

*Town of Saltcoats*  
OFFICE OF THE TOWN ADMINISTRATOR

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**REGULAR MEETING OF COUNCIL March 25<sup>th</sup>, 2026**

**Present:** Mayor Kirby Buchinski, Councillors, Jared Bilan, Valerie Brooks (Via Teams), Miles Hutchings (Via Teams), Chad Waloschuk, and CAO Cindy Larson

Regrets: Councillor Braden Issel

Guest: Adam Wykes 6:00 – 6:07 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** Hutchings/  
Brooks

**Motion 46-26**

That the Town of Saltcoats approves the agenda with the following additions:

Business Arising: #8 Sidewalk request

New Business: #11 Change Next Meeting Date of Council

**CARRIED**

**PUBLIC  
HEARING**

6:01 pm Mayor Buchinski opened the hearing for a discretionary Use- 12' gate in the front yard setbacks.

Having read three (3) written submissions and having no persons in the gallery.

6:02 pm Mayor Buchinski closed the hearing.

**DELEGATION**

6:03- 6:10 pm Stephen Farquharson and Les Pearson of the Saltcoats Community Hall Committee to discuss paving for the hall parking lot.

**PUBLIC WORKS**

**Monthly  
Waterworks  
Operational  
Report** Waloschuk/  
Bilan

**Motion 47-26**

That the Town of Saltcoats approves the Monthly Waterworks Operational Report for February 2026.

**CARRIED**

**Public Works  
Reports** Brooks/Bilan

**Motion 48-26**

That the Town of Saltcoats approves the Public Works Reports for February 2026 as presented.

**CARRIED**

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**MINUTES**

**Approval of the Minutes of the Regular Meeting**      Waloschuk/  
Brooks      **Motion 49-26**  
That the Town of Saltcoats approves the Minutes of the Regular Meeting of February 11<sup>th</sup>, 2026.  
**CARRIED**

**Approval of Addendums A, B and C**      Bilan/  
Waloschuk      **Motion 50-26**  
That the Town of Saltcoats approve Addendums A, B, and C as amended.  
**CARRIED**

**FINANCIALS**

**List of Accounts for Approval**      Hutchings/  
Waloschuk      **Motion 51-26**  
That the Town of Saltcoats approves the List of Accounts as circulated for February 28, cheques #136724 – #13731 and other payments in the amount of \$101,794.21.  
**CARRIED**

**Take from TABLE Monthly Financial Report**      Buchinski/  
Waloschuk      **Motion 52-26**  
That the Town of Saltcoats take from **TABLE** and approves the Monthly Financial Report for January 2026.  
**CARRIED**

**Monthly Financial Report**      Brooks/Bilan      **Motion 53-26**  
That the Town of Saltcoats approves the Monthly Financial Statement for February 2026.  
**CARRIED**

**Take from TABLE Bank Reconciliation**      Waloschuk/  
Bilan      **Motion 54-26**  
That the Town of Saltcoats take from **TABLE** and approves the Bank Reconciliations for January 2026.  
**CARRIED**

**Bank Reconciliations**      Buchinski/  
Brooks      **Motion 55-26**  
That the Town of Saltcoats approves the Bank Reconciliations for February 2026.  
**CARRIED**

**TABLE the Audited Financial Statements**

That the Town of Saltcoats **TABLE** the Audited Financial Statements for 2025.

**Amendment to the Tangible Capital Assets Policy No. 11-08 and TCA Registry**

Brooks/  
Waloschuk

**Motion 56-26**

That the Town of Saltcoats approves the amendment to Policy 11-08 known as the Tangible Capital Asset Policy AND That the Town of Saltcoats approves the TCA Registry as presented.

**CARRIED**

**List of Arrears**

Waloschuk/  
Bilan

**Motion 57-26**

That the Town of Saltcoats approves the List of Arrears to be advertised as per *the Tax Enforcement Act*.

**CARRIED**

**Tax Enforcement proceedings**

Hutchings/  
Bilan

**Motion 58-26**

That the Town of Saltcoats approves proceeding with the next step of the Tax Enforcement proceedings by sending out 6-month Notices to Roll #107 and #198 and to Request Consent to Take Title for Roll #241 from the Provincial Mediation Board.

**CARRIED**

**PERSONNEL**

**Community Committee Member Updates**

Brooks/Bilan

**Motion 59-26**

That the Town of Saltcoats approve the members of the Beautification Committee and the Saltcoats Historical Society and Museum as amended.

**CARRIED**

**CAO Retirement Letter**

Brooks/  
Buchinski

**Motion 60-26**

That the Town of Saltcoats receive and file the retirement letter from our Chief Administrative Officer effective June 30<sup>th</sup>, 2026.

**CARRIED**

**BUSINESS ARISING**

**Development Permit Approval**

Hutchings/  
Buchinski

**Motion 61-26**

That the Town of Saltcoats approve Development Permit DEV2026-02.

**DEFEATED**

**Membership to the Central Prairie Development Alliance**

Brooks/Bilan

**Motion 62-26**

That the Town of Saltcoats approve a membership to the Central Prairie Development Alliance for \$500.00 per year.

**DEFEATED**

**NEW BUSINESS**

**Laketown Players Recommendations for Reimbursement of Play Profits**

Buchinski/Waloschuk

**Motion 63-26**

That the Town of Saltcoats approves the recommendations made by the Laketown Players to disburse the profits from the play Torched By An Angel as follows:

Saltcoats School Leadership Program	\$1,000.00
YFBTA	\$1,500.00
Saltcoats District Regional Park	\$12,000.00
Hall Reserves	<u>\$11,471.99</u>
Total:	\$25,971.99

**CARRIED**

**Westberg Gift of Land Requirements**

Buchinski/Waloschuk

**Motion 64-26**

That the Town of Saltcoats approves the cost associated to transfer the land NW36 Ext. 19 from NW36 Ext.21 & Tie to NE36 Ext6 36-23-2-2 gifted by Dean and Shelly Westberg to the Town of Saltcoats, the work will be done by GeoVerra.

**CARRIED**

**UMAAS Convention**

Brooks/Waloschuk

**Motion 65-26**

That the Town of Saltcoats approves the current CAO to attend the UMAAS Convention in Saskatoon June 2-5, 2026, with hotel, meals and mileage paid.

**CARRIED**

**Change April Meeting Date**

Bilan/Brooks

**Motion 66-26**

That the Town of Saltcoats approves the next Regular Meeting of Council be changed to April 22<sup>nd</sup>, 2026.

**CARRIED**

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**CORRESPONDENCE**

**File Corre-  
spondence**

Bilan/  
Waloschuk

**Motion 67-26**

That the Town of Saltcoats file correspondence.

**CARRIED**

**ADJOURNMENT**

**Adjournment**

Bilan/  
Waloschuk

**Motion 68-26**

That the Town of Saltcoats adjourn at 7:26 pm.

**CARRIED**

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