



**TOWN OF ST. WALBURG COUNCIL REGULAR MEETING  
JANUARY 10, 2019 CALLED FOR 7:00 P.M.  
TOWN OF ST. WALBURG COUNCIL CHAMBERS**

**MEMBERS PRESENT: MAYOR GEORGE PRUDAT, DEPUTY MAYOR JAMIE HALLETT, COUNCILLOR TED WOLFE, INTERIM COUNCILLORS CLAUDE LALONDE, SUSAN VELDER AND JOYCE KERT  
STAFF PRESENT: CHIEF ADMINISTRATIVE OFFICER SHILOH BRONKEN, ADMINISTRATIVE ASSISTANT CHRISTINE SEGUIN**

7:00 p.m. Call to Order by Mayor Prudat  
Moment of Personal Reflection

2019 – 001	J. HALLETT	<b>APPROVAL OF AGENDA FOR JANUARY 10, 2019</b>	That the agenda as presented be accepted as a guide and attached to the minutes of January 10, 2019 with two revisions as follows: <ul style="list-style-type: none"> <li>• Addition: Utilities Committee Report; and</li> <li>• Delete: Delegation – PDAP Northbound Planning</li> </ul>	<b>CARRIED</b>
2019 – 002	J. HALLETT	<b>LIST OF UPCOMING EVENTS/MEETINGS</b>	That the List of Upcoming Events/Meetings be accepted as amended	<b>CARRIED</b>
2019 – 003	T. WOLFE	<b>DECEMBER 19, 2018 REGULAR SCHEDULED COUNCIL MEETING MINUTES</b>	That the December 19, 2018 Regular Scheduled Council meeting minutes as presented be adopted with two changes as follows: <ul style="list-style-type: none"> <li>• Members Present: Mayor George Prudat, Deputy Mayor Jamie Hallett, Councillor Ted Wolfe</li> <li>• Town of St. Walburg Accounts for Payment on December 19, 2018 being cheques #8604 to #8659 and other payments #18120201-Man. totalling \$78,476.95 be approved as presented and attached to the Town of St. Walburg minutes of December 19, 2018</li> </ul>	<b>CARRIED</b>
			7:18 p.m. Welcomed C. Larre, Brightsand Lake Regional Park Authority Representative to the January 10, 2019 Regular Scheduled Council meeting 7:28 p.m. Thanked C. Larre, Representative for Brightsand Lake Regional Park Authority for attending the January 10, 2019 Regular Scheduled Council meeting	
2019 – 004	J. HALLETT	<b>BRIGHTSAND REGIONAL PARK AUTHORITY REPORT</b>	That the verbal report as given by C. Larre and the November 24, 2018 Minutes of the Brightsand Lake Regional Park Authority be accepted with thanks	<b>CARRIED</b>
2019 – 005	S. VELDER	<b>DEPUTY MAYOR APPOINTMENT</b>	That Councillor J. Hallett be designated the Deputy Mayor effective January 10, 2019 until the next Municipal Election in 2020	<b>CARRIED</b>
2019 – 006	J. HALLETT	<b>COUNCIL COMMITTEES – 2019</b>	That the Council Committees be accepted with one revision as follows and to be brought forward to the first meeting after the By-Election: <ul style="list-style-type: none"> <li>• Fire Working Committee: C. Lalonde removed</li> </ul>	<b>CARRIED</b>
2019 – 007	T. WOLFE	<b>TOWN OF ST. WALBURG JANUARY 10, 2019 ACCOUNTS FOR PAYMENT</b>	That the Town of St. Walburg Accounts for Payment on January 10, 2019 being cheques #8660 to #8683, and other payments #19010101-Man. to #19010110-Man. totalling \$115,476.54 be approved as presented and attached to the Town of St. Walburg minutes of January 10, 2019	<b>CARRIED</b>
2019 – 008	T. WOLFE	<b>ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION ACCOUNTS FOR PAYMENT FOR JANUARY 2019</b>	That the St. Walburg and District Fire and Rescue Association Accounts for Payment being cheques #151 to #158, and other payments #190101 to #190105, totalling \$2,946.98 be approved as presented and attached to the Town of St. Walburg minutes of January 10, 2019	<b>CARRIED</b>



  


