



Town of St. Walburg Regular Council Meeting Minutes

Location: Town of St. Walburg Council Chambers Date: Julv 14. 2022 Time: 6:00 p.m. Meeting ID: N/A

Officials Present in Chambers:

Mayor Nancy Schneider Deputy Mayor Jean Steinacher **Councillor Stuart Gammell** Councillor Kim Gardner Councillor Dawn McKellar Councillor Virginia Mowery

Regrets of Officials:

Councillor Clinton Parker

Chief Administrative Officer Shiloh Bronken Personnel Present in Chambers:

The July 14, 2022, Regular Scheduled Council Meeting called to order by Mayor Nancy Schneider at 6:10 p.m. Quorum is present.

'As we meet as Council, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of our lands."

Section 141 of The Municipalities Act - Conflict of Interest of Members of Council

AGENDA FOR JULY 14, 2022

GAMMELL 2022 - 178 STEINACHER

The Mayor and Council approve the agenda of July 14, 2022.

CARRIED

JUNE 22, 2022 REGULAR SCHEDULED COUNCIL MEETING MINUTES

2022 - 179

STEINACHER GARDNER

The Mayor and Council approve the June 22, 2022 Regular Scheduled Council Meeting Minutes as revised.

CARRIED

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Chief Administrative Officer Shiloh Bronken

2022 - 180	MCKELLAR	The Mayor and Council approve the 2022 Council	
2022 - 100	STEINACHER	Appointments and Appendix, as revised.	
		CARRIE	D
Councillor Vir	ainia Mowary loft th	ne July 22, 2022 Regular Scheduled Council Meeting at 6:10	
	rned to Council Cha		
JWS INSPECT	TION - CN STATION	CHUCKWAGON INTERPRETIVE CENTRE	
2022 - 181	GAMMELL STEINACHER	The Mayor and Council acknowledge the JWS Inspection for the CN Station/Chuckwagon Interpretive Centre as received on July 12, 2022.	
		CARRIEI	C
IN CAMERA C	LOSED SESSION		
2022 - 182	MCKELLAR STEINACHER	That the July 14, 2022 Regular Scheduled Council Meeting go to "In-Camera" Closed Session at 6:35 p.m. pursuant to <i>The</i> <i>Local Authority Freedom of Information of Privacy</i> , Section 21(b).	
		CARRIEL)
RESUME OPEI	N SESSION		
2022 - 183	MOWERY	The Mayor and Council resume Open Session of the July 14, 2022 Regular Scheduled Council Meeting at 6:50 p.m.	
		CARRIED)
TOWN OF ST.	WALBURG ACCOU	INTS FOR PAYMENT - JULY 2022	
		The Mayor and Council approve the Town of St. Walburg	
2022 - 184	GAMMELL GARDNER	Accounts for Payment on July 14, 2022, being cheques #10694 to #10733 and Other payments #20220701-Man to #20220712-Man, totalling \$264,125.06 as attached.	
		CARRIED)
	AND DISTRICT FIR	E AND RESCUE ASSOCIATION ACCOUNTS FOR PAYMENT -	
JULY 2022		The Mayor and Council approve the St. Walburg and District	
2022 - 185	GARDNER GAMMELL	Fire and Rescue Association Accounts for Payment on July 14, 2022, being cheques #372 to #373 and Other payments #20220701 to #20220706, totalling \$8,782.15 as attached.	
		CARRIED)
DCCUPATION	AL HEALTH AND SA	AFETY OFFICER REPORT - JUNE 20, 2022	
2022 - 186	MOWERY	The Mayor and Council acknowledge receipt of the Occupational Health and Safety Officer Report, dated June	
	GAMMELL	20, 2022.	
		CARRIED	



Councillor Kim Gardner left the July 14, 2022 Regular Scheduled Council Meeting at 7:12 p.m. and returned at 7:15 p.m.

DRONE USAGE WITHIN ST. WALBURG LIMITS

2022 - 187	MOWERY MCKELLAR	The Mayor and Council will permit the use of drone[s] flying within the Town of St. Walburg, following federal and provincial legislation and regulations
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CARRIED

ANNUAL FINANCIAL STATEMENT AND DRINKING WATER NOTICE TO GENERAL PUBLIC AND AFFECTED PARTIES . _

		The Mayor and Council support the Annual Financial
2022 - 188	STEINACHER	Statement with Auditor's Report and Annual Drinking Water
	GARDNER	Notice for 2021 on the Town of St. Walburg website and
		Municipal Office.

