

**TOWN OF ST. WALBURG COUNCIL REGULAR COUNCIL MEETING**  
**AUGUST 27, 2020 AT 3:00 P.M.**  
**TOWN OF ST. WALBURG COUNCIL CHAMBERS**

**MEMBERS PRESENT IN CHAMBERS:**

**DEPUTY MAYOR NANCY SCHNEIDER, COUNCILLORS KIM GARDNER, DAWN MCKELLAR, AND JAMIE HALLETT**

**MEMBERS PRESENT VIA TELECONFERENCE:**

**COUNCILLOR VIRGINIA MOWERY**

**MEMBERS ABSENT:**

**COUNCILLOR JEAN STEINACHER**

**STAFF PRESENT:**

**CHIEF ADMINISTRATIVE OFFICER SHILOH BRONKEN**

3:00 p.m. Call to Order by Deputy Mayor Nancy Schneider

2020 - 225	K. GARDNER	<b>APPROVAL OF AGENDA FOR AUGUST 27, 2020</b>	That the agenda as revised be accepted as a guide and attached to the minutes of August 27, 2020	<b>CARRIED</b>
2020 - 226	D. MCKELLAR	<b>JULY 30, 2020 REGULAR SCHEDULED COUNCIL MEETING MINUTES</b>	That the July 30, 2020 Regular Scheduled Council Meeting Minutes, as amended be adopted and the approval date to be August 27, 2020	<b>CARRIED</b>
2020 - 227	K. GARDNER	<b>LIST OF UPCOMING EVENTS/MEETINGS</b>	That the List of Upcoming Events/Meetings be accepted as revised and attached to the minutes of August 27, 2020	<b>CARRIED</b>
Break at 3:05 p.m. to allow Councillor Jean Steinacher to join the meeting				
Councillor Jean Steinacher joined the August 27, 2020 regular scheduled council meeting at 3:13 p.m.				
Reconvene August 27, 2020 regular scheduled council meeting at 3:20 p.m.				
		<b>DELEGATION: GREGORY LAW OFFICE, RUSSELL GREGORY</b>	Welcomed R. Gregory of Gregory Law Office to the August 27, 2020 regular scheduled council meeting at 4:00 p.m. to provide a legal update	
2020 - 228	N. SCHNEIDER	<b>"IN-CAMERA SESSION"</b>	That the August 27, 2020 regular scheduled council meeting move to a closed "in-camera" session at 4:00 p.m.	<b>CARRIED</b>
		<b>OUT OF IN-CAMERA SESSION</b>	That the August 27, 2020 comes out of "in-camera" session at 4:50 p.m.	
2020 - 229	V. MOWERY	<b>DELEGATION: GREGORY LAW OFFICE, RUSSELL GREGORY</b>	Thanked R. Gregory of Gregory Law Office for attending the August 27, 2020 regular scheduled meeting at 4:50 p.m.; furthermore, that the verbal update be accepted	<b>CARRIED</b>
Bio-break at 4:55 p.m. Reconvene at 5:15 p.m.				
2020 - 230	J. STEINACHER	<b>EXTENSION OF EMPLOYMENT</b>	That the Town of St. Walburg offer an extension of employment to A. Petch until September 30, 2020	<b>CARRIED</b>
2020 - 231	J. HALLETT	<b>ST. WALBURG AND DISTRICT RECREATION BOARD: UTILITY COSTS</b>	That the Town of St. Walburg, due to COVID-19, approve the utility billings to be forgiven, for the 2020 calendar year	<b>CARRIED</b>
2020 - 232	D. MCKELLAR	<b>THE GREAT TRAIL: ADJACENT TRAIL FOR ATV USE</b>	That the Town of St. Walburg in collaboration with the Great Trail, establish a designated ATV trail that is adjacent to the north and easterly portion of the Great Trail; furthermore, that four Community Boards be erected displaying the Rules and Regulations	<b>CARRIED</b>
2020 - 233	V. MOWERY	<b>PRIORITIES &amp; PLANNING COMMITTEE - AUGUST 20, 2020</b>	That the Priorities and Planning Committee memo dated August 20, 2020 be accepted with thanks and attached to the minutes of August 27, 2020; furthermore, that the agenda and minutes dated August 20, 2020 be accepted with thanks and filed	<b>CARRIED</b>
Supper Break at 6:00 p.m. Reconvene at 6:15 p.m.				
2020 - 234	D. MCKELLAR	<b>TOWN OF ST. WALBURG ACCOUNTS FOR PAYMENT ON AUGUST 27, 2020</b>	That the Town of St. Walburg Accounts for Payment on July 30, 2020 being cheques #9702 to #9743 and other payments being #20200801-Man to #20200830 -Man and totalling	<b>CARRIED</b>



