

**Town of St. Brieux**  
**Meeting Minutes**  
**March 11, 2025 - Regular Meeting of Council - 4:00 PM**

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

Regrets: CAO Erinn Schreiner.

Staff in Attendance: Assistant CAO Alanna Strangway.

**1. CALL TO ORDER**

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

**2. CONFLICT OF INTEREST DECLARATIONS**

Councillor Gerry Miller declared Conflict of Interest regarding Agenda Item 10.4.

**3. AGENDA**

**Resolution No:** 2025-0449

**Moved By:** Dan Clifford

THAT Council approves the agenda as presented.

Carried

**4. MINUTES**

**Resolution No:** 2025-0450

**Moved By:** Dan Clifford

THAT the minutes of the Regular Meeting of Council held on February 11, 2025 be approved as presented.

Carried

**5. DELEGATIONS**

**5.1 Rotary Club of Melfort**

**Resolution No:** 2025-0451

**Moved By:** Justin Assie

THAT Council approves the donation request of \$150.00 to the "Keynote Speaker & Guest Sponsorship" for the Rotary Club of Melfort's Sports Appreciation Dinner on April 12, 2025.

Carried

**5.2 EPO - Kerry Desjarlais**

**Resolution No:** 2025-0452

**Moved By:** Max Mueller

THAT Council acknowledges the information as presented by Greg Holovach and Kerry Desjarlais from the Water Security Agency.

Carried

## **6. APPROVAL OF FINANCIAL REPORTS**

### **6.1 List of Accounts Payable for Approval**

**Resolution No:** 2025-0453

**Moved By:** Justin Assie

February 1-28, 2025 - Payments

THAT Council approves the list of payments totalling \$790,369.47 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17377 to #17410 - totaling \$752,714.28

Mastercard #2025-002 to #2025-004 - totaling \$197.71

Payment Vouchers #2025-0029 to #2025-006 - totaling \$37,457.48

Carried

### **6.2 Bank Reconciliation Statement - Main**

**Resolution No:** 2025-0454

**Moved By:** Justin Assie

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

Carried

### **6.3 Statement of Financial Activities**

**Resolution No:** 2025-0455

**Moved By:** Dan Clifford

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

Carried

### **6.4 Bank Reconciliation Statement - Fire Department Main**

**Resolution No:** 2025-0456

**Moved By:** Max Mueller

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

Carried

## **7. REPORTS**

**Resolution No:** 2025-0457

**Moved By:** Gerry Miller

THAT Council accepts the February 2025 CAO 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 Council's Role in Employment Decisions - Policy**

**Resolution No:** 2025-0458

**Moved By:** Dan Clifford

THAT Council accepts the HR Council Committee Policy as presented.

Tabled

### **9.2 St. Brieux Manor - Tax Abatement Request**

**Resolution No:** 2025-0459

**Moved By:** Max Mueller

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

Tabled

### **9.3 Pinter - Lagoon Updates**

**Resolution No:** 2025-0460

**Moved By:** Justin Assie

THAT Council acknowledges the Lagoon Update as presented.

Carried

### **9.4 MPE - Proposal for Engineering Services**

**Resolution No:** 2025-0461

**Moved By:** Dan Clifford

THAT Council acknowledges the MPE Update as presented.

Carried

### **9.5 Hytek - Office Update**

**Resolution No:** 2025-0462

**Moved By:** Gerry Miller

THAT Council acknowledges the New Office Building Update as presented.

Carried

### **9.6 Fire Department**

**Resolution No:** 2025-0463

**Moved By:** Max Mueller

THAT Council authorizes the Assistant Administrator Alanna Strangway to reach out to Carson Law as

well as the Town of Outlook and the RM of Bayne regarding Fire Protection Servicing Agreements between Town's and RM's.

Carried

### **9.7 Lot Consolidation Request**

**Resolution No:** 2025-0464

**Moved By:** Gerry Miller

THAT Council agrees to have Block AA and Block AB combined.

Carried

### **9.8 Shed Request**

**Resolution No:** 2025-0465

**Moved By:** Max Mueller

THAT Council allows D. Kajner to erect a shed on his titled property at 213 Main St. while their home is being built and FURTHERMORE, Council approves the rezoning request from C1 to R2.

Carried

### **9.9 Community Hall Window Covering Quote**

**Resolution No:** 2025-0466

**Moved By:** Tammy Leray

THAT Council accepts the Quote as presented.

Tabled

## **10. NEW BUSINESS**

### **10.1 Alanna Strangway - Assistant Administrator**

**Resolution No:** 2025-0467

**Moved By:** Dan Clifford

THAT Council authorizes a wage increase for Assistant Administrator Alanna Strangway from \$29.00/hr to \$38.00/hr with the successful completion of her probation period ending February 28 2025. Wage to increase March 2 2025.

Carried

### **10.2 Video Surveillance**

**Resolution No:** 2025-0468

**Moved By:** Tammy Leray

THAT Council approves the purchase and use of VIDEO SURVEILLANCE at the Town Office and at the Water Treatment Plant.

Tabled

### **10.3 Timeclock for ALL employees**

**Resolution No:** 2025-0469

**Moved By:** Justin Assie

THAT Council approves the purchase and use of a TIMECLOCK for ALL employees.

Tabled

#### **10.4 Donation Request - St. Brioux Agencies**

**Resolution No:** 2025-0470

**Moved By:** Dan Clifford

THAT Council approves the donation request made by St. Brioux Agencies to borrow 5 Tables and 40 Chairs for their 25th Anniversary Community BBQ in May 2025.

Councillor Gerry Miller left Regular Meeting at 8:32pm  
Councillor Gerry Miller returned to Regular Meeting at 8:35pm

Carried

#### **10.5 Request for REACT Cart & Greenland Cart - Canada Post**

**Resolution No:** 2025-0471

**Moved By:** Gerry Miller

THAT Council approves the request by Canada Post for 1 REACT cart and 1 GREENLAND cart as presented.

Carried

### **11. CORRESPONDENCE**

**Resolution No:** 2025-0472

**Moved By:** Dan Clifford

THAT Council acknowledges the Correspondence as presented.

Carried

### **12. BYLAWS**

#### **12.1 Council Procedures Bylaw**

### **13. ADJOURNMENT**

**Resolution No:** 2025-0473

**Moved By:** Tammy Leray

THAT this meeting be adjourned at 8:49pm.

Carried