

Town of Saltcoats
OFFICE OF THE TOWN ADMINISTRATOR

REGULAR MEETING OF COUNCIL January 15th, 2025

Present: Mayor Kirby Buchinski, Councillors Jared Bilan, Miles Hutchings (6:03 pm), Shirley Pearson, Chad Waloschuk and Administrative Assistant Karen Brown

Regrets: Councillor Braden Issel, CAO Cindy Larson

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.

**Appointment of
Minute Taker** Pearson/
Bilan

Motion 01-25

That the Town of Saltcoats appoint Karen Brown, administrative Assistant to take the minutes for this meeting.

CARRIED

AGENDA

**Approval of the
Agenda** Waloschuk/
Bilan

Motion 02-25

That the Town of Saltcoats approve the Agenda with the following additions:
New Business: #13 Landfill Report

CARRIED

PUBLIC WORKS

**Monthly
Waterworks
Operational
Report** Pearson/
Waloschuk

Motion 03-25

That the Town of Saltcoats approved the Monthly Waterworks Operational Report for December 2024.

CARRIED

**Public Works
Report** Hutchings/
Bilan

Motion 04-25

That the Town of Saltcoats approve the Public Works Report for December 2024 as presented.

CARRIED

**2025 Shop
Inspection** Waloschuk/
Pearson

Motion 05-25

That the Town of Saltcoats receive the 2025 Shop Inspection Report.

CARRIED

**2025 CPWA
Convention**

Waloschuk/
Hutchings

Motion 06-25

That the Town of Saltcoats approve the foreman to attend the CPWA Convention in Saskatoon February 25-27, 2025; at a cost of \$420.00 + taxes, accommodations and mileage.

CARRIED

MINUTES

**Approval of the
Minutes of the
Regular
Meeting**

TABLED

That the Minutes of December 11, 2024, is TABLED until the February 19, 2025 meeting.

**Approval of
Addendums A,
B and C**

Pearson/
Hutchings

Motion 07-25

That the Town of Saltcoats approve Addendums A, B, and C as amended.

CARRIED

FINANCIALS

**List of
Accounts for
Approval**

Pearson/
Waloschuk

Motion 08-25

That the Town of Saltcoats approve the List of Accounts as circulated for December 1-31, 2024, cheques #13140 - 13181 and other payments totaling \$92,566.89.

CARRIED

**Monthly
Financial
Report**

TABLED

That the Monthly Financial Statement for December 31, 2024, is TABLED to the February 19, 2025 meeting.

**Bank
Reconciliations**

TABLED

That the bank reconciliations for December 2024 are TABLED to the February 19, 2025 meeting.

PERSONNEL

**IN CAMERA
6:17 pm**

Waloschuk/
Pearson

Motion 09-25

That the Town of Saltcoats move into IN CAMERA to discuss CAO Performance Review and Wage recommendations.

CARRIED

**OUT OF IN
CAMERA**

Council moves out of In CAMERA at 6:21 pm

CAO Wage and Performance review Hutchings/
Pearson

Motion 10-01

That the Town of Saltcoats approve the Performance Review recommendations to increase the Chief Administrative Officers wages by \$.75 per hour.

CARRIED

BUSINESS ARISING

TABLE

That the Town of Saltcoats TABLE the Pest Control Policy Amendment to the February 19, 2025 meeting.

NEW BUSINESS

2025 Meeting Dates Pearson/
Hutchings

Motion 11-25

That the Town of Saltcoats Set the Regular Meetings of Council for every third Wednesday sat 6:00 pm from January to November and that the Regular Meeting of Council will be on the second Wednesday in December 2025.

CARRIED

Appointment of Auditor for 2025 Pearson/
Waloschuk

Motion 12-25

That the Town of Saltcoats appoint David Chorney of Prairie Strong CPA of Melville as the Auditor for 2025.

CARRIED

Appointment of Legal Counsel for 2025 Pearson/
Hutchings

Motion 13-25

that the Town of Saltcoats appoint Tristan Culham of MLT, LLP for the legal counsel for 2025.

CARRIED

Appointment of Building Inspector Officials Hutchings/
Waloschuk

Motion 14-25

That the Town of Saltcoats appoint Reg Churko, #BOL256 as the Class I-II-and III Building Official from R. C. Inspections for 2025.

CARRIED

2025 Annual Donations Pearson/
Waloschuk

Motion 15-25

That the Town of Saltcoats approves the following Donations for 2025:

\$750.00 STARS

\$100.00 Spring and Christmas Contests

\$50.00 Crime Stoppers and \$200 Saltcoats Fire Department

CARRIED

**2025 Annual
Financial
Contribution to
the Saltcoats
District
Regional Park**

Pearson/
Buchinski

Motion 16-25

That the Town of Saltcoats financial contribution to the Saltcoats District Regional Park be paid in the amount of \$6000.00.

CARRIED

**2025 Annual
Financial
Contribution to
the Saltcoats
Volunteer Fire
Department**

Pearson/
Bilan

Motion 17-25

That the Town of Saltcoats financial contribution to the Saltcoats Volunteer Fire Department be paid in the amount of \$1000.00.

CARRIED

CORRESPONDENCE

**File
Correspond-
ence**

Pearson/
Hutchings

Motion 18-25

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

Received:

SUMA Update

Assiniboine Watershed Authority River Basin Initiative

SUMA and FCM message

SK Recycles Collectors Newsletter

Good Spirit Year End Report

Sent:

L. Lawrence snow ridges

CARRIED

Adjournment

Waloschuk/
Pearson

Motion 19-25

That the Meeting adjourn at 6:45 pm

CARRIED

Approved by Council on: _____