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2019 – 009	J. HALLETT	<b>2019 BUDGET</b>	That the 2019 Budget, Scenario 2 – 2019 Budget Review – Dec. 14 be adopted as presented for the 2019 Fiscal Year	<b>CARRIED</b>
2019 – 010	J. HALLETT	<b>TOWN OF ST. WALBURG COMMERCIAL LAND FOR SALE</b>	That the Town of St. Walburg advertise the Commercial Land for sale with the exclusion of Parcel A, known as “Imperial Oil Property”; furthermore, that the list price is to be \$4,000.00 per acre with the caveat that the Town of St. Walburg will provide water and sewer services to the property lines at the time of the sale	<b>CARRIED</b>
2019 – 011	T. WOLFE	<b>TOWN OF ST. WALBURG PIONEER CRESCENT LOTS FOR SALE</b>	That the Town of St. Walburg reduces the asking price of all the lots for sale in Pioneer Crescent to \$7,500.00 each from the current listed price	<b>CARRIED</b>
2019 – 012	S. VELDER	<b>TOWN OF ST. WALBURG MULTI-RESIDENTIAL LOTS FOR SALE</b>	That the Town of St. Walburg reduces the asking price of the 3 lots zoned Multi-Residential on 1 <sup>st</sup> Street West to \$10,000.00 each	<b>CARRIED</b>
2019 – 013	S. VELDER	<b>TOWN OF ST. WALBURG POLICY</b>	That the following policies as presented be accepted as “Living Documents” in their entirety and added to the Town of St. Walburg Policy and Procedures Manual with an effective date of January 10, 2019: <ul style="list-style-type: none"> <li>• 200-11.01 Record Retention and Disposal</li> <li>• 200-07 Mayor &amp; Councillor Stipend</li> <li>• 200-01.01 Duties of Mayor &amp; Councillors</li> </ul>	<b>CARRIED</b>
2019 – 014	J. HALLETT	<b>ASSET MANAGEMENT – SUNCORP VALUATIONS: APPRAISAL SERVICES</b>	That the Town of St. Walburg accepts the “Proposal for Insurance Appraisal Services of Specified Properties of interest to the Town of St. Walburg, St. Walburg, Saskatchewan” in the amount of \$9,275.00 plus applicable taxes	<b>CARRIED</b>
2019 – 015	J. KERT	<b>CAO REPORT</b>	That the CAO Report as presented be accepted with thanks and filed	<b>CARRIED</b>
2019 – 016	S. VELDER	<b>NCTPC WORKSHOP IN EDAM ON FEBRUARY 26, 2019</b>	That the Public Works Supervisor be given the opportunity to attend the Workshop in Edam on February 26 hosted by NCTPC	<b>CARRIED</b>
2019 – 017	T. WOLFE	<b>SPWA CONFERENCE IN SASKATOON FEBRUARY 26 TO 28, 2019</b>	That Administrative Assistant Seguin be given the opportunity to attend the SPWA Conference in Saskatoon on February 26 to 28, 2019; that the Utilities Supervisor be given the opportunity to attend the SPWA Conference in Saskatoon on February 27 & 28, 2019; and that the Public Works Supervisor be given the opportunity to attend the SPWA Conference in Saskatoon on February 27, 2019	<b>CARRIED</b>
2019 – 018	S. VELDER	<b>TOWN OF ST. WALBURG TENDER</b>	That the Town of St. Walburg offers for tender with a monetary amount of \$1,500.00 OBO for the 1999 GMC Truck and the sander	<b>CARRIED</b>
2019 – 019	J. HALLETT	<b>CASUAL LABOUR FOR PUBLIC WORKS</b>	That the Town of St. Walburg authorizes the CAO to obtain casual labour services for snow removal	<b>CARRIED</b>



  