CARRIED

FINANCIAL SERVICES TENDER - RENEWAL WITH SYNERGY CREDIT UNION

2022 - 189	GAMMELL MOWERY	The Mayor and Council accept the Financial Services Tender Renewal as submitted on June 7, 2022 by Synergy Credit Union, with Option #2 for a three [3] year term.
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CARRIED

RURAL MUNICIPALITY OF BRITANNIA #502 - MUTUAL FIRE AID AGREEMENT

2022 - 190 MOW GAMI	ERY Ai IELL Re	e Mayor and Council support the signing of the Mutual Fire d Agreement between St. Walburg and District Fire and scue Association and the Rural Municipality of Britannia 02.
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CARRIED

Mayor Nancy Schneider called recess at 7:40 p.m. Reconvene the July 14, 2022 Regular Scheduled Meeting at 8:00 p.m.

DELEGATION: ST. WALBURG MUSEUM EXECUTIVE BOARD MEMBERS

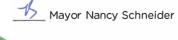
Welcomed David Swift - President, Susan Burgess - Vice-President, and Lillian McGowan -Secretary/Treasurer to the July 14, 2022 Regular Scheduled Council Meeting at 8:00 p.m.

Thanked the St. Walburg Museum Executive Board Members for attending the July 14, 2022 Regular Scheduled Council Meeting at 8:30 p.m.

SASKATCHEWAN LIQUOR AND GAMING AUTHORITY - APPLICATION

2022 - 191	GARDNER MOWERY	The Mayor and Council supports the issuance of a retail permit for cannabis retail operations as requested by Angie Marchtaler, A/Manager, Cannabis Licensing of the
		Saskatchewan Liquor and Gaming Authority.

CARRIED





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TIME OFF REQUEST - COMPASSIONATE LEAVE, DATED JUNE 17, 2022				
2022 - 192	MCKELLAR GAMMELL	The Mayor and Council grant approval for Compassionate Leave as requested by Devlin Panko on June 17, 2022.		
		DEFEATED		
BROWNLEE LL	P AND ASSOCIATE	ES - HUMAN RESOURCES LEGAL SUPPORT		
2022 - 193	STEINACHER MOWERY	The Mayor and Council engage Brownlee LLP and Associates for Human Resources Legal Support.		
		CARRIED		
GOVERNANCE AND PRIORITIES MEMO - JULY 2022				
2022 - 194	GARDNER MCKELLAR	The Mayor and Council acknowledge the July 12, 2022 Governance and Priorities Memo as presented by Mayor Nancy Schneider.		
		CARRIED		
BYLAW 2022-05 TO CONTROL REFUSE AND WASTE CONTROL				
		The Mayor and Council give second reading of Bylaw 2022-		

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2022 - 194	GARDNER MCKELLAR	The Mayor and Council acknowledge the July 12, 2022 Governance and Priorities Memo as presented by Mayor Nancy Schneider.
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		The Mayor and Council give second reading of Bylaw 2022-
2022 - 195	MOWERY	05 To Amend Bylaw No. 6-2012 being a bylaw to amend
2022 - 195	GAMMELL	Bylaw 6-2012 to control refuse and waste control at the July
		12, 2022 Regular Scheduled Council Meeting.

CARRIED

BYLAW 2022-05 TO CONTROL REFUSE AND WASTE CONTROL

2022 - 196	GARDNER MCKELLAR	The Mayor and Council give third reading with adoption of Bylaw 2022-05 To Amend Bylaw No. 6-2012 being a bylaw to amend Bylaw 6-2012 to control refuse and waste control at the July 12, 2022 Regular Scheduled Council Meeting.
		the July 12, 2022 Regular Scheduled Council Meeting.

