

Town of Saltcoats
OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL January 4, 2017

Present: Mayor Grant McCallum, Councilors, Gordon Barnhart (via telephone), Ronald Knudsen, Corey Larsen, Don McDill, Karen Ward, Administrator Diane Jamieson and Office Assistant Carling Sandercock

Regrets: Councilor Josh Beynon

With quorum being present, the Council Meeting was called to order by Mayor Grant McCallum at 8:04 p.m. in the Stirling Room in the Community Services Building.

AGENDA	Ward/McDill	Motion 001-17 That the amended agenda for the January 4, 2017 meeting be approved as circulated. <u>CARRIED</u>
MINUTES		
Approval of Minutes of November 17, 2016	Knudsen/Larsen	Motion 002-17 That the minutes of the November 17, 2016 meeting be approved as circulated with the addition of mover/seconded Farquharson/Knudsen for Motion 260-16. <u>CARRIED</u>
Approval of Minutes of November 22, 2016	Knudsen/Ward	Motion 003-17 That the minutes of the November 22, 2016 special meeting be approved as circulated. <u>CARRIED</u>
Approval of Minutes of December 8, 2016	Ward/McDill	Motion 004-17 That the minutes of the December 8, 2016 special meeting be approved as circulated. <u>CARRIED</u>
Approval of Addendum A, B, C and D 2016	Ward/Larsen	Motion 005-17 That the Town of Saltcoats receive Addendum A, B, C and D - 2017 for information. <u>CARRIED</u>
FINANCIAL		
List of Accounts for Approval November 1 – 30, 2016	Barnhart/Ward	Motion 006-17 That the List of Accounts for Approval be approved as circulated for November 1 – 30, 2016 cheques #9304-9343. <u>CARRIED</u>
Budgetary Control Report for November 2016	Knudsen/Larsen	Motion 007-17 That the Town of Saltcoats approve the Budgetary Control reports for November 2016 as circulated. <u>CARRIED</u>
Bank Reconciliation	McDill/Larsen	Motion 008-17 That the Town of Saltcoats approve the Bank Reconciliation report

**n November
2016**

for the month of November 2016 as corrected/circulated.

CARRIED

**Lest We
Forget –
November 6,
2016**

The Town of Saltcoats Council was provided with a summary of the Lest We Forget financial information from the November 6, 2016 concert for information purposes.

**Financial
Statement**

PERSONNEL

**Assessment,
Taxation
and Tax
Tool
Workshop –
Melville –
February 15,
2016**

McCallum/Knudsen

Motion 009-17

That the Town of Saltcoats approve the attendance of Diane Jamieson, Administrator and Carling Sandercock, Office Assistant at the February 15, 2016 Assessment, Taxation and Tax Tool Workshop in Melville with registration, time and travel expenses covered and with approval to close the Town Office on this date.

CARRIED

**Saskatchewan
Public
Works
Annual
Conference
– February
28 – March
2, 2017**

Barnhart/Larsen

Motion 010-17

That the Town of Saltcoats approve the attendance of Dennis Hunt, Foreman at the Saskatchewan Public Works Annual Conference in Saskatoon on February 28 – March 2, 2017 with registration, time and travel expenses covered.

CARRIED

**2017 SUMA
Convention
– February 5
– 8, 2017**

Ward/McDill

Motion 011-17

That the Town of Saltcoats approve the attendance of 4 Councilors and the Administrator to attend the 2017 SUMA Annual Convention in Saskatoon with registration and travel expenses covered.

CARRIED

PUBLIC WORKS

**Monthly
Review of
Waterworks
Operational
Records –
November 1
– 30, 2016**

Knudsen/Larsen

Motion 012-17

That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for November 1 – 30, 2016 as circulated.

CARRIED

**Monthly
Public
Works
Report for
November
2016**

Ward/Knudsen

Motion 013-17

That the Town of Saltcoats approve the Monthly Public Works Report for November 2016.

CARRIED

**Waterworks
Compliance
Inspection
Reports –
November**

Knudsen/McDill

Motion 014-17

That the Town of Saltcoats receive the Waterworks Compliance Inspection Report from November 24, 2016.

CARRIED

24, 2016

BUSINESS ARISING FROM MINUTES OF November 17, 2016

**Canada 150
Celebration**

It was agreed that the planning of a suitable Canada 150 Celebration will be referred to the Recreation and Culture Sub-Committee for recommendations to be presented to Council for approval. Councillor Barnhart tabled a suggestion to include a Canada 150 fundraiser event(s) to assist with the construction of a new town shop with the new building named in conjunction with the 150th Celebration.

**Bylaw #11-
2016 – Code
of Ethics**

Barnhart/Knudsen

Motion 015-17

That the Town of Saltcoats read for the second time Bylaw #11-2016 Code of Ethics.

CARRIED

Ward/Knudsen

Motion 016-17

That the Town Saltcoats read for a third time and enact Bylaw #11-2016 Code of Ethics.

