

*Town of Saltcoats*  
OFFICE OF THE TOWN CLERK

**MEETING OF COUNCIL** September 19, 2018

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

Regrets: Josh Beynon, Corey Larsen

Delegates: Stephen Farquharson, Saltcoats Ball Diamond Improvement Committee (7:03 pm – 7:18 pm)

Visitors: Les Pearson

With quorum being present, the Council Meeting was called to order by Mayor McCallum at 7:00 p.m. in the Stirling Room in the Community Services Building.

<b>AGENDA</b>	Barnhart/Hovind	<b>Motion 235-18</b> That the amended agenda for the September 19, 2018 meeting be approved as circulated with the amendment to include New Business #10 Traffic Bylaw – Bus Stop Arm, New Business #11 2019 Budget, New Business #12 FCM Report, New Business #13 Hall Cleaning – Vimy to Juno, and New Business #14 Gun Display.  <b><u>CARRIED</u></b>
<b>Delegation – Saltcoats Ball Diamond Improvement Committee</b>	Knudsen/Barnhart	<b>Motion 236-18</b> That the Town of Saltcoats approve a line of credit to the Saltcoats Ball Diamond Improvement Committee for up to \$30,000.00 payable over two years.  <b><u>CARRIED</u></b>
<b>MINUTES</b>		
<b>Approval of Minutes of August 15, 2018</b>	Hovind/Knudsen	<b>Motion 237-18</b> That the minutes of the August 15, 2018 meeting be approved as circulated.  <b><u>CARRIED</u></b>
<b>Approval of Minutes of August 15, 2018 Special Meeting</b>	Barnhart/Knudsen	<b>Motion 238-18</b> That the minutes of the August 15, 2018 special meeting be approved as circulated.  <b><u>CARRIED</u></b>
<b>Approval of Minutes of August 22, 2018 Public Works Sub-Committee of Council</b>	McCallum/Hovind	<b>Motion 239-18</b> That the minutes of the August 22, 2018 Public Works Sub-Committee of Council be approved as circulated.  <b><u>CARRIED</u></b>
<b>Approval of Addendum A, B, C and D 2018</b>	Hovind/Pearson	<b>Motion 240-18</b> That the Town of Saltcoats receive for information Addendum A, B, C and D - 2018.  <b><u>CARRIED</u></b>

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Mayor

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Administrator

**FINANCIAL**

<b>List of Accounts for Approval August 2018</b>	Barnhart/Knudsen	<b>Motion 241-18</b> That the List for Accounts for Approval be approved as circulated for August 1 – 31, 2018 cheques #9977-9991 and other payments totaling \$104,138.01.  <b><u>CARRIED</u></b>
<b>Budgetary Control Report for August 2018</b>	Knudsen/Hovind	<b>Motion 242-18</b> That the Town of Saltcoats approve the Budgetary Control report for August 2018 as circulated.  <b><u>CARRIED</u></b>
<b>Bank Reconciliation</b>	Pearson/Barnhart	<b>Motion 243-18</b> That the Town of Saltcoats approve the Bank Reconciliation report for the month of August 2018 as circulated.  <b><u>CARRIED</u></b>

**PERSONNEL**

<b>ATAP Infrastructure Management Ltd. Training Session</b>	Barnhart/Knudsen	<b>Motion 244-18</b> That the Town of Saltcoats approve the attendance of Paul Bulmer at the October 3, 2018 Water Main Swabbing training session and Dennis Hunt at the October 4, 2018 Impact of Regulatory Changes for Operators training session instructed by ATAP infrastructure Management Ltd. in Esterhazy with wages and travel expenses covered.  <b><u>CARRIED</u></b>
<b>Ratify electronic decision to attend SCF Announcement</b>	McCallum/Hovind	<b>Motion 245-18</b> That the Town of Saltcoats approve the attendance of Councilor Ron Knudsen at the September 11, 2018 Small Communities Fund Announcement in Saskatoon with travel expenses covered.  <b><u>CARRIED</u></b>
<b>Small Communities Fund Announcement Report</b>		Councilor Knudsen provided Council with a report of the announcement that took place in Saskatoon for the New Canada Building Fund – Small Communities Funding.
<b>SUMA East Central Regional Meeting</b>	Barnhart/Knudsen	<b>Motion 246-18</b> That the Town of Saltcoats approve the attendance of Mayor Grant McCallum, Councilors Shirley Pearson, Gordon Barnhart and Administrator Carling Sandercock at the September 28, 2018 Saskatchewan Urban Municipalities Association in Yorkton with travel expenses covered for McCallum, Pearson and Sandercock.  <b><u>CARRIED</u></b>

