

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 November 5th, 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

194.2025 Margaret Brown: That the consent agenda be adopted in its entirety, incorporating the listed financial, administrative and correspondence items.

Minutes: October 2025

Accounts Payable: 14771 to 14799 (\$59,221.33)

EFT Payments (\$21,384.17) and Payroll for October (\$5,326.06)

Employee Reports:

Correspondence – Not requiring action

Carried

Additions to Agenda

195.2025 Jasmine Deblois: That the following be added to the agenda:

Old Business: j) Elevator
k) Lagoon
l) Christmas Lights
m) Horse
New Business l) Christmas Party
m) Fire
n) Transfer Station
o) Surveillance

Carried

Committee Reports

196.2025 Nicole Cochrane: That the following verbal reports be accepted as presented:

a) Jasmine Deblois: South Saskatchewan Ready & JLL Regional Park
b) Margaret Brown: Communities in Bloom
c) Nicole Cochrane: WB Recreation Authority – Rec Director Report
d) Nichole Donnelly: Ranch Rodeo Committee
e) Marissa Baril: Joint Fire Board

Carried

Aerodrome

197.2025 Jasmine Deblois: That the Town table discussion for the aerodrome until such time that information on funding is received.

Carried

DELEGATION: Shea Drouin – SHMEDCO

Proceed with Tax Enforcement - Acquire Title

198.2025 Margaret Brown: That the TAXservice, on behalf of the Town of Willow Bunch, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:

Roll 272 - Lot 7, Blk 10, Plan AF413
Roll 209 - Lot 19, Blk 5, Plan AF413
Roll 63 - Lot 11, Blk 7, Plan CF1607
Roll 48 - Lots 1-3, Blk 6, Plan CF1607

Carried.



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Order to Remedy

199.2025 Nicole Cochrane: That an order to remedy be sent to #14 3rd St. E (Lot 13-14, Block 3, Plan 10197133), #31 Edouard Beaupre St. (Lot 18, Block 6, Plan AF413), #19 Edouard Beaupre St. (PT Lots 21-22, Blk 6, Plan AF413).

Carried

Museum Windows – Final Invoice

200.2025 Jasmine Deblois: That Council approve payment of the final invoice of \$2168.33.

Carried

Request to Purchase

201.2025 Nichole Donnelly: That Council authorize the sale of Lot 10, Blk 7, Plan AF413 As per policy plus GST.

Carried

Christmas Decorations

202.2025 Margaret Brown: That Council authorize the purchase of 6 light standard Christmas decorations at a discounted cost of \$895.50 each.

Carried

DELEGATION: Dosch Organic Acres. Ltd – School Property

Land Use Agreement -Akita Drilling

203.2025 Margaret Brown: That the Town enter into an agreement with Akita Drilling to occupy and utilize designated municipal property for the setup and operation of a temporary work camp from November 1st, 2025 to December 15th, 2025 with option to extend the term if needed; that the fees and charges total \$6,200 plus applicable taxes.

Carried

Texas Hold' Em Poker Tournament Silent Auction

204.2025 Marissa Baril: That the Town donate 2 certificates for 1.5 hours of Bobcat work each, to the silent auction; that the certificates stipulate the work is to be performed within Town limits only.

Carried

Derelict Building Pilot Project

205.2025 Margaret Brown: That the Town confirms its intention to voluntarily participate in the Government of Saskatchewan's Derelict Buildings Pilot Project;
That the property with the following legal description is hereby declared to be derelict;
Lot 9, Blk 1, Plan EX620
Lots 1-3, Blk 6, Plan CF1607
That the administrator is hereby authorized to take all necessary steps to prepare and submit the municipality's application for the pilot project and that Council acknowledges and accepts the liabilities associated with participation in the project, as specified in the Acknowledgement of Liability and Indemnity, schedule A of the agreement, and authorizes the Administrator and a second designated official to both sign the Agreement on behalf of the Municipality.

Carried

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Acknowledge Administration Holidays

206.2025 Marissa Baril: That council acknowledge the upcoming Administrator's holidays: Dec. 30, 31st 2025, January 1st, January 6-9, 20-29th, 2026.
Carried

Move January Meeting

207.2025 Nicole Cochrane: That January 2026 council meeting be moved to January 14th, 2026.
Carried

Public Disclosure Statements

208.2025 Jasmine Deblois: That council acknowledge, update and sign the individual public disclosure documents as required by *The Municipalities Act* for 2026.
Carried

2026 Meeting Dates

209.2025 Nichole Donnelly: That council acknowledge and approve the list of 2026 council meeting dates as attached hereto and forming part of these minutes.
Carried

2026 Appointments

210.2025 Jasmine Deblois: That the list for 2026 appointments attached hereto and forming part of these minutes, be approved.
Carried

Financials

211.2025 Margaret Brown: That the October financials and the September bank reconciliation be accepted as presented.
Carried

Enter In Camera-Closed Session

212.2025 Margaret Brown: That council enter into an in camera-closed session at 11:50 a.m. to discuss confidential items as per Section 12.1 of the Council Procedures bylaw; those being present for the session being Mayor Baril, Councilors Jasmine Deblois, Margaret Brown, Nichole Donnelly, Nicole Cochrane, Administrator Sharleine Eger and Assistant Administrator Tereena Bartlett.
Carried

Exit In Camera-Closed Session

213.2025 Nicole Cochrane: That the council exited the in camera-closed session at 11:55 a.m.
Carried

Adjournment

214.2025 Jasmine Deblois: That this meeting adjourn at 12:00 p.m.
Carried

MAYOR

ADMINISTRATOR

NEXT MEETING – December 3rd, 2025