

Town of Saltcoats
OFFICE OF THE TOWN ADMINISTRATOR

REGULAR MEETING OF COUNCIL January 19, 2022

Present: Via Zoom Mayor Gordon Barnhart, Councillors, Kirby Buchinski, Miles Hutchings (in Stirling Room), Braden Issel, Lenore Denbrok, Shirley Pearson (in Stirling Room), and Chad Waloschuk, and Chief Administrative Officer Cindy Larson

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

DELEGATION

Delegation unable to attend

Approval of the Agenda

Denbrok/
Pearson

Motion 01-22

That the amended agenda be adopted as circulated with the following additions:

Financial #7 Tax Enforcement 6-month Notices

New Business #11a Board of Revisions legislative changes

16 Webb's Office Equipment Copier and

Correspondence #5 City of Yorkton

CARRIED

MINUTES

Approval of Minutes of

Pearson/
Hutchings

Motion 02-22

That the minutes of the Regular meeting on December 8th are adopted with the following amendments:

Motion 264-21 should be "November"

Motion 268-21 should be "as" presented

Motion 270-21 should be Difficult "Conversations"

CARRIED

Approval of Addendums A, B and C,

Denbrok/
Waloschuk

Motion 03-22

That the Town of Saltcoats approve Addendums A, B and C for January 19, 2022 as circulated.

CARRIED

PUBLIC WORKS

Monthly Review of Waterworks Operational Records

Buchinski/
Pearson

Motion 04-22

That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for December 31, 2021 as circulated.

CARRIED

Monthly Public Works Report

Denbrok/
Waloschuk

Motion 05-22

That the Town of Saltcoats approve the Monthly Public Works Report for December 2021 as circulated.

CARRIED

WSA Waterworks Compliance Inspection Issel/Pearson **Motion 06-22**
That the Town of Saltcoats receive and file the WSA Waterworks Compliance Inspection Report of December 21, 2021.
CARRIED

Water Treatment Plant Report Issel/Pearson **Motion 07-22**
That the Town of Saltcoats receive the Water Treatment Plant report from the Public Works Committee Chair, Councillor Buchinski.
CARRIED

Landfill Report Denbrok/Waloschuk **Motion 08-22**
That the Town of Saltcoats receive the Landfill Report as presented by the Public Works Committee Chair, Councillor Buchinski.
CARRIED

FINANCIAL

List of Accounts for Approval Denbrok/Buchinski **Motion 09-22**
That the List of Accounts for Approval be approved as circulated for December 1-31, 2021, cheques #11445 - 11543 and other payments totaling \$105,509.92
CARRIED

Monthly Financial Report Pearson/Denbrok **Motion 10-22**
That the Town of Saltcoats approve the Monthly Financial Report for December as presented.
CARRIED

Bank Reconciliations Pearson/Waloschuk **Motion 11-22**
That the Town of Saltcoats approve the bank reconciliations for November 2021 and December 2021.
CARRIED

Tax Enforcement 6-Month Notices Hutchings/Pearson **Motion 12-22**
That the Town of Saltcoats authorizes the CAO to proceed with the tax enforcement 6-month notice on the following properties: (by roll number) 28, 42, 172, 190, 197, 219, 229, and 288.
CARRIED

PERSONNEL

Personnel Committee Report Pearson/Denbrok **Motion 13-22**
That the Town of Saltcoats receive the CAO Review Report as presented by the Personnel Committee Chair, Councillor Pearson.
CARRIED

**Public Works
Assistant End of
Probation** Hutchings/
Buchinski

Motion 14-22

That the Town of Saltcoats offer H. Bosshard Permanent Full Time Public Works Assistant effective March 1, 2022.

