

*Town of Saltcoats*  
OFFICE OF THE TOWN CLERK

**MEETING OF COUNCIL March 15, 2017**

**Present:** Mayor Grant McCallum, Councillors, Ronald Knudsen, Corey Larsen, Don McDill, Karen Ward, Administrator Diane Jamieson and Assistant Administrator Carling Sandercock

Councillor Gordon Barnhart attended the meeting via conference call

Regrets: Councillor Josh Beynon, Town Foreman Dennis 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.

<b>AGENDA</b>	Larsen/Ward	<b>Motion 100-17</b> That the amended agenda for the March 15, 2017 meeting be approved as circulated.	<b><u>CARRIED</u></b>
<b>MINUTES</b>			
<b>Approval of Minutes of Finance Committee Meeting – February 15, 2017</b>	Barnhart/McDill	<b>Motion 101-17</b> That the minutes of the February 15, 2017 Finance Committee meeting be approved as circulated	<b><u>CARRIED</u></b>
<b>Approval of February 15, 2017 Council Meeting</b>	McCallum/Larsen	<b>Motion 102-17</b> That the minutes of the February 15, 2017 Council meeting be approved as circulated with amendment to change motion 067-18 to 067-17.	<b><u>CARRIED</u></b>
<b>Approval of Public Works Committee Meeting of March 9, 2017</b>	Larsen/McDill	<b>Motion 103-17</b> That the minutes of the March 9, 2017 Public Works Committee meeting be approved as circulated.	<b><u>CARRIED</u></b>
<b>Approval of Addendum A, B, C and D 2017</b>	Ward/Knudsen	<b>Motion 104-17</b> That the Town of Saltcoats receive Addendum A, B as amended and Addendum C and D - 2017 as circulated.	<b><u>CARRIED</u></b>
<b>FINANCIAL</b>			
<b>List of Accounts for Approval February 1 – 28, 2017 cheques</b>	McDill/Larsen	<b>Motion 105-17</b> That the List of Accounts for Approval be approved as circulated for February 1 – 28, 2017 cheques #9414-9447.	<b><u>CARRIED</u></b>

#9414-9447

**Budgetary Control Report for February 28, 2017**

Barnhart/Ward

**Motion 106-17**

That the Town of Saltcoats approve the Budgetary Control reports for February 2017 as circulated.

**CARRIED**

**Bank Reconciliation – February 2017**

Knudsen/Ward

**Motion 107-17**

That the Town of Saltcoats approve the Bank Reconciliation report for the month of February 2017 as circulated.

**CARRIED**

**Gas Tax Fund Information**

Federal Gas Tax Annual Expenditure Report for Water Meter Installation was circulated to Council for information purposes.

**2016 Annual Waterworks Financial**

Barnhart/Larsen

**Motion 108-17**

That the 2016 Annual Waterworks Financial Information be approved as circulated with the information to be published in the Town Newsletter and Town of Saltcoats website.

**CARRIED**

**E-Transfer for payment of Council indemnity and other expenses**

Knudsen/Ward

**Motion 109-17**

That the Town of Saltcoats approve the payment of indemnity and other expenses for Council members via Cornerstone Credit Union e-transfer.

**CARRIED**

**Dinner Theatre Financial Statement**

Council was provided with a financial statement of revenue and expenses for the 2017 Dinner Theatre – “Go Gently” for information purposes.

**Cornerstone Credit Union – approval of line of credit**

McDill/Larsen

**Motion 110-17**

That the Town of Saltcoats approve the application for a line of credit at Cornerstone Credit Union in the amount of \$50,000 for the year 2017.

**CARRIED****2017 Budget**

It was agreed that the Finance Committee would meet to review preliminary budget information for 2017 with review and approval of the 2017 budget to occur at an upcoming Council meeting.

**PERSONNEL**

**Administrator – Reduction of Time**

Ward/McDill

**Motion 111-17**

That the Town of Saltcoats approve the proposal for reduction of hours for the Administrator, Diane Jamieson from 35 to 30 hours per week with terms and conditions as circulated.

**CARRIED**

**Assistant Administrator**

Barnhart/Ward

**Motion 112-17**

That the Town of Saltcoats approve the Training/Evaluation/Compensation Plan for Carling Sandercock,

Assistant Administrator as circulated which includes a retro-active increase to \$21.14 per hour effective January 1, 2017.

**CARRIED**

**Basic  
Emergency  
Management  
– March 31 –  
April 1, 2017**

Knudsen/McDill

**Motion 113-17**

That the Town of Saltcoats approve Carling Sandercock, Assistant Administrator attending the Basic Emergency Management Course scheduled for March 31 – April 1, 2017 in Southey with time and expenses covered.

