

Town of St. Brieux
Meeting Minutes
September 9, 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: 2025-0637

Moved By: Dan Clifford

THAT Council approves the agenda as presented.

Carried

4. MINUTES

Resolution No: 2025-0638

Moved By: Max Mueller

THAT the minutes of the Regular Meeting of Council held on August 13, 2025 be approved as presented.

Carried

5. DELEGATIONS

6. APPROVAL OF FINANCIAL REPORTS

6.1 List of Accounts Payable for Approval

Resolution No: 2025-0639

Moved By: Gerry Miller

August 1 - 31, 2025 - Payments

THAT Council approves the list of payments totalling \$382,331.34 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17567 to #17604 - totaling \$98,551.27

Mastercard #2025-018 to #2025-021 - totaling \$3,651.52

Payment Vouchers #2025-0216 to #2025-0242 - totaling \$280,128.55

Carried

6.2 Bank Reconciliation Statement - Main

Resolution No: 2025-0640

Moved By: Dan Clifford

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

Carried

6.3 Statement of Financial Activities

Resolution No: 2025-0641

Moved By: Max Mueller

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

Carried

6.4 Bank Reconciliation Statement - Fire Department Main

Resolution No: 2025-0642

Moved By: Gerry Miller

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

Carried

7. REPORTS

Resolution No: 2025-0643

Moved By: Max Mueller

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

Carried

7.1 Administrator

7.2 Public Works Department

7.2.1 SWWA Conference - Permission to Enroll Jeff Dressler

\$440 + hotel / mileage

7.2.2 ATAP - Permission to Enroll Stefan Wiskot

\$735 Class 1 Water

\$735 Class 1 Wastewater

7.2.3 Confined Space Training / Chainsaw Training - Permission to Enroll Stefan Wiskot

\$300.00 Confined Space Training at SCSA

\$50.00 Chainsaw Training at ONLINE

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.

8.1 Committees of Council CHANGE

Resolution No: 2025-0644

Moved By: Gerry Miller

THAT Council resolves to CHANGE the representative of the St. Brieux Regional Park Committee from Tammy Leray to Daniel Clifford and to CHANGE the representative of the Town of St. Brieux Water Committee from Daniel Clifford to Tammy Leray.

Carried

9. UNFINISHED BUSINESS

9.1 Pinter / Contech - Lagoon Update

Resolution No: 2025-0645

Moved By: Dan Clifford

THAT Council acknowledges the Lagoon Update as presented.

Carried

9.1.1 PROGRESS PAYMENT #4

Resolution No: 2025-0646

Moved By: Max Mueller

THAT Council authorizes the Acting Administrator to pay PROGRESS PAYMENT CERTIFICATE NO. 4 as presented by Pinter and Associates Ltd.

Carried

9.2 Hytek - Office Update

Resolution No: 2025-0647

Moved By: Dan Clifford

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

Carried

9.3 Mike Pulice - Dzinehaus Computer Service

Resolution No: 2025-0648

Moved By: Gerry Miller

THAT Council authorizes the Acting Administrator to have Dzinehaus Computers alter set up options for the Town of St. Brieux.

Tabled

9.3.1 Request for Microsoft Account from Fire Department

Resolution No: 2025-0649

Moved By: Dan Clifford

THAT Council authorizes the Acting Administrator to reach out to Dzinehaus Computers to have a Microsoft Account created for the Town of St. Brieux Fire Department.

Carried

9.4 Follow-up - Curtis de Gooijer Proposal / Request

9.5 Water Rights License - Well #4 Certificate

9.6 Pavement Repair / Replacement on Barbier Drive

9.7 Quaroni - Approach Update

9.8 101 1st Avenue South - Title Transferred

Resolution No: 2025-0650

Moved By: Gerry Miller

THAT Council authorizes the following for 101 1st Street South:

1. Clean Up and Secure Building
2. Tender for Sale by September 02, 2026.
3. Add to Insurance Policy

Carried

10. NEW BUSINESS

10.1 Commissionaires Bylaw Update

Resolution No: 2025-0651

Moved By: Max Mueller

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

Carried

10.2 Bylaw Complaint - Cindy Placsko

10.3 Building Inspection Rate Comparison

10.4 SUMA Group Benefits Coverage - Change Waiting Period

Resolution No: 2025-0652

Moved By: Dan Clifford

THAT Council wishes to CHANGE the waiting period from 0 to 90 Days for SUMA Group Benefits at the Town of St. Brieux.

It shall be noted that the 90 day waiting period can be waived in special circumstances.

Carried

10.5 Tax Abatement / Adjustment List - Section 293 Exemption only in RM

Resolution No: 2025-0653

Moved By: Max Mueller

THAT Council agrees to provide ABATEMENTS to the following properties:

- 1.
- 2.

- 3.
- 4.

Tabled

11. CORRESPONDENCE

Resolution No: 2025-0654

Moved By: Max Mueller

THAT Council acknowledges the Correspondence as presented.

Carried

11.1 1000 Miles of Snow - Donation Request

Resolution No: 2025-0655

Moved By: Gerry Miller

THAT Council agrees to donate \$200.00 to the 1000 Miles of Snow Program.

Carried

12. IN-CAMERA

Resolution No: 2025-0656

Moved By: Tammy Leray

THAT Council suspends it's Regular Meeting at 6:58PM to enter into an In-Camera session to discuss HR matters.

Carried

13. OUT OF CAMERA

Resolution No: 2025-0657

Moved By: Tammy Leray

THAT Council closes it's In-Camera session at 7:16PM and resumes its Regular Meeting.

Carried

14. BYLAWS

14.1 Council Procedures Bylaw

14.2 Council Code of Ethics Bylaw

15. ADJOURNMENT

Resolution No: 2025-0658

Moved By: Tammy Leray

THAT this meeting be adjourned at 7:17PM.

Carried