

*Town of Saltcoats*  
OFFICE OF THE TOWN ADMINISTRATOR

---

**REGULAR MEETING OF COUNCIL March 20, 2024**

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

Regrets: Councillor Miles Hutchings, Justin Morrison, and Shirley Pearson

Guest: Dennis Hunt 6:00 pm to 6:32 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**

**Approval of the** Denbrok/Issel  
**Agenda**

**Motion 46-24**

That the Town of Saltcoats approve the Agenda with the following additions:

Financials: #9 Municipal Revenue Sharing and #10 SMB Funding.

**CARRIED**

**PUBLIC WORKS**

**Monthly** Issel/  
**Waterworks** Waloschuk  
**Operational**  
**Report**

**Motion 47-24**

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

**CARRIED**

**Public Works** Denbrok/Issel  
**Report for**  
**February**

**Motion 48-24**

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

**CARRIED**

**Paving Tender** Issel/  
Waloschuk

**Motion 49-24**

That the Town of Saltcoats tentatively award the 2024 Paving Contract to Fedorowich Construction Ltd. without the culverts and the third-party testing pending approval for funding from Saskatchewan Municipal Board.

**CARRIED**

**Request for** Issel/  
**Permission to** Waloschuk  
**Borrow By**  
**Way of**  
**Debentures**

**Motion 50-24**

That the Town of Saltcoats make application to the Local Government Committee for permission to borrow by way of debentures, the sum of \$1,800,000.00, in 2024 repayable over a period of 15 years, for the purpose of paving the remaining roads in

---

the Town of Saltcoats.

Debentures to be repayable so that the principal and interest are combined and made payable in equal semi-annual installments during the term of the securities at the rate of 4.6 per centum, per annum, payable at least annually.

**CARRIED**

**ICIP  
Agreement  
Amendment #2**

Denbrok/  
Morrison

**Motion 50A-24**

That the Town of Saltcoats approve the ICIP Agreement Amendment No 2. as presented.

**CARRIED**

**MINUTES**

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

Issel/  
Waloschuk

**Motion 51-24**

That the Town of Saltcoats approve the Minutes of the Regular Meeting on February 21<sup>st</sup>, 2024.

**CARRIED**

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

Issel/Denbrok

**Motion 52-24**

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

**CARRIED**

**FINANCIALS**

**List of  
Accounts for  
Approval**

Denbrok/  
Waloschuk

**Motion 53-24**

That the List of Accounts for Approval be approved as circulated for February 1-29, 2024, cheques #12742 - 12784 and other payments totaling \$76,698.46.

**CARRIED**

**Monthly  
Financial  
Report**

Buchinski/  
Waloschuk

**Motion 54-24**

That the Town of Saltcoats approve the Monthly Financial Report for February 2024 as presented.

**CARRIED**

**Bank  
Reconciliations**

Denbrok/  
Waloschuk

**Motion 55-24**

That the Town of Saltcoats approve the bank reconciliations for February 2024

**CARRIED**

**2023 Final  
Audited**

Buchinski/  
Denbrok

**Motion 56-24**

That the Town of Saltcoats accept the 2023 Audited Financials as

---

**Financials**

presented by Prairie Strong CPA.

**CARRIED****Tax  
Enforcement  
Proceeding Six  
Month Notice**Issel/  
Waloschuk**Motion 57-24**

That the Town of Saltcoats proceed with Tax Enforcement by issuing a Six-Month Notice to the owners of Roll #26, 172, and 219.

**CARRIED****PERSONNEL****BUSINESS ARISING****Saltcoats  
Community  
Hall Committee  
Guidelines**Denbrok/  
Buchinski**Motion 58-24**

That the Town of Saltcoats approve the Saltcoats District Community Hall Guidelines as presented and shall hereby form part of these Minutes.

**CARRIED****Board of  
Revisions  
Secretary  
Appointment**

Denbrok/Issel

**Motion 59-24**

That the Town of Saltcoats appoints Marlene Hassard with Western Municipal Consulting Ltd. As Secretary to the Board of Revisions for the term of January 1<sup>st</sup>, 2024, through December 31<sup>st</sup> 2024; remuneration as set out in the Western Municipal Consulting Ltd. Fee schedule. If Marlene Hassard is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

**CARRIED****NEW BUSINESS****2024 Insurance  
Renewal**Denbrok/  
Waloschuk**Motion 60-24**

That the Town of Saltcoats approves the insurance renewal for 2024 from SGI Canada through Westland Insurance.

**CARRIED**

---

<b>Saltcoats Community Hall Committee Guidelines</b>	Denbrok/ Buchinski	<b>Motion 61-24</b>  That the Town of Saltcoats approve and adopt the Saltcoats Community Hall Committee Guidelines as presented and shall hereby form part of these minutes.  <b><u>CARRIED</u></b>
<b>New Cemetery and Hall Committee Members</b>	Waloschuk/ Issel	<b>Motion 62-24</b>  That the Town of Saltcoats accepts Les Trowell as a new member of the Saltcoats Cemetery Advisory Committee and Stephen Farquharson as a new member to the Saltcoats Community Hall Committee.  <b><u>CARRIED</u></b>
<b>Laketown Players Recommendations for Play Proceeds</b>	Waloschuk/ Denbrok	<b>Motion 63-24</b>  That the Town of Saltcoats Council approve the recommendations of the Laketown Players to disburse play proceeds to the Saltcoats School Gazette Leadership fund for \$1000.00, the Yellowhead Flyway Birding Trail Association for \$1,200.00, the Saltcoats First Responders for \$500.00, and the Saltcoats District Regional Park for \$2,500.00. The remaining funds of \$19,998.90 will be dispersed to the Community Hall Reserve Fund.  <b><u>CARRIED</u></b>
<b>Policy 24-03 Violence Prevention Policy</b>	Issel/ Waloschuk	<b>Motion 64-24</b>  That the Town of Saltcoats adopt Policy 24-03 known as the Violence Prevention Policy.  <b><u>CARRIED</u></b>
<b>Repeal Policy 13-05</b>	Denbrok/ Waloschuk	<b>Motion 65-24</b>  That the Town of Saltcoats Repeal Policy 13-05 known as the Use of Portal Diesel Generator.  <b><u>CARRIED</u></b>

**CORRESPONDENCE**

<b>File Correspondence</b>	Denbrok/ Morrison	<b>Motion 66-24</b>  That the Town of Saltcoats file and receive the following list of correspondence:  STARS Parkland Library Catterall/Wright Engineering Invitation Good Spirit School Division Saskatchewan Parks and Recreation Association  <b><u>CARRIED</u></b>
--------------------------------	----------------------	---

---

**Adjournment**

Issel/Denbrok

**Motion 67-24**

That the Meeting adjourn at 7:44 pm

**CARRIED**

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