**CARRIED**

**Building  
Capacity:  
Community  
Planning  
Workshop**

McDill/Larsen

**Motion 114-17**

That the Town of Saltcoats approve Diane Jamieson, Administrator attending the Building Capacity: Community Planning Workshop in Fort Qu'Appelle on April 5, 2017 with registration and travel covered.

**CARRIED**

**PUBLIC WORKS**

**Monthly  
Review of  
Waterworks  
Operational  
Records –  
February 1-  
28, 2017**

Knudsen/McDill

**Motion 115-17**

That the Town of Saltcoats approve the monthly review of Waterworks Operational Records – February 1 – 28, 2017

**CARRIED**

**Monthly  
Public  
Works  
Report for  
February  
2017**

Ward/Larsen

**Motion 116-17**

That the Town of Saltcoats approve the Monthly Public Works Report for February 2017.

**CARRIED**

**BUILDINGS AND FACILITIES**

**Cemetery  
Round House  
Refurbishing**

It was agreed that the costs for the refurbishment of the Cemetery Round House would be included in the 2017 Operation Budget as maintenance and repair.

**BUSINESS ARISING FROM MINUTES OF February 15, 2017**

**2017-2018  
Insurance  
Premium  
Quotes**

Barnhart/McDill

**Motion 117-17**

That the Town of Saltcoats approve the renewal of the SGI Insurance coverage through Farrell Agencies for 2017-2018 provided a price match can be negotiated, otherwise approval of the SUMAssure insurance quote to be accepted for 2017-2018 insurance coverage.

**CARRIED**

**Pasture Land  
Lease  
January 1 –  
2017 to  
December  
31, 2021**

Larsen/Ward

**Motion 118-17**

That the Town of Saltcoats approve the tender submitted by Donna Bradford for the lease of pasture land NE-34-23-02 W2nd for \$750.00 per year effective January 1, 2017 to December 31, 2021 with lessee responsible for annual property tax and any improvements

to the land.

**CARRIED**

**NEW BUSINESS**

**Public Meeting**

It was agreed to defer a decision regarding holding a public meeting to a future Council meeting.

**Date for Community-wide Garage Sale** Ward/Larsen

**Motion 119-17**

That the Town of Saltcoats approve the annual Community Garage Sale date of Saturday, May 27, 2017; and that a fee of \$10.00 per location be collected from those that wish their sale location listed on the Community Garage Sale Map.

**CARRIED**

**Thank you plaque – approval to purchase** Knudsen/McCallum

**Motion 120-17**

That the Town of Saltcoats approve the reimbursement of \$71.50 to Councillor Corey Larsen for the purchase of a thank you plaque presented to Elwyn and Marie Vermette.

**CARRIED**

**Water Meter Installation - update**

The water meter installation update was deferred to the April 2017 Council meeting.

**Community Hall Board – revised appointment** McDill/Larsen

**Motion 121-17**

That the Town of Saltcoats approve the appointment of Councillor Corey Larsen to the Saltcoats & District Community Hall Board in place of Councillor Don McDill.

**CARRIED**

**Stirling Room Rental Agreement** Ward/Larsen

**Motion 122-17**

That the Town of Saltcoats approve the Stirling Room Rental Agreement as circulated with the amendment to remove Condition of Rental # 5 “The renter shall ensure that the back door (emergency exit) is to remain closed at all times and used only in the case of emergency” and add a bullet to the General Clean Up Duties to read “renter must ensure the back door (emergency exit) is securely closed and locked after the function.

**CARRIED**

**Assiniboine Watershed Stewardship Association**

Mayor Grant McCallum provided information to Council on the Assiniboine Watershed Stewardship Association and highlights from the AWSA 2016 Annual Report 10<sup>th</sup> Anniversary Commemorative Edition.

**Consolidation of properties** McDill/Larsen

**Motion 123-17**

That the Town of Saltcoats respond to Jared Bilan regarding his request to consolidate his adjacent properties indicating that council is willing to consider consolidation pending receipt of information regarding his plans for development of the second lot and further that council does not approve a request for a refund of a portion of Mr. Bilan’s 2016 taxes paid.

**CARRIED****Leflay Trail Management Committee**

Knudsen/Larsen

**Motion 124-17**

That the Town of Saltcoats appoint Gary Reid to the Leflay Trail Management Committee and that Destiny Reid be appointed as Gary Reid's alternate on this committee.

**CARRIED****Community Hall Rental Fee Waiver**

Council was advised that the request for waiver of rental fees for the Community Hall has been withdrawn.

**Official Community Plan/Zoning Bylaw – meeting with consultant Saltcoats**

Barnhart/McDill

**Motion 125-17**

It was agreed that April 26, 2017 is a tentative date to meet with the community planners from SARM regarding the Official Community Plan and Zoning Bylaw with confirmation provided to Council once the date has been confirmed.

