

Town of Saltcoats
OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL February 21, 2018

Present: Mayor Grant McCallum, Councilors, Gordon Barnhart, Ronald Knudsen, Karen Hovind, and Administrator Carling Sandercock

Regrets: Josh Beynon, Corey Larsen, and Don McDill

Visitors: Bill Johnston and Dale MacKay

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.

AGENDA	Barnhart/Hovind	Motion 037-18 That the agenda for the February 21, 2018 meeting be approved as circulated with an amendment to include New Business #8 Heritage Trail Reserve Funds. <u>CARRIED</u>
MINUTES		
Approval of Minutes of January 24, 2018	McCallum/Knudsen	Motion 038-18 That the minutes of the January 24, 2018 meeting be approved as amended. <u>CARRIED</u>
Approval of Minutes of January 24, 2018	Knudsen/Hovind	Motion 039-18 That the minutes of the January 24, 2018 public meeting be approved as circulated. <u>CARRIED</u>
February 13, 2018 Finance Committee	Hovind/Barnhart	Motion 040-18 That the minutes of the February 13, 2018 Finance Committee meeting be approved as circulated. <u>CARRIED</u>
Approval of Addendum A, B, C and D 2018	Barnhart/Hovind	Motion 041-18 That the Town of Saltcoats receive for information Addendum A, B, C and D - 2018. <u>CARRIED</u>
FINANCIAL		
List of Accounts for Approval – December 2017	Knudsen/Barnhart	Motion 042-18 That the List of Accounts for Approval be approved as circulated for December 1 – 31, 2017 cheques #9773-9833 and other payments totaling \$131,670.33. <u>CARRIED</u>

List of Accounts for Approval – January 2018	Hovind/McCallum	Motion 043-18 That the List of Accounts for Approval be approved as circulated for January 1 – 31, 2018 cheques #9834-9849 and other payments totaling \$33,628.25. <u>CARRIED</u>
Budgetary Control Report for December 2017	McCallum/Barnhart	Motion 044-18 That the Town of Saltcoats approve the Budgetary Control report for December 2017 as circulated. <u>CARRIED</u>
Budgetary Control Report for January 2018	Hovind/McCallum	Motion 045-18 That the Town of Saltcoats approve the Budgetary Control report for January 2018 as circulated. <u>CARRIED</u>
Bank Reconciliation – December 2017	Knudsen/Barnhart	Motion 046-18 That the Town of Saltcoats approve the Bank Reconciliation report for the month of December 2017 as circulated. <u>CARRIED</u>
Bank Reconciliation – January 2018	McCallum/Hovind	Motion 047-18 That the Town of Saltcoats approve the Bank Reconciliation report for the month of January 2018 as circulated. <u>CARRIED</u>
Term Deposit Investment – February 25th and 27th, 2018	Hovind/Barnhart	Motion 048-18 That the Town of Saltcoats approve the renewal of the both term deposits; 830452552474 and 830452745995 for 1 year at 1.75%. <u>CARRIED</u>
		Councilor Gordon Barnhart declared a conflict of interest related to the Barnhart Historical Walking Trail and left the meeting at 7:23 p.m.
		Councilor Barnhart returned to the meeting at 7:24 p.m.
Heritage Walking Trail Bank Account	Knudsen/McCallum	Motion 049-18 That the Town of Saltcoats approve renaming the Barnhart Historical Walking Trail bank account to the Heritage Walking Trail. <u>CARRIED</u>
2018 Budget		It was reported that Administration is currently working on the 2018 budget and financing options, but at this time no new information is available to be presented.

PERSONNEL

Municipal Asset Management Program Barnhart/Hovind **Motion 050-18**
That the Town of Saltcoats approve the attendance of Carling Sandercock, Administrator at the Municipal Asset Management Online Certificate Course from April 10 to June 5, 2018 with registration covered.

CARRIED

Administrator Evaluation Carling Sandercock, Administrator was excused from the meeting at 8:32 p.m. to 8:46 p.m. of this portion of the in camera session as per Motion 059-18.

Council discussed the Personnel Development Review for Administrator Carling Sandercock, it was agreed that a final evaluation would be completed once Council has received the 2017 financial statements and audit report.

Council Personnel Council discussed Council personnel procedures and practices.

PUBLIC WORKS

Monthly Review of Waterworks Operational Records – January 1 – 31, 2018 Barnhart/Hovind **Motion 051-18**
That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for January 1 – 31, 2018 as circulated.

CARRIED

Monthly Public Works Report for January 2018 Hovind/McCallum **Motion 052-18**
That the Town of Saltcoats approve the Monthly Public Works Report for January 2018.

