

Town of Coronach - Council Meeting

Minutes

Minutes of the regular meeting of the Council of the Town of Coronach held
at
212 1st Street East, Coronach, Saskatchewan on June 8th, 2021 at 6:00 pm

Call to Order, Mayor Calvin Martin 6:04pm, Sharon Adam; Ronald Mamer (Via Zoom); Jim Achtymichuk, Leanne Kuski, Nathan Guskjolen & Administrator Catherine MacKay-Wilson, Regrets: Sam Koszman

107.2021 **Agenda**

J Achtymichuk/N Guskjolen That the Agenda be approved as presented. Carried.

108.2021 **Consent Agenda**

L Kuski/S Adam That the Consent agenda items be approved and accepted as presented including the RCMP report May 2021, Water Report May 2021, & K Egan Certification, Correspondence on the Graduating Class Parade Golf Cart Approval; Palliser Library May news bulletin; 2021 SAMA AGM meeting resolutions update; 2021 Municipal Revenue Sharing; List of Accounts payable Batches 2021-0038 to 2021-0045 for a total of \$139244.48 due to reversal of payment 787; Minutes from the previous meeting to be approved: May 11th, 2021; Administrators report with Audit 2020 notes; May Bank Reconciliations. Carried.

K Manske 615pm, Coronach Community and Economic Development officer

109.2021 **Coronach Economic Development Office Report**

J Achtymichuk/L Kuski That the Coronach CDO report be approved as presented. Carried.

110.2021 **SaskPower Community Donation to Old Coronach Street Festival**

S Adam/N Guskjolen That the SaskPower Community Fund Donation \$4000.00 to Old Coronach Street Festival as also approved by the R.M of Hart Butte No 11 Council. Carried.

111.2021 **Restart funding 2021 approval**

J Achtymichuk/N Guskjolen That the Restart funding be given applicants including 7 businesses at \$750.00 each, 9 groups at \$500.00 each and that \$2000.00 additional Restart funds should be donated to the Old Coronach Street Festival. Carried.

112.2021 **Highway Sign Corridor Policy**

S Adam/L Kuski That Highway Sign corridor be approved as presented and form an addendum to these minutes. Carried.

113.2021 **Highway Sign Corridor Frames and Installation**

S Adam/J Achtymichuk That the Town of Coronach requests that the 24 metal frames as prescribed by the Highway Sign Corridor policy and installation costs for the initial set up of the 24 highway Sign corridor be paid for from the SaskPower Community Fund once approved by the R.M of Hart Butte. Carried.

114.2021 **Monthly Financial Statement, May 31st, 2021**

N Guskjolen/R Mamer That the monthly financial statement for May 31st, 2021 be approved as presented with revenues of \$12,245 and expenses of \$99,120. Carried.

Old Business

115.2021 **Lift Station Generator**

R Mamer/N Guskjolen That the Cummins Generator with Cloud Cell add on be ordered for the West Liftstation on South Avenue West for \$38,885 from the Municipal Economic Enhancement Program. Carried.

116.2021 **Bylaw 3.2021 Special Event Permit Bylaw**

J Achtymichuk/N Guskjolen That Bylaw 3.2021 Special Event Permit Bylaw be given three readings at this meeting. Carried

Initials Mayor

Initials C.A.O

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117.2021 **Bylaw 3.2021 Special Event Permit Bylaw**

S Adam/R Mamer That Bylaw 3.2021 Special Event Permit Bylaw, be read a third time at this meeting, and adopted, signed and sealed. Carried

118.2021 **Bylaw 5.2021 for Tax Incentives and Penalties**

L Kuski/J Achtymichuk That Bylaw 5.2021 for Tax Incentives and Penalties, be read a first time. Carried

119.2021 **Bylaw 5.2021 for Tax Incentives and Penalties**

L Kuski/S Adam That Bylaw 5.2021 for Tax Incentives and Penalties, be read a second time. Carried

120.2021 **Bylaw 5.2021 for Tax Incentives and Penalties**

N Guskjolen/sx That Bylaw 5.2021 for Tax Incentives and Penalties, be given three readings at this meeting. Carried

121.2021 **Bylaw 5.2021 for Tax Incentives and Penalties**

R Mamer/L Kuski That Bylaw 5.2021 for Tax Incentives and Penalties, be read a third time at this meeting, and adopted, signed and sealed. Carried

122.2021 **Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax**

J Achtymichuk/S Adam That Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax, be read a first time. Carried

123.2021 **Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax**

L Kuski/N Guskjolen That Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax, be read a second time. Carried

124.2021 **Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax**

R Mamer/J Achtymichuk That Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax, be given three readings at this meeting. Carried

125.2021 **Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax**

S Adam/R Mamer That Bylaw 7.2021 for Tax Rates, Base Tax and Minimum Tax, be read a third time at this meeting, and adopted, signed and sealed. Carried

New Business

126.2021 **"Olde Coronach Infrastructure" Project management & Engineer RFP**

R Mamer/N Guskjolen That Spring Creek Consulting be hired at retainer rates to write the RFP for Project Managers and Engineers for the WD Project for "Olde Coronach Infrastructure" for approval at the August 10th, council meeting. Carried.

Council will review the Tangible Capital Assets Policy Asset - 02 to revisit July 13th, 2021.

127.2021 **Bylaw 9.2020 ATV Bylaw**

S Adam/N Guskjolen That Bylaw 9.2020 ATV Bylaw be given three readings at this meeting. Carried

128.2021 **Bylaw 9.2020 ATV Bylaw**

L Kuski/J Achtymichuk That Bylaw 9.2020 ATV Bylaw be read a third time at this meeting, and adopted, signed and sealed. To be in effect upon approval by SGI Canada. Carried

South Central Area Transportation Planning Committee Highways application will be brought to the next council meeting by C MacKay-Wilson from Councillor Kuski's correspondence in May 2021.