That the Town of Saltcoats approve the request from the Saltcoats Volunteer Firefighters to send three members for training April 7, 8 and 9<sup>th</sup> in White City at a cost of \$1379.80.

**CARRIED****Volunteer Firefighter Training Request – April 7-9, 2017 Sale of Equipment**

Knudsen/Larsen

**Motion 126-17**

That the Town of Saltcoats agree to sell the following equipment "as is":

Deines Mower

Massey Tractor

**CARRIED****Tax Arrears - Advertising**

McCallum/Ward

**Motion 127-17**

That the Town of Saltcoats approve the list of lands with arrears of taxes as circulated, in accordance with sections 3 and 4 of the Tax Enforcement Act.

**CARRIED****Board of Revision**

Knudsen/McDill

**Motion 128-17**

That the Town of Saltcoats set the indemnity rate for the 2017 Board of Revision at \$15.00 per hour rounded up to the nearest hour.

**CARRIED****Replacement Chairs**

Barnhart/Knudsen

**Motion 129-17**

That the Town of Saltcoats purchase 10 replacement office chairs for the Council Chamber at a price of \$219.99 per chair.

**CARRIED**

<b>In Camera</b>	McDill/Larsen	<p><b>Motion 130-17</b></p> <p>That the meeting move in camera at 9:52 p.m. to discuss lagoon expansion and development.</p> <p style="text-align: right;"><b><u>CARRIED</u></b></p> <p>The regular meeting of Council resumed at 9:53</p>
<b>Meeting past 10:00 p.m.</b>	Larsen/Ward	<p><b>Motion 131-17</b></p> <p>That the Town of Saltcoats agree to continue this meeting past 10:00 p.m.</p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>
<b>In Camera</b>	McDill/Larsen	<p><b>Motion 132-17</b></p> <p>That the meeting move in camera at 9:54 p.m. to discuss lagoon expansion and development.</p> <p style="text-align: right;"><b><u>CARRIED</u></b></p> <p>The regular meeting of Council resumed at 10:11 p.m.</p>
<b>Lagoon Expansion</b>	Larsen/Ward	<p><b>Motion 133-17</b></p> <p>That the Town of Saltcoats authorize the Administrator to contact the landowner to begin discussions regarding land acquisition required for the proposed lagoon expansion.</p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>
<b>Development</b>	Barnhart/Knudsen	<p><b>Motion 134-17</b></p> <p>That the Town of Saltcoats approve the plans to host a potential developer on March 31, 2017 including the cost of a catered meal for developer, invited guest and involved staff members.</p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>
<b>Correspondence</b>	Ward/McDill	<p><b>Motion 135-17</b></p> <p>That the correspondence listed below be filed:</p> <p>Received:</p> <ol style="list-style-type: none"> <li>1. Bylaw Enforcement Report – February 2017</li> <li>2. Sask Energy – meter readings for: 203 Glasgow/418 Gibson Avenue</li> <li>3. Canada Revenue Agency – 2016 Small business Job Credit</li> <li>4. SUMA – 2017 membership information</li> <li>5. Commissionaires – bylaw enforcement officer</li> <li>6. Multi-Material Stewardship Western – Phase I</li> <li>7. SUMA – Conference Board of Canada Report on Sustainable Public Policies</li> <li>8. SGI – Business Recognition Assessment – effective May 1, 2017</li> <li>9. Building Standards Workshop</li> <li>10. East Central Area Transportation Planning Committee – Workshop March 30, 2017</li> <li>11. SAMA – Taxable Assessed Value – Trend Reports 2012 and 2017</li> <li>12. Sask Tel – LTE coverage expanded to Saltcoats</li> <li>13. East Central Transportation Planning Committee – clarification of date for spring workshop</li> </ol> <p>Sent:</p> <ol style="list-style-type: none"> <li>1. Nicole Buchinski – appointment to Saltcoats Minor Sports Board Secretary/Treasurer position</li> <li>2. Budget Information letters</li> </ol> <p style="text-align: right;"><b><u>CARRIED</u></b></p>
<b>Adjournment</b>	Ward/Larsen	<p><b>Motion 136-17</b></p> <p>That the meeting adjourn at 10.25 p.m.</p>

**CARRIED**

Approved by Council on: \_\_\_\_\_

Nest Meetings:

April 19, 2017	(Beynon)
May 17, 2017	(Beynon)
June 21, 2017	(Beynon)
July 19, 2017	(Knudsen)
August 16, 2017	(Knudsen)
September 20, 2017	(Knudsen)
October 18, 2017	(Larsen)
November 15, 2017	(Larsen)
December 20, 2017	(Larsen)