CARRIED

Water Supply Options Council discussed the Town of Saltcoats water supply options and current grant applications and opportunities.

BUSINESS ARISING FROM MINUTES OF January 24, 2018

Lagoon Expansion It was reported that P. Machibroda Engineering Ltd. will be completing the geotechnical report for the lagoon.

Town Shop It was reported that the town office received proposals for the town shop and that the engineer is currently reviewing them.

Street Paving It was reported that a street paving plan would be discussed during budget discussions.

NEW BUSINESS

Bylaw No. 03-2018 A Bylaw to Establish Barnhart/McCallum **Motion 053-18**
That the Town of Saltcoats read for a first time Bylaw #03-2018 a bylaw to establish tax penalties.

Tax Penalties	Hovind/Knudsen	Motion 054-18 That the Town of Saltcoats read for a second time Bylaw #03-2018 a bylaw to establish tax penalties.	<u>CARRIED</u>
	Barnhart/Hovind	Motion 055-18 That the Town of Saltcoats agree to read three times at this meeting Bylaw #03-2018 a bylaw to establish tax penalties.	<u>CARRIED</u>
	Knudsen/Barnhart	Motion 056-18 That the Town of Saltcoats read for a third time and enact Bylaw #03-2018 a bylaw to establish tax penalties.	<u>CARRIED UNANIMOUSLY</u>
SUMA Convention Report 2018 Equipment – Wheel Loader	Barnhart/Knudsen	Councilors Gordon Barnhart and Karen Hovind; and Administrator Carling Sandercock reported on the 2018 Annual SUMA Convention. Motion 057-18 That the Town of Saltcoats approve the purchase of a 2014 Doosan DL 200-3-US10 Wheel Loader with an AMI Reactor SB 4200 10-16 Snow blade at a cost of \$155,228.00 plus taxes and trading in the 2014 John Deere 310SK Backhoe Loader pending suitable financing arrangements and verification of pricing.	<u>CARRIED</u>
Leflay Trail Appointment	McCallum/Hovind	Motion 058-18 That the Town of Saltcoats approve the appointment of Doris Maben to the Leflay Trail Management Committee for 2018.	<u>CARRIED</u>
Ratify electronic decision to approve Curling Club liquor licenses	Knudsen/Hovind	Motion 059-18 That the Town of Saltcoats approve the Saltcoats Curling Club request to apply for a special occasion permit to operate a bar at the Saltcoats Curling Rink from February 21 to 24, 2018 and March 12 to 17, 2018.	<u>CARRIED</u>
Community Hall Freezer		It was agreed that Council would endorse a letter from the Community Hall Board regarding the warranty for the Community Hall freezers.	<u>CARRIED</u>
AWSA AGM Report		Mayor Grant McCallum reported on the 2018 Annual General Meeting of the Assiniboine Watershed Stewardship Association.	
Heritage Trail Reserve Funds	Hovind/Knudsen	Motion 060-18 That the Town of Saltcoats approve the use of the Heritage Trail's reserve funds for the construction of the Heritage Trail gazebo.	<u>CARRIED</u>

In Camera Barnhart/Hovind

Motion 061-18

That the meeting move in camera at 8:24 p.m. to discuss:

- Administrator Evaluation
- Council Personnel
- Water Supply Options
- Town Shop
- 2018 Equipment

CARRIED

The in camera session ended and the regular council meeting resumed at 9:59 p.m.

Agreement to continue meeting past 10:00 p.m. McCallum/Hovind

Motion 062-18

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

Correspondence Barnhart/Knudsen

Motion 063-18

Received:

1. SaskWater – ROAM Proposal
2. SUMA – Bid Evaluation Committee
3. Communities in Bloom – 2018 Communities in Bloom Participation
4. Community Hall Board – Hall Freezer
5. TCYHA – Resolutions 2018 AGM

Sent:

1. Ministry of Environment – Landfill Permit
2. Saskatchewan Liquor and Gaming – February 21-24, 2018
3. Saskatchewan Liquor and Gaming – March 12-17, 2018

CARRIED

Adjournment Hovind/Barnhart

Motion 064-18

That the meeting adjourn at 10:03 p.m.

CARRIED

Next Meeting dates:

- March 21, 2018
- April 18, 2018
- May 16, 2018
- June 20, 2018
- July 18, 2018
- August 15, 2018
- September 19, 2018
- October 17, 2018
- November 21, 2018
- December 12, 2018

- Deputy Mayor
- (McDill)
- (Hovind)
- (Hovind)
- (Hovind)
- (Barnhart)
- (Barnhart)
- (Barnhart)
- (Beynon)
- (Beynon)
- (Beynon)

Approved by Council on: _____