

*Town of Saltcoats*  
OFFICE OF THE TOWN ADMINISTRATOR

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**REGULAR MEETING OF COUNCIL February 21, 2024**

**Present:** Mayor, Kirby Buchinski, Councillors Lenore Denbrok, Braden Issel, Justin Morrison, Shirley Pearson, and Chad Waloschuk, and Chief Administrative Officer Cindy Larson

Regrets: Councillor Miles Hutchings

Guest: Dennis Hunt 6:00 pm to 6:58 pm.

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

**AGENDA**

<b>Approval of the Agenda</b>	Issel/ Morrison	<b>Motion 25-24</b> That the Town of Saltcoats approve the Agenda with the following additions: Personnel, Remove: #3 Public Works Assistant and succession plan and #4 Letter of Support for George Rathwell Lifetime Achievement Award New Business, #12 Alley Closure for Minor Sport Event.
		<b><u>CARRIED</u></b>

**PUBLIC WORKS**

<b>Monthly Waterworks Operational Report</b>	Issel/ Waloschuk	<b>Motion 26-24</b> That the Town of Saltcoats approved the Monthly Waterworks Operational Report for January 2024.
		<b><u>CARRIED</u></b>

<b>Landfill Closure Plan Draft</b>	TABLED	<b>Motion 27-24</b> That the Town of Saltcoats approve the Landfill Closure Plan drafted by WSP Canada as presented.
		<b><u>CARRIED</u></b>

<b>ICIP Agreement Amendment #2</b>	Denbrok/ Morrison	<b>Motion 29-24</b> That the Town of Saltcoats approve the ICIP Agreement Amendment No 2. As amended to add the text "Plan" to the project name.
		<b><u>CARRIED</u></b>

**MINUTES**

**Approval of the Minutes of the Regular Meeting**      Denbrok/  
Waloschuk      **Motion 30-24**  
That the Town of Saltcoats approve the Minutes of the Regular Meeting on January 17<sup>th</sup>, 2024.

**CARRIED**

**Approval of Addendums A, B and C**      Waloschuk/  
Pearson      **Motion 31-24**  
That the Town of Saltcoats approve Addendums A, B, and C as amended.

**CARRIED**

## FINANCIALS

**List of Accounts for Approval**      Denbrok/  
Morrison      **Motion 32-24**  
That the List of Accounts for Approval be approved as circulated for January 1-31, 2024, cheques #12709 - 12741 and other payments totaling \$65,052.37.

**CARRIED**

**Monthly Financial Report**      Issel/Morrison      **Motion 33-24**  
That the Town of Saltcoats approve the Monthly Financial Report for January 2024 as presented.

**CARRIED**

**Bank Reconciliations**      Issel/Waloschuk      **Motion 34-24**  
That the Town of Saltcoats approve the bank reconciliations for January 2024

**CARRIED**

**1-year Term Bank Account**      Buchinski/  
Denbrok      **Motion 35-24**  
That the Town of Saltcoats renew the 1-year Term bank account for one year.

**CARRIED**

## PERSONNEL

## BUSINESS ARISING

## NEW BUSINESS

**Thorsness Grove designation to Municipal Reserve**      Pearson/Issel      **Motion 36-24**  
That the Town of Saltcoats designates Block 18, Plan #BZ7269 as Municipal Reserve, pursuant to Section 188 of *The Planning and Development Act, 2007*.

**CARRIED**

**Cemetery  
Expansion and  
consolidation**

Peason/  
Waloschuk

**Motion 37-24**

That the Town of Saltcoats approve the quote to subdivide and consolidate the cemetery Block S Plan #60Y02344 and a portion of Lot 1, Block M, Plan #E1678 from Geoverra in the amount of \$5,383.00 + third party disbursements and taxes.

**CARRIED**

**Policy 24-02  
Portable  
Generator  
Procedure**

Morrison/Issel

**Motion 38-24**

That the Town of Saltcoats approve Policy 24-02 known as the Portable Generator Procedure Policy as presented.

**CARRIED**

**Close Alley**

Issel/  
Pearson

**Motion 39-24**

That the Town of Saltcoats Council approve the temporary closure of the alley known as Bradford Alley for the Minor Sports Vintage Snowmobile Show on February 25, from 10:00 am to 5:00 pm.

**CARRIED**

**CORRESPONDENCE**

**File  
Correspond-  
ence**

Denbrok/  
Morrison

**Motion 40-24**

That the Town of Saltcoats file and receive the following list of correspondence:

- Yorkton RCMP
- Parkland Library
- Waste and Recycle Newsletter
- Reform Convention 2024
- Plant Based Treaty
- TransCanada Yellowhead Highway
- 2024 Saskatchewan Summer Games
- B & B Gravestone Cleaning Services
- East Central Transportation Planning Committee

**CARRIED**

**IN CAMERA**

Issel/  
Waloschuk

**Motion 41-24**

That the Town of Saltcoats go IN CAMERA to discuss Salary Grid and Positions at 6:58 pm.

**CARRIED**

**Out of IN  
CAMERA at  
7:47 pm**

**Salary Grid for  
2024**      Pearson/  
                 Morrison

**Motion 42-2024**

That the Town of Saltcoats approve the Salary Grid for 2024 and shall hereby form part of these minutes.

**CARRIED**

**Assistant  
Foreman  
Position**      Issel/  
                 Waloschuk

**Motion 43-24**

That the Town of Saltcoats hire Adam Wykes as the Assistant Foreman for \$25.00 per hour.

**CARRIED**

**Staff Reviews  
and Wage  
increases**      Denbrok/  
                 Morrison

**Motion 44-24**

That the Town of Saltcoats approve the recommended Salaries as presented by the Chief Administrative Officer.

**CARRIED**

**Adjournment**      Morrison/  
                 Issel

**Motion 45-24**

That the Meeting adjourn at 7:52 pm

**CARRIED**

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