

Town of Saltcoats
OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL April 19, 2017

Present: Mayor Grant McCallum, Councilors, Gordon Barnhart, Josh Beynon Ronald Knudsen, Corey Larsen, Don McDill, Administrator Diane Jamieson and Assistant Administrator Carling Sandercock

Regrets: Councilor Karen Ward

Visitor: Bill Johnson, Four Town Journal

With quorum being present, the 7:00 p.m. Call to Order was delayed due to a media crew recoding in Council Chambers. The Council Meeting was called to order by Mayor Grant McCallum at 7:08 p.m. in the Stirling Room in the Community Services Building.

AGENDA	Barnhart/Larsen	Motion 141-17 That the agenda for the meeting be approved as circulated.	<u>CARRIED</u>
MINUTES			
Approval of Minutes of Recreation and Culture Committee Meeting – March 14, 2017	Beynon/Larsen	Motion 142-17 That the minutes of the March 14, 2017 Recreation and Culture Committee meeting be approved as circulated with a correction to the header to read Recreation and Culture Committee meeting - March 14, 2017.	<u>CARRIED</u>
Approval of March 15, 2017 Council Meeting	Barnhart/Knudsen	Motion 143-17 That the minutes of the March 15, 2017 Council meeting be approved as circulated.	<u>CARRIED</u>
Approval of Committee of the Whole Meeting of March 31, 2017	Larsen/Beynon	Motion 144-17 That the minutes of the March 31, 2017 Committee of the Whole meeting be approved as circulated.	<u>CARRIED</u>
Approval of Addendum A, B, C and D 2017	Barnhart/Beynon	Motion 145-17 That the Town of Saltcoats receive Addendum A, B, C and D - 2017 as circulated.	<u>CARRIED</u>
FINANCIAL			
List of Accounts for Approval March 1 – 31, 2017 cheques #9448-9494	Larsen/Barnhart	Motion 146-17 That the List of Accounts for Approval be approved as circulated for March 1 - 31 2017, cheques #9448-9494.	<u>CARRIED</u>

Budgetary Control Report for March, 2017	Larsen/McDill	Motion 147-17 That the Town of Saltcoats approve the Budgetary Control reports for March 2017 as circulated. <u>CARRIED</u>
Bank Reconciliation – March 2017	Barnhart/Beynon	Motion 148-17 That the Town of Saltcoats approve the Bank Reconciliation report for the month of March 2017 as circulated. <u>CARRIED</u>
2017 Budget	Larsen/Knudsen	Motion 149-17 That the Town of Saltcoats set a meeting date of Tuesday, April 25, 2017 at 6:30 p.m. to meet as Committee of the Whole to discuss the 2017 Budget. <u>CARRIED</u>
Lone Tree Fiddler Concert Financial Statement – March 25, 2017		Council was provided with the financial statement for the Lone Tree Fiddler Concert held on March 25, 2017 showing a total profit of \$935.44.
2017 Dinner Theatre Disbursements		Council was provided with a list of disbursements totaling \$6250.00 which were allocated to community organizations from the 2017 Dinner Theatre proceeds.
PERSONNEL		
Revised 2017 Salary Grid – including Assistant Administrator position	Knudsen/Barnhart	Motion 150-17 That the Town of Saltcoats approve the revised salary grid as circulated with the addition of the Assistant Administrator position. <u>CARRIED</u>
Town Sector Meeting – May 25, 2017 – Saskatoon	McDill/Larsen	Motion 151-17 That the Town of Saltcoats approve the attendance of Councilor Josh Beynon and Administrator Diane Jamieson at the SUMA Workshop – Government Relations and Advocacy on May 24, 2017 and the 2017 Town Sector Meeting on May 25, 2017 with cost of registration and expenses covered. <u>CARRIED</u>
PUBLIC WORKS		
Monthly Review of Waterworks Operational Records – March 1 – 31, 2017	Larsen/McDill	Motion 152-17 That the Town of Saltcoats approve the monthly review of waterworks operational Records – March 1 – 31, 2017. <u>CARRIED</u>
Monthly	McCallum/Larsen	Motion 153-17

**Public
Works
Report for
March 2017**

That the Town of Saltcoats approve the Monthly Public Works Report for March 2017 with thanks to Dennis Hunt for including the information regarding regular public works duties.

CARRIED

BUILDINGS AND FACILITIES

**Culvert
Replacement
–
recommenda
tion**

McDill/Beynon

Motion 154-17

That the Town of Saltcoats approve the replacement of the culvert at 401 Commercial Street and Montreal Avenue as per the Town Foreman's recommendation, and further, with additions to the length of culvert as per the property owner's written request with cost of materials to be paid by the property owner.