CARRIED

**Oath of
Office**

Council members present each signed new oath of office as required after the passing of Bylaw 11-2016 Code of Ethics. Councilors Barnhart and Beynon will sign new oath of office documents at their earliest convenience.

**Council/
Staff Event**

It was agreed that staff would be consulted regarding ideas for a Council and Staff Social for approximately 20 to 26 people with recommendations to be provided to Council for consideration.

**Council
Sub-
Committees
and
Community
Board/Com
mittee
Appointmen
ts**

Larsen/McDill

Motion 017-17

That the Town of Saltcoats approve the Council Sub-Committees and Community Board/Committee Appointments for 2017 as circulated.

CARRIED

NEW BUSINESS

**Appointmen
t of Auditor
for 2017**

Barnhart/Ward

Motion 018-17

That the Town of Saltcoats approve the appointment of David Chorney from the firm of Miller Moar Grodecki Krekewich & Chorney as auditor for the town for 2017.

CARRIED

**Appointmen
t of Legal
Counsel for
2017**

Ward/Knudsen

Motion 019-17

That the Town of Saltcoats approve the appointment of Tristan Culham of McPherson, Leslie and Tyremen of Regina as legal counsel for 2017.

CARRIED

**Appointmen
t of Building
Officials for
2017**

McDill/Barnhart

Motion 020-17

That the Town of Saltcoats appoint the following Building Officials for 2017: Reg Churko of R.C. Inspections for residential (Class I and II) and Norman Kindred, Douglass Mulhall, William Hudema, David Kashmere, Roy Jensen, Walter Shroeder and Grant Paulson of

Professional Building Inspections, Inc. for commercial (Class III) buildings.

CARRIED

Confirm Fidelity Bond \$25,000

Ward/Knudsen

Motion 021-17

That the Town of Saltcoats confirm the fidelity bond insurance for 2017 in the amount of \$25,000 to cover town employees.

CARRIED

R.M. of Wallace – inquiry regarding forming a District EMO

It was agreed that the administrator would follow up with the R.M. of Wallace to seek more details about their request to consider forming a District EMO and to determine if the R.M. of Saltcoats would be included in the list of potential participants.

Saltcoats Minor Sports Board – resignation of Monique Smith – effective December 31, 2016

Ward/Barnhart

Motion 022-17

The Town of Saltcoats accept the resignation of Monique Smith as Secretary/Treasurer of Saltcoats Minor Sports effective December 31, 2016 with thanks for her years of volunteer service in this position.

CARRIED

Resident Complaint/Public Works Response – re: grader damage

McCallum/Knudsen

Motion 023-17

That the Town of Saltcoats respond to the resident complaint regarding grader damage indicating that corrective action to repair the damage will be undertaken in the spring unless the resident wishes to undertake the repair themselves.

CARRIED

Resident Complaint – Crescent Lake Road Grading

Barnhart/McDill

Motion 024-17

That the Town of Saltcoats respond to the resident complaint regarding grading of Crescent Lake Road indicating it is unfortunate this incident occurred however Council recognizes a higher risk of similar incidents occurring when there are parked vehicles on both sides of the street, prior to the final snow clearing passes being made by the grader, to widen the cleared area of the street.

CARRIED

Bylaw 01-2017 – A bylaw to restrict the depositing of snow on street right of way

McCallum/Knudsen

Motion 025-17

That the Town of Saltcoats introduce and read for the first time Bylaw 01-2017 a bylaw to restrict the depositing of snow on street and alley right of ways as amended.

CARRIED

Barnhart/Larsen

Motion 026-17

That the Town of Saltcoats read for the second time Bylaw 01-2017 a bylaw to restrict the depositing of snow on street and

alley right of ways.

CARRIED

Ward/Larsen

Motion 027-17

That the Town of Saltcoats agree to read Bylaw 01-2017 for a third time at this meeting.

CARRIED UNANIMOUSLY

McCallum/Larsen

Motion 028-17

That the Town of Saltcoats read for the third time and enact Bylaw 01-2017 a bylaw to restrict the depositing of snow on street and alley right of ways.

CARRIED

**Municipal
Questionnaire -Official
Community
Plan**

It was agreed that Council will plan to meet at 6:00 p.m. on Wednesday January 18, 2016 prior to the regular Council meeting to discuss the Municipal Questionnaire and Official Community Plan.

**Agreement
to continue
meeting past
10:00 p.m.**

Knudsen/Larsen

Motion 029-17

That the Town of Saltcoats, in accordance with Bylaw #09-2015 Council Operating Procedure agree to continue this meeting past 10:00 p.m.

CARRIED UNANIMOUSLY

**Water
Operator
Agreement –
effective
January 1,
2017**

Barnhart/McDill

Motion 030-17

That the Town of Saltcoats approve the revised Water Operator Agreement with the Town of Bredenburg and the Town of Churchbridge to be effective January 1, 2017.

