

VILLAGE OF MUENSTER
MINUTES OF THE REGULAR MEETING OF COUNCIL HELD
WEDNESDAY, APRIL 16 , 2025

PRESENT: Mayor: Shauna Ilg
Councillors: Karl Senko
Benji Szautner
Kim Fetter
Shane Haeusler Electronic Attendance Via Teams

Administrator: Jan Sylvestre
Foreman: Nick Vanderveen present 6:30 – 9:00 pm

Delegates: 6:30-8:00 pm Peter Zopf
7:00 pm Muenster Childcare
– In person: Payton Hinz, Jen HelmKay, Joe Schieber,
Andrew Breker, Via Teams -Ben Mickleborough
7:30 pm Muenster Sports Club – Alison Korte/Derek Rude
8:00 pm Auditor – Baker Tilly Adam Yelland via Teams

Res 2025-059

CALL TO ORDER:

Mayor Shauna Ilg called the meeting to order at 6:40 p.m.

Res 2025-060

AGENDA:

a) **Moved by:** Karl Senko
Seconded by: Kim Fetter
THAT the agenda, as amended, be approved.

MOTION CARRIED

Res 2025-061

MINUTES:

a) **Moved by:** Benji Szautner
Seconded by: Kim Fetter
THAT the minutes of the Regular Meeting of Council held on March 19, 2025, be approved.

MOTION CARRIED

Res 2025-062

FINANCIAL REPORTS:

a) **Moved by:** Benji Szautner
Seconded by: Karl Senko

THAT the Statement of Financial Activities and Balance Sheet for the month of March , 2025 be approved as presented by the Administrator.

MOTION CARRIED

b) **Moved by:** Shauna Ilg
Seconded by: Karl Senko

THAT the Accounts Payable, as per attached listing, except Catterall and LCDBWA, be approved for payment.

MOTION CARRIED

Res 2025-063

CORRESPONDENCE:

Moved by: Benji Szautner

Seconded by: Karl Senko

THAT the correspondence as per attached listing, having been reviewed, be accepted.

MOTION CARRIED

Res 2025-064

REPORTS:

Moved by: Karl Senko

Seconded by: Benji Szautner

THAT the following reports be received as information:

- Foreman Report as presented by, Foreman Nick Vanderveen
- Administrator's Report as presented by Jan Sylvestre

MOTION CARRIED

Res 2025-065

BYLAW NO. 3/2025 – PUBLIC UTILITY BYLAW

a)Moved by: Kim Fetter

Seconded by: Karl Senko

THAT Bylaw No. 3/2025 – A Bylaw which establishes garbage curbside pickup as a public utility, be read for the first time.

MOTION CARRIED

b)Moved by: Shane Haeusler

Seconded by: Benji Szautner

THAT Bylaw No. 3/2025 – A Bylaw which establishes garbage curbside pickup as a public utility, be read for the second time.

MOTION CARRIED

c)Moved by: Karl Senko

Seconded by: Shane Haeusler

THAT Bylaw No. 3/2025 – A Bylaw which establishes garbage curbside pickup as a public utility, be given three readings at this meeting.

MOTION CARRIED UNANIMOUSLY

d)Moved by: Benji Szautner

Seconded by: Shane Haeusler

THAT Bylaw No. 3/2025 – A Bylaw which establishes garbage curbside pickup as a public utility, be read for the third time and adopted.

MOTION CARRIED

Res 2025-066

TOPICS FOR SPECIAL MEETING

a)Moved by: Shauna Ilg

Seconded by: Karl Senko

THAT the Village of Muenster Council agrees to schedule a special meeting to be held on Wednesday April 23, 2025 at 6:30 pm to discuss topics that were unable to be dealt with within the allotted time allowance during the regular meeting of council held on Wed April 16, 2025, including the following topics:

- Childcare Center Location and Zoning Bylaw Allowances for Setbacks
- Basic Planning Statement 2025 and Zoning Bylaw 2025 Fundamental Review
- Terms of Agreement for Sale of #317 Main Street,

-Councillor Reports – Karl Senko Re: LCDBWA and Kim Fetter/Shana Ilg Re; Suma Convention,

be accepted.