Initials Mayor

Initials C.A.O.

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129.2021 **Saskatchewan Health Authority and Coronach Ambulance agreement**

N Guskjolen/R Mamer That the Memorandum of Understanding between Saskatchewan Health Authority and Coronach Ambulance be approved and form an addendum to these minutes. Carried.

130.2021 **June Parks And Rereation Month Proclamation**

N Guskjolen/L Kuski That June be declared Parks And Recreation Month per proclamation that forms an addendum to these minutes. Carried.

131.2021 **SGI Progress report on Municipal Utilities Ltd.**


NX/JZ That the SGI Progress report on Water Treatment Plant work by Municipal Utilities Ltd be marked complete and be marked as Non -Satisfactory and that the \$54,498.01 of Deficiencies be noted as unpaid due to poor workmanship. Carried.

Pretty Vally Lodge roof funding estimate will be presented to the Joint Councils at June 24th, 2021 meeting. Town of Coronach Council budgeted \$50,000 for repairs in approved preliminary budget.

Council discussed Poplar River Surface Rights Land Trust support request.

Council members (3) will do a Public Works Tour June 30, 2021

132.2020, That the meeting be adjourned at 8:10 pm
Callahan.



Mayor Calvin Martin



Catherine Mackay-Wilson, CAO

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132.2021 **Adjournment**

C Martin That the meeting is adjourned and the next regular meeting of council will be on July 13th, 2021, 6pm, at the Town Office. Carried

AS
Amended

Mayor Calvin Martin

Catherine MacKay-Wilson, CAO

Town of Coronach
Monthly Financial Statement - Condensed
For the Period Ending May 31, 2021

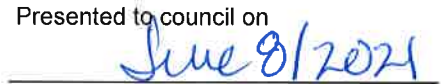

	Current Month	Year to Date	Budget 2020	Var to Budget %
Revenues				
Taxation	(135)	10,896	629,913	1.7
Fees and Charges	5,561	23,750	47,660	49.8
Utilities	552	70,975	334,385	21.2
Grants - MRS, GASTAX, Safe restart, MEEP			204,510	
Grants in Lieu of Taxes & Surcharges	5,617	32,797	81,187	40.4
Investment Income and Commissions	254	3,866	6,000	64.4
Total Revenues:	11,849	142,284	1,303,655	10.9
Expenditures				
General Government Services	13,061	105,586	310,450	34.0
Protective Services		804	76,340	1.1
Transportation Services	14,546	77,924	284,110	27.4
Environmental Health Services	14,884	60,172	218,980	27.5
Planning and Development Services	255	6,371	79,200	8.0
Recreation and Cultural Services	1,310	56,592	85,120	66.5
Utilities	55,064	330,224	257,255	128.4
Total Expenditures:	99,120	637,673	1,311,455	48.6
Change in Net Financial Assets	(87,271)	(495,389)	(7,800)	6,351.1
Total Change in Net Assets	(87,271)	(495,389)	(7,800)	6,351.1

Account Balances	Current	Year to Date	Balance
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(2,232)	(33,349)	(62,374)
Municipal - Tax Receivable - Arrears	(4,991)	(420)	167,325
Total Municipal Taxes Receivable:	(7,223)	(33,769)	104,951
Cash - On Hand - Petty Cash			100
Cash - Credit Union	67,223	(298,849)	537,202
Cash - Tourism Consolidation 50%			18,909
Cash - High Int. Savings# 1 THRIVE		(350)	1,994
Cash - CIBC	1,656	12,979	20,106
Cash - Non-Redeemable Equity #1	(53)	(53)	477
Cash - Redeemable Equity #1	53	53	112
Redeemable Term Deposit		2,625	152,625
Cash - Savings2 Ec Dev Funds	18	200,031	206,325
Cash - HIS3 - Deep South EcDev Funds	57	276	667,571
Credential Security Investments			433,554

Certified correct and in accordance with the records

Presented to council on


C MacKay-Wilson
Chief Administrative Officer


(Date)

Calvin Martin
Mayor, Town of Coronach

*Note that this Monthly Statement does not include Western Economic Diversification funding, or South Saks Ready funding.

Town of Coronach
Bank Reconciliation - Summary

Cash - Credit Union	
For Ending Date 2021-05-31	

110-110-120 - Cash -Credit Union

GL Balance to 2021-05-31	537,131.60
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Service Charges:	-107.54
Interest Charges:	0.00
Interest Revenue:	177.63

Adjusted Book Balance	537,201.69
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Bank Statement Balance:	572,616.01
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Deposits in Transit:	13,134.17	
Outstanding Payments:	-48,548.49	
Total Uncleared:	-35,414.32	-35,414.32

Adjusted Bank Balance	537,201.69
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Notes

Town of Coronach
Bank Reconciliation - Summary

Conexus HIS #1	
For Ending Date 2021-05-31	

110-110-130 - Cash - High Int. Savings# 1

GL Balance to 2021-05-31	1,993.75
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Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.08

Adjusted Book Balance	1,993.83
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Bank Statement Balance:	1,993.83
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Deposits in Transit:	0.00	
Outstanding Payments:	0.00	
Total Uncleared:	0.00	0.00

Adjusted Bank Balance	1,993.83
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Notes

