February 12, 2026.

CARRIED

105-2026 JAMES- JENSON: That Council accepts the reports from the Town of Churchbridge standing committees, the Administration Report and the Foreman Report.

CARRIED

INFORMATION FROM REPORTS:

Council Standing Committees reports:

- Councillor Swereda will attend a Fire Department meeting. She also attended a school meeting
- Councillor James attended a Business Association meeting and talked about the plans for June Dayz. The Arena ice is out for the season. She is also hosting work bees for the cleanup and beautification of the Town.
- Councillor Griffin attended reported that the Rec Board will be dispensing grants shortly. She attended a CIB meeting; they are taking over the hanging baskets from the Business association. She attended the Family and Friends Gala. She also reported that Moving in May is starting up again.
- Councillor Jenson had nothing to report.
- Councillor Zelmer had nothing to report.
- Mayor Melnyk has been in contact with the various parties involved in the Railway crossing.

Foreman Report:

Foreman K. Prince gave a report, it involved:

- Hauling snow, ditching and back alley clearing.
- The RO will have a cleaning in the near future.
- Ordered more membranes.

Foreman K. Prince left the meeting at 6:30pm.

UNFINISHED BUSINESS:

LIST OF ACCOUNTS FOR APPROVAL:

Councillor J. Griffin declared a conflict of interest on cheque # 15816 and left the dining room at 6:51pm.

106-2026 JAMES- JENSON: That Council approve cheque # 15816, totalling \$1750.00.
CARRIED

Councillor J. Griffin returned to the dining room at 6:52pm.

107-2026 JAMES- SWEREDA: That Council approves the list of accounts for:
1. Cheques #15770-15815 & 15817-15824, Totalling \$80,679.83
2. Arena Cheques #2413-2426 & 1020, Totalling \$5664.32
3. Automatic withdrawals for SaskPower, Totalling \$8545.74
With above payments totalling \$192,809.22.
CARRIED

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

108-2026 JENSON- GRIFFIN: That Council approves the March Financial Statement, Budgetary Control and Bank Statement.
CARRIED

109-2025 JAMES- JENSON: That Council approves the Town and Arena March Bank Reconciliations.
CARRIED

NEW BUSINESS:

DONATION REQUEST:

The donation request for Community Safety Net was filed as information.

DONATION REQUEST:

110-2026 MELNYK- SWEREDA: That Council approves a \$100.00 donation of pool passes for the Moving in May fundraising for the pool.
CARRIED

DRAINAGE REQUEST:

111-2026 JENSON- JAMES: That Council approves the drainage request to install a catch basin and grate over a culvert to improve drainage on Basken Street.
CARRIED

Zoning Bylaw amendment was filed as information. Administration will reach out to the resident to inform them to submit a request for an address change under the Civic Addressing Bylaw.

2026 ENVIRONMENTAL MONITORING SERVICE AGREEMENT:

112-2026 JENSON- SWEREDA: That the 2026 Environmental Services Agreement be signed for groundwater monitoring and construction of a new well for a cost of 21,300.00 (GST excluded).
CARRIED

CLOSE CEDAR CRES. ROAD:

113-2026 GRIFFIN- JAMES: That east side of Crescent be closed to traffic, effective immediately until July 19, 2026.
CARRIED

POLICY:

114-2026 JAMES- JENSON: That Council approves the following Policies:
HR-001: Employee Handbook
HR-002: Drug and Alcohol Policy
HR-003: Violence Prevention Policy
HR-004: Harassment Policy
HR-005: Employee Code of Conduct
CARRIED

BUILDING PERMIT 26-003:

115-2026 MELNYK- JENSON: That Council approves Building Permit 26-003, pending all setbacks are met.
CARRIED

BUILDING PERMIT 26-004:

116-2026 MELNYK- GRIFFIN: That Council approves Building Permit 26-004, pending all setbacks are met.
CARRIED

CLOSE PROTHERO WEST AVE:

117-2026 JAMES- GRIFFIN: That Prothero Ave W, from Rankin Ave to Raikes St N be closed on Saturday June 20th, 2026.
CARRIED

INSURANCE:

118-2026 MELNYK- JENSON: That the quote for insurance, for Town Facilities be accepted for \$51,452.00 plus applicable taxes.
CARRIED

PUBLIC FORUM:

The following points were made from the public:

- To check the paving on Church Street for cracks and warranty.

