

Town of Saltcoats
OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL August 17, 2016

Present: Mayor Grant McCallum, Councilors; Kirby Buchinski, Wendy Hume, Miles Hutchings, Karen Ward (arrived at 7:07 p.m.) , and Town Administrator Diane Jamieson

Regrets: Councilor Rhonda Hunt

With quorum being present, the Council Meeting was called to order by Mayor Grant McCallum at 7:00 p.m. in the Stirling Room in the Community Services Building.

MLA Warren Kaeding and Rick McIntyre attended the meeting from 7:12 p.m. to 7:28 p.m.

AGENDA

Hutchings/Buchinski

Motion 175-16

That the amended agenda for the August 17, 2016 meeting be approved as circulated with the addition of #7 under New Business – Assiniboine Watershed Stewardship Authority report.

CARRIED

MINUTES

Approval of Minutes of July 20, 2016

Hume/Hutchings

Motion 176-16

That the minutes of the July 20, 2016 meeting be approved as circulated.

CARRIED

Approval of Addendum A, B, C, and D 2016

McCallum/Hume

Motion 177-16

That the Town of Saltcoats receive Addendum A, B, C, and D - 2016 for information.

CARRIED

FINANCIAL

List of Accounts for Approval July 1 – 31, 2016

Hutchings/Buchinski

Motion 178-16

That the List of Accounts for Approval be approved as circulated for July 1 - 31, 2016 cheque #9181-9210.

CARRIED

Budgetary Control July 1-31, 2016

Buchinski/Hume

Motion 179-16

That the Budgetary Control Report be approved as circulated for July 1 – 31, 2016.

CARRIED

Bank Reconciliation July 2016

Hutchings/Ward

Motion 180-16

That the Town of Saltcoats approve the Bank Reconciliation report for the month of July 2016 as circulated.

CARRIED

PERSONNEL

Change of vacation date – Dennis Hunt

Council was advised of amended vacation dates for Dennis Hunt, Town Foreman. New vacation dates are August 15 – 28, 2016.

Approved

Council was advised that Diane Jamieson, Administrator will be

**vacation –
Diane
Jamieson
November
24-
December 2,
2016**

away on vacation November 24 – December 2, 2016.

**Modified
Work
Arrangemen
t – Paul
Bulmer,
Public
Works
Assistant**

Buchinski/Hume

Motion 181-16

That the Town of Saltcoats approve the modified work agreement with Paul Bulmer, Public Works Assistant effective August 1, 2016 to July 31, 2017 to average hours over a two week period.

CARRIED

**Water
Operator
Training
(CEUs)**

Hutchings/Buchinski

Motion 182-16

That the Town of Saltcoats approve Dennis Hunt, Town Foreman to attend the Water Operator Training in Esterhazy on September 7 & 8, 2016 in Esterhazy with time and travel expenses covered.

CARRIED

**MLA
Warren
Kaeding and
MLA
Assistant
Rick
McIntyre**

MLA Warren Kaeding and Rick McIntyre attended the meeting from 7:12 p.m. to 7:28 p.m.

Mr. Kaeding provided information on financial situation including revenue sharing forecasts, highway infrastructure plans, issues he is working on including; environmental (landfill), surface water management, and infrastructure needs. He encouraged Council to use SUMA's resources to advocate on issues that pertain to the Town and to keep him informed of these issues and concerns.

**Casual
Water
Operator –
Connor
Hunt**

It was agreed that further discussions with Connor Hunt are required.

PUBLIC WORKS

**Monthly
Review of
Waterworks
Operational
Records –
July 1 – 31,
2016**

Buchinski/Ward

Motion 183-16

That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for July 1 – 31, 2016 as circulated.

CARRIED

**Monthly
Public
Works
Report for
July 2016**

Ward/Buchinski

Motion 184-16

That the Town of Saltcoats approve the Monthly Public Works Report for July 1 – 31, 2016.

CARRIED

BUSINESS ARISING FROM MINUTES OF July 20, 2016

**Capital
Asset
Management/
Equipment
Replacement**

It was agreed that the Capital Asset Management agenda item would be removed from the agenda and placed on Addendum “A” for follow-up.

**Equipment
Purchase –
Backhoe**

McCallum/Hume

Motion 185-16

That the Town of Saltcoats approve the purchase of a 2014 John Deere 310SK Backhoe Loader #ON259674 at a cost of \$92,500 plus taxes pending suitable financing arrangements and verification with pictures that the machine is in good condition.