Town of Coronach
Bank Reconciliation - Summary

CIBC *****0415

For Ending Date 2021-05-31

110-110-140 - Cash - CIBC

GL Balance to 2021-05-31 20,113.87

Service Charges: -8.00
Interest Charges: 0.00
Interest Revenue: 0.00

Adjusted Book Balance 20,105.87

Bank Statement Balance: 20,105.87

Deposits in Transit: 0.00
Outstanding Payments: 0.00
Total Uncleared: 0.00

Adjusted Bank Balance 20,105.87

Notes

Town of Coronach
Bank Reconciliation - Summary

Conexus Non-Redeemable Equity #1	
For Ending Date 2021-05-31	

10-110-150 - Cash - Non-Redeemable Equity

GL Balance to 2021-05-31 476.68

Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.00

Adjusted Book Balance	476.68
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Bank Statement Balance: 476.68

Deposits in Transit:	0.00	
Outstanding Payments:	0.00	
Total Uncleared:	0.00	0.00

Adjusted Bank Balance	476.68
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Notes

Town of Coronach
Bank Reconciliation - Summary

Reedeemable Equity Account For Ending Date 2021-05-31

. 10-110-160 - Cash - Redeemable Equity #1

GL Balance to 2021-05-31	111.81
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Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.00

Adjusted Book Balance	111.81
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Bank Statement Balance:	111.81
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Deposits in Transit:	0.00	
Outstanding Payments:	0.00	
Total Uncleared:	0.00	0.00

Adjusted Bank Balance	111.81
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Notes

Town of Coronach
Bank Reconciliation - Summary

Redeemnable Term Deposti
For Ending Date 2021-05-31

.10-110-170 - Redeemable Term Deposit

GL Balance to 2021-05-31 152,625.00

Service Charges: 0.00
Interest Charges: 0.00
Interest Revenue: 0.00

Adjusted Book Balance 152,625.00

Bank Statement Balance: 152,625.00

Deposits in Transit: 0.00
Outstanding Payments: 0.00
Total Uncleared: 0.00 0.00

Adjusted Bank Balance 152,625.00

Notes

Town of Coronach
Bank Reconciliation - Summary

Conexus HIS #2 Savings Acct For Ending Date 2021-05-31
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110-110-171 - Cash - Savings2 Ec Dev Funds

GL Balance to 2021-05-31	206,307.53
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Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	17.52

Adjusted Book Balance	206,325.05
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Bank Statement Balance:	206,325.05
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Deposits in Transit:	0.00	
Outstanding Payments:	0.00	
Total Uncleared:	0.00	0.00

Adjusted Bank Balance	206,325.05
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Notes

Town of Coronach
Bank Reconciliation - Summary

Conexus HIS 3 - Deep South Provincial\$
For Ending Date 2021-05-31

110-110-180 - Cash - HIS3 - Deep South EcDev

GL Balance to 2021-05-31 667,513.97

Service Charges: 0.00
Interest Charges: 0.00
Interest Revenue: 56.69

Adjusted Book Balance 667,570.66

Bank Statement Balance: 667,570.66

Deposits in Transit: 0.00
Outstanding Payments: 0.00
Total Uncleared: 0.00

Adjusted Bank Balance 667,570.66

Notes

PROCLAMATION

June is Recreation & Parks Month

Whereas, in Saskatchewan, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for residents; and

Whereas, recreation enhances the quality of life, active living and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles; and

Whereas, recreation participation builds family unity and social capital, strengthens volunteer and community development, creates community pride and vitality and promotes sensitivity and understanding to cultural diversity; and

Whereas, recreation, therapeutic recreation and leisure education are essential to enhancing the quality of life of individuals who experience living with a disability, or have become ill, or are disadvantaged; and

Whereas, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, attract new business, and increase tourism; and

Whereas, our parks, open space and trails ensure ecological sustainability, provide space(s) to enjoy nature, help maintain clean air and water and preserve plant and animal wildlife; and

Whereas, all levels of government, the non-profit and voluntary sectors, and private enterprise throughout the province participate in the planning, development and operation of recreation and parks programs, services and facilities.

Now, Therefore be it Resolved, that the Saskatchewan Parks and Recreation Association (SPRA) does hereby proclaim that June, which witnesses the greening of Saskatchewan and serves as a significant gateway to summer family activities, has been designated as *June is Recreation & Parks Month*, which will annually recognize and celebrate the benefits derived year round from quality public and private recreation and parks resources at the local, regional and provincial levels.

Therefore, The Town of Coronach (name of municipality/ organization), in recognition of the benefits and values that recreation, parks and leisure services provide, does hereby designate the month of June as *June is Recreation & Parks Month*.

Signed this 8th day of June 2021 by:
Calvin Martin, Mayor (print name and title)
[Signature] (signature)



Saskatchewan
Parks and Recreation
Association



Approved Restart Funding Final round June 2021

BUSINESS APPLICATIONS

Business Name	Chq Payable To	Address	Funds Used For	
The Nook	Poplar River Pharmacy LTD.	Box 750	Extra cleaning expenses, PPE, signage.	\$ 750.00
Pharmacy	Poplar River Pharmacy LTD.	Box 750	Extra cleaning expenses, wages and costs associated with being online	\$ 750.00
Mini Mart	Coronach Mini Mart	Box 450	Cleaning products, masks, signage	\$ 750.00
Head to Toe	Jill Grona	Box 104	Cleaning supplies, lost revenue due to capacity limitations	\$ 750.00
K&S	K&S Variety	Box 390	To promote online shopping and website, cover increase in shipping costs	\$ 750.00
May B Sew	May B Sew Stitchery	Box 480	Help develop website for online shopping	\$ 750.00
Big Muddy Crafts	Big Muddy Crafts & Gifts	Box 565	Lost revenue and being able to keep sufficient inventory	\$ 750.00

