

Town of St. Brieux
Meeting Minutes
May 13, 2025 - Regular Meeting of Council - 4:00 PM

In Attendance: Mayor Tammy Leray, Deputy Mayor Dan Clifford, Councillors Gerry Miller and Max Mueller.
Regrets: Administrator Erinn Schreiner and Councillor Justin Assie.
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: 2025-0512

Moved By: Gerry Miller

THAT Council approves the agenda as presented.

Carried

4. MINUTES

Resolution No: 2025-0513

Moved By: Max Mueller

THAT the minutes of the Regular Meeting of Council held on April 7, 2025 and the minutes of the Special Meeting of Council held on April 29, 2025 be approved as presented.

Carried

5. DELEGATIONS

6. APPROVAL OF FINANCIAL REPORTS

6.1 List of Accounts Payable for Approval

Resolution No: 2025-0514

Moved By: Dan Clifford

April 1-30, 2025 - Payments

THAT Council approves the list of payments totalling \$79,086.02 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17442 to #17481 - totaling \$55,785.67

Mastercard #2025-006 - totaling \$288.42

Payment Vouchers #2025-0097 to #2025-0127 - totaling \$23,011.93

Carried

6.2 Bank Reconciliation Statement - Main

Resolution No: 2025-0515

Moved By: Gerry Miller

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

Carried

6.3 Statement of Financial Activities

Resolution No: 2025-0516

Moved By: Max Mueller

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

Carried

6.4 Bank Reconciliation Statement - Fire Department Main

Resolution No: 2025-0517

Moved By: Dan Clifford

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

Carried

7. REPORTS

Resolution No: 2025-0518

Moved By: Max Mueller

THAT Council accepts the April / May 2025 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 - Lagoon Updates

Resolution No: 2025-0519

Moved By: Tammy Leray

THAT Council acknowledges the Lagoon Update as presented and authorizes the Acting Administrator to sign for the Pinter Change Order request #3 GEOSYNTHETIC CLAY LINER which cost a total of \$49,500 + TAXES.

\$30.00 / cubic meter X 1650 cubic meter = \$49,500.00 + TAXES

Carried

9.2 MPE - Proposal for Engineering Services

Resolution No: 2025-0520

Moved By: Gerry Miller

THAT Council acknowledges the MPE Update as presented and authorizes the Acting Administrator to sign the CONFIRMATION OF SERVICE AGREEMENT as well as provide payment in the amount of \$2000.00 to have the Town of St. Brieux Asset Management Plan completed by Joshua Burke.

Carried

9.3 Hytek - Office Update

THAT Council acknowledges the New Office Building Update as presented.

9.4 Museum Restoration Work

THAT Council acknowledges the Museum Restoration Work Update as presented.

9.4.1 Sink / Plumbing Repair

9.5 Fire Department

Resolution No: 2025-0521

Moved By: Gerry Miller

THAT Council authorizes the Acting 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.

Tabled

9.5.1 Trevor Peterson from RM would like to set up FPA Meeting

9.6 St. Brieux Manor Tax Abatement

Resolution No: 2025-0522

Moved By: Max Mueller

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

Tabled

10. NEW BUSINESS

10.1 SUMA Convention

10.2 RM of Lake Lenore Service Road Agreement

10.3 Delco Agreement - Renewal

Resolution No: 2025-0523

Moved By: Dan Clifford

THAT Council approves renewal of the Delco Service Agreement.

Term is JUNE 2025 to JUNE 2027.

Carried

10.4 Commissionaires Agreement - Renewal

Resolution No: 2025-0524

Moved By: Gerry Miller

THAT Council approves renewal of the Commissionaires Service Agreement.

Term is June 1, 2025 to October 31, 2025.

Carried

10.5 Website Update / Launch set for June 1, 2025

10.5.1 Photography / Web Content Contest - Summer Prize Draw

Resolution No: 2025-0525

Moved By: Max Mueller

THAT Council approves a PHOTOGRAPHY SUMMER PRIZE CONTEST.

CONTEST to run from June 1, 2025 to September 30, 2025.

GOLD, SILVER and BRONZE PRIZE will win Town of St. Brieux Promotional Material.
Example: Gold: Hooded Sweater; Silver: Tshirt; Bronze: Mug

Carried

10.6 Purchase Offer - 211 Main Street

REFER TO RESOLUTION #2024-0374.

10.7 Minor Baseball - Request for Donation

Resolution No: 2025-0526

Moved By: Tammy Leray

THAT Council approves the donation request for the St. Brieux Minor Baseball.

Defeated

11. CORRESPONDENCE

Resolution No: 2025-0527

Moved By: Gerry Miller

THAT Council acknowledges the Correspondence as presented.

Carried

11.1 Town of St. Brieux Needs

Resolution No: 2025-0528

Moved By: Dan Clifford

THAT Council approves a cost share of \$6000.00 toward the St. Brieux Area Housing Market Need and Demand Assessment. This payment shall be made to the Northeast Housing Cooperative c/o Ryan Olson.

Carried

12. BYLAWS

12.1 Council Procedures Bylaw

12.2 Council Code of Ethics Bylaw

13. IN CAMERA

Resolution No: 2025-0529

Moved By: Tammy Leray

THAT Council suspends it's Regular Meeting at 7:36pm to enter into an In-Camera session to discuss HR.

Carried

14. OUT OF CAMERA

Resolution No: 2025-0530

Moved By: Tammy Leray

THAT Council closes it's In-Camera session at 7:58pm and resumes its Regular Meeting.

Carried

14.1 Code of Ethics Complaint Process

Resolution No: 2025-0531

Moved By: Max Mueller

THAT Council instructs the Acting Administrator to forward Code of Ethics Complaint 2025-001 and Code of Ethics Complaint 2025-002 to a third party consultant for investigation.

Carried

15. ADJOURNMENT

Resolution No: 2025-0532

Moved By: Tammy Leray

THAT this meeting be adjourned at 7:58pm.

Carried