

Town of Saltcoats
OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL October 18, 2017

Present: Mayor Grant McCallum, Councilors Gordon Barnhart, Ronald Knudsen, Corey Larsen, Karen Hovind (nee Ward), and Administrator Carling Sandercock

Regrets: Councilors Josh Beynon, and Don McDill

Delegation: Town Foreman Dennis Hunt (7:00 p.m. – 7:47 p.m.)

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.

Visitors: Bill Johnston, Four-Town Journal

AGENDA	Barnhart/Hovind	Motion 354-17 That the agenda for the October 18, 2017 meeting be approved as circulated. <u>CARRIED</u>
MINUTES		
Approval of Minutes of September 20, 2017 Council Meeting	Knudsen/Larsen	Motion 355-17 That the minutes of the September 20, 2017 Council Meeting be approved as circulated. <u>CARRIED</u>
Approval of Minutes of October 3, 2017 Public Works Committee Meeting	McCallum/Larsen	Motion 356-17 That the minutes of the October 3, 2017 Public Works Committee Meeting be approved as circulated. <u>CARRIED</u>
Approval of Addendum A, B, C and D 2017	Barnhart/Larsen	Motion 357-17 That the Town of Saltcoats receive for information with suggested amendments Addendum A, B, C and D - 2017 as circulated. <u>CARRIED</u>
FINANCIAL		
List of Accounts for Approval September 1 – 30, 2017	Knudsen/McCallum	Motion 358-17 That the List of Accounts for Approval be approved as circulated for September 1 – 30, 2017 cheques #9653-9711 and other payments totaling \$219,140.99. <u>CARRIED</u>
Budgetary Control Report for September 2017	Barhnart/Hovind	Motion 359-17 That the Town of Saltcoats approve the Budgetary Control report for September 2017 as circulated. <u>CARRIED</u>
Bank Reconciliation	Knudsen/Larsen	Motion 360-17 That the Town of Saltcoats approve the Bank Reconciliation report

– September
2017

for the month of September 2017 as circulated.

CARRIED

PERSONNEL

**MLDP – Knudsen/Hovind
Community
and Land Use
Planning &
Strategic and
Financial
Planning for
Municipalities**

Motion 361-17

That the Town of Saltcoats approve the attendance of Administrator Carling Sandercock at the MLDP Workshop – Community and Land Use Planning on November 21, 2017 and MLDP Workshop – Strategic and Financial Planning for Municipalities on November 29, 2017 with cost of registration and expenses covered.

CARRIED

**Administrator
Performance
Evaluation**

Carling Sandercock, Administrator was excused from the meeting at 8:53 p.m. to 9:12 p.m. of this portion of the in camera session as per Motion 376-17.

Council discussed the Personnel Development Review for Administrator Carling Sandercock.

PUBLIC WORKS

**Monthly Hovind/Larsen
Review of
Waterworks
Operational
Records –
September
2017**

Motion 362-17

That the Town of Saltcoats approve the monthly review of Waterworks Operational Records for September 2017.

CARRIED

**Monthly Public Barnhart/Larsen
Works Report
for September
2017**

Motion 363-17

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

CARRIED

**Phase II Knudsen/Hovind
Environmental
Site Assessment**

Motion 364-17

That the Town of Saltcoats approve the proposed Phase II Environmental Site Assessment prepared by Amec Foster Wheeler as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES OF September 20, 2017

**Lagoon
Expansion -
Subdivision**

It was reported that administration is currently awaiting the Transform Approval Certificate from Information Services Corporation.

**Sidewalk Larsen/Hovind
Repair/Replace
ment Policy**

Motion 365-17

That the Town of Saltcoats approve the Policy Public Works #17-05 Sidewalk Repair, Replacement and Removal Policy as circulated.

CARRIED

**Community
Hall Building
Operation
Concerns**

It was reported that the issues deferred to the Community Hall Board where discussed, and the following items have been addressed:

- That the current sound system is in good working order and no alterations are required at this time;
- That a user guide would be created for renters;
- That an additional garbage bin would be used on a consistent basis, and renters will be reminded that they are required to remove the garbage from the building.

Town Shop Barnhart/Larsen

Motion 366-17

That the Town of Saltcoats approve the quote from Cicon Engineering for \$5,800.00 to prepare a request for proposals, review submitted proposals, draft a contract for services, and provide expertise on project management.

CARRIED

NEW BUSINESS

**Saltcoats Ball
Diamond
Improvement
Committee
Policy** Knudsen/Hovind

Motion 367-17

That the Town of Saltcoats ratify the electronic decision to approve Policy Administration #17-03 Saltcoats Ball Diamond Improvement Committee Policy as circulated.