ORGANIZATION APPLICATIONS

Organization Name	Chq Payable To	Address	Funds Used For	Comments	
Fitness Center	Coronach Community Fitness	Box 846	Lost revenue due to closures and summer has less members for them	\$	500.00
EDY	EDY Coop	Box 454	PPE for staff, training staff to advertise plastic products online	\$	500.00
Hall Board	Coronach Community Hall	Box 471	Cleaning products, PPE, cost of person to keep up with sanitization	\$	500.00
New Horizons	Coronach New Horizons	Box 812	No fundraising to cover costs, cleaning supplies, cancelled phone and wate	\$	500.00
Tourism	Coronach Tourism Committee	Box 712	Cleaning products, PPE, extra signage	\$	500.00
Library	Coronach Library	Box 30	No fundraising to cover costs for programming and operations	\$	500.00
Old Coronach Street Festival	Old Coronach Street Festival	Box 390	Signage, sanitizer stations, PPE, extra people if needed to abide by COVID r	\$	500.00
Museum	Coronach & District Museum	Box 826	PPE, cleaning supplies, signage	\$	500.00
Pretty Valley Lodge	Pretty Valley Lodge Housing Au	Box 494	PPE and cleaning supplies	\$	500.00
*also Donate from the Town \$2000.00 to Old Coronach Street Festival to sponsor Scavenger Hunt					2,000.00
					12,500.00

Approved 8/20/21
Approved June 2021

TOWN OF CORONACH

Bylaw No. 3.2021 - A Bylaw of the Town of Coronach for the purpose of establishing a consistent approach to approving Special Events within the Town of Coronach.

A Bylaw of the Town of Coronach in the Province of Saskatchewan for the purpose of establishing a consistent approach to approving Special Events within the Town of Coronach.

The Council of the Town of Coronach enacts as follows:

SHORT TITLE

This Bylaw shall be cited as the Special Events Policy.

PURPOSE

To allow the Town of Coronach to facilitate special events while preserving and protecting publicly owned facilities and lands. It will endeavor to ensure compliance with laws, address public health and safety and the impact of events on the Town and adjacent communities.

DEFINITIONS

Wherever in this bylaw the following terms are used they shall be held to as meaning:

"Special Event" means a one time, annual or infrequent organized event, program or service, occurring in the Town of Coronach which is open or intended to attract the general public and will take place on publicly owned land or in publicly owned facilities when the facility is being used for something besides its intended purpose. All events with liquor will need a special event permit. Types of events may include but is not limited to: festivals, concerts, community celebrations, charitable events, trade-shows, weddings, farmers markets, parades, races, walks/runs, carnivals, or cultural celebrations.

Permit Exceptions. This bylaw shall not apply to nor require a permit for the following events.

1. Funerals.
2. School activities involving students and/or faculty provided the event is under the immediate direction and supervision of school administrative personnel.
3. Clinics or medical activities under the direction and supervision of the Saskatchewan Health Authority.
4. The Town of Coronach or any other governmental unit carrying out its normal functions.
5. Spontaneous events lasting no more than two (2) hours occasioned by news or public affairs coming into the public knowledge within four (4) days of the event.
6. Official observances for national holidays or local events which are of short duration and open to the public at large without the payment of admission fees or other charges and do not involve substantial activities.

"Town" means the Town of Coronach and the departments and personnel designed by the Chief Administrative Officer (CAO) to implement this policy.

RESPONSIBILITIES & PROCEDURES

1. Town Council is responsible to:
 1. Set Town Policy
 2. Approve or deny Category A Special Event applications and
 3. In exchange for special event recognition, the Town, through a motion of Council, may waive fees outlined in this policy or provide services in facilities in kind. The Applicant shall provide the Town with the corresponding sponsorship recognition.

TOWN OF CORONACH

Bylaw No. 3.2021 - A Bylaw of the Town of Coronach for the purpose of establishing a consistent approach to approving Special Events within the Town of Coronach.

2. For Special Events that will take place on publically owned land or in publically owned facilities within the Town of Coronach, a Special Event Application and supporting documentation shall be submitted to the Town Office.

Event Category	Description	Minimum Application Approval Time
A	Events that require road closures, special circumstances or approvals, expect 100 or more attendees and/or events that include alcohol	3 months
B	Events that do not fall under Category A	1 month

The CAO or person designated by the CAO may approve or deny the application if it is a Category B event or is an annual event that has been approved in the previous year and there has been no major changes to the application. All annual events in which the Town has received a formal complaint will be directed to Council for a decision.

3. The submitted Special Event Application and supporting documents may be distributed to the Coronach RCMP and Saskatchewan Health Authority for comments if deemed necessary.
4. A letter to approve or deny the application to host a Special event will be provided to the Applicant once the application has been processed. Notice to approve or deny the Special Event may also be distrusted as required to other parties. The approved Special Event will be listed on the event calendar on the Town of Coronach’s website.
5. Applicants are responsible for ALL costs associated with the Special Event Permit, including but not limited to costs to provide equipment, supplies, staff, public works assistance, bylaw enforcement, fire services, policing or any additional services requiresto host the event or restore Town facilities and lands after the Special Event.
6. Once all the Town’s requirements have been fulfilled and payment has been made, aSpecial Event Permit may be issued to the Applicant.
7. If the Applicant wished to make changes to their Special Event Permit (i.e. date change),they must submit the changes in writing to the CAO. The CAO may approve or deny Application Changes for approved Special Event applications or decide if the Applicant needs to submit a new Special Event Permit Application.
8. Refusal, cancellation or the cease of activities of a Special Event may be carried out by the CAO, Town Designate and/or local authorities, emergency services and Provincial or Federal agencies upon consideration of one or more of the following reasons;
- i) Amendments made to an approved Special Events Permit were not approved by theCAO;
 - ii) The Applicant does not or no longer meets the requirements of this policy;
 - iii) The Applicant does not hold valid or applicable documentation;
 - iv) The Applicant does not follow the codes, rules, regulations, and bylaws

TOWN OF CORONACH

Bylaw No. 3.2021 - A Bylaw of the Town of Coronach for the purpose of establishing a consistent approach to approving Special Events within the Town of Coronach.