**PUBLIC WORKS**

<b>Monthly Review of Waterworks Operational Records – August</b>	Knudsen/Barnhart	<b>Motion 247-18</b> That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for August 1 - 31, 2018 as
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1 - 31, 2018

circulated.

**CARRIED****Monthly Public Works Report for August 2018**

Knudsen/Hovind

**Motion 248-18**

That the Town of Saltcoats approve the Monthly Public Works Report for August 2018.

**CARRIED****BUSINESS ARISING FROM MINUTES OF August 15, 2018****Lagoon Expansion**

It was reported by Administration that the town is currently awaiting the New Building Canada Fund - Small Communities Fund contribution agreement, and that the Lagoon Expansion project is expected to begin in 2019.

**Town Shop – Borrowing Interest Rate**

Barnhart/Hovind

**Motion 249-18**

That the Town of Saltcoats approve the borrowing of \$630,000.00 for the purpose of constructing a town shop at Block 6 Plan No. 70Y06804 during the construction process and interest shall be payable in monthly instalments of interest only, with a floating rate of prime plus 1.00% during the construction process.

**CARRIED****Street Paving**

It was reported that Public Works will be constructing walkways and improving the drainage system in front of the school on York Street, and that additional quotes have been requested from Fedorowich Construction.

It was agreed that Administration would request updated street paving quotes for Gibson Avenue, York Street from Montreal Avenue to Crescent Lake Road, and Crescent Lake Road from High Street to Glasgow Avenue from Mobile Paving Ltd.

**Waste Disposal Site – Bin Access**

Knudsen/ Barnhart

**Motion 250-18**

That the Town of Saltcoats approve access to the waste disposal bin site 24 hours a day, seven days a week.

**CARRIED****Landfill – Environmental Site Assessment Report**

Barnhart/McCallum

**Motion 251-18**

That the Town of Saltcoats authorize Administration to request quotes from Wood Group plc. for a Corrective Action Plan as per the Ministry of Environment.

**CARRIED****Ratify flag poll**

Knudsen/Hovind

**Motion 252-18**

That the Town of Saltcoats ratify the electronic decision to approve the purchase of an 18-foot White Titan Flag Pole from the Flag Store for \$250.00 plus applicable taxes.

**CARRIED****Council minutes policy**

Knudsen/Barnhart

**Motion 253-18**

That the Town of Saltcoats approve the amended Administration Policy No. 12-04 Providing Council Minutes to the Public as circulated.

**CARRIED****Upcoming Meeting Agenda**

It was agreed that Administration would post the upcoming meeting's tentative agendas on the town office bulletin board the Friday before the regularly scheduled council meeting.

**NEW BUSINESS**

**Asset Management Policy**                      Hovind/Pearson

**Motion 254-18**

That the Town of Saltcoats approve Financial Policy No. 18-01 Asset Management as circulated.

**CARRIED**

**Agreement to continue past 10:00 p.m.**                      Hovind/Knudsen

**Motion 255-18**

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**

**Parkland Regional Municipal Asset Management Project Summary Councilor Leave of Absence**                      Hovind/Knudsen

**Motion 256-18**

That the Town of Saltcoats approve the Parkland Regional Municipal Asset Management Project Summary as prepared by ATANA Management Inc.

**CARRIED**

**Ratify the Electronic Decision to Temporarily Allow Display of Antique Grader**                      McCallum/Hovind

**Ratify the Electronic Decision to Temporarily Remove the "No Parking" Sign at Cenotaph**                      Pearson/Knudsen

**Municipal Mutual Aid Agreement**                      Knudsen/Pearson

**Motion 257-18**

That the Town of Saltcoats approve the Leave of Absence Request of Josh Beynon from Council duties until December 31, 2018, in accordance with *The Municipalities Act* Section 147(1)(c).

