

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 August 6th, 2025.

Present were: Mayor Marissa Baril , Administrator Sharleine Eger, Assistant Admin Tereena Bartlett and the following councillors:

Jasmine Deblois
Nicole Cochrane
Nichole Donnelly
Margaret Brown

Mayor Baril called the meeting to order.

Consent Agenda

125.2025 Jasmine Deblois: That the consent agenda be adopted in its entirety, incorporating the listed financial, administrative and correspondence items.

Minutes: July 2025

Accounts Payable: 14669 to 14705 (\$86,186.19)

EFT Payments (\$6,591.60) and Payroll for July (\$5,492.53)

Employee Reports:

Correspondence – Requiring no action

Carried

Committee Reports

126.2025 Nicole Cochrane: That the following verbal reports be accepted as presented:

- a)Jasmine Deblois: JLL Regional Park
- b)Margaret Brown: Communities in Bloom
- c)Nicole Cochrane: WB Recreation Authority
- d)Nichole Donnelly: Ranch Rodeo Committee
- e)Marissa Baril: Fire Board Meeting

Carried

Letter – Property Owner 38 Edouard Beaupre St.

127.2025 Jasmine Deblois: That Admin send a letter to the owner of 38 Edouard Beaupre St. to inquire as to the owners future plans for the building and if it would be relinquished back to the town.

Carried

Heritage Designation

128.2025 Nichole Donnelly: That Administration be directed to initiate the necessary documentation and process to designate the building currently known as the Thrift Store – formerly the Canadian Imperial Bank of Commerce – 1911 – as a municipal heritage property.

Carried

Tender Counter

129.2025 Marissa Baril: That Administration offer for tender the large counter/table situated in the front room of the Hills of Home.

Carried

Willow Bunch Aerodrome (Airstrip)

130.2025 Marissa Baril: That the Town set a rental rate of \$100 per acre for the portion of the airstrip land seeded to crop, and that an invoice be issued to GB Beauchesne Farm Ltd. for the cost of grass seed used in the re-seeding of the airstrip this fall.

Carried

Agreement for Sponsorship

131.2025 Margaret Brown: That the Town enter into a sponsorship agreement with Jaxon Desautels for the Willow Bunch Aerodrome, with the condition that the agreement shall not result in any cost to the taxpayers.

Carried

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Museum Windows

132.2025 Nicole Cochrane: That the Town agree to the work schedule as provided by de Ronde Construction and that the work shall be completed no later than August 18th, 2025.

Carried

Table Item d) Rental Property Registration Bylaw

133.2025 Marissa Baril: That item d) of Old Business – Rental Property Registration Bylaw be tabled until the September meeting.

Carried

Untidy Premises

134.2025 Margaret Brown: That Admin issue final notice letters to the property owners of #19 Edouard Beaupre St., #8 4th St., and #5 Ave A directing them to clean up their yards in accordance with the Nuisance Bylaw and the initial letters sent in July. Failure to comply will result in an Order to Remedy being issued.

Carried

MuniSoft IT Services

135.2025 Jasmine Deblois: That the Town approve enrollment in Munisoft's IT services at a cost of \$182/month provided that RM cost share the expense on a 50/50 basis.

Carried

Acknowledge Closure of Office

136.2025 Nicole Cochrane: That Council acknowledge the closure of the office, to the public, on July 31st, 2025 for Munisoft system upgrades and staff training.

Carried

Rescind Fire Ban

137.2025 Margaret Brown: That Council acknowledge and ratify the decision to rescind the fire ban effective July 23rd, 2025.

Carried

Proceed with Tax Enforcement

138.2025 Marissa Baril: That the Town proceed with Tax Enforcement and the issuance 6 month notice for Roll 299.

Carried

Acknowledge and Advertise Tax Enforcement List (List of Lands in Arrears)

139.2025 Jasmine Deblois: That the Town advertise in the Assiniboia Times, the list of lands in arrears for the current year and that the Town exclude all properties from the TE List that are less than ½ of the previous year's levy.

Carried

Waste Bin
Snow Removal Policy S-3

140.2025 Margaret Brown: That council adopt Policy W-6, attached hereto and forming part of these minutes, to provide policy regarding 4-6 yard waste bin rentals.

Carried

DELEGATION: Dwayne Bekar – Foreman

- Power surges at lift station – resulting in repairs -completed
- WTP operating okay.
- Repair at 3rd St. E – property owner's responsibility
- Grass cutting ongoing

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DELEGATION: Angela Decima – inquiries as to #1 3rd St. S.E. property

Request to Reconsider – Willow Bunch Sportsman's Club

141.2025 Marissa Baril: That after a thorough review of its financial position and budgetary constraints for the current fiscal year, the Town is unable to extend additional financial accommodations at this time.

Carried

Red River Cart Donation

142.2025 Jasmine Deblois: That the Town formally accept the donation of a handcrafted metal Red River Cart, generously constructed and gifted by Don Wilkins, to be installed on the Museum grounds as a historical display.

Carried

Intermunicipal Fire Protection Agreement – Resolution

143.2025 Nicole Cochrane: That Council authorize entering into an agreement with the RM of Willow Bunch, the Bengough Fire Association and the Rural Municipality of Excel to extend Willow Bunch Fire Department coverage to designated portions of their respective jurisdictions, as outlined in the attached map forming part of these minutes; And further, that Council impose an annual levy of \$2,200 for the Bengough Fire Association and \$3,500 for the RM of Excel for the initial year (2025), with the fee structure to be reviewed in 2026.

Carried.

Financials

144.2025 Nichole Donnelly: That the July financials and the May, June, bank reconciliation be accepted as presented.

Carried

Mayor Baril left the meeting at 10:45 a.m. Councillor Brown assumed the chair.

Enter In Camera-Closed Session

145.2025 Margaret Brown: That council enter into an in camera-closed session at 10:45 a.m. to discuss confidential items as per Section 12.1 of the Council Procedures bylaw; those being present for the session being Councilors Jasmine Deblois, Margaret Brown, Nichole Donnelly, Nicole Cochrane, Administrator Sharleine Eger and Assistant Administrator Tereena Bartlett.

Carried

Exit In Camera-Closed Session

146.2025 Nicole Cochrane: That the council exited the in camera-closed session at 11:30 a.m.

Carried

REPORT: Recreation Director – as filed

Adjournment

147.2025 Nicole Cochrane: That this meeting adjourn at 11:50 a.m.

Carried

MAYOR

ADMINISTRATOR

NEXT MEETING – September 10th, 2025