

Town of St. Brieux
Meeting Minutes
January 13, 2026 - Regular Meeting of Council - 04:00 PM

In Attendance: Mayor Tammy Leray, Deputy Mayor Dan Clifford, Councillors Gerry Miller, Justin Assie and Max Mueller.

Regrets: Administrator Erinn Schreiner

Staff in Attendance: Acting Administrator Alanna Strangway.

1. CALL TO ORDER

WITH a quorum being present, Mayor Tammy Leray called the meeting to order at 4:00pm.

2. CONFLICT OF INTEREST DECLARATIONS

There are Conflict of Interest Declarations.

Daniel Clifford @ Agenda Item 9.7

3. AGENDA

Resolution No: 2026-0766

Moved By: Max Mueller

THAT Council approves the agenda as presented.

Carried

4. MINUTES

Resolution No: 2026-0767

Moved By: Dan Clifford

THAT the minutes of the Regular Meeting of Council held on December 09, 2025 be approved as presented.

Carried

5. DELEGATIONS

5.1 4:00PM || Dennis Kajner - Municode (NO SHOW)

5.2 4:15PM || Herauf Enterprises - Modular Town Office Building Update

6. APPROVAL OF FINANCIAL REPORTS

6.1 List of Accounts Payable for Approval

Resolution No: 2026-0768

Moved By: Gerry Miller

December 1-31, 2025 - Payments

THAT Council approves the list of payments totalling \$881,577.68 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17685 to #17708 - totaling \$852,821.60
Mastercard #2025-032 to #2025-038 - totaling \$2,818.57
Payment Vouchers #2025-0324 to #2025-0353 - totaling \$25,937.51

Carried

6.2 Bank Reconciliation Statement - Main

Resolution No: 2026-0769

Moved By: Max Mueller

THAT Council approves the December 2025 bank reconciliation report as presented.

Carried

6.3 Statement of Financial Activities

Resolution No: 2026-0770

Moved By: Justin Assie

THAT Council approves the December 2025 Statement of Financial Activities as presented.

Carried

6.4 Bank Reconciliation Statement - Fire Department Main

Resolution No: 2026-0771

Moved By: Dan Clifford

THAT Council accepts the December 2025 bank reconciliation statement for the Fire Department Main and Savings accounts as presented.

Carried

7. REPORTS

Resolution No: 2026-0772

Moved By: Gerry Miller

THAT Council accepts the December 2025 / January 2026 Acting Administrator and Town Foreman reports as presented.

Carried

7.1 Administrator

7.2 Public Works Department

8. MAYOR AND COUNCILLOR'S FORUM

Statements shall include the sharing of the following information:

- a) Events, activities or community functions attended; and
- b) General work of members on behalf of council colleagues, constituents and the municipality.

All comments will be verbal only and shall not be recorded in the minutes of the meeting.

9. UNFINISHED BUSINESS

9.1 Pinter Update

Resolution No: 2026-0773

Moved By: Max Mueller

THAT Council acknowledges the Lagoon Update as presented.

Furthermore, that Council authorizes the Acting Administrator to pay PROGRESS PAYMENT NO. 3 (Nexom) as presented by Pinter and Associates Ltd.

This payment includes components of the SAGR and Blower Building.

Carried

9.2 SMB - Municipal Debenture Application

9.3 Hytek / Herauf

Resolution No: 2026-0774

Moved By: Justin Assie

THAT Council acknowledges the Hytek / Herauf Office Building Update as presented.

Carried

9.4 RMLL Follow Up

Resolution No: 2026-0775

Moved By: Justin Assie

THAT Council requests the Acting Administrator to write a letter to the RM of Lake Lenore requesting funding assistance for the Sewage Lagoon Project.

The RM of Lake Lenore had previously offered funding assistance when the Sewage Lagoon Project was in its planning stages but has since repealed such funding.

Carried

9.5 Request - Joseph Bourgault

Resolution No: 2025-0776

Moved By: Dan Clifford

Tabled

9.6 2026 Janitorial Agreement (proposed June 2026 to June 2028)

Resolution No: 2026-0776

Moved By: Dan Clifford

THAT Council authorizes the Acting Administrator to sign the 2026 Janitorial Agreement with Trevor and Linnaea Linndenbach.

Futhermore, Council requests that the Acting Administrator prepare an updated document to be made available for TENDER for the 2027 year. This tender shall be publicly posted in October/November of 2026.

Carried

9.7 St. Brieux Manor - Request for Signage

Resolution No: 2026-0777

Moved By: Justin Assie

THAT Council approves the placement of the requested signage. However, placement must comply with the Zoning Bylaw and shall not obstruct the roadway. The signs must be positioned on the grass side of the sidewalk. There shall be no signs in the roadway as this will negatively impact snow removal and street sweeping activities.

The requested signage is for drop off / pick up only and shall read as such. Any other or additional signage shall be brought forward to council before final placement.

