

Town of St. Brieux
Meeting Minutes
June 10, 2025 - Regular Meeting of Council - 4:00 PM

In Attendance: Mayor Tammy Leray, Councillors Gerry Miller, Justin Assie and Max Mueller.
Regrets: Administrator Erinn Schreiner and Deputy Mayor Dan Clifford.
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 no Conflict of Interest Declarations.

3. AGENDA

Resolution No: 2025-0539

Moved By: Max Mueller

THAT Council approves the agenda as presented.

Carried

4. MINUTES

Resolution No: 2025-0540

Moved By: Gerry Miller

THAT the minutes of the Regular Meeting of Council held on May 13, 2025 and the minutes of the Special Meeting of Council held on May 23, 2025 be approved as presented.

Carried

5. DELEGATIONS

5.1 KIN CLUB 4:00pm - 4:15pm

5.1.1 BBQ & Movie on June 26, 2025

Resolution No: 2025-0541

Moved By: Max Mueller

THAT Council allows the Kin Club to close a portion of Main Street.

Main Street at the 100 block shall be closed from 5:00pm to 8:00pm on June 26, 2025 to accommodate the last day of school BBQ and Movie at the St. Brieux Theater.

Carried

5.1.2 Future Plan for Multi-use Sport Court

Resolution No: 2025-0542

Moved By: Max Mueller

THAT Council instructs the Acting Administrator to seek further information including:

- 1) To write a letter to Co-op requesting further information and possible intent to sell their vacant lot located at 301 Main Street.
- 2) To reach out to AON insurance regarding pricing for a Multi-use Sport Court / Spray Park.

Carried

5.2 Saskatchewan Health Authority - LeeAnn Fannon 4:15pm - 4:30pm

6. APPROVAL OF FINANCIAL REPORTS

6.1 List of Accounts Payable for Approval

Resolution No: 2025-0543

Moved By: Justin Assie

May 1 - 31, 2025 - Payments

THAT Council approves the list of payments totalling \$70,174.98 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17470 to #17505 - totaling \$34,153.36

Mastercard #2025-007 - totaling \$6171.66

Payment Vouchers #2025-0123 to #2025-0155 - totaling \$29,849.96

Carried

6.2 Bank Reconciliation Statement - Main

Resolution No: 2025-0544

Moved By: Max Mueller

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

Carried

6.3 Statement of Financial Activities

Resolution No: 2025-0545

Moved By: Gerry Miller

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

Carried

6.4 Bank Reconciliation Statement - Fire Department Main

Resolution No: 2025-0546

Moved By: Justin Assie

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

Carried

7. REPORTS

Resolution No: 2025-0547

Moved By: Max Mueller

THAT Council accepts the May / June 2025 Acting Administrator and Town Foreman reports as presented.

Carried

7.1 Administrator

7.2 Public Works Department

7.3 Contech - In person UPDATE from Garrett Bullee & Shane Smith

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 Lagoon Update

Resolution No: 2025-0548

Moved By: Gerry Miller

THAT Council acknowledges the Lagoon Update as presented.

Carried

9.2 Hytek - Office Update

Resolution No: 2025-0549

Moved By: Justin Assie

THAT Council acknowledges the New Office Building Update as presented.

Carried

9.3 Fire Department

Resolution No: 2025-0550

Moved By: Max Mueller

THAT Council requests that the Acting Administrator set up a Fire Meeting with the RM of Lake Lenore.

Carried

9.4 St. Brieux Manor Tax Abatement

Resolution No: 2025-0551

Moved By: Gerry Miller

THAT Council accepts the request from the St. Brieux Manor Board for the 2025 100% tax abatement.

Tabled

9.4.1 RM of Lake Lenore Service Road Agreement

Resolution No: 2025-0552

Moved By: Max Mueller

Tabled

10. NEW BUSINESS

10.1 Audit 2024

Resolution No: 2025-0553

Moved By: Justin Assie

THAT Council approves the Audit as presented by Ingram and Yeadon.