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			\$207,500.68 be approved as presented and attached to the minutes of August 27, 2020	
2020 - 235	D. MCKELLAR	<b>ST. WALBURG AND DISTRICT FIRE RESCUE ASSOCIATION AUGUST 2020 ACCOUNTS FOR PAYMENT</b>	That the St. Walburg and District Fire Rescue Association Accounts for Payment on August 27, 2020 being cheques #250 to #255 and other payments being #20200801 to 202008-27 totalling \$9,490.61 be approved as presented and attached to the minutes of August 27, 2020	<b>CARRIED</b>
2020 - 236	K. GARDNER	<b>TOWN OF ST. WALBURG FINANCIAL ACTIVITIES AS FOR THE PERIOD ENDING JULY 31, 2020</b>	That the Town of St. Walburg Financial Activities as presented by the CAO for the period ending July 31, 2020 be approved and attached to the minutes of August 27, 2020	<b>CARRIED</b>
2020 - 237	J. STEINACHER	<b>TOWN OF ST. WALBURG JULY 2020 FINANCIAL STATEMENTS</b>	That the Town of St. Walburg accepts the following as of July 31, 2020 financial statements as presented by the CAO to the Finance Committee: <ul style="list-style-type: none"> <li>• Bank Reconciliations</li> <li>• Budget Control</li> <li>• Income Statement</li> <li>• Balance Sheet</li> </ul>	<b>CARRIED</b>
2020 - 238	J. HALLETT	<b>ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION JULY 2020 FINANCIAL STATEMENTS</b>	That the Town of St. Walburg accepts the following as of July 31, 2020 financial statements as presented by the CAO to the Finance Committee: <ul style="list-style-type: none"> <li>• Statement of Financial Activities as of July 31, 2020</li> <li>• Bank Reconciliations</li> <li>• Budget Control</li> <li>• Income Statement</li> <li>• Balance Sheet</li> </ul>	<b>CARRIED</b>
2020 - 239	D. MCKELLAR	<b>FINANCE COMMITTEE - AUGUST 11, 2020</b>	That the Finance Committee memo dated August 11, 2020 be accepted with thanks and attached to the minutes of August 27, 2020; furthermore, that the agenda and minutes dated August 11, 2020 be accepted with thanks and filed	<b>CARRIED</b>
2020 - 240	J. HALLETT	<b>MAY, JUNE, AND JULY 2020 WATER TREATMENT PLANT DAILY RECORD</b>	That the May, June, and July 2020 Daily Records for the Water Treatment Plant be accepted with thanks as presented by Supervisor Devlin Panko	<b>CARRIED</b>
2020 - 241	J. HALLETT	<b>ANNUAL NOTICE TO CONSUMERS - 2020</b>	That the Annual Notice to Consumers be accepted as presented; furthermore, that the information be posted in the Town Office	<b>CARRIED</b>
2020 - 242	J. HALLETT	<b>WATER RIGHTS LICENSE FOR WELLS #3, #4, AND #5</b>	That the Water Rights License for Wells #3, #4, and #5 be acknowledged; furthermore, that the information be posted in the Town Office	<b>CARRIED</b>
2020 - 243	J. HALLETT	<b>WATERWORKS SYSTEM ASSESSMENT - ROUND 4</b>	That the Waterworks System Assessment completed by Walker Projects be accepted with thanks	<b>CARRIED</b>
2020 - 244	J. STEINACHER	<b>PUBLIC WORKS COMMITTEE - AUGUST 13, 2020</b>	That the Public Works Committee memo dated August 20, 2020 be accepted with thanks and attached to the minutes of August 27, 2020; furthermore, that the agenda and minutes dated August 13, 2020 be accepted with thanks and filed	<b>CARRIED</b>
2020 - 245	D. MCKELLAR	<b>ASSET MANAGEMENT PLANS: MUNICIPAL BUILDINGS,</b>	That the Asset Management Plans, for Municipal Buildings, Communiplex, and Equipment, as presented be adopted as "Living Documents" with an approval date of August 27, 2020	<b>CARRIED</b>



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**MEMBERS PRESENT VIA TELECONFERENCE:**

**COUNCILLOR VIRGINIA MOWERY**


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**COUNCILLOR JEAN STEINACHER**