CARRIED

BYLAW 2022-06 MAINTENANCE OF PROPERTY AND NUISANCE ABATEMENT

2022 - 197	STEINACHER MCKELLAR	The Mayor and Council give second reading of Bylaw 2022- 06 Maintenance of Property and Nuisance Abatement being a bylaw to regulate the appropriate maintenance of property and the abatement of nuisances at the July 12, 2022 Regular Scheduled Council Meeting.
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CARRIED

BYLAW 2022-06 MAINTENANCE OF PROPERTY AND NUISANCE ABATEMENT

2022 - 198	GAMMELL STEINACHER	The Mayor and Council give third reading with adoption of Bylaw 2022-06 Maintenance of Property and Nuisance Abatement being a bylaw to regulate the appropriate maintenance of property and the abatement of nuisances at the July 12, 2022 Regular Scheduled Council Meeting.
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CARRIED





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BYLAW 2022-07 RESPONSIBLE PET OWNERS

2022 – 199 GARDNER GAMMELL	The Mayor and Council give second reading of Bylaw 2022- 07 For Responsible Pet Owners being a bylaw to regulate registration, care, and control of pets at the July 14, 2022 Regular Scheduled Council Meeting.
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CARRIED

BYLAW 2022-07 RESPONSIBLE PET OWNERS

2022 - 200	MOWERY	The Mayor and Council give third reading with adoption of Bylaw 2022-07 For Responsible Pet Owners being a bylaw to
2022 200	MCKELLAR	regulate registration, care, and control of pets at the July 14, 2022 Regular Scheduled Council Meeting.

CARRIED

BYLAW 2022-08 REPEAL PREVIOUS BYLAWS

2022 - 201	MOWERY	The Mayor and Council give second reading of Bylaw 2022- 08 To Repeal Previous Bylaws being a bylaw to repeal
	STEINACHER	previous bylaws at the July 14, 2022 Regular Scheduled Council Meeting.

CARRIED

BYLAW 2022-08 REPEAL PREVIOUS BYLAWS

2022 - 202	MOWERY GAMMELL	The Mayor and Council give third reading and adoption of Bylaw 2022-08 To Repeal Previous Bylaws being a bylaw to repeal previous bylaws at the July 14, 2022 Regular Scheduled Council Meeting.
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CARRIED

BYLAW 2022-09 ST. WALBURG WEST SIDE PARK COMMITTEE

	GAMMELL	The Mayor and Council give first reading of Bylaw 2022-09 to Establish the St. Walburg West Side Park Committee being a
2022 - 203	MCKELLAR	bylaw to establish the St. Walburg West Side Park Committee being a
		at the July 14, 2022 Regular Scheduled Council Meeting.

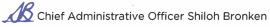
CARRIED

BYLAW 2022-09 ST. WALBURG WEST SIDE PARK COMMITTEE

2022 – 204 STEINACHER GARDNER	The Mayor and Council give second reading of Bylaw 2022- 09 to Establish the St. Walburg West Side Park Committee being a bylaw to establish the St. Walburg West Side Park Committee at the July 14, 2022 Regular Scheduled Council Meeting
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CARRIED





BYLAW 2022-09 ST. WALBURG WEST SIDE PARK COMMITTEE

2022 - 205	MCKELLAR GARDNER	The Mayor and Council give consideration of three readings of Bylaw 2022-09 to Establish the St. Walburg West Side Park Committee being a bylaw to establish the St. Walburg West Side Park Committee at the July 14, 2022 Regular Scheduled Council Meeting.	
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CARRIED

BYLAW 2022-09 ST. WALBURG WEST SIDE PARK COMMITTEE

2022 - 206	GARDNER GAMMELL	The Mayor and Council give third reading and adoption of Bylaw 2022-09 To Establish the St. Walburg West Side Park Committee being a bylaw to establish the St. Walburg West Side Park Committee at the July 14, 2022 Regular Scheduled
		Council Meeting.

CARRIED

TOWN OF ST. WALBURG STATEMENT OF FINANCIAL ACTIVITIES AS OF JUNE 30, 2022

	MOWERY	The Mayor and Council approve the Town of St. Walburg
2022 - 207	GAMMELL	Statement of Financial Activities as of June 30, 2022 as attached.