CARRIED

**Policy –
Employee/
Council
Travel
Expenses –
revised
effective
January 1,
2017**

Knudsen/Ward

Motion 031-17

That the Town of Saltcoats approve the revised Policy Financial #11-11 Employee/Council Travel Expenses effective January 1, 2017 as circulated.

CARRIED

**Minor
Sports
Request –
carry over
\$5,000
capital
budget
amount to
2017**

McDill/Larsen

Motion 032-17

That the Town of Saltcoats ratify the electronic decision to approve the request from Saltcoats Minor Sports to carry over the 2016 capital grant of \$5,000 to the 2017 budget.

CARRIED

Draft Lease Tender	Barnhart/Ward	<p>Motion 033-17</p> <p>That the Town of Saltcoats approve the terms of the draft lease tender to be advertised for the lease of the town-owned pasture land located in the R.M. of Saltcoats NE 34-23-2 W2.</p> <p style="text-align: right;"><u>CARRIED</u></p>
Authorization to Request Title Roll #214	Knudsen/Ward	<p>Motion 034-17</p> <p>That the Town of Saltcoats authorize the administrator to proceed with tax enforcement and request title for the property on Roll #214.</p> <p style="text-align: right;"><u>CARRIED</u></p>
Area Meeting – January 19, 2017		<p>The next area meeting is scheduled for Thursday, January 19, 2017 at 7:00 p.m. in Churchbridge. Council members are requested to advise the Town Office if they are planning to attend.</p>
Set Regular Meeting Dates for 2017	Barnhart/McDill	<p>Motion 035-17</p> <p>That the Town of Saltcoats set regular Council meetings to be the third Wednesday of each month.</p> <p style="text-align: right;"><u>CARRIED.</u></p>
Application to Provincial-Territorial Infrastructure Component PTIC) and Clean Water & Wastewater Fund (CWWF)	McDill/Larsen	<p>Motion 036-17</p> <p>That the Town of Saltcoats support the application for a PTIC grant for Drinking Water/Wastewater infrastructure from the New Building Canada Fund, and Council agrees to meet legislated standards, to meet the terms and conditions of the PTIC program, to conduct an open tendering process, to manage the construction of the project, to fund the municipal share of the construction cost, to fund ongoing operation and maintenance costs, and to follow any mitigation measure as required by the Canadian Environmental Assessment Act and The Environmental Assessment Act (Saskatchewan).</p> <p style="text-align: right;"><u>CARRIED</u></p>
Correspondence	Ward/Knudsen	<p>Motion 037-17</p> <p>Received:</p> <ol style="list-style-type: none"> 1. Bylaw Enforcement Report – November 2016 2. Miller Moar Grodecki Kreklewich & Chorney <ul style="list-style-type: none"> - audit – year end December 31, 2016 - audit – 2016 terms of engagement 3. Assiniboine Watershed Stewardship Association – membership to Assiniboine River Basin Initiative (ARBI) 4. Shelterbelt Tree Program 5. SK Canada 150 Grant Application – not approved <ul style="list-style-type: none"> - Cemetery Round House - Pavilion at Park - Skating Arena Flooring/Water Heater 6. Saskatchewan Housing Corporation – 2015 Settlement Municipal Share 7. Government of Saskatchewan – Fine Revenue adjustment 8. Government of Saskatchewan – suspend Rink Affordability Grant 9. Provincial Archives of Saskatchewan – Approval to dispose of Records #2016-05 10. Area Meeting Minutes – November 24, 2016 11. CP Grade Crossing Information 12. 2917 Go Out & Play Challenge – Saskatchewan in motion 13. WCB 2017 Premium Rate Notice/Certificate of Achievement 2017 14. SUMA – 2017 membership information 15. Nominations for Canada 150 Volunteer Awards 16. Crime Reduction Committee – call for submissions/meetings 17. Municipal Relations Advisory Services – document – Governance and Accountability of Council: What you need to know 18 SUMA – Volunteer Firefighter and First Responders Insurance 2017

Renewal/Enhancements

19. WCB – Second Installment of Surplus Distribution

20. Trans Canada Yellowhead Highway Advocacy Update

Sent:

- 1. Appointment to Cultural & Recreation Advisory Committee
- 2. Saltcoats Curling Club – 2016/17 Caretaker Fees
- 3. Tyrone and Kristine Morrison – dangerous dog exemption
- 4. R.M. of Saltcoats, Churchbridge and Wallace – re support for projects

CARRIED

Adjournment Ward/Knudsen

Motion 038-17

That the meeting adjourn at 10:33 p.m.

CARRIED

Next Meeting dates:

January 18, 2017

February 15, 2017

March 15, 2017

April 19, 2017

May 17, 2017

June 21, 2017

July 19, 2017

August 16, 2017

September 20, 2017

October 18, 2017

November 15, 2017

December 20, 2017

Deputy Mayor

(Barnhart)

(Barnhart)

(Barnhart)

(Beynon)

(Beynon)

(Beynon)

(Knudsen)

(Knudsen)

(Knudsen)

(Larsen)

(Larsen)

(Larsen)

Approved by Council on: _____