

Town of Coronach - Council Meeting Minutes

Agenda for the regular meeting of the Council of the Town of Coronach held at 212 1st Street East, Coronach, Saskatchewan on September 14th, 2021 at 6:00 pm

Mayor Calvin Martin calls the meeting to order at 6:01pm

Present: Calvin Martin, Jim Achtymichuk, Leanne Kuski, Ron Mamer (6:10pm), Nathan Guskjolen, Sharon Adam & Administrator C MacKay-Wilson
Regrets: Sam Koszman

172.2021 **Agenda**

N Guskjolen/L Kuski That the agenda be accepted as presented. Carried.

Guest speaker Sgt. Granello, RCMP Coronach Detachment attended at 6:01pm

Guest Speaker Sean Wallace, SSR Managing Director attended at 6:25 pm

173.2021 **Consent Agenda**

R Mamer/N Guskjolen That the consent agenda items as accepted and approved as presented including August 2021 RCMP report; Coronach Community Hall Minutes and Financials; Coronach Rec Board Financials; Water Report August 2021; Correspondence from Clean Water Waste Water Fund to finalize Project 30160068; Incident Report