- of the Town of Coronach, the Province of Saskatchewan, and the Government of Canada
- v) In the opinion of the above noted, based on reasonable grounds it is in public interest of health or safety to do so;
 - vi) The Applicant or any of its officers, employees or volunteers;
 - a) Provides false information or misrepresents facts or circumstance to an Officer;
 - b) Fails to pay any fees required by this policy.
9. If the Applicant chooses to cancel their event they must notify the CAO in writing a minimum of 1 week prior to the event.





Mayor



Chief Administrative Officer

Read a third time and adopted

This 8th day June of 2021

Catherine MacKay-Wilson

Chief Administrative Officer



Special Event Permit Application

Instructions: Before completing this application, please read the Special Events Policy
Submit to: Town of Coronach, Box 90, Coronach, SK S0H 0Z0
office@townofcoronach.com

APPLICANT INFORMATION

Organization Name: _____
Name of Event Organizer(s): _____
Mailing Address: _____
Email Address: _____
Phone: _____

EVENT INFORMATION

Special Event Name: _____
Special Event Date(s): _____
Location 1st Choice: _____
2nd Choice: _____
Event Start Time: _____ Event End Time: _____
Set-up to begin on: _____
Takedown to end by: _____
Number of people attending (spectators and participants): _____
Description of Event: _____

If the event is approved, can we advertise the event on our Community Events Calendar?
☐ YES ☐ NO

WEATHER CONTINGENCY PLANS

☐ Proceed with full event ☐ Cancel
☐ Alternative Location ☐ Rain Out Date: _____

EVENT ACTIVITIES

All event activities are subject to the approval of the Town of Coronach. Certain event activities may require a separate permit from the Town, Saskatchewan Health Authority, SLGA and/or the Province of Saskatchewan.

Will your event include any of the following?

Alcoholic Beverage ☐ YES ☐ NO

If YES, will they be sold or served ☐ SOLD ☐ SERVED

Food and non-alcoholic beverages ☐ YES ☐ NO

If YES, will they be sold or served ☐ SOLD ☐ SERVED

Road/Street Closures ☐ YES ☐ NO

If YES, name all the roads/streets requested for closure and timeframe of closure:

Parade/Procession ☐ YES ☐ NO

Fireworks and Pyrotechnic Display ☐ YES ☐ NO

Are you requesting Special Considerations/Approvals? ☐ YES ☐ NO

If, YES please explain:

INSURANCE

Does your group carry its own liability insurance? ☐ YES ☐ NO

In no, are you requesting to be covered by the Town’s liability insurance? ☐ YES ☐ NO

☐ Route Map – If your event is a run, walk, parade or other activity in which participants will be following a course, attach a separate map of the route.

☐ Site Map – If your event involves fireworks and pyrotechnics a map of the site where the event is to take place must be attached

Depending on the nature of the event and activities, other documentation may have to be provided for insurance reasons.

Signature: _____ **Date:** _____

TOWN OF CORONACH

BYLAW 7.2021 TO ESTABLISH TAX RATE, MILL RATE AND MILL RATE FACTORS FOR 2021

The Council of the Town of Coronach in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be known as the “2021 Tax Rates Bylaw”.
2. The following shall apply to all property classes:
 \$450.00 Base Tax applies to all combined land and improvement assessments.
 \$350.00 Minimum Tax applies to all land only assessments.
3. The following mill rate factor(s) shall be applied to the uniform mill rate levied against all taxable property for municipal purposes:


Classification	Factor
a) Agricultural	14.5
b) Residential	14.5
c) Commercial & Industrial	14.5

4. Notwithstanding section 2 of this bylaw, the following mill rate factor(s) shall be applied to the uniform mill rate levied against all taxable property within the Town of Coronach for municipal purposes:

Classification	Factor
a) Agricultural	1.0
b) Residential	1.0
c) Commercial & Industrial	1.25

5. This bylaw shall come into effect on June 9th, 2021.





Mayor



Administrator

Subsection 285 *The Municipalities Act*

Read a third time and adopted

This 8th day of June, 2021

Catherine MacKay-Wilson
Administrator

TOWN OF CORONACH

BYLAW NO 9.2020 - A BYLAW TO REGULATE AND CONTROL THE OPERATION OF ATV'S UPON CERTAIN STREETS AND BACK ALLEYS AND OTHER AREAS WITHIN THE CORPORATE BOUNDARIES OF THE TOWN OF CORONACH

The Bylaw shall be known and may be cited as "The ATV Bylaw".

Definitions:

"ATV" means all terrain vehicle with three or more wheel ATV's and includes UTV or "Utility Terrain Vehicles" with three or more wheels as per the All Terrain Vehicle Act this means self-propelled vehicle that:

- i. Is designed primarily for the movement of people or goods on unprepared surfaces, and
- ii. has wheels in contact with the ground; but does not include:
- iii. a golf cart;
- iv. a snowmobile as defined in The Snowmobile Act;
- v. an agricultural implement or special mobile machine as defined The Traffic Safety Act; or
- vi. any vehicle that is required to be registered pursuant to The Traffic Safety Act

"Crown land" means any land, other than a highway owned by Her Majesty the Queen in right of Saskatchewan;

"Private land" means land other than public land;

"Public land" means Crown land or any land vested in a Municipality.

"Vehicle" as per the Traffic Safety Act means a devise in, on or by which a person or thing is or may be transported or drawn on a highway and includes special mobile machines and agricultural implements but does not include vehicles running only on rails or solely on railway company property.