Tabled

10.2 Budget 2025

Resolution No: 2025-0554

Moved By: Max Mueller

THAT Council approves the Budget as presented for 2025.

Tabled

10.3 Website Update / Launch pushed to July 1, 2025

10.4 Letter from Calvin Godart / Purchase Request

Resolution No: 2025-0555

Moved By: Gerry Miller

THAT Council accepts the purchase request as presented by Calvin Godart.

Defeated

10.5 Letter from Kin Club / Request

Resolution No: 2025-0556

Moved By: Max Mueller

THAT Council allows the Kin Club to close a portion of 1st Avenue.

1st Avenue at the Community Hall and Rink shall be closed from 5:00pm to 10:00pm on June 30, 2025 to accomodate the Annual Kin Club Car Bingo.

Carried

10.6 Museum Repair - Sewer

Resolution No: 2025-0557

THAT Council accepts the St. Brieux Museum Update as presented.

Roof Installation - mid to late June

Siding Installation - mid to late June

Window Installation - back ordered 4-6 weeks (after closure in early September?)

Carried

10.6.1 Temporary Toilet at St. Brieux Museum

Resolution No: 2025-0558

Moved By: Justin Assie

THAT Council authorizes the Acting Administrator to hire S & R Vac Services out of Humboldt, SK to provide 1 temporary toilet at the St. Brieux Museum for the months of June, July, August and

September 2025. While this is a temporary solution, Council requests that the Acting Administrator speak with Todd Hedin from Prairie Wide Plumbing to come up with an option for a permanent sewer solution.

Carried

10.7 New Hires / Request for Office Assistant

10.8 Extension of Acting Authority

Resolution No: 2025-0559

Moved By: Max Mueller

THAT Council appoints Alanna Strangway as the Acting Administrator for the Town of St. Brieux until further notice.

Alanna Strangway's Conditional Permit with UMAAS expires May 30, 2026.

Carried

10.9 List of Lands in Arrears

Resolution No: 2025-0560

Moved By: Gerry Miller

THAT Council authorizes the Acting Administrator to forward the LIST OF LAND IN ARREARS to TAXERVICE for Tax Enforcement.

Carried

11. CORRESPONDENCE

Resolution No: 2025-0561

Moved By: Justin Assie

THAT Council acknowledges the Correspondence as presented.

Carried

12. IN CAMERA

Resolution No: 2025-0562

Moved By: Tammy Leray

THAT Council suspends it's Regular Meeting at 8:17PM to enter into an In-Camera session to discuss Code of Ethics.

Mayor Tammy Leray, Councillor Justin Assie, Max Mueller and Gerry Miller remained present for the In-Camera session.

Councillor Daniel Clifford was absent for this Regular Meeting of Council.

Carried

13. OUT OF CAMERA

Resolution No: 2025-0563

Moved By: Tammy Leray

THAT Council closes it's In-Camera session at 9:24pm and resumes its Regular Meeting.

Carried

13.1 Code of Ethics Complaint

Resolution No: 2025-0564

Moved By: Justin Assie

THAT Council by resolution accept Code of Ethics Complaint 2025-002 and agree that the complaint shall be remedied by corrective action listed in Part 2 Section 5 of the Town of St. Brieux Code of Ethics Bylaw #1-2017.

Council determined the corrective action as follows:

1. A written apology by the Member of Council to the impacted individual.

This shall be completed immediately.

2. Educational training on ethical and respectful conduct.

This shall be completed by December 31, 2025.

3. Reprimand via Written Warning.

This shall be completed immediately.

Carried

14. BYLAWS

14.1 Council Procedures Bylaw

14.2 Council Code of Ethics Bylaw

15. ADJOURNMENT

Resolution No: 2025-0565

Moved By: Tammy Leray

THAT this meeting be adjourned at 9:27pm.

Carried