

Town of Saltcoats

OFFICE OF THE TOWN CLERK

MEETING OF COUNCIL August 21, 2019

Present: Mayor Grant McCallum, Councilors, Gordon Barnhart, Corey Larsen, Karen Hovind, Ronald Knudsen, Shirley Pearson, Acting Administrator Diane Jamieson and Foreman Dennis Hunt

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 at 117 Allan Avenue, Saltcoats, SK S0A 3R0.

Delegation: Kelcey Harasen,

Visitors: Dale MacKay, Les Pearson and Erick Van Caseseele and child

AGENDA	Barnhart/Larsen	Motion 178-19 That the amended agenda for the August 21, 2019 meeting be adopted as circulated, with the following additions: Financial #5 Signing Authority Personnel 4. Arboretum Proposal 5. Offer of Employment CAO New Business 9. Sask Tel Sign 10. Quote for hall door replacement 11. Request to Consolidate Properties (Denysuik) <u>CARRIED</u>
Delegation		Kelcey Harasen met with Council from 7:14 p.m. – 7:40 p.m. to raise concerns regarding the operation of the Town and Council.
MINUTES		
Approval of Minutes of July 17, 2019	Larsen/Pearson	Motion 179-19 That the minutes of the July 17, 2019 meeting be approved as circulated. <u>CARRIED</u>
Approval of Addendums A, B, C and D 2019		Addendums A, B, C and D for August 2019 were not available for review.
FINANCIAL		
List of Accounts for Approval July 2019	Larsen/Pearson	Motion 180-19 That the List of Accounts for Approval be approved as circulated for July 1 – 31, 2019 cheques 10273-10321 and other payments totaling \$331,794.36. <u>CARRIED</u>
Budgetary Control Report for July 2019	Hovind/Pearson	Motion 181-19 That the Town of Saltcoats approve the Budgetary Control report for July 2019 as circulated. <u>CARRIED</u>
Bank Reconciliation July 2019	Hovind/Larsen	Motion 182-19 That the Town of Saltcoats defer the review and approval of the July 2019 Bank Reconciliation report.

Mayor

Administrator

CARRIED**Office
Transition
Report**

Council was provided with a verbal report regarding office transition activities and findings.

**Signing
Authority**

Barnhart/Larsen

Motion 183-19

That the Town of Saltcoats clarify the information sent to the Credit Union on July 22, 2019 regarding signing authority to ensure authorization for signing authority is Administrator and Mayor, or Deputy Mayor or any previous Deputy Mayor.

CARRIED**CAO/
Administrator**

Knudsen/Pearson

Motion 184-19

That the Town of Saltcoats ratify the electronic decision to hire Deborah Domshy as CAO/Administrator effective July 23, 2019 at the rate of \$27.03 per hour.

CARRIED**CAO
Administrator**

Larsen/Knudsen

Motion 185-19

That the Town of Saltcoats ratify the electronic decision to terminate employment of Deborah Domshy effective July 30, 2019 with last day worked July 29, 2019 with acknowledgement of the letter of resignation received after the decision to terminate was made.

CARRIED**CAO/
Administrator**

Knudsen/Larsen

Motion 186-19

That the Town of Saltcoats ratify the electronic decision to approve the offer of employment for the vacant CAO/Administrator position to Pat Peacock with details to be finalized at the September 2019 Council meeting.

CARRIED**Acting
Administrator**

Barnhart/Hovind

Motion 187-19

That the Town of Saltcoats approve the contract with Diane Jamieson, Acting Administrator effective July 23, 2019 as circulated.

CARRIED**Administrative
Assistant**

Hovind/Pearson

Motion 188-19

That the Town of Saltcoats approve a wage increase for Luanne Itermann to Step 1 of the Assistant Administrator rate \$21.25 effective July 1, 2019 – to October 1, 2019 for temporary performance of higher duties.

CARRIED**Legion Park/
Arboretum
Proposal**

It was agreed that any additional hours allocated to Nancy McIntyre for the Legion Park/Arboretum clean up would be paid out at her regular rate of pay. It was further agreed that prior to any approval Councillor Larsen would look into having volunteers perform all or a portion of the required clean up.