CARRIED

**Town Shop
Replacement**

The Town Shop replacement is deferred pending receipt of additional pricing information.

**Lagoon
Expansion**

It was agreed that the Lagoon Expansion will be removed from the agenda until a later date.

**Street
Repairs –
All Season
Rentals &
Sales**

Council has requested additional information regarding the litigation process and clarification regarding timing of street repairs to be completed by the Town.

NEW BUSINESS

**Use of Golf
Carts in
Town for
Transportation**

It was agreed that no further action is required regarding the request to use a golf cart for transportation within the Town limits.

**2017 Utility
Rates**

Council has requested additional information regarding revenue and expenditures and reserve requirements in order to establish 2017 utility rates.

**Policy #12-
01 OH&S –
Revised
Report of
Job Incident
or Accident
Form.**

Buchinski/Hutchings

Motion 186-16

That the Town of Saltcoats approve the Policy #12-01 - revised Report of Job Incident or Accident Form as circulated.

CARRIED

**Building
Permit -
Extension
Request**

Buchinski/Hume

Motion 187-16

That the Town of Saltcoats approve a one year extension to September 2, 2017 for Building Permit 2015-06, Lot 8 Block 5, Plan 4383.

CARRIED

**Ratify
Electronic
Decisions:
Street
Paving by**

Buchinski/Hume

Motion 188-16

That the Town of Saltcoats approve the electronic decisions to approve the purchase of asphalt paving services from Covenant Construction in the amount of \$47,900 plus GST (9 loads) for services performed August 11 and 12 and \$50,000 (10 loads

**Covenant
Construction**

plus York Street patching) plus GST for services performed on August 15-17, 2016.

CARRIED

**Quote for
Exterior
Repair and
Painting of
Saltcoats &
District
Community
Hall**

It was agreed that the quote for exterior painting at the Saltcoats & District Community Hall would be deferred pending feedback from the Saltcoats & District Community Hall Board.

**Assiniboine
Watershed
Stewardship
Association
Update**

Mayor McCallum provided Council with an update on programs and services available through the Assiniboine Watershed Stewardship Association. The SWAUMP (Source Water and Urban Municipalities Projects) are available with an application deadline of March 31, 2017. In addition RTK Technology may be available to provide culvert elevations and an update to the culvert map for the Town.

**Muscular
Dystrophy
Awareness
Month**

It was agreed that Council would declare September to be Muscular Dystrophy Awareness Month.

**Prostate
Cancer
Awareness
Month**

It was agreed that Council would declare September to be Prostate Cancer Awareness Month.

**Corresponde
nce** Ward/Buchinski

Motion 189-16

That the correspondence as listed be filed.

Received:

1. Muscular Dystrophy Canada – Muscular Dystrophy Awareness Month – September
2. Prostate Cancer Canada – Prostate Cancer Awareness Month – September
3. Catterall & Wright – WSA Round 3 – Final Report
4. Building Standards – Advisories
5. Bylaw Enforcement Report – July 2016
6. R.M. of Saltcoats - 2016 Saltcoats Regional Park Appointment
7. Zacaruk Consulting, Inc. – Transport Canada Rail Crossing Initiative
8. Provincial Archives of Saskatchewan – approval for Records Disposal #2016-04
9. Ministry of Government Relations – Municipal Revenue Sharing 2016
10. SAMA 2017 Revaluation – Preliminary Report – REVISED

Sent:

1. Ben Bradford – re: lagoon expansion/buffer zone
2. Minister of the Environment – Provincial Household Hazardous Waste (HHW) Program
3. Letter of Support for Beautification for Canada 150 tulip garden
4. Darlene Smith – response to complaint
5. Saltcoats District Regional Park Authority – increase to wage for administrative/financial agreement
6. Jim & Kathy Morgan – response re: street repairs

CARRIED

In Camera McCallum/Ward

Motion 190-16

That the meeting move in camera at 8:43 p.m. to discuss:

- personnel item,
- legal item

CARRIED

The regular Council meeting resumed at 9:12 p.m.

**Next
Meetings**

Next Meetings:
September 21, 2016 (Hutchings)
October 19, 2016 (Hutchings)

Adjournment Ward/Hume

The meeting adjourned 9:13 p.m.

CARRIED

Approved by Council on: _____