

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
Agenda** Denbrok/Issel

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
Waterworks
Operational
Report** Issel/
Waloschuk

Motion 47-24

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

CARRIED

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

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

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 21st, 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 - 12778 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 1st, 2024, through December 31st 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

**Saltcoats
Community
Hall Committee
Guidelines**

Denbrok/
Buchinski

Motion 61-24

That the Town of Saltcoats approve and adopt the Saltcoats Community Hall Committee Guidelines as presented and shall hereby form part of these minutes.

CARRIED

**New Cemetery
and Hall
Committee
Members**

Waloschuk/
Issel

Motion 62-24

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.

CARRIED

**Laketown
Players
Recommendations for Play
Proceeds**

Waloschuk/
Denbrok

Motion 63-24

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.

CARRIED

**Policy 24-03
Violence
Prevention
Policy**

Issel/
Waloschuk

Motion 64-24

That the Town of Saltcoats adopt Policy 24-03 known as the Violence Prevention Policy.

CARRIED

**Repeal Policy
13-05**

Denbrok/
Waloschuk

Motion 65-24

That the Town of Saltcoats Repeal Policy 13-05 known as the Use of Portal Diesel Generator.

CARRIED

CORRESPONDENCE

**File
Correspondence**

Denbrok/
Morrison

Motion 66-24

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

CARRIED

Adjournment

Issel/Denbrok

Motion 67-24

That the Meeting adjourn at 7:44 pm

CARRIED

Approved by Council on: _____