CARRIED

BUSINESS ARISING FROM MINUTES OF March 15, 2017

**ASR Street
Repairs**

Council was provided with an update to the status of the street repair Statement of Claim.

Town Shop

McDill/Beynon

Motion 155-17

That the Town of Saltcoats approve the area along the corner of Tupper Street and Gibson Avenue as the site of the new town shop with approximately 2 acres to be re-zoned from Urban Reserve to Industrial.

CARRIED

**Public
Meeting**

It was agreed that setting a date for the public meeting would be deferred to a later date.

**Water Meter
Installation**

Barnhart/Beynon

Motion 156-17

That the Town of Saltcoats advise residents that they must have their name on the water meter installation list by December 31, 2017 in order to have the installation costs covered by the Town, and that names placed on the installation list after this date would be required to pay installations costs themselves.

CARRIED

**OCP
Meeting –
April 26,
2017**

Beynon/Larsen

Motion 157-17

That the Town of Saltcoats approve the electronic decision to meet with the SARM Community Planners at 6:30 p.m. on Wednesday, April 26, 2017 to discuss the Official Community Plan and Zoning Bylaw.

CARRIED

**Lagoon
Expansion**

It was agreed to continue with the lagoon expansion plan as outlined by Catterall & Wright.

**Request to
Consolidate**

Beynon/Barnhart

Motion 158-17

That the Town of Saltcoats approve the request of Jared Bilan to make application to consolidate the two adjacent properties legally described as Lot 7, Block 15 Plan E1678 and Lot 10, Block 15, Plan 101781963.

CARRIED

NEW BUSINESS

Asbestos Registry It was agreed that the Asbestos Registry project would be deferred to the 2017 Budget meeting discussions scheduled for 6:30 p.m. Tuesday, April 25, 2017.

Sale of Tax Title Property – Lot 4, Block 10, Plan 4383 Knudsen/Larsen

Motion 159-17

That the Town of Saltcoats approve the Tax Title Property, Lot 4, Block 10, Plan 4383 to be placed for sale as part of the Town's inventory of residential lots for sale and advertised accordingly.

CARRIED

Asset Management Plan – Regional Project Beynon/McCallum

Motion 160-17

That the Town of Saltcoats participate in the Regional Asset Management project as proposed at the Area Municipal meeting on March 23, 2017 to develop an asset management plan for the town.

CARRIED

Community Hall – paint/re-siding
Community Hall – garbage bins

Councillor Corey Larsen reported to Council that the Hall Board is still requesting quotes for both painting and siding the exterior of the Saltcoats & District Community Hall.

It was agreed that the Community Caretaker be responsible for coordinating any requests for additional garbage bins and disposal of garbage at the hall during large functions.

FCM request for contribution Legal Defense Fund Landfill Hours Barnhart/Larsen

Motion 161-17

That the Town of Saltcoats approve the requested contribution of \$50.00 to the Federation of Canadian Municipalities Legal Defense Fund.

CARRIED

Landfill Hours McDill/Beynon

Motion 162-17

That the Town of Saltcoats approve new landfill hours to be open 4 hours weekly on Saturday, 10:00 a.m. – 2:00 p.m.

CARRIED

Accepting E-Mail Transfer for Payments to Town of Saltcoats Barnhart/Larsen

Motion 163-17

That effective May 1, 2017 the Town of Saltcoats approve the acceptance of electronic transfer (e-transfer) funds as payment method for monies owing to the Town of Saltcoats.

CARRIED

Minor Sports Request – Ball Diamonds at Saltcoats District Regional Park

It was agreed that the Town of Saltcoats would coordinate a response with the Saltcoats District Regional Park to the inquiry from Minor Sports regarding the repair and use of the Park's ball diamonds advising that the Town is not opposed to improvements being undertaken by interested parties willing to commit time and resources to the project.

Saltcoats District Regional McDill/Larsen

Motion 164-17

That the Town of Saltcoats approve the request of Saltcoats District Regional Park to place a dumpster bin at the park from

Park request for garbage bin and water operator coverage for 2017 Season

approximately May 17, 2016 – September 6, 2016 with bi-weekly garbage pick-up and charges to be billed on a pro-rated basis at the same rate used for other Commercial customers and in addition that the Town of Saltcoats approve the use of Public Works staff to provide water operator coverage from May 17, 2017 to September 6, 2017 with charges to be billed for the cost of any outside resources that may be required to provide coverage.