MOTION CARRIED

Res 2025-067

CHARITABLE RECEIPTS MUENSTER SPORTS CLUB

a)Moved by: Shauna Ilg

Seconded by: Benji Szautner

THAT the Village of Muenster, allow the administration to issue charitable receipting for Muenster Sports Club pending financial reporting and organization minutes outlining the use of the grant funds, be accepted.

MOTION CARRIED

Res 2025-068

HINZ PHASE 2 SERVICE AGREEMENT

a)Moved by: Benji Szautner

Seconded by: Shane Hauesler

THAT the Village of Muenster issues approval pending conditions for the Hinz Phase 2 application for development regarding the proposed plan of subdivision for parcel CB Plan 102433430 Ext. 0 AND issues a proposed Phase 2 service agreement outlining services and utilities as dictated by council, be accepted.

MOTION CARRIED

****DECLARATION OF CONFLICT OF INTEREST – KIM FETTER**

Kim Fetter declared a conflict of interest regarding any discussion or decision making regarding compensation for damages incurred to the property at #7 Main Bay as this is the location of her primary residence. Upon declaring, Kim Fetter left council chambers at 10:40 pm prior to any discussions relating to the property.

Res 2025-069

PROPERTY DAMAGE #7 MAIN BAY

a)Moved by: Shane Haeusler

Seconded by: Karl Senko

THAT the Village of Muenster allow the public works staff to reclaim damaged yard, grass and trees caused by snow removal at #7 Main Bay , be accepted.

MOTION CARRIED

****RETURN TO CHAMBER – Kim Fetter returned to council chambers at 10:54 pm following the decision regarding reclamation to the property at #7 Main Bay.**

Res 2025-070

2024 AUDITED FINANCIALS

a)Moved by: Karl Senko

Seconded by: Kim Fetter

THAT the Village of Muenster, accept and approve of the 2024 Audited Financials as presented by Baker Tilly, be accepted.

MOTION CARRIED

Res 2025-071

2025 ASSESSMENT ROLL CLOSED

a)Moved by: Shauna Ilg

Seconded by: Benji Szautner

THAT the Village of Muenster, accept that the assessment roll for 2025 as being closed as of April 15, 2025 and noted to have received no assessment appeals, be accepted.

MOTION CARRIED

Res 2025-072

LAND FOR SALE BY TENDER #317 MAIN STREET

a)Moved by: Kim Fetter

Seconded by: Shauna Ilg

THAT the Village of Muenster, agree to sell parcel #317 Main Street to Sara Binsfeld, be accepted.

MOTION CARRIED

Res2025-073

SPECIAL BUDGET MEETING APRIL 24, 2025

Moved by: Shane Haeusler

Seconded by: Kim Fetter

THAT the Village of Muenster confirm their annual Operational and Capital Budget Meeting take place on Thursday April 24th, 2025 at 6:30 PM at the Village Office, be accepted.

MOTION CARRIED

Res2025-074

MUTUAL AID AGREEMENT

Moved by: Kim Fetter

Seconded by: Shauna Ilg

THAT the Village of Muenster approve the renewal and signing of the Mutual Aid Agreement presented ,

be accepted.

MOTION CARRIED

Res2025-075

ADJOURNMENT

Moved by: Karl Senko

Seconded by: Shane Haeusler

THAT this meeting now adjourn at 11:16 pm.

MOTION CARRIED

MAYOR – SHAUNA ILG

ADMINISTRATOR – JAN SYLVESTRE

Accounts Payable

Ch 9742	2025-03-21	Munisoft	854.70	4 Half c
Ch 9743	2025-03-31	VOID - Cheque Printing	0.00	
Ch 9744	2025-03-31	VOID - Cheque Printing	0.00	
Ch 9745	2025-03-31	Jason Blechinger	350.00	Water S
Ch 9746	2025-03-31	Alice Gaspar	972.86	Hourly
Ch 9747	2025-03-31	Jan Sylvestre	4,069.66	Hourly
Ch 9748	2025-03-31	Newberry, Payge	1,682.27	Hourly
Ch 9749	2025-03-31	Vanderveen, Nick	4,305.77	Salary
Ch 9750	2025-03-31	Shauna Ilg	487.60	Mayor
Ch 9751	2025-03-31	Korte, Glenn	435.00	Person
Ch 9752	2025-04-17	Bunz Electric Ltd.	299.70	Labour
Ch 9753	2025-04-17	ClearTech Industries Inc.	759.12	6 - 194
Ch 9754	2025-04-17	Eastside Liquidation	781.20	6 Rolls
Ch 9755	2025-04-17	Hersack, Dale	112.50	25 REA
Ch 9756	2025-04-17	Humboldt District Hospital	431.00	Radiotr
Ch 9757	2025-04-17	Humboldt Home Hardware	145.10	Glue/Si
Ch 9758	2025-04-17	Kramer LTD.	272.92	Job Lal
Ch 9759	2025-04-17	Loehr's Farms	6,610.60	Contra
Ch 9760	2025-04-17	Office Experts Pro	206.44	Post it
Ch 9761	2025-04-17	Petty Cash	181.00	Fuel/Ri
Ch 9762	2025-04-17	SaskWater	9,523.93	2025/0
Ch 9763	2025-04-17	Saskatchewan Public Safety Ag	216.45	Fire De
Ch 9764	2025-04-17	Jan Sylvestre	54.38	Tv wall
Ch 9765	2025-04-17	Weber & Gasper	433.34	Lot Sal