*Daniel Clifford left the council chambers @ 6:38PM
Daniel Clifford returned to the council chambers @ 6:40PM*

Carried

10. NEW BUSINESS

10.1 Appointment of Board of Revision

Resolution No: 2026-0778

Moved By: Gerry Miller

That pursuant to Subsection 220(1) of *The Municipalities Act* the TOWN OF ST. BRIEUX appoints Western Municipal Consulting Ltd. to manage the **Board of Revision** process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

Carried

10.2 Appointment of Board of Revision Secretary

Resolution No: 2026-0779

Moved By: Max Mueller

That pursuant to Subsection 221(1) of *The Municipalities Act* the TOWN OF ST. BRIEUX appoints Nicole Hoskins with Western Municipal Consulting Ltd. as **Secretary to the Board of Revision** for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried

10.3 Appointment of Development Appeals Board

Resolution No: 2026-0780

Moved By: Dan Clifford

That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the TOWN OF ST. BRIEUX appoints Western Municipal Consulting Ltd. to manage the **Development Appeals Board** process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in

Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

Carried

10.4 Appointment of Development Appeals Board Secretary

Resolution No: 2026-0781

Moved By: Justin Assie

That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the TOWN OF ST. BRIEUX appoints Claudette McGuire with Western Municipal Consulting Ltd. as **Secretary to the Development Appeals Board** for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried

10.5 Western Municipal Consulting - 2026 Rates

Resolution No: 2026-0782

Moved By: Gerry Miller

THAT Council accepts the Western Municipal Consulting 2026 Rate Schedule and Board Descriptions as presented.

Carried

10.6 Appointment of Building Inspector

Resolution No: 2026-0783

Moved By: Dan Clifford

THAT Council appoints Municode as the Town of St. Brieux's building inspector for 2026.

Carried

10.7 Appointment of Auditor

Resolution No: 2026-0784

Moved By: Gerry Miller

THAT Council appoints Ingram & Yeadon as the Town of St. Brieux's auditors for 2026.

Carried

10.8 CAO - Proof of Bond

Resolution No: 2026-0785

Moved By: Max Mueller

THAT Council accepts Acting Administrator Alanna Strangway's 2026 proof of bond as presented.

Carried

10.9 2026 Committees of Council

Resolution No: 2026-0786

Moved By: Gerry Miller

THAT Council set outs the Committees of Council for 2026 as follows:

<u>GROUP</u>	<u>MEMBER</u>	<u>ALTERNATE</u>
St. Brieux Regional Park	Daniel Clifford	Max Mueller
Rec Centre Board	Justin Assie	Daniel Clifford
Water/Sewer	Tammy Leray	Gerry Miller
Streets	Max Mueller	Justin Assie
REACT	Gerry Miller	Tammy Leray
Museum	Justin Assie	Tammy Leray
Wapiti Library	Max Mueller	Tammy Leray
HR	Daniel Clifford/Justin Assie	Gerry Miller
Fire Department	Tammy Leray/Gerry Miller	Daniel Clifford

Carried

11. CORRESPONDENCE

Resolution No: 2026-0787

Moved By: Tammy Leray

THAT Council acknowledges the Correspondence as presented.

Carried

11.1 Request for Rezoning - 102 1st Avenue North

Resolution No: 2026-0788

Moved By: Justin Assie

THAT Council approves the rezoning request from C1 to R2.

Defeated

11.2 St. Brieux School - Mental Health Day Donation

Resolution No: 2026-0789

Moved By: Dan Clifford

THAT Council agrees to donate \$200.00 as well as a St. Brieux bunny hug for the St. Brieux School Mental Health Day 2026.

Carried

11.3 IT Support - Mike Pulice @ Dzinehaus Computers

Resolution No: 2026-0790

Moved By: Justin Assie

THAT Council agrees to allow Mike Pulice @ Dzinehaus Computers to:

1. CHANGE DOMAIN FROM **townofstbrieux.com** to **stbrieux.ca**
2. MANAGE ALL MICROSOFT ACCOUNTS AND USERS
3. MANAGE WEBSITE
4. ASSIST WITH EQUIPMENT on an as needed basis

Carried

11.4 Sask Recycles Motion Needed

Resolution No: 2026-0791

Moved By: Gerry Miller

THAT Council provides intent to continue AUTOMATED CURBSIDE RECYCLE.

At this time, the Town of St. Brieux has hired Greenland Waste to manage our AUTOMATED CURBSIDE RECYCLE as it is not yet available elsewhere.

Carried

11.5 RM Complaints - Lagoon Discharge

12. IN-CAMERA

Resolution No: 2026-0792

Moved By: Tammy Leray

THAT Council suspends it's Regular Meeting at 7:37PM to enter into an In-Camera session to discuss HR matters.

Carried

13. OUT OF CAMERA

Resolution No: 2026-0793

Moved By: Tammy Leray

THAT Council closes it's In-Camera session at 7:53PM and resumes its Regular Meeting.

Carried

14. BYLAWS

15. ADJOURNMENT

Resolution No: 2026-0794

Moved By: Tammy Leray

THAT this meeting be adjourned at 7:53PM.

Carried