

Town of Saltcoats

OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL April 15, 2020

Present: Mayor Grant McCallum, and Town Foreman Dennis Hunt, via electronic means Councilors, Gordon Barnhart, Lenore Denbrok, Ronald Knudsen, Karen Hovind, Shirley Pearson, Acting Administrator Diane Jamieson, and Assistant Administrator Tracy Swereda

Visitor: Gary Horseman – Four Town Journal (6:00 pm – 8:05 pm)

Recess from: 6:30-6:34 due to technical issues

With quorum being present, the Council Meeting was called to order by Mayor Grant McCallum at 6:00 p.m. in the Stirling Room in the Community Services Building at 117 Allan Avenue, Saltcoats, SK S0A 3R0.

AGENDA Barnhart/Pearson **Motion 081-20**
That the amended agenda be adopted as circulated with the following additions:
Financial # 7 - 2020 Budget
Public Works # 7 P. Machibroda – Ratification
New Business – COVID-19 water shut offs -Hall refund policy /Water shut off
CARRIED

MINUTES

Approval of Minutes of March 18, 2020 Denbrok/Pearson **Motion 082-20**
That the minutes of the March 18, 2020 meeting be approved as circulated.
CARRIED

Approval of Addendums A, B and C March, 2020 Denbrok/Pearson **Motion 083-20**
That the Town of Saltcoats approve Addendums A, B and C for March 2020 as circulated.
CARRIED

FINANCIAL

List of Accounts for Approval March 2020 Barnhart/Knudsen **Motion 084-20**
That the List of Accounts for Approval be approved as circulated for March 1st – March 31st, 2020, cheques # 10583-10613 and other payments totaling \$95,418.62
CARRIED

Budgetary Control Report for March 2020 Hovind/Denbrok **Motion 085-20**
That the budgetary control reports for March 2020 be approved as circulated.
CARRIED

Bank Reconciliation Pearson/Hovind **Motion 086-20**
That the Town of Saltcoats approve the Bank Reconciliation for February and March, 2020 as circulated.
CARRIED

Operating Barnhart/Hovind **Motion 087-20**

Budget 2020		That the Town of Saltcoats approve the 2020 budget as circulated.	<u>CARRIED</u>
2020 Budget	Knudsen/Pearson	Motion 088-20 That the Town of Saltcoats Council set the property taxation mill rate at 11.00 mills for the year 2020.	<u>CARRIED</u>
PERSONNEL			
Assistant Administrator's Position	Knudsen/Denbrok	Motion 089-20 That the Town of Saltcoats approve hiring Jolene Mattison at a rate of \$15.98 per hour for the Office Assistant Position effective April 7 th , 2020.	<u>CARRIED</u>
Federal Summer Employment		Administration provided information regarding the announcement from federal government pertaining to Summer Employment Grant.	
PUBLIC WORKS			
Monthly Review of Waterworks Operational Records – March 1st – March 31st, 2020	Hovind/Denbrok	Motion 090-20 That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for March 1 st – 31, 2020 as circulated.	<u>CARRIED</u>
Monthly Public Works Report for March 2020	Barnhart/Pearson	Motion 091-20 That the Town of Saltcoats approve the Monthly Public Works Report for March 2020 as circulated.	<u>CARRIED</u>
2019 Annual Waterworks Financial Information	Hovind/Pearson	Motion 092-20 That the Town of Saltcoats approve the 2019 Annual Waterworks Financial report as amended.	<u>CARRIED</u>
Policy 2020-02 Public Works Welfare	Denbrok/Knudsen	Motion 093-20 That the Town of Saltcoats approve Policy No. Public Works 2020-02 Public Works Welfare as circulated.	<u>CARRIED</u>
Public Works keys to Town owned Buildings		It was agreed that Administration would provide Council with a Policy for consideration regarding accessibility by Town Officials to all town owned buildings and areas within, by the way of keys and/or door codes of each building, for emergent matters.	
Ratify Electronic Decision Water Treatment Plant Project – Bore Hole testing	Barnhart/Pearson	Motion 094-20 That the Town of Saltcoats ratify the electronic decision to approve a contract for P. Machibroda to drill bore holes to determine foundation requirements at the Water Treatment Plant.	<u>CARRIED</u>

BUSINESS ARISING FROM MINUTES OF March 18, 2020**Playground Committee Presentation**

Due to Covid-19 related restrictions, the presentation was deferred until the May 20, 2020 meeting of Council.

Saltcoats Museum & Historical Society

Denbrok/Knudsen

Motion 095-20

That the Town of Saltcoats approve the loan extension another year for the Saltcoats Museum & Historical Society.

CARRIED**Saltcoats Daycare -**

McCallum/Denbrok

Motion 096-20

That the Town of Saltcoats approve an additional \$885.77 for a total amount of \$5,885.77 from the Town of Saltcoats to be repaid by the Saltcoats Daycare to cover expenses from a water repair, where funds will be paid by an approved payment plan.

CARRIED**NEW BUSINESS****Draft Wage Model 2020**

Knudsen/Denbrok

Motion 097-20

That the Town of Saltcoats approve the Draft Wage Model for 2020 as circulated.

CARRIED**Commissionaires Contract Renewal**

Hovind/Barnhart

Motion 098-20

That the Town of Saltcoats approve the contract renewal with Commissionaires South Saskatchewan to provide bylaw enforcement for one-year effective May 1st, 2020 through April 30, 2021.

CARRIED**Recording Meetings-**

As per bylaw 09-2015 the recording of a meeting of Councils is prohibited.

Saskatchewan Lotteries

Due to COVID-19 related restrictions, Administration informed Council the deadline for submitting Sask Lotteries grant application has been extended to September of 2020.

Thank You

It was agreed that Administration will draft and forward letters, from the Town of Saltcoats, expressing sincere appreciation, and to recognize all personnel involved in operating the Saltcoats Daycare and the Lakeside Manor Care Home during the Pandemic, and for ensuring that our Daycare children and Care Home seniors continue to be cared for to the highest standards during these challenging times.

Cancellation Fees – Community Hall and Stirling Room

Denbrok/Knudsen

Motion 099-20

That the Town of Saltcoats waive all Saltcoats Community Hall and Stirling Room rental cancellations fees and penalties where cancellation are caused by or related to COVID-19 imposed restrictions.

CARRIED**Water shutoff**

Knudsen/Pearson

Motion 100-20

That the Town of Saltcoats resolve that water shutoffs, due to accounts in arrears, will be delayed to a later date, such that the

COVID-19 Pandemic circumstances are more normalized in the local area.

CARRIED

Correspondence Hovind/Denbrok

Motion 101-20

That the Town of Saltcoats acknowledge and file the following list of correspondence.

- RCMP – Monthly Occurrence Summary –March 2020
- Commissionaires Report March, 2020
- YFTBA Financials/AGM meeting minutes
- Anglican Church of Canada – response to COVID-19
- Municipalities of Saskatchewan -membership renewal
- Covid-19 Information for Saskatchewan Municipalities
- Government of Saskatchewan – Fine Option Program – COVID 19 response

CARRIED

Recess

The meeting was recessed by the Chair from 8:05-8:15p.m.

In Camera Barnhart/Hovind

Motion 102-20

That the meeting move in camera at 8:16 p.m. to discuss:
Budget items

CARRIED

Adjournment Hovind/Barnhart

The regular meeting of Council resumed at 9:29 p.m.

Motion 103-20

That the meeting adjourn at 9:31 p.m.

CARRIED

Approved by Council on: _____