Motion Deferred to February 16, 2022

**Administrative
Assistant LGA
Courses** Denbrok/
Hutchings

Motion 15-22

That the Town of Saltcoats approve the payment for tuition and expenses of the Local Government Authority Courses for Administrative Assistant Lisa Maddaford upon completion of her probationary period, in return a Return to Service Agreement established by the CAO is signed by Miss. Maddaford

CARRIED

**Level 1 Water
Treatment and
Water
Distribution** Issel/Pearson

Motion 16-22

That the Town of Saltcoats approve payment for tuition and expenses of Level 1 Water Treatment and Level 1 Water Distribution for Public Works Assistant Hans Bosshard in return a Return to Service Agreement established by the CAO is signed by Mr. Bosshard.

CARRIED

BUSINESS ARISING

**Unlimited
Holdings Request
for Tax
Abatement**

DEFERRED

**Seek Legal
Counsel for land
purchases with
caveats** Waloschuk/
Issel

Motion 17-22

That the Town of Saltcoats seek advice from our legal counsel on developing a bylaw to allow for incentives to purchase vacant property from the Town and to impose a caveat if not developed after specific time period.

CARRIED

**Rescind Motion
103-21** Hutchings/
Barnhart

Motion 18-22

That the Town of Saltcoats rescind Motion 103-21 known as the Business License Bylaw.

CARRIED

NEW BUSINESS

Policy 22-01 Denbrok/

Motion 19-22

known as the Snow Ridge Policy	Hutchings	That the Town of Saltcoats approve Policy 22-01 known as the Snow Ridge Policy as amended to remove item #6.	<u>CARRIED</u>
SARM/SUMA Support for Derelict Housing/Building Program	Hutchings/ Denbrok	Motion 20-22 That the Town of Saltcoats include the Town of Saltcoats on the Town of Langenburg’s proposed resolution to SARM/SUMA to ask assistance from the government in the cost to Municipalities to clean up derelict homes/buildings.	<u>CARRIED</u>
Commissionaires Reporting changes	Waloschuk/ Buchinski	Motion 21-22 That the Town of Saltcoats adopt the change to the commissionaires reporting. She need only report on complaints received by CAO..	<u>CARRIED</u>
Saltcoats Curling Club Liquor Tax Payment	Issel/Hutchings	Motion 22-22 That the town of Saltcoats reimburse the Saltcoats Curling Club the Liquor Tax payment for December 2019 in the amount of \$25.31.	<u>CARRIED</u>
Community Hall Walking Program	Denbrok/ Waloschuk	Motion 23-22 That the Town of Saltcoats accept the recommendation for the Community Hall Committee to allow a Walking Program. The program will require participants to be fully vaccinated, to register and show proof of vaccine at the Town office. The hall will be closed and only those that have registered at the town office will be allowed to enter.	<u>CARRIED</u>
Appointment of Auditor for 2022	Pearson/ Waloschuk	Motion 24-22 That the Town of Saltcoats appoint David Chorney from Miller & Co of Melville, SK as the Auditor for 2022.	<u>CARRIED</u>
Appointment of Legal Counsel for 2022	Buchinski/ Issel	Motion 25-22 That the Town of Saltcoats appoint Tristan Culham of MLT Aikins LLP of Regina, SK as Legal Counsel for 2022.	<u>CARRIED</u>
Appointment of Building Officials For 2022	Waloschuk/ Pearson	Motion 26-22 That the Town of Saltcoats Appoint Reg Churko of R.C Inspections of Melville, SK as the Building Official for Residential Class I and Class II buildings for 2022 and; That the Town of Saltcoats appoint Doug Mulhall and Bob Baker of Professional Building Inspections, Inc. of White City, SK as the Building Officials for Commercial and Industrial Class III buildings for 2022.	

CARRIED

Appointment to the Board of Revisions for 2022

Denbrok/
Buchinski

Motion 27-21

That the Town of Saltcoats appoint the following to the Board of Revisions for 2022:

Tammy Mac Donald, Chair
Helen Jarvis
Glen Smith
Ron Risling (alternate)
Renae Paridaen, Secretary

CARRIED

Amendments to Policies Administration, Financial and Public Works

Issel/
Waloschuk

Motion 28-21

That the Town of Saltcoats approve the following Policy's regarding Service fees, Custom work Fees and Office services fees for 2022:

Administration Policy #'s 12-04 & 15-04
Financial Policy #14-05; and
Public Works Policy #11-10.