Regulations:

1. It shall be lawful to operate an ATV on any travelled portion of a street or back alley within the corporate limits of the town of Coronach.
2. No person shall operate an ATV
 - vii. On any other public land that is not a street or back alley, whether or not marked by a sign
 - viii. Outside the hours of 7:00 a.m. and 10:00 p.m.
3. Notwithstanding Subsection 4(b) it shall be lawful to operate an ATV on a street or back alley during an emergency when all other vehicular traffic is unable to travel on said street or alley due to snow or weather conditions.
4. The All-Terrain Vehicles Act and the Highway Traffic Act supersedes all provisions of this bylaw. Addendum attached to this bylaw refers to terminology within this bylaw
5. This bylaw shall come into force and take effect upon its date of adoption.

Read a third time and adopted this 8th day June of 2021

Effective upon approval by Saskatchewan Government Insurance, Vehicle Registration Policy & Permit Services Division





Mayor



Town Administrator

TOWN OF CORONACH

BYLAW 5.2021 - A BYLAW TO ESTABLISH PROPERTY TAX INCENTIVES AND PENALTIES 2020

The Council of the Town of Coronach in the Province of Saskatchewan enacts as follows:

1. Due Date

Property and other taxes imposed by the Town of Coronach are deemed to be imposed on the first day of January in each year and shall be due on or before December 31st of the same year.

2. Penalty on Arrears of Taxes

a) Taxes which remain unpaid after the 31st day of December of the year in which they are levied shall be subject to a penalty. The method of calculating the penalty shall be a simple rate of 8.0 % to be applied on January 1st of the following year, excluding any penalties previously added during the current year that remain unpaid at the end of the year in which the penalty is being applied.

b) The penalty charges are to be added to and shall form part of the tax roll.

3. Prompt Payment

a) Discounts shall be allowed from the date on which taxes notices are sent to taxpayers until August 31st, to encourage prompt payment of:

- i) the current year's taxes on property;
- ii) special taxes;
- iii) Local improvement special assessments.

b) Payments of current taxes received:

- i) from the time the notice of the levy is sent until August 31st of the tax year shall be eligible for a discount of 6.0 % of the amount paid;

* Prepayments

a) From January 1st until August 31st, discounts shall be allowed with respect to the prepayment of:

- i) the current year's taxes on property;
- ii) special taxes;
- iii) Local improvement special assessments.

b) The rate of discount relative to prepayment of taxes shall be prepayments made from January 1st to August 31st the discount shall be 6.0%;

5. Education Property Taxes

Sections 3, 4, and 5 do not apply to property taxes levied on behalf of a school division.

6. Repeal Previous Incentive and/or Penalty Programs

Bylaw 5.2017 and Bylaw 5.2020 are hereby repealed

7. Coming Into Force

This bylaw shall come into force on June 9th, 2021.



Mayor

Chief Administrative Officer

Sections 272, 279 and 280 of *The Municipalities Act*

Read a third time and adopted

This 9th day June of 2020

Catherine MacKay-Wilson
Administrator

Policy Title:	HIGHWAY SIGN CORRIDOR POLICY
Policy Number:	Highway Sign Policy - 01
Authority:	Town of Coronach Council
Approval date:	June 8th, 2021
Effective date:	June 8th, 2021
Last Review date:	June 8th, 2021 Amended:
Next Review date:	June 2023

1. PURPOSE:

The objective of this policy is to prescribe the standards for all highway signage on Town of Coronach property along the North and East sections of Highway 18 within Town limits.

2. SCOPE:

This policy applies to all highway signs installed in the Town of Coronach property along the East and Western sections of Highway 18 within Town limits.

3. PROVINCIAL REGULATIONS:

The Provincial Highway Sign Control Regulations established under The Highways and Transportation Act, 1997 allow for the installation of private signs adjacent to provincial highways. This is governed by the “Roadside Management Manual RSMM 1220” from the Saskatchewan Department of Highways.

4. SIGN DESIGN GUIDELINES:

Sizing: All signs shall be 4’ X 8’ and placed horizontally on frames installed by the Town of Coronach

Material: Sign must be made of aluminum composite and the back of sign must be white. Sign must be professionally made by a sign company of your choice. An all in one metal frame will be provided by the Town of Coronach for consistency and durability.

Legibility: All sign designs will be submitted to the Community Development Officer prior to creation and installment. To ensure legibility and aesthetics, the sign must have the following:

- Two, three or four lines of information (maximum 4 lines of writing)
- Three or four words per line
- Average letter height is 6” to 8” over the scope of the design, letters may vary in size but must average in size to between 6” to 8”. Please note that the larger the letter height, we recommend using less words and/or lines
- Logos are recommended.

Proof of the sign must be emailed to be approved by the Coronach Economic Development Officer, see **Sign Application Appendix A**

5. PROCEDURE:

Signage presentation along the Highway Corridor within the Town of Coronach will be regulated by this policy in accordance with both The Provincial Highway Sign Control Regulations and the Town of Coronach Zoning Bylaw. Signing along provincial highways is considered to be an excellent medium to promote the goods and services of local businesses and enterprises. This policy is designed to balance the safety as governed by the Provincial and Zoning Bylaw regulations with aesthetics along provincial highways within Town limits.

Application: All Coronach businesses, Coronach home based businesses located in the town with a valid business license and Coronach area businesses must submit an application for their sign request to the Coronach Community Development Officer (CDO) for approval. The Coronach CDO will approve the sign design and allocate the location based on the availability of sign frames. The Coronach CDO will work with Town of Coronach council if the number of signs requested exceeds the number of locations available to determine a resolution.

Approval: The CDO will review applications to ensure all designs are consistent, appropriate and meet the requirements of the guidelines. Once approved and installed, any changes or additions to the sign must receive prior approval from the Coronach CDO.