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2019 – 020	J. HALLETT	<b>POWERED MOBILE EQUIPMENT COMPETENCY</b>	That the Town of St. Walburg approves the St. Walburg and District Fire and Rescue Association Fire Chief and Deputy Fire Chief to be deemed competent on Town of St. Walburg equipment and added to the Town of St. Walburg Insurance Policy, in the event of an Emergency Situation	<b>CARRIED</b>
2019 – 021	J. HALLETT	<b>BYLAW 2019-01 ENTER INTO A LEASE AGREEMENT WITH THE ST. WALBURG CURLING CLUB</b>	That Bylaw 2019-01 to enter into a lease agreement with the St. Walburg Curling Club be given first reading	<b>CARRIED</b>
2019 – 022	C. LALONDE	<b>BYLAW 2019-01 ENTER INTO A LEASE AGREEMENT WITH THE ST. WALBURG CURLING CLUB</b>	That Bylaw 2019-01 to enter into a lease agreement with the St. Walburg Curling Club be given second reading	<b>CARRIED</b>
2019 – 023	T. WOLFE	<b>BYLAW 2019-01 ENTER INTO A LEASE AGREEMENT WITH THE ST. WALBURG CURLING CLUB</b>	That Bylaw 2019-01 to enter into a lease agreement with the St. Walburg Curling Club be given consideration for three readings at the January 10, 2019 regular scheduled council meeting	<b>CARRIED</b>
2019 – 024	S. VELDER	<b>BYLAW 2019-01 ENTER INTO A LEASE AGREEMENT WITH THE ST. WALBURG CURLING CLUB</b>	That Bylaw 2019-01 to enter into a lease agreement with the St. Walburg Curling Club be given third and final reading at the January 10, 2019 regular scheduled council meeting and adoption	<b>CARRIED</b>
2019 – 025	J. KERT	<b>BYLAW 2019-02 RECORD DESTRUCTION SCHEDULE</b>	That Bylaw 2019-02 for record destruction schedule be given first reading	<b>CARRIED</b>
2019 – 026	J. HALLETT	<b>BYLAW 2019-02 RECORD DESTRUCTION SCHEDULE</b>	That Bylaw 2019-02 for record destruction schedule be given second reading	<b>CARRIED</b>
2019 – 027	C. LALONDE	<b>BYLAW 2019-02 RECORD DESTRUCTION SCHEDULE</b>	That Bylaw 2019-02 for record destruction schedule be given consideration for three readings at the January 10, 2019 regular scheduled council meeting	<b>CARRIED</b>
2019 – 028	T. WOLFE	<b>BYLAW 2019-02 RECORD DESTRUCTION SCHEDULE</b>	That Bylaw 2019-02 for record destruction schedule be given third and final reading at the January 10, 2019 regular scheduled council meeting and adoption	<b>CARRIED</b>
2019 – 029	S. VELDER	<b>BYLAW 2019-03 IMPLEMENT A PLANNING AND</b>	That Bylaw 2019-03 to implement a planning and development fee schedule be given first reading	<b>CARRIED</b>



  


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**DEVELOPMENT FEE  
SCHEDULE**

2019 – 030	J. KERT	<b>BYLAW 2019-03 IMPLEMENT A PLANNING AND DEVELOPMENT FEE SCHEDULE</b>	That Bylaw 2019-03 to implement a planning and development fee schedule be given second reading	<b>CARRIED</b>
2019 – 031	J. HALLETT	<b>BYLAW 2019-03 IMPLEMENT A PLANNING AND DEVELOPMENT FEE SCHEDULE</b>	That Bylaw 2019-03 to implement a planning and development fee schedule be given consider for three readings at the January 10, 2019 regular scheduled council meeting	<b>CARRIED</b>
2019 – 032	C. LALONDE	<b>BYLAW 2019-03 IMPLEMENT A PLANNING AND DEVELOPMENT FEE SCHEDULE</b>	That Bylaw 2019-03 to implement a planning and development fee schedule be third and final reading at the January 10, 2019 regular scheduled council meeting and adoption	<b>CARRIED</b>
2019 – 033	T. WOLFE	<b>BYLAW 2019-04 TO AMEND BYLAW 08- 2013 KNOWN AS THE OFFICIAL COMMUNITY PLAN</b>	That Bylaw 2019-04 to amend Bylaw 08-2013 known as the Official Community Plan be given first reading	<b>CARRIED</b>
2019 – 034	J. HALLETT	<b>TOWN OF ST. WALBURG POLICIES</b>	That the following policies as presented be accepted as “Living Documents” in their entirety and added to the Town of St. Walburg Policy and Procedures Manual with an effective date of January 10, 2019: <ul style="list-style-type: none"> <li>• 700-05.00.01 OCP Amendment Adoption Policy</li> <li>• 700-05.02 Zoning Bylaw Adoption Policy</li> </ul>	<b>CARRIED</b>
2019 – 035	T. WOLFE	<b>BRIGHTSAND LAKE REGIONAL PARK AUTHORITY APPOINTEES</b>	<p><b>Councillor Velder has abstained from voting on this resolution.</b></p> <p>That the Town of St. Walburg appoints the following individuals who have expressed an interest to sit as the Town representative for a one-year term for the 2019 calendar year on the Brightsand Lake Regional Park Authority:</p> <ol style="list-style-type: none"> <li>1. Carol Larre</li> <li>2. Bohdan Ewanchuk</li> <li>3. Kathy Daigneau</li> </ol> <p>Mayor Prudat requested a recorded vote:                      FOR: HALLETT, LALONDE, WOLFE, KERT                      ABSTAIN: VELDER</p>	<b>CARRIED</b>
			Recess was called by Mayor Prudat at 9:18 p.m. Reconvened at 9:23 p.m. by Mayor Prudat	
2019 – 036	J. HALLETT	<b>TOWN OF ST. WALBURG PERMIT TO OPERATE A</b>	That the Town of St. Walburg accepts the intent to alter a permit to operate a waterworks dated December 27, 2018 by Water Security Agency for the Town of St. Walburg Water Treatment Plant at 123 4 <sup>th</sup>	<b>CARRIED</b>