**CARRIED****Motion 258-18**

That the Town of Saltcoats ratify the electronic decision to temporarily allow Sam Wilson to display the antique grader at his residence.

**CARRIED****Motion 259-18**

That the Town of Saltcoats ratify the electronic decision to temporarily remove the "No Parking" sign at the cenotaph, and further that both "No Parking" signs will be permanently removed.

**CARRIED****Motion 260-18**

That the Town of Saltcoats approve the Municipal Mutual Aid Agreement between area municipalities as circulated.

**CARRIED**

**Board and Committee Appointments**                      Hovind/Knudsen

**Motion 261-18**

That the Town of Saltcoats approve the 2018 Board and Committee Appointments as amended.

**CARRIED**

**Deputy Mayor and Sub-Committees**                      Barnhart/Knudsen

**Motion 262-18**

That the Town of Saltcoats approve the Deputy Mayor Assignment and Sub-Committee of Council Appointments as amended.

**CARRIED****Upcoming Events**

It was reported that Council has been invited to attend a number of upcoming events as follows:

RCMP Town Hall Meeting – 7:00 p.m. on September 20, 2018

Community Prayer Breakfast – 9:00 a.m. September 22, 2018

Vimy to Juno Display Closing Ceremonies – 2:00 p.m. October 14, 2018

**Traffic Bylaw Review**

Council reviewed Traffic Bylaw No. 09-2007, and advised Administration to prepare a draft traffic bylaw to amend section 28: School Bus Flashing Lights.

**2019 Budget**

It was agreed that Administration would provide Council with a first draft of the 2019 budget for the December 12, 2018 Council meeting and that a two-year format would be used.

**FCM Report**

Councilor Barnhart provided Council with a report of current Federation of Canadian Municipalities business and projects undertaken.

**Hall Cleaning – Vimy to Juno**

It was agreed that the Town would provide cleaning services for the Saltcoats District Community Hall during the Saltcoats Historical and Museum Society's Vimy to Juno Display.

**Gun Display**

McCallum/Barnhart

**Motion 263-18**

That the Town of Saltcoats approve Administration to write a letter of thanks to Murray Straker for preserving the Webley Mark VI antique handgun and displaying it in the Saltcoats District Community Hall.

**CARRIED****Remembrance Day Request**

Knudsen/Hovind

**Motion 264-18**

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, 2018 Remembrance Day Program organized by Dennis Hunt.

**CARRIED****SGI Traffic Safety Grant**

Councilor Barnhart provided Council with a report for a SGI Traffic Safety Grant.

**Autumn summit**

Barnhart/Pearson

**Motion 265-18**

That the Town of Saltcoats approve the request of the Saltcoats School to use part of the Leflay Trail and the Saltcoats District Regional Park for the 34<sup>th</sup> Annual Saltcoats Autumn Summit on Friday, September 28, 2018.

**CARRIED****Correspondence**

Hovind/Barnhart

**Motion 266-18**

That the correspondence received and sent as listed be filed.

Received:

1. Ministry of Government Relations – CanOps
2. MPE Engineering – Landfill Closure
3. Town of Shellbrooke – SUMA Resolution Support
4. SENSUS – Accountants

- 5. Commissionaires – Bylaw Enforcement Report
- 6. Saltcoats School – Autumn Summit
- 7. Ministry of Government Relations – SCF Announcement

**CARRIED**

**Adjournment**      Hovind/Pearson

**Motion 267-18**

That the meeting adjourn at 10:38 p.m.

**CARRIED**

Next Meeting dates:

- October 17, 2018
- November 21, 2018
- December 12, 2018
- January 16, 2019
- February 20, 2019
- March 20, 2019
- April 17, 2019
- May 15, 2019
- June 19, 2019

- Deputy Mayor
- (Knudsen)
- (Knudsen)
- (Knudsen)
- (Larsen)
- (Larsen)
- (Larsen)
- (Pearson)
- (Pearson)
- (Pearson)

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