Sign Priority: We are limited to the number of signs in the Town Of Coronach sign corridor. If necessary there will be a waiting list based on priority. Priority will be given to, in this order:

- (1) Coronach businesses with commercial property assessment
- (2) Home based businesses located in the town with a valid business license
- (3) Coronach area businesses

Installation: The Town of Coronach will provide the metal frames and the approved sign. The sign installation cost is \$150.00/sign. Signs will be installed May - October, weather permitting by the Town of Coronach as the frame owner.

Maintenance: Businesses without a commercial property assessment will be charged an annual maintenance fee of \$100.00/sign in lieu of commercial property tax levies. When a sign is in need of repair or replacement, the Town of Coronach will contact the sign owner in writing. If there has been no action to remedy the sign within thirty days of contact, then the sign that required replacement or repair will be removed from the frame in the corridor and this space in the corridor will become available to another business.

Sign Removal by Request: A sign can be removed by the Town of Coronach by contacting the Coronach CDO, the Coronach CDO will arrange for this removal by the Town of Coronach at no cost.

Change in Business Status: When a business ceases operating in the Town of Coronach, the sign will be removed from the frame, the Coronach CDO will arrange for this removal by the Town of Coronach at no cost.



Appendix A - Highway Sign Application

Please complete all questions and give a layout or image of your proposed sign and then return this form to coronach.edc@gmail.com or the Town office, PO Box 90, Coronach, SK S0H0Z0

Business Name: _____

Business Location: _____

Business Description: _____

Sign Requestor’s Contact Information:

Name: _____

Phone: _____

Email: _____

Website: _____

Design: _____

Provide Logo, Drawing or Proof of proposed layout, or attach image of proposed design.

For Office Use ONLY

Proof Received: Yes___ No ___

Application Status: Approved_____ Denied_____ On Wait List _____

Coronach Community Development Officer Approval: _____

Date: _____

Please return this form to: Coronach CDO at coronach.edc@gmail.com or

Town of Coronach Office
Attn: Coronach CDO
P.O. Box 90,
Coronach, SK
S0H0Z0

Report Date
2021-06-07 2:24 PM

Town of Coronach
List of Accounts for Approval
As of 2021-06-07
Batch: 2021-00038 to 2021-00045

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
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Bank Code: BANK - BANK

Computer Cheques:

8156	2021-05-27	CH Tenant Association		Check for Grant rec'd by K. Hauske		
		Prk & Rec Grant		Grant for Heritage Square	1,500.00	1,500.00
8157	2021-05-27	Southland Co-operative Ltd				
		Apr 2021 stmt		Southland - All	2,317.15	2,317.15
8158	2021-05-27	Coronach EMS				
		Ambulance		Ambulance coll 2020 from WHO	550.00	550.00
8159	2021-05-27	Korey Egan				
		May 2021 Tx pym		Tax payment #9 & 10	250.00	250.00
8160	2021-05-27	Knoss Plumbing & Heating LTD				
		681		2 x 5 gal pail Glycol	188.70	188.70
8161	2021-05-27	Wrong payment type				
8162	2021-05-27	Rockglen Co-Operative Assoc				
		Apr 2021 stmt		Late payment interest	16.43	16.43
8163	2021-05-27	Roto-Rooter				
		119426		Flush & clean sewer lines	7,715.40	7,715.40
8164	2021-05-27	SUMA Benefits Program				
		June 2021 remit		SUMA - June 2021	722.06	722.06
8165	2021-05-27	U.M.A.A.S.				
		2021 Convention		Registration-2021 convention	178.50	178.50
8166	2021-06-08	Able II Print				
		25560		6 work order books	124.88	124.88
8167	2021-06-08	Acklands Grainger Inc				
		9913284106		Rebar spikes for cemetary	325.99	325.99
8168	2021-06-08	Assiniboia Times				
		PND100002067		Tax Enforcement listing	94.08	94.08
8169	2021-06-08	B&A Planning Group				
		51701		Dam Study - WD 16699	9,083.42	9,083.42
8170	2021-06-08	Blacktop industries				
		1551		Hydrovac - Access Commun	367.50	367.50
8171	2021-06-08	Chem International				
		Issued To: Aliysha Enterprises Ltd				
		110894		CI Digester Liquid Enzymes 20L	611.00	611.00
8172	2021-06-08	Coronach Community Hall Board				
		12-21		SSR meeting-May 18, 2021	125.00	125.00
8173	2021-06-08	Coronach Rec Board - Newslette				
		32		June Coronach connection	99.75	99.75
8174	2021-06-08	Sharni-Lee Fulton				
		Cleaning -31		Monthly Office Cleaning	133.20	133.20
8175	2021-06-08	Sharni-Lee Fulton				
		937660		Town Office Cleaning	133.20	133.20

Report Date
2021-06-07 2:24 PM

Town of Coronach
List of Accounts for Approval
As of 2021-06-07
Batch: 2021-00038 to 2021-00045