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		<b>WATERWORKS FACILITY</b>	Street West; furthermore, the new permit to take effect on 1 <sup>st</sup> day of February 2019	
2019 – 037	S. VELDER	<b>DECEMBER WATER TREATMENT PLANT DAILY LOG</b>	That the Town of St. Walburg accepts the December 2018 Water Treatment Plant Daily Log as presented by Utilities Supervisor, D. Panko with thanks	<b>CARRIED</b>
2019 – 038	J. KERT	<b>WELL #3 REPORT</b>	That the report as submitted by Utilities Supervisor, D. Panko on Well #3 be accepted with thanks	<b>CARRIED</b>
2019 – 039	J. HALLETT	<b>OH&amp;S COMPLIANCE – HSI GROUP</b>	That the Town of St. Walburg approve the Quotation No. H18-091, dated December 27, 2018 in the amount of \$17,889.79 plus applicable taxes to install components into the Water Treatment Plant for OH&S Compliance	<b>CARRIED</b>
2019 – 040	J. HALLETT	<b>WATER TREATMENT PLANT TURNAROUND SCHEDULE</b>	That the Town of St. Walburg approves the turnaround schedule as presented by the Utilities Committee per minutes dated January 10, 2019 and filed	<b>CARRIED</b>
2019 – 041	C. LALONDE	<b>NOTE AND FILES</b>	<p>That the following items be noted with thanks and filed:</p> <ul style="list-style-type: none"> <li>➤ 9.1.4.1 Hiring and Recruitment 200-11.02.08</li> <li>➤ 9.1.4.2 Hiring Members of Council 200-11.02.08.02</li> <li>➤ 9.1.4.3 Hiring Former Employees 200-11.02.08.03</li> <li>➤ 9.1.4.4 Employment Recruitment Procedures 200-11.02.08.04</li> <li>➤ 9.1.4.5 Probationary Period 200-11.02.08.06</li> <li>➤ 9.1.4.6 Driver’s Abstract 200-11.02.08.07.03</li> <li>➤ 9.1.4.7 Medical Evaluation 200-11.02.08.07.05</li> <li>➤ 9.1.4.8 Workplace Environment 200-11.02.10</li> <li>➤ 9.1.6 Northwest Municipalities Association</li> <li>➤ 9.2.1 December 12, 2018 EMO Course</li> <li>➤ 9.2.2 RM 501 Road Closures</li> <li>➤ 9.3.1 North Central Transportation Planning Committee</li> <li>➤ 9.5.1 North Saskatchewan River Municipal Health Holdings</li> <li>➤ 9.7.2 Rivers West District 2019 Volunteer Recognition Program</li> <li>➤ 9.7.3 St. Walburg and District Recreation Board</li> <li>➤ 9.7.4 ThriveSask Progress Report</li> <li>➤ 9.8.5 Water Security Agency – Joint Lagoon Project</li> <li>➤ 9.9.1 Incoming Correspondence</li> </ul>	<b>CARRIED</b>
2019 – 042	J. KERT	<b>ADJOURNMENT</b>	That the January 10, 2019 regular scheduled council meeting be adjourned	<b>CARRIED</b>

Minutes approved on January 24, 2019

  
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Mayor

  
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Chief Administrative Officer