PUBLIC WORKS

Monthly Review of Waterworks Operational Records – July 1 – 31, 2019	Barnhart/Hovind	Motion 189-19 That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for July 1 – 31, 2019 as circulated. <u>CARRIED</u>
Monthly Public Works Report for July 2019		Motion 190-19 That the Town of Saltcoats approve the Monthly Public Works Report for July 2019. <u>CARRIED</u>
Brandt Service Proposal – Wheel Loader		It was agreed that further information would be provided at the September 2019 Council meeting regarding the Brandt Service Proposal for the Wheel Loader.
BUSINESS ARISING FROM MINUTES OF July 17, 2019		
Lagoon Expansion		An update on the lagoon expansion was provided by Dennis Hunt. Further information is required on the funding and loan approval for the Town portion of the project.
WTP Upgrade		Dennis Hunt provided an update on the pilot project and the hydrological study that has been sent out for tender.
Landfill Closure		Council was advised that the request for an extension to the landfill decommissioning has been approved with the new date to be September 30, 2020
NEW BUSINESS		
By-election – Returning Officer	Hovind/Knudsen	Motion 191-19 That the Town of Saltcoats appoint Luanne Ittermann as Returning Officer for the August 28, 2019 By-election. <u>CARRIED</u>
Election Officials Indemnities	Barnhart/Larsen	Motion 192-19 That the Town of Saltcoats approve the following rates for election officials: Returning Officer – regular pay and overtime as applicable Deputy Returning Officer – \$18.00 per hour Poll Clerk – \$16.00 per hour <u>CARRIED</u>
Revised/ Corrected 2019 Salary Grid	Knudsen/Larsen	Motion 193-19 That the Town of Saltcoats approve the revised 2019 Salary Grid as per the corrected Administrator salary scale. <u>CARRIED</u>
Resignation – Hall Committee and Beautification Committee	Hovind/Knudsen	Motion 194-19 That the Town of Saltcoats accept the resignation of Wendy Hume from the Hall Board and the Beautification Committee with a letter of thanks. <u>CARRIED</u>
RCMP		Council was advised that the Town of Saltcoats has indicated an interest in participating in Project Fastlane. Council reviewed the RCMP activity report for the month of July

		2019.	
Fall Festival – Park Use Proposal	McCallum/Larsen	Motion 195-19 That the Town of Saltcoats approve the proposal submitted from Kelcey Harasen to use the Legion Park/Arboretum on Saturday, October 19, 2019 to host a Fall Festival.	<u>CARRIED</u>
Town Hall Door Replacement	Larsen/Barnhart	Motion 196-19 That the Town of Saltcoats accept the quote of \$1,450.00 from Timco Construction to provide and install a new back door at Saltcoats & District Community Hall.	<u>CARRIED</u>
Request to Consolidate Lots	Barnhart/Knudsen	Motion 197-19 That the Town of Saltcoats advise D. Denysuik that his request to consolidate Lot 26 Block 3 Plan 4383 108 Allan Avenue and Lot 27 Block 3 Plan 4383 110 Allan Avenue cannot be approved as this would result in two residential dwellings being situated on one lot.	<u>CARRIED</u>
Correspondence	Barnhart/Larsen	Motion 198-19 That the following correspondence be filed:	<u>CARRIED</u>
		Received: 1. Government of Saskatchewan – Gas Tax Top Up \$30,146.40 2. Yorkton RCMP Community Town Hall – September 11, 2019 3. Financial Report re: Johnson Four Town Journal Farewell 4. Gas Tax Fund – 2019-20 Installment 1 - \$14,728.00 5. Farrell Agencies – part of Westland Insurance Group 6. Anonymous – changes to the ambulance coverage effective August 1, 2019 7. Ministry of Environment – extension granted to September 30, 2020 for CAP	
		Sent: 1. Cornerstone Credit Union – signing authority change	
Meeting to Go Past 10:00 p.m.	Hovind/McCallum	Motion 199-19 That Council agree to continue this meeting past 10:00 p.m.	<u>CARRIED</u>
In Camera	Hovind/Larsen	Motion 200-19 That the meeting move in camera at 9:42 p.m. to discuss: - Office Transition Report - Personnel Item	<u>CARRIED</u>
Adjournment	Pearson/Hovind	The regular meeting of Council resumed at 11:00 p.m. Motion 201-19 That the meeting adjourn at 11:06 p.m.	<u>CARRIED</u>

Approved by Council on: _____

Mayor

Administrator