

9 Minutes of the regular meeting of the Council of the Town of Willow Bunch held in the Municipal Board room at #16 Edouard Beaupre St., Willow Bunch, Saskatchewan on December 8th, 2024

Present were: Mayor Marissa Baril Administrator Sharleine Eger and the following councillors:

Jasmine Deblois

Margaret Brown

Nicole Cochrane

Nichole Donnelly

Mayor Baril called the meeting to order.

Oaths of Office

227/2024 Margaret Brown: That council acknowledge and accept the declaration of Oath of Offices by members of council acclaimed and elected.
Carried

Acknowledge Results of General Election

228/2024 Jasmine Deblois: That council acknowledge the results of the November 13th 2024 general elections:
Marissa Baril – Mayor Acclaimed
Jasmine Deblois – Elected
Margaret Brown – Elected
Nicole Cochrane – Elected
Nichole Donnelly – Elected.

Carried

Agenda

229/2024 Nichole Donnelly: That the following be added to the agenda:
New Business: l) Lights @ HOH
m) Sportsman's Club
Correspondence c) Letter from Rate payer – Kelly Gibbons
Carried

Minutes

230/2024 Jasmine Deblois: That the November 2024 regular meeting minutes be approved as presented.
Carried

Committee Reports

231/2024 Nicole Cochrane: That the following verbal reports be accepted as presented:
a) Jasmine Deblois: Christmas in the Village - success
b) Margaret Brown: Jean Louis Legare Regional Park
Communities In Bloom
c) Nicole Cochrane: No Report
d) Nichole Donnelly: Town decorations – purchase lights annually for trees
e) Marissa Baril: Fire Department – Clarification on how many recipients entitled to go to the awards ceremony
Carried

Tax Title Property – 1 3rd St. S.E.

232/2024 Margaret Brown: That admin inquire with the provincial fire commissioner regarding the potential risk of exposure from dry cleaning chemicals should the fire department utilize #1 3rd St. S.E. for entry training.
Carried

Employee Reports

233/2024 Jasmine Deblois: That the following reports be accepted as presented:
a) CDO Report as Filed
b) Foreman Report as Filed
c) Admin Report as Filed
Carried



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DELEGATION: Dwayne Bekar – Town Foreman

- Trying to stay on top of snow removal
- Issues with Hills of Home heat – consideration could be given to changing the type of heat
- Sander – at the RM shop – waiting for part

DELEGATION: Barb Gibbons – Tess Giraudier – Willow Bunch Library
Annual report presented

Hills of Home Cleaning Contract

234/2024 Jasmine Deblois: That the Town continue to advertise for janitorial services at the Hills of Home.

Carried

2025 Appointments

235/2024 Nichole Donnelly: That the list for 2025 appointments attached hereto and forming part of these minutes, be approved.

Carried

Board of Revision

236/2024 Jasmine Deblois: That pursuant to Subsection 220(1) of the *Municipalities Act*, the RM of Willow Bunch No. 42 appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2025 through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mick Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.
The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing among their numbers.

Carried

Board of Revision Secretary

237/2024 Marissa Baril: That pursuant to Subsection 221(1) of the *Municipalities Act*, the RM of Willow Bunch No. 42 appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2025 through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried

2025 Meeting Dates

238/2024 Nichole Donnelly: That the Town set the 1st Wednesday of the month as the dates for regular council meetings, commencing at 9:00 a.m.; that if that day falls on a stat council will determine an alternate date; that admin be authorized to draft a new Council procedures bylaw to reflect the change.

Carried

Municipal Revenue Sharing Grant - Declaration of Eligibility

239/2024 Marissa Baril: The Council of the Town of Willow Bunch confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2023 Public Reporting on Municipal Waterworks to the Ministry of Government Relations
- In Good Standing with respect to the reporting and remittance of Education Property taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

Table 2025 Cola Policy

240/2024 Marissa Baril: That item g) of New Business be tabled to the January 2025 meeting.

Carried

Newsletter

241/2024 Marissa Baril: That the Town dispense with mailing of the newsletter and that we move to virtual only with a few copies printed for pick up at the office.

Carried

Dudley & Company Engagement Letters

242/2024 Nichole Donnelly: That the Town approve and sign the letters from Dudley & Company for the terms of engagement & the responsibilities of Council & Auditors.

Carried

Municipal Tax Abatement

243/2024 Marissa Baril: That the Town abate the municipal portion of roll number 141 000 in the amount of \$1,581.86.

Carried

Enter "In Camera - Closed Session"

244/2024 Margaret Brown: That Council enter into an "In Camera Session-closed session" at 9:55 p.m. to discuss confidential items as per Section 12.1 of the Council Procedures bylaw; those being present for the session being Mayor Marissa Baril, Councilors Jasmine Deblois, Margaret Brown, Nicole Cochrane, Nichole Donnelly and Administrator Sharleine Eger.

Carried

Exit "In Camera-Closed Session"

245/2024 Nicole Cochrane: That council exited the "in camera – closed session" at 10:05 p.m.

Carried

Correspondence

246/2024 Jasmine Deblois: That the following correspondence be approved as presented:

- a) RCMP Report November and December
- b) SK Recycles
- c) Ratepayer Letter – Kelly Gibbons

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Carried

Financials

247/2024 Nicole Cochrane: That the November financials and the October bank reconciliation be accepted as presented.

Carried

Accounts Payable

248/2024 Jasmine Deblois: That the accounts paid and presented for payment be approved and a list of the cheques #14343 to 14403 (\$128,718.30) inclusive, the November payroll in the amount of (\$5,325.96) and EFT Payment (\$1,4373.33) be annexed hereto and form a part of these minutes.

Carried

Adjournment

249/2024 Margaret Brown: That this meeting adjourn at 10:45 p.m.

Carried

MAYOR

ADMINISTRATOR

The image shows two handwritten signatures in blue ink. The first signature, for the Mayor, is written over a horizontal line. The second signature, for the Administrator, is also written over a horizontal line. The signatures are stylized and cursive.

NEXT MEETING – January 8th, 2025