

**Town of St. Brieux**  
**Meeting Minutes**  
**October 14, 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: 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.

Tammy Leray 7.3 & 7.4  
Justin Assie 10.3

**3. AGENDA**

**Resolution No:** 2025-0668

**Moved By:** Max Mueller

THAT Council approves the agenda as presented.

Carried

**4. MINUTES**

**Resolution No:** 2025-0669

**Moved By:** Dan Clifford

THAT the minutes of the Regular Meeting of Council held on September 09, 2025 and the Special Meeting of Council held on September 17, 2025 and October 6, 2025 be approved as presented.

Carried

**5. DELEGATIONS**

**5.1 Update from Pinter - Lagoon Project**

**5.2 Update from Contech - Lagoon Project**

**6. APPROVAL OF FINANCIAL REPORTS**

**6.1 List of Accounts Payable for Approval**

**Resolution No:** 2025-0670

**Moved By:** Gerry Miller

September 1 - 30, 2025 - Payments

THAT Council approves the list of payments totalling \$152,083.72 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17605 to #17625 - totaling \$127,030.85  
Mastercard #2025-022 to #2025-025 - totaling \$1410.48  
Payment Vouchers #2025-0243 to #2025-0269 - totaling \$23,642.39

Carried

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

**Resolution No:** 2025-0671

**Moved By:** Max Mueller

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

Carried

## **6.3 Statement of Financial Activities**

**Resolution No:** 2025-0672

**Moved By:** Justin Assie

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

Carried

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

**Resolution No:** 2025-0673

**Moved By:** Dan Clifford

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

Carried

## **7. REPORTS**

**Resolution No:** 2025-0674

**Moved By:** Dan Clifford

THAT Council accepts the September / October 2025 Acting Administrator and Town Foreman reports as presented.

Carried

### **7.1 Administrator**

### **7.2 Public Works Department**

### **7.3 Employee Development Plan**

J. Dressler =  
Grade 12 Math Exam before December 31, 2025  
Level 2 Wastewater Treatment Exam  
*on track to be licensed Level 1 and Level 2 ASAP*

S. Wiskot =  
Level 1 Water Treatment and Distribution  
Level 1 Wastewater Treatment and Collection  
*on track to be licensed Level 1 June 2026, Level 2 June 2028?*

J. Leray =  
2 Courses from the Local Government Authority Certificate from University of Regina

*on track to complete LGA Certificate by June 2028?*

A. Strangway =  
Standard Certificate (following Office Inspection in 2026)

*Tammy Leray left chambers @ 5:40PM*

#### **7.4 Resolution for Employee Wage**

**Resolution No:** 2025-0675

**Moved By:** Justin Assie

THAT Council accepts the following wage adjustment following the completion of the mandatory 90 DAY PROBATIONARY PERIOD .

S. Wiskot = \$29.00 to \$30.00 / hr (effective Sept 2, 2025)

J. Leray = \$22.00 to \$23.00 / hr (effective Oct 2, 2025)

*Tammy Leray returned to chambers @ 5:45pm*

Carried

#### **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 / Contech**

**Resolution No:** 2025-0676

**Moved By:** Tammy Leray

THAT Council acknowledges the Lagoon Update as presented.

Carried

##### **9.2 Hytek / Herauf**

**Resolution No:** 2025-0677

**Moved By:** Tammy Leray

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

Carried

##### **9.3 Curtis de Gooijer Development Proposal / Request**

**Resolution No:** 2025-678

**Moved By:** Dan Clifford

THAT Council approves the rezoning request from R2 to C1. Amendment of Bylaw 10-2024 to follow in January 2026 Regular Meeting of Council.

RECORDED VOTE 1 / 4

Carried

#### **9.4 Denis and Anna Kajner Development Proposal / Request**

**Resolution No:** 2025-0679

**Moved By:** Gerry Miller

THAT Council approves the rezoning request from C1 to R2. Amendment of Bylaw 10-2024 to follow in January 2026 Regular Meeting of Council.

Carried

#### **9.5 200 Barbier Drive / Quaroni Approach**

### **10. NEW BUSINESS**

#### **10.1 Commissionaires Bylaw Update**

**Resolution No:** 2025-0680

**Moved By:** Max Mueller

THAT Council approves the Commissionaires Bylaw Report as presented for the month of September 2025.

Carried

#### **10.2 Request for Abatement - Letter from Joseph Bourgault**

**Resolution No:** 2025-0681

**Moved By:** Max Mueller

Tabled

#### **10.3 Request for Donation - Kin Club**

**Resolution No:** 2025-0682

**Moved By:** Dan Clifford

THAT Council will allow the Kin Club of St. Brieux to use the Community Hall at a reduced rate for the weekend of January 24 / 25 2026. (Full Weekend Rate - %50)

Event: TBD

*Justin Assie left chambers @ 7:53PM*

*Justin Assie returned to chambers @ 7:54PM*

Carried

#### **10.4 Tax Abatement / Adjustment List - Section 293 Exemption only in RM**

**Resolution No:** 2025-0683

**Moved By:** Max Mueller

THAT Council agrees to provide ABATEMENTS to the following properties:

Tabled

### **11. CORRESPONDENCE**

THAT Council acknowledges the Correspondence as presented.

**THERE is NO Correspondence to acknowledge.**

**12. IN-CAMERA**

**Resolution No:** 2025-0684

**Moved By:** Tammy Leray

THAT Council suspends it's Regular Meeting at 8:00PM to enter into an In-Camera session to discuss HR matters.

Carried

**13. OUT OF CAMERA**

**Resolution No:** 2025-0685

**Moved By:** Tammy Leray

THAT Council closes it's In-Camera session at 8:02PM and resumes its Regular Meeting.

Carried

**13.1 Affinity Interest Rate & Credit Card**

**Resolution No:** 2025-0686

**Moved By:** Dan Clifford

THAT Council accepts the Interest Rate as presented for October 14 2025 to October 31 2026. The new rate is PRIME - 2.5%.

FURTHERMORE that Council authourizes Affinity Credit Union to issue a Town of St. Brieux Credit Card to the Acting Administrator, Alanna Strangway. The card shall have a limit of \$10,000. This Credit Card will replace the current Credit Card which is appointed to Erinn Schreiner.

Carried

**14. BYLAWS**

**15. ADJOURNMENT**

**Resolution No:** 2025-0687

**Moved By:** Tammy Leray

THAT this meeting be adjourned at 8:03PM.

Carried