

# Town of Saltcoats

## OFFICE OF THE TOWN ADMINISTRATOR

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### REGULAR MEETING OF COUNCIL November 18th, 2020

**Present:** Mayor Gordon Barnhart, Councillors, Lenore Denbrok, Kirby Buchinski, Miles Hutchings, Braden Issel, Shirley Pearson, and Chad Waloschuk, Town Foreman Dennis Hunt (6:00 pm – 6:40 pm), and Chief Administrative Officer Cindy Larson

Visitor: Gary Horseman – Four Town Journal (6:00 pm– 8:17 pm)

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

**Oath of Office** Councillor Lenore Denbrok signed and declared the Oath of Office. Declaration is hereby attached and shall form part of these minutes.

**Approval of the Agenda** Pearson/Waloschuk **Motion 275-20**  
That the amended agenda be adopted as circulated with the following additions:  
Public Works: #4 Catterall & Wright Water Rates  
Business Arising from the Minutes #6 SMB approval for Bylaw 02-2020  
New Business: #8 Declaration of Revenue Sharing

**CARRIED**

### MINUTES

**Approval of Minutes of October 21, 2020** Issel/Waloschuk **Motion 276-20**  
That the minutes of the October 21<sup>st</sup> and 29<sup>th</sup>, November 7<sup>th</sup> and 12<sup>th</sup>, 2020 meetings be approved as circulated.

**CARRIED**

**Approval of Addendums A, B and C, October, 2020** Denbrok/Pearson **Motion 277-20**  
That the Town of Saltcoats approve Addendums A, B and C for November, 2020 as circulated.

**CARRIED**

### PUBLIC WORKS

**Monthly Review of Waterworks Operational Records – October 1 –31, 2020** Buchinski/Hutchings **Motion 278-20**  
That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for October 1 - 31, 2020 as circulated.

**CARRIED**

**Monthly Public Works Report for October 2020** Pearson/Waloschuk **Motion 279-20**  
That the Town of Saltcoats approve the Monthly Public Works Report for October 2020 as circulated.

**CARRIED**

WSA Water

<b>Treatment Plant Inspection Report</b>	Issel/Pearson	<b>Motion 280-20</b> That the Town of Saltcoats receive and file the WSA Water Treatment Plant Inspection Report.	<b><u>CARRIED</u></b>
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**FINANCIAL**

<b>List of Accounts for Approval October 2020</b>	Denbrok/Pearson	<b>Motion 281-20</b> That the List of Accounts for Approval be approved as circulated for October 1 - 31, 2020, cheques # 10796-10845 and other payments totaling \$90,887.06.	<b><u>CARRIED</u></b>
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<b>Budgetary Control Report for October 2020</b>	Waloschuk/ Denbrok	<b>Motion 282-20</b> That the budgetary control reports for October 2020 be approved as circulated.	<b><u>CARRIED</u></b>
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<b>Defer Bank Reconciliations for September – October, 2020</b>	Buchinski/ Hutchings	<b>Motion 283-20</b> That the Town of Saltcoats defer the bank reconciliations for September and October.	<b><u>CARRIED</u></b>
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**PERSONNEL**

<b>Appointment to the Saltcoats Library</b>	Pearson/ Waloschuk	<b>Motion 284-20</b> That the Town of Saltcoats appoint Councillor Denbrok to the Saltcoats Library Board.	<b><u>CARRIED</u></b>
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<b>Appointment to the Fire Protection Joint Committee</b>	Waloschuk/ Denbrok	<b>Motion 285-20</b> That the Town of Saltcoats appoint Councillor Buchinski, Councillor Issel and Councillor Pearson to the Fire Protection joint Committee.	<b><u>CARRIED</u></b>
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<b>Appointment of Council Committee for 2020-2021</b>	Denbrok/ Buchinski	<b>Motion 286-20</b> That the Town of Saltcoats adopt the Council Board and Committee appointments list as presented for 2020-2021.	<b><u>CARRIED</u></b>
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<b>Recommendation to the Saltcoats Regional Park Board</b>		<b>Motion 287-20</b> That the Town of Saltcoats recommend the following for the Saltcoats Regional Park Board as Town Representatives:  Dennis Hunt Stephen Farquharson Jesse Baron Shirley Pearson Chad Waloschuk	<b><u>CARRIED</u></b>
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**Communication Committee**      Pearson/Issel      **Motion 288-20**  
 That the Town of Saltcoats adopt a Communication Committee. Membership noted as Chair, Councillor Pearson, members, Councillor Hutchings, Councillor Issel, and Councillor Chad Waloschuk.