CARRIED

Yearly Memberships 2022

Barnhart/
Hutchings

Motion 29-21

That the Town of Saltcoats renew memberships for 2022 as follows:

Urban Municipal Administrators Association of Saskatchewan-\$209.52 + tax
East Central Trans Planning Committee-\$124.00
Saskatchewan Urban Municipalities Association -\$861.87 + tax
Federation of Canadian Municipalities-\$238.78 + tax
Trans Canada Yellowhead Highway Association-\$96.80 + tax
Yellowhead Flyway Birding Trail Association-\$60.00
American/Canadian Public Works Association-\$235.00 USD
Saskatchewan Volunteer Fire Fighters Association-\$200.00 + tax
Four Town Journal-\$60.00 + tax
Saltcoats Gazette-\$100.00

CARRIED

Yearly Donations for 2022

Issel/Pearson

Motion 30-21

That the Town of Saltcoats approve the yearly donations to Crime Stoppers, in the amount of \$50.00, STARS, in the amount of \$500.00 and to the Saltcoats Volunteer Fighter Department in the amount of \$1200.00 for 2022.

CARRIED

Committee and Board Appointments for 2022

Issel/Pearson

Motion 31-20

That the Town of Saltcoats appoint the following persons to the following Committee or Board:

a. Saltcoats District Regional Park:
Jesse Baron, Stephen Farquharson, Dennis Hunt, Shirley Pearson, Chad Waloschuk and CAO Cindy Larson Secretary/Treasurer (non-voting).

b. Culture and Recreation Advisory Board:

Gordon Barnhart Chair, Stephen Farquharson Vice-chair, Grant McCallum, Monique Smith and CAO Cindy Larson Secretary/Treasurer (non-voting).

c. Emergency Measures Organization:

EMO Coordinator Daneen Kelly, Lakeside Manor Kim Cooper, Council Liaison Miles Hutchings, Grant McCallum, and CAO Cindy Larson secretary.

d. Fire Protection Joint Committee

Chairman Braden Issel, Kirby Buchinski, and Shirley Pearson

e. Fire Department Executive Board:

President Mason Bradford, Fire Chief Harry Smith, 1st Deputy Don Ward, 2nd Deputy John Ward, and Secretary Ron Risling

f. Pest Control Officers:

chief Dennis Hunt, Council Liaison Braden Issel, Burton Friesen, Glen MacKay, Les Pearson, Shirley Pearson, Ron Sutherland.

g. Parkland Library Board:

Lenore Denbrok

h. Whitesand River Watershed Advisory Board:

Grant McCallum

i. Yorkton Area Watershed Advisory Board:

Grant McCallum

j. Rural Crime Watch:

Town Representative Braden Issel and Alternate Town Representative Chad Waloschuk.

CARRIED

Office Copier Contract

Denbrok/Pearson

Motion 32-22

That the Town of Saltcoats sign a 66-month lease with Webb’s Office Equipment for a new copier at \$410.00 per quarter and .014 cents for black copies and .085 for colored copies.

CARRIED

CORRESPONDENCE

Suma Support for White City

Barnhart/
Denbrok

Motion 33-22

That the Town of Saltcoats send a letter in support of White City to SUMA, the Saskatchewan Municipal Board and to the Mayor of White City.

CARRIED

File Correspondence

Buchinski/
Pearson

Motion 34-22

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

Saskatchewan Health Authority Skating Rink Inspection Report
TSS Initiative: Target Sector Support
City of Yorkton

CARRIED

Adjournment

Pearson/
Buchinski

Motion 35-22

That the Meeting adjourn at 8:03 pm

CARRIED

Approved by Council on: _____