CARRIED

ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION STATEMENT OF FINANCIAL ACTIVITIES AS OF JUNE 30, 2022

2022 - 208	MCKELLAR GARDNER	The Mayor and Council approve the St. Walburg and District Fire and Rescue Association Statement of Financial Activities as of June 30, 2022 as attached.
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CARRIED

FINANCE COMMITTEE MEMO

	GARDNER	The Mayor and Council acknowledge the Finance Committee
2022 - 209	MCKELLAR	Memo dated July 13, 2022 as presented by Chair Councillor
	MCKELLAR	Jean Steinacher

CARRIED





POLICY 100-11.02.11 HARASSMENT POLICY

The Mayor and Council approve Policy 200-11.02.11 and SOP 200-11-02.11 as revised and presented on July 14, 2022; furthermore, that the following policies are rescinded in their entirety:

2022 - 210	MOWERY STEINACHER	 Policy 200-11.02.11 Harassment Policy Definition [Resolution 2013-070]; Policy 200-11.02.11.01 Procedure for Concerns Policy [Resolution 2019-077]; Policy 200-11.02.11.02 Harassment Resolution and Corrective Action Policy [Resolution 2013-070]; Policy 200-11.02.11.03 Harassment Confidentiality Policy [Resolution 2013-070]; Policy 200-11.02.11.04 Harassment External Complaints Policy [Resolution 2013-070]; and Policy 200-11.02.11.05 Harassment Zero Tolerance Policy [Resolution 2013-070].
ANNUAL VACA	TION [200-11.02.04	4]
2022 - 211	MOWERY MCKELLAR	The Mayor and Council request all staff to take annual vacation within the designated time; no vacation time shall be paid out in lieu of time taken; furthermore, if vacations are not scheduled, Mayor and Council will assign as per the Employment Standards Act of Saskatchewan with four [4] weeks notice, as determined by Mayor and Council.
TOTAL BANKER) TIME [HOURS OF	WORK 200-11 02 021

TOTAL BANKED TIME [HOURS OF WORK 200-11.02.02]

2022 - 212	STEINACHER MOWERY	The Mayor and Council request all staff will accrue no more than ten [10] hours of total banked time, and any banked time is to be used in the subsequent month; if banked time is not scheduled to be used, Council will assign as per the Employment Standards Act of Saskatchewan with one [1]
		week notice, as determined by Mayor and Council.

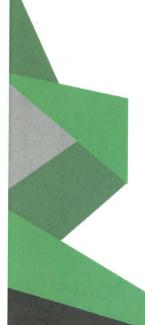
CARRIED

SICK LEAVE [200-11.02.05]

2022 - 213	STEINACHER GAMMELL	The Mayor and Council approve that employee[s] are allowed up to 12 days paid sick leave annually; furthermore, a medical note may be requested as determined by supervising manager and/or Council.
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CARRIED

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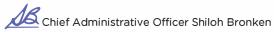




RESCIND POLI	CV	
2022 - 214	MOWERY STEINACHER	 The Mayor and Council rescind the following policies in their entirety: Policy 200-11.02.02 Hours of Work [Resolution 2013-070]; Policy 200-11.02.04 Annual Vacation [Resolution 2013-070]; and Policy 200-11.02.05 Sick Leave [Resolution 2013-070]
HUMAN RESOU	IRCES MEMO	
2022 - 215	GARDNER STEINACHER	The Mayor and Council acknowledge the July 11, 2022 Human Resources Memo as presented by Councillor Dawn McKellar. CARRIED
STANDING CON	MITTEE AGEND	A AND MINUTES FOR JULY 2022
2022 - 216	MCKELLAR GAMMELL	 The Mayor and Council acknowledge and accept the agendas and minutes of the Standing Committees as follows: Finance Committee - July 13, 2022; and Governance and Priorities - July 12, 2022.
COMMITTEE RE	PORTS	The Mayor and Council acknowledge the Committee reports
2022 - 217	STEINACHER MOWERY	 as follows: North Central Transportation Planning Committee; Heart of Treaty Six; North Saskatchewan River Municipal Health Holdings; St. Walburg and Area Senior Care Initiatives Inc.; and Tourism and Heritage Committee
WYWRA CONTR	RACT	
2022 - 219	MCKELLAR	The Mayor and Council provide West Yellowhead Waste Resource Authority with notice of intention to withdraw from

2022 - 218	RDNER	Resource Authority with notice of intention to withdraw from the current contract in December 2023 for recycling and waste collection.
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CARRIED



NEXT REGULAR SCHEDULED MEETING AND ADJOURNMENT

The next Regular Scheduled Council Meeting is on September 22, 2022 at 5:30 p.m. in the Town of St. Walburg Council Chambers.

2022 - 219 **STEINACHER**

> The July 14, 2022, Regular Scheduled Council Meeting adjourned at 10:00 p.m.

> > CARRIED



Minutes approved on September 22, 2022

Mayor Nancy Schneider

Val

Chief Administrative Officer Shiloh Bronken