**CARRIED**

**BUSINESS ARISING FROM THE MINUTES OF OCTOBER, 2020**

**Rescind Motion 261-20**      Denbrok/Buchinski      **Motion 289-20**  
 That the Town of Saltcoats rescind Motion 261-20, to apply for the ICIPO for water main replacements.

**CARRIED**

**Amend Policy 11-11**      Denbrok/Waloshuk      **Motion 290-20**  
 That the Town of Saltcoats amend Policy 11-11 to add Recommendation of the Council Indemnity Committee per motion 238-20.

**CARRIED**

**Amend Policy 12-05**      Issel/Pearson      **Motion 291-20**  
 That the Town of Saltcoats amend Policy 12-05 to add recommendations from the Council Indemnity Committee and that a Public Hearing was held on October 21, 2020 with no objections presented.

**CARRIED**

**Order to Remedy**      Issel/Hutchings      **Motion 292-20**  
 That the Town of Saltcoats issue a 30-Day Notice to remedy contraventions Roll #122. All permits and documentation must be received within 30 days or the Municipality will remedy at the cost of the owner as per the *Municipalities Act* section 369.

**CARRIED**

**Bylaw 03-2020 1<sup>st</sup> Reading**      Pearson/Buchinski      **Motion 293-20**  
 That the Town of Saltcoats give 1<sup>st</sup> Reading of Bylaw 03-2020, Council Procedure Bylaw

**CARRIED**

**Bylaw 03-2020 2<sup>nd</sup> Reading**      Denbrok/Hutchings      **Motion 294-20**  
 That the Town of Saltcoats give 2<sup>nd</sup> Reading of Bylaw 03-2020, Council Procedure Bylaw.

**CARRIED**

**Read all three Reading of Bylaw 03-2020**      Buchinski/Issel      **Motion 295-20**  
 That the Town of Saltcoats give all three Readings of Bylaw 03-2020 at this meeting.

**CARRIED UNANIMOUSLY**

**Bylaw 03-2020 3<sup>rd</sup> and Final**      Pearson/Waloschuk      **Motion 296-20**  
 That the Town of Saltcoats give 3<sup>rd</sup> and Final Reading to Bylaw 03-

**Reading**

2020. The Council Procedure Bylaw is hereby adopted by Council.

**CARRIED**

**Amend Policy 11-10**

Buchinski/Issel

**Motion 297-20**

That the Town of Saltcoats amend Policy 11-10 by changing the Dump truck & Operator charge to \$100.00 per hour.

**CARRIED**

**Declaration for Revenue Sharing**

Pearson/Waloschuk

**Motion 298-20**

That the Town of Saltcoats confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

Submission of the 2019 Audited financial Statement to the Ministry of Government Relations;

Submission of the 2019 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;

In good standing with respect to the reporting and remittance of the Education Property Taxes;

Adoption of a Council Procedures Bylaw;

Adoption of an Employee Code of Conduct; and

All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**CARRIED**

**CORRESPONDENCE**

**File Correspondence**

Buchinski/Waloschuk

**Motion 299-20**

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

Government of Saskatchewan Turning Lanes

Virtual Regional Meeting of Municipalities of Saskatchewan

RCMP Quarterly report and occurrences

East Central Transportation AGM

Registration for the Municipalities for Saskatchewan Virtual conference.

Workers Compensation Board

Summary of amendments to the *Municipalities Act*.

**CARRIED**

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**Adjournment**     Hutchings/Pearson     **Motion 300-20**

That the Meeting adjourn at 8:17 p.m.

**CARRIED**

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