CARRIED

**Saltcoats Ball
Diamond
Improvement
Committee
Appointments** Larsen/Knudsen

Motion 368-17

That the Town of Saltcoats ratify the electronic decision to appoint the following persons to the Saltcoats Ball Diamond Improvement Committee for 2017:

- Jesse Baron, Chairperson
- Stephen Farquharson, Vice-Chairperson & Secretary
- Carling Sandercock, Treasurer
- Mason Bradford, Member at Large
- Michael Farquharson, Member at Large
- Cam Morgan, Member at Large
- Robert Morgan, Member at Large
- Chris Morrison, Member at Large
- Grant McCallum, Council Liaison

CARRIED

**Waterworks
Rate Policy** Barnhart/Larsen

Motion 369-17

That the Town of Saltcoats approve the amended Policy Administration #14-03 Waterworks Rate Policy as circulated.

CARRIED

**Water Plant
Security Policy** Barnhart/Knudsen

Motion 370-17

That the Town of Saltcoats approve the Policy Public Works #17-04 Water Plant Security as circulated with the amendment to #2 All others (contractors, Council, members of the public, and administration) shall be under the supervision of a certified operator, and have prior written approval (email or written

documentation) from administration.

CARRIED

**Cemetery
Reserve Funds**

Hovind/Larsen

Motion 371-17

That the Town of Saltcoats ratify the electronic decision to approve the expense of \$3,672.00 to pour a concrete pad in the Saltcoats Historical Cemetery and that funds for this project will be used from the Cemetery Reserve.

CARRIED

**Saltcoats
Historical
Society Exhibit**

Barnhart/Knudsen

Motion 372-17

That the Town of Saltcoats approve the request from the Saltcoats Historical Society to use the Saltcoats District Community Hall for the month of October in 2018 to showcase the traveling exhibit ‘From Vimy to Juno’ and that all rental fees be waived.

CARRIED

**Curling Club
Caretaker
Position**

Knudsen/Larsen

Motion 373-17

That the Town of Saltcoats approve the request from the Saltcoats Curling Club to pay the contract for the caretaker for the season with repayment to occur after March 31, 2018 with the cost of the additional WCB premiums to be included in the repayment amount.

CARRIED

**Dangerous Dog
Exemption**

Hovind/Larsen

Motion 374-17

That the Town of Saltcoats approve the request of Destiny Reid for an exemption to the Dangerous Dog Bylaw to exempt their Boxer “Brutus” with the understanding that any violation of the Dog Bylaw or Dangerous Dog Bylaw would cause a review of the exemption by Council.

CARRIED

Street Paving

It was reported that the previously permazymed streets have been repaved on Glasgow Avenue, Crescent Lake Road, and Tupper Street.

**SUMA
Convention**

It was agreed that at the regular Council meeting in November the SUMA Convention would be discussed and a plan put into place.

**Remembrance
Day**

Larson/Hovind

Motion 375-17

That the Town of Saltcoats approve the use of the Saltcoats & District Community Hall with rental fees waived, and the purchase of coffee and refreshments supplies for the November 11, 2017 Remembrance Day Program organized by Dennis Hunt, and Karen Hovind.

CARRIED

**Glasgow
Avenue Tax
Title Property**

It was reported that the Town of Saltcoats was going to demolish the deteriorated shed on the tax title property located at 107 Glasgow Avenue in order to avoid pest infestation issues.

**SUMA
Regional
Meeting Report**

It was reported that Mayor Grant McCallum, Councilor Gordon Barnhart, and Administrator Carling Sandercock attended that SUMA East Central Regional Meeting on October 3, 2017.

In Camera Larsen/Hovind

Motion 376-17

That the meeting move in camera at 8:52 p.m.to discuss:

- Administrator performance evaluation
- Town Shop
- Dangerous Dog Exemption

CARRIED

The in camera session ended and the regular council meeting resumed at 9:32 p.m.

Correspondence Larsen/Barnhart

Motion 377-17

That the correspondence listed below be filed:

Received:

1. Student Summer Works – Grant Program
2. Cornerstone Credit Union – Reducing Hours
3. W. Hume – Resident Concerns
4. Ministry of Social Services – Sask. Housing Corporation
5. Commissionaires – Bylaw Enforcement Report
6. SAMA – Assessment Roll Confirmation
7. Altus Geomatics – Lagoon Expansion
8. Leflay Trail Management Committee – Meeting Minutes
9. Water Security Agency – Permit to Operate a Waterworks

Sent:

1. Saltcoats School – Autumn Summit
2. S. Jolly – Dangerous Dog Exemption
3. S. Farquharson – Appointment Letter
4. J. Baron – Appointment Letter
5. Saltcoats Historical Society – Public Displays
6. W. Hume – Resident Concerns

CARRIED

Adjournment Hovind/Barnhart

Motion 378-17

That the meeting adjourn at 9:34 p.m.

CARRIED

Approved by Council on: _____

Nest Meetings:

- | | |
|-------------------|----------|
| November 15, 2017 | (Larsen) |
| December 13, 2017 | (Larsen) |
| January 17, 2018 | (McDill) |
| February 21, 2018 | (McDill) |
| March 21, 2018 | (McDill) |