**STAFF PRESENT:**

**CHIEF ADMINISTRATIVE OFFICER SHILOH BRONKEN**

		<b>COMMUNIPLEX, AND EQUIPMENT</b>		
2020 - 246	D. MCKELLAR	<b>ASSET MANAGEMENT COMMITTEE - AUGUST 13, 2020</b>	That the Asset Management Committee memo dated August 20, 2020 be accepted with thanks and attached to the minutes of August 27, 2020; furthermore, that the agenda and minutes dated August 13, 2020 be accepted with thanks and filed	<b>CARRIED</b>
2020 - 247	J. HALLETT	<b>501 UTILITY AUTHORITY INC.</b>	That the Town of St. Walburg acknowledges the memo dated August 12, 2020 from representative D. Nicholson with thanks and attach to the minutes of August 27, 2020	<b>CARRIED</b>
2020 - 248	J. STEINACHER	<b>REGIONAL LAGOON CAP-001 CONSTRUCTION COMMITTEE</b>	That the Town of St. Walburg accepts the verbal update as presented by Councillor Jamie Hallett with thanks	<b>CARRIED</b>
2020 - 249	D. MCKELLAR	<b>BRIGHTSAND LAKE REGIONAL PARK AUTHORITY</b>	That the Town of St. Walburg acknowledges the memo dated August 24, 2020 from representative Councillor Jamie Hallett with thanks and attach to the minutes of August 27, 2020	<b>CARRIED</b>
2020 - 250	J. STEINACHER	<b>BRIGHTSAND LAKE REGIONAL PARK AUTHORITY AGREEMENT</b>	That the CAO in consultation with the R.M. of Mervin #499 Administrator draft an amended agreement and bylaw with respect to appointees, length of terms, expressions of interest, vacancy, code of ethics, and constitution for the September 24, 2020 regular scheduled council meeting	<b>CARRIED</b>
2020 - 251	K. GARDNER	<b>BRIGHTSAND LAKE REGIONAL PARK AUTHORITY 2019 FINANCIAL STATEMENT</b>	That the Town of St. Walburg acknowledges the 2019 Financial Statement for the Brightsand Lake Regional Park Authority	<b>CARRIED</b>
2020 - 252	J. HALLETT	<b>ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION - DODGE FIRE ENGINE</b>	That the Town of St. Walburg purchase Fire Engine #2, known as the "Dodge" from the St. Walburg and District Fire and Rescue Association for \$1.00	<b>CARRIED</b>
2020 - 253	V. MOWERY	<b>ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION - AUGUST 17, 2020</b>	That the Town of St. Walburg acknowledges the memo dated August 17, 2020 from Deputy Mayor Nancy Schneider with thanks and attach to the minutes of August 27, 2020	<b>CARRIED</b>
2020 - 254	J. HALLETT	<b>SASKATCHEWAN ASSESSMENT MANAGEMENT AGENCY - ANNUAL MEETING</b>	That the Town of St. Walburg appoints the following individual as Voting Delegates on October 22, 2020: <ul style="list-style-type: none"> <li>• Chief Administrative Officer - Shiloh Bronken</li> </ul>	<b>CARRIED</b>
2020 - 255	J. HALLETT	<b>SASKTEL INSTALLATION</b>	That the Town of St. Walburg acknowledges the SaskTel request	<b>CARRIED</b>
2020 - 256	V. MOWERY	<b>SASKPOWER INSTALLATION</b>	That the Town of St. Walburg approves the installation of SaskPower	<b>CARRIED</b>
2020 - 257	V. MOWERY	<b>ACKNOWLEDGEMENT OF AGENDA ITEMS</b>	That the Town of St. Walburg Council acknowledges the following items as presented by the CAO: <ul style="list-style-type: none"> <li>• 8.6.3 North Saskatchewan River Municipal Health Holdings</li> <li>• 8.6.4 Brightsand Lake Regional Park Minutes - July 25, 2020</li> <li>• 8.7.1 Incoming Correspondence</li> <li>• 8.7.2 Outgoing Correspondence</li> </ul>	<b>CARRIED</b>



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CHIEF ADMINISTRATIVE OFFICER SHILOH BRONKEN

2020 - 258 J. STEINACHER ADJOURNMENT

That the August 27, 2020 Regular Scheduled Council meeting  
be adjourned at 7:35 p.m.

Minutes approved on September 24, 2020



  
Deputy Mayor  
  
Chief Administrative Officer