OB Payments

OB 2025-023	2025-03-31	M.E.P.P.	2,727.58	Pens
OB 2025-024	2025-03-31	Receiver General	5,767.83	Staff
OB 2025-025	2025-03-31	S.U.M.A.	940.86	Bene
OB 2025-026	2025-04-10	Affinity MasterCard	325.00	April
OB 2025-027	2025-04-10	Humboldt Co-operative Associa	56.69	kleen
OB 2025-028	2025-04-14	SaskPower	2,772.25	306 F
OB 2025-029	2025-04-17	SaskEnergy	1,091.99	Shop
OB 2025-030	2025-04-17	SaskTel	276.47	Office

Correspondence Listing April 2025

Source of Correspondence	Description
Humboldt Regional Community Safety Inc.	Annual meeting minutes for March 19, 2025 2024 Ambassador for Safety Award was presented to the Humboldt Co-op at the EMS Gala.
SUMA	SUMA has launched SUMA's 2025 Federal Advocacy Hub to use as a resource and share to support our advocacy. They want federal parties to present 12 issues with 3 key areas of focus and encourages members and partners to advocate for the priorities.
Saskatchewan Government – Ministry of Government Relations	The education property tax rate mills are to be levied with respect to every school division and property for the 2025 taxation year. They provided the rates for each type of property.
Canadian National Railway Company (CN)	CN has decided to include us in their maintenance of railroads in 2025. It will be the railroad crossing on 4 th Avenue/College Drive. During this time the public will have to stay away and off the tracks on the railway. Currently CN is performing the work with the assumption that they will be covering the costs. We have not gotten a date yet other than it is in 2025.
Nutrien	Letter to tell us what to do in case of an emergency when it involves the local Anhydrous Ammonia Operation
Parkland Regional Library	Annual General Meeting on Saturday May 3, 2025, at Soaltcoats & District Community Hall To conduct the business of the library system. Registration Deadline: April 25, 2025 Nomination and Nominee form is with email. Must be appointed delegates of the Parkland Regional Library Board to participate
REACT	Annual General Meeting on April 30, 2025, at the Canalta Hotel in Saskatoon
City of Humboldt	BHP would like to partner with municipals surrounding the BHP Jansen mine site to enable more housing to be built rapidly to help the housing shortages that exist in the area. They designed The Housing Program Incentive which involves proposed solutions and how to administer the program. This is included in the letter.
Saskatchewan Baseball Hall of Fame & Museum	Newsletter for January, February, March, and April 2025
REACT	April Newsletter
Courageous K9	Reconnect for the 2025 campaign and wondering if we would like to renew our sponsorship. In the past we have a business card sized ad (\$319.00/year) in the annual edition of Courageous K9 Magazine. Attached is the previous ad, there are other rates that is on their website (provided in letter)
Affinity Credit Union	Annual General Meeting on Wednesday, April 16 th at 6:30pm. You can watch the recording on their website on April 17 th if you are unable to come. Register by April 13, 2025
107.5 Bolt FM and DiscoverHumboldt.com	Partnering with communities to acknowledge student's achievements and success of the grads of 2025. Included are different advertisements from May 19 – June 30. It is \$200 + GST. The deadline is May 5, 2025. Attached are predesigned templates that you can choose from.
Parkland Regional Library – Muenster #40	Annual and Financial Report for 2024