- Traylor court water leak situation.
- Moving snow in church parking lots.

IN CAMERA SESSION OF COUNCIL:

119-2026 JAMES- JENSON: That Council states that the time being 7:29pm, the Meeting of Council will be adjourned to an "In Camera" Meeting Session.

CARRIED

OUT OF IN CAMERA SESSION OF COUNCIL:

120-2026 JAMES- SWEREDA That Council states that the time being 7:48pm, that the "In Camera" meeting is concluded and the Regular Meeting of Council is resumed.

CARRIED

SUMMER PUBLIC WORKS POSITION:

121-2026 JENSON- SWEREDA: That Tessa Sauser be hired for the summer Public Works position at a rate of \$18.50/hr, from May 25th- August 28th 2026.

CARRIED

TRNSFER SITE ATTENDANT POSITION:

122-2026 JENSON- ZELMER: That Vincent VanDrecht be hired as Transfer Site Attendant at a rate of \$25.00/hr.

CARRIED

AQUATIC CENTRE HIRING:

122-2026 GRIFFIN- JENSON: That the following be hired for the 2026 season at the Churchbridge Aquatic Centre:

Ainsley Crowell	\$16.75	Or \$19.75 Pending the pass of NLS and LSI
Rabi Hassoo	\$16.50	
Walker Polvi	\$22.50	
Huston Weber	\$21.50	pending recertification of NLS
Kingsley Jenson	\$16.50	pending first aid passing
Kale Bolme	\$18.00	pending NLS passing
Kalia Baer	\$25.00	pending LSI recertification and Pool ops passing
Havalah Poppleton	\$16.50	pending Bronze cross recertification
Natalie Prier	\$18.50	pending first aid recertification
Myla Scherloski	\$19.75	Pending LSI and first aid recertification
Jocelyn Bouvier	\$16.50	
Abygayle Matus	\$19.50	Pending LSI
Eloise Cristo	\$19.75	Pending First aid and NLS recertification
Abi Hertlein	\$21.75	Pending LSI and first aid recertification
Erika Hertlein	\$18.50	Pending Bronze cross recertification

& Confirmation of first aid certificate

Meric Poncelet \$19.50 Pending First aid, NLS and LSI Recertification

CARRIED

Councillor T. James declared a conflict of interest, she remained in the dining room.

CAMPGROUND WOOD TENDER:

123-2026 GRIFFIN- JENSON: That Kerry Prince be awarded the Campground Wood Tender at \$250.00 per cord and \$125 per truckload.

CARRIED

SEPTIC SERVICES TENDER:

124-2026 JENSON- GRIFFIN: That Redneck Ventures be awarded the Septic Services Tender at a cost of \$140.00 + GST for Campground and porta potty empty, \$50.00 + GST for a Transfer Site porta potty empty once a month and a Rest Stop porta potty empty only for \$50.00 + GST.

CARRIED

BASKEN STREET RECAPING:

125-2026 GRIFFIN- JENSON: That a one-inch cap be placed on Basken Street and that administration will obtain a quote from Canadian Paving Services.

CARRIED

TENDER FOR WATERING SERVICES:

126-2026 GRIFFIN- JAMES: That a Tender be advertised for flower watering services.

CARRIED

GAS TAX FOR PAVING

128-2026 Melnyk-SWEREDA: That gas tax funds shall be used for paving of the entire Vincent Ave West.

CARRIED

ADJOURN:

129-2026 JAMES- GRIFFIN: That Council approves the adjournment of this meeting at 7:51pm.

CARRIED

The next Council Meeting will be held on May 19th, 2026 at 6:00pm

Administrator

Mayor