

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 5th, 2026.

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

Jasmine Deblois
Nicole Cochrane
Margaret Brown
Nichole Donnelly

Mayor Baril called the meeting to order.

Consent Agenda

122.2026 Jasmine Deblois: That the consent agenda be adopted, incorporating the listed financial, administrative and correspondence items.
Minutes: Minutes from the July regular meeting
Accounts Payable: 15075 to 15105 (\$40,840.22)
EFT Payments (\$22,733.50) and Payroll for July (\$5,843.30)
Employee Reports: As presented
Admin Holiday Report
Correspondence: RCMP Report – June Stats
Louis Beausoleil – Town Appearance
South Central Municipal Association draft minutes and reports

Carried

Additions to the Agenda

123.2026 Nicole Cochrane: That the following be added to the agenda:
Property #5 Ave A
Family Fun Festival
Animal Control Bylaw
Long Term Succession – Financial Planning

Carried

Committee Reports

124.2026 Nichole Donnelly: That the following verbal reports be accepted as presented:
a) Jasmine Deblois: Jean Louis Legare Regional Park
b) Margaret Brown: Communities in Bloom
c) Nicole Cochrane: Rec Director Report
d) Nichole Donnelly: Ranch Rodeo
e) Marissa Baril: No Report

Carried

Nuisance Bylaw Contraventions

125.2026 Nichole Donnelly: That letters be issued to the property owners identified as being in violation of Bylaw 2.2026 – Property Maintenance and Nuisance Bylaw, directing them to remedy the contraventions noted.

Carried

Hay Tender

126.2026 Nicole Cochrane: That after review of the value, Council approve the addition of the lagoon property in the original hay tender submission, awarded as per resolution 114.2026.

Carried

Enter In Camera-Closed Session

127.2026 Marissa Baril: That council enter into an in camera-closed session at 7:50 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, Nicole Cochrane, Nichole Donnelly and Administrator Sharleine Eger.

Carried



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Exit In Camera-Closed Session

128.2026 Jasmine Deblois: That the council exited the in camera-closed session at 8:20 a.m.
Carried

Request to Issue Charitable Receipts

129.2026 Marissa Baril: That Council respond to the requesting organization indicating that the Town of Willow Bunch is not permitted to issue charitable receipts for donations collected by external groups, as doing so is contrary to CRA requirements and auditors guidance; that Council advise the organization to apply directly to CRA for charitable status.
Carried

SGI Provincial Traffic Safety Fund

130.2026 Jasmine Deblois: That the Town apply to the SGI Provincial Traffic Safety Fund to install up to 6 new street lights at key locations to improve nighttime visibility and safety.
Carried

Bylaw 5.2026 – First Reading

131.2026 Margaret Brown: That Bylaw No. 5.2026 being a bylaw to provide for the operation of golf carts within town limits be given first reading.
Carried

Bylaw 5.2026 – Second Reading

132.2026 Jasmine Deblois: That Bylaw No. 5.2026 being a bylaw to provide for the operation of golf carts within town limits be given second reading.
Carried

Bylaw 5.2026 – Three Readings

133.2026 Nicole Cochrane: That Bylaw No. 5.2026 being a bylaw to provide for the operation of golf carts within town limits be read three times at this meeting.
Carried Unanimously

Bylaw 5.2026 – Third Reading

134.2026 Nichole Donnelly: That Bylaw No. 5.2026 being a bylaw to provide for the operation of golf carts within town limits be given third and final reading.
Carried

Donations Policy – D-1

135.2026 Marissa Baril: That Council approve Donations Policy D-1, attached hereto and forming part of these minutes, establishing the eligibility criteria and guidelines for providing funds and/or resources to community groups and organizations.
Carried

Fire Pump – Museum Building

136.2026 Jasmine Deblois: That the Town tender the supply and install of a new fire pump for the Museum building, to ensure continued compliance with fire protections standards and to enhance the safety of the facility, as recommended through the Town's annual fire and sprinkler protection inspections.
Carried

Order to Remedy – Time Lapsed

137.2026 Margaret Brown: That due to the lack of response to the Order to Remedy issued against the property located at #5 Avenue A, the Town of Willow Bunch proceed with the clean-up and removal of debris resulting from the October 2025 fire; and further, that in accordance with Section 369(1) of The Municipalities Act, the costs and expenses

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incurred by the municipality in carrying out this work shall be added to the tax roll of the property and collected in the same manner as taxes.

Carried

Request to Purchase

138.2026 Marissa Baril: That the Town request further information regarding the offer to purchase submitted for 10 Avenue East (TTP), specifically including the proponent's long-term plans for the property, proposed timelines for any intended work, and related details necessary for Council's consideration.

Carried

Advertise Tax Enforcement Property

139.2026 Jasmine Deblois: That the Town of Willow Bunch advertise the property located at 11 – 2nd Street East, acquired through tax enforcement, for sale by public tender in accordance with Section 333(1) of *The Municipalities Act*.

Carried

Asset Management Policy and Strategy

140.2026 Nicole Cochrane: That Council acknowledge receipt and review of the Town of Willow Bunch Asset Management Policy and Strategy, and further, that the next review be scheduled for 2029 in alignment with the asset management expectations and guidance established by the Ministry of Government Relations.

Carried

Councillor Brown left the meeting at 9:50 a.m.

Enter In Camera-Closed Session

141.2026 Nicole Cochrane: That council enter into an in camera-closed session at 9:50 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, Nicole Cochrane, Nichole Donnelly and Administrator Sharleine Eger.

Carried

Exit In Camera-Closed Session

142.2026 Jasmine Deblois: That the council exited the in camera-closed session at 10:30 a.m.

Carried

Financials

143.2026 Jasmine Deblois: That the July financial statements and June bank reconciliations be accepted as presented.

Carried

Adjournment

144.2026 Jasmine Deblois: That this meeting adjourn at 10:38 a.m.

Carried

MAYOR

ADMINISTRATOR

NEXT MEETING – September 2nd, 2026

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