CARRIED

Pasture Land Rental – Notice of Improvements

Knudsen/Larsen

Motion 165-17

That the Town of Saltcoats approve the planned improvements as notified by the lessee to town-owned pasture land located at NE 34-23-2 W2nd.

CARRIED

Request for Coordinating Meeting

It was agreed that a joint meeting would be co-ordinated by the Town of Saltcoats and the Saltcoats District Regional Park with organizations affiliated with the Park being invited to discuss areas of common interest and to co-ordinate efforts to encourage a broader sense of community ownership of the park.

Disposal of Town Office Clerk's Counter

Knudsen/Larsen

Motion 166-17

That the Town of Saltcoats donate the Clerk's Counter from the Town Office to the museum.

CARRIED

Spring Clean Up – May 13

Barnhart/Knudsen

Motion 167-17

That the Town of Saltcoats designate May 13, 2017 as Spring Clean Up Day with the landfill hours extended from 8:00 a.m. – 12:00 p.m. and 1:00 p.m. to 5:00 p.m.

CARRIED

Draft Policy – Consolidation of Lots

Beynon/Barnhart

Motion 168-17

That the Town of Saltcoats approve the draft policy Administration 17-01 Consolidation of Lots as circulated.

CARRIED

Trans Canada Trail

Barnhart/Beynon

Motion 169-17

That the Town of Saltcoats explore options regarding costs and funding that may be available to become part of the Trans Canada Trail.

CARRIED

Rail Safety Week

McCallum/Beynon

Motion 170-17

That the Town of Saltcoats hereby proclaim April 24 – 30 2017 to be National Rail Safety Week and promote the same to residents.

CARRIED

Move In Camera

Barnhart/Larsen

Motion 171-17

That the meeting move in-camera at 9:28 p.m to discuss:

1. 2017 Budget
2. Lagoon Expansion land purchase
3. Request to consolidate lots
4. Development

CARRIED**The regular meeting resumed at 10:00 p.m.****Meeting past
10:00 p.m.** Knudsen/Larsen**Motion 172-17**

That the Town of Saltcoats agree to continue this meeting past 10:00 p.m.

CARRIED**Development** Barnhart/McDill**Motion 173-17**

That the Town of Saltcoats approve the cost of up to \$3,000 for re-drawing the Stirling Heights development map to remove back alleys and enlarge lots to double the original size pending consultation with Bruce Evans

CARRIED**Correspondence** Barnhart/Beynon**Motion 174-17**

That the correspondence listed below be filed:

Received:

1. Saskatchewan Ministry of Health – notice of 10% price increase for lab testing
2. Ministry of Government Relations - 2017-18 Provincial Budget
3. Trans Canada Yellowhead Highway Association – AGM – April 28, 2017
4. Municipal World Magazine – free four-month subscription
5. Good Spirit School Division – March newsletter – *available for review at Town Office*
6. Area Meeting Minutes – March 23, 2017
7. Student Summer Works – approval for (1) Public Works Assistant
8. Bylaw Enforcement Report – March 2017
9. Government of Saskatchewan – 2017 Potential Education Mill Rates
10. Ministry of Justice – Fire Option Program Agent
11. CP Rail – Rail Safety Week – April 24 – 30, 2017
12. Parkland Regional Library – Media Release
13. MMSW -2017 payment rates
14. Minister of Environment – landfills
15. Ministry of Finance – PST changes
16. East Central Transportation Planning Committee – AGM – April 19, 2017
17. Saltcoats District Regional Park Authority – water coverage & bin request
18. Sunrise Regional Health Authority – Skating Arena Re-Inspection
19. Southeast College – Municipal Management Essentials – April/May Training calendar
20. Parkland Regional Library – Notice of AGM, Agenda, 2016 AGM Minutes and 2016 Financial Statements
21. Response from Ministry of Highways and Infrastructure – regarding road closures

Sent:

1. Donna Bradford – pasture land lease
2. (a) Gary Reid – appointment to Leflay Trail Management Committee
(b) Destiny Reid – appointment as alternate to Leflay Trail Management Committee
3. Beautification Committee – Legion Park/Arboretum fence
4. Corey Larsen – appointment to Community Hall Board
5. Commissionaires South Saskatchewan – appointment March 1, 2017 to July 2, 2017

CARRIED**Adjournment** McDill/Larsen**Motion 175-17**

That the meeting adjourn at 10:13 p.m.

CARRIED

Approved by Council on: _____

Mayor_____
Administrator

Next Meetings:

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

(Beynon)
(Beynon)
(Knudsen)
(Knudsen)
(Knudsen)
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