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
8176	2021-06-08	Jay's Moving & Storage R26925400	Shipping	119.05	119.05
8177	2021-06-08	Austin Paradis 818840	New roof - Sarcan	7,392.60	7,392.60
8178	2021-06-08	Perry, Don To June 4, 2021	41 hrs @ \$18.00 / hr	738.00	738.00
8179	2021-06-08	Saskatchewan Health Authority 3379614	water sample	23.00	23.00
8180	2021-06-08	Schnell, Clarence 308745	Cemetery Maint.	1,100.00	1,100.00
8181	2021-06-08	Staples Business Advantage 56097410	4 cases of paper	165.86	165.86
8182	2021-06-08	Uline Shipping Supply Issued To: Uline Canada Corporation 8469108	3 6' cedar benches	2,582.39	2,582.39
8183	2021-06-08	Coronach Whistlestop Shop BDBG2	Beautification Grant	2,908.28	2,908.28
8184	2021-06-08	Wolseley Canada Inc 5873426	Hydrant Oil	770.90	770.90
Other:					
00-Man	2021-05-31	Heidi Watson Web-28	Website monthly fee	49.99	49.99
81-Man	2021-05-31	Kelsey Manske CDO-10	WD CDO monthly contract	5,880.00	5,880.00
82-Man	2021-05-31	Poplar River Pharmacy Libraryrent-25	Library Rent	787.50	787.50
83-Man	2021-05-25	Wallace, Sean SS 10	SSR Director monthly cont	13,125.00	13,125.00
84-Man	2021-06-15	Concentra Lease Payment Lease-30	Concentra Lease payment	8,113.60	8,113.60
550-Man	2021-06-10	Covenant Construction Inc. 550	Paving-1st Ave W & 1st St W	10,789.20	10,789.20
679-Man	2021-06-10	Redhead Equipment Y26719	Backhoe repairs	688.28	688.28
787-Man	2021-06-10	Redhead Equipment Y26787	Backhoe service call - warrant	677.25	677.25
797-Man	2021-06-10	Redhead Equipment Y26797	Backhoe Purchased	688.28	688.28
853-Man	2021-06-07	SaskPower 3735-0030-0853	Acct ending in 1751	111.54	111.54
1151-Man	2021-06-10	C & H Vegetation Control Ltd 1151	Weed Spraying	1,998.00	1,998.00

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
1304-Man	2021-05-26	SaskPower 1821-0064-1304	Acct ending in 4391	125.39	125.39
1803-Man	2021-05-26	SaskPower 2118-0060-1803	Acct ending in 3029	454.41	454.41
1873-Man	2021-06-07	SaskPower 2151-0060-1873	Acct ending in 7058	33.70	33.70
2411-Man	2021-05-25	SaskPower 2019-0062-2411	Acct ending in 9533	99.53	99.53
2412-Man	2021-05-25	SaskPower 2019-0062-2412	Acct ending in 9731	475.32	475.32
2413-Man	2021-05-25	SaskPower 2019-0062-2413	Acct ending in 9939	52.20	52.20
3251-Man	2021-05-27	SaskPower 3867-0026-3251	Acct ending in 4408	32.64	32.64
3680-Man	2021-05-26	SaskPower 1722-0066-3680	Acct ending in 1378	181.60	181.60
3693-Man	2021-05-26	SaskPower 1722-0066-3693	Acct ending in 5748	52.75	52.75
5727-Man	2021-05-31	Martin, Ken 5727	Boots	77.66	77.66
84-Man	2021-05-26	SaskPower 2316-0058-6084	Acct ending in 5319	37.81	37.81
6455-Man	2021-06-07	SaskPower 0798--0068-6455	Acct ending in 9561	530.55	530.55
7294-Man	2021-05-26	SaskPower 1953-0063-7294	Acct ending in 8336	34.02	34.02
7295-Man	2021-05-26	SaskPower 1953-0063-7295	Acct ending in 8815	42.09	42.09
7704-Man	2021-05-26	SaskPower 0864-0067-7704	Acct ending in 1879	33.55	33.55
7924-Man	2021-06-07	SaskPower 3669-0032-7924	Acct ending in 8325	219.11	219.11
8000-Man	2021-05-27	Nathan Guskjolen 8000	Replace lost chq # 8000	1,032.31	1,032.31
8518-Man	2021-06-07	SaskPower 185-0063-8518	Acct ending in 9344	2,252.34	2,252.34
36733-Man	2021-06-10	ALS Enviroment 3311136733	Water Sample	22.05	22.05
38446-Man	2021-06-10	ALS Enviroment 3311138446	Water Sample	22.05	22.05
39439-Man	2021-06-10	ALS Enviroment 3311139439	Water Sample	22.05	22.05
3443-Man	2021-05-27	Municipal Employees Pension Pl			

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		129443	File # 129443 Emp 02138	1,326.82	1,326.82
131315-Man	2021-05-27	Municipal Employees Pension PI 131315	File # 131315 Emp # 02138	1,535.68	1,535.68
202103-Man	2021-05-25	Pritchard, Colleen 2021-03	CDO office rent June 2021	500.00	500.00
202104-Man	2021-05-26	Collabria -Payment Processing Apr 2021 stmt	Apr 2021 statement	1,485.02	1,485.02
202104-Man	2021-06-10	Spring Creek Consulting 2021-04	Engineering	3,185.96	
		2021-05	Engineering	1,148.44	4,334.40
202105-Man	2021-06-04	Minister Of Finance EPT May 2021 remit	May 2021 remittance	1,231.05	1,231.05
202105-Man	2021-06-07	SaskEnergy May 2021 bill	All SaskEnergy	1,028.01	1,028.01
202105-Man	2021-05-21	Sasktel May 2021 cell	Cell phones May 2021	278.78	278.78
202105-Man	2021-05-19	Sasktel - Land Lines May 2021 billi	Landlines May 2021	974.22	974.22
210501-Man	2021-06-10	Kelsey Manske 2105-01	CDO - Expenses	609.33	609.33
21017-Man	2021-06-10	Rainmaker Global Market Access 2021-017	Pre-feasability market assessm	15,750.00	15,750.00
5312021-Man	2021-05-27	Receiver General Of Canada May 2021 remit	May 2021 payroll remittance	6,342.13	6,342.13
6042021-Man	2021-06-10	Lee Smith Training Exp	Mileage & meals-hydrant course	466.00	466.00
7796897-Man	2021-06-10	Loraas Disposal 7796897	May 2021 statement	14,982.18	14,982.18
Total for BANK:				139,921.73	

Certified Correct This June 7, 2021

Total: 139,244.48


Mayor


Administrator

Note payment 787 to Redhead will be reversed and will be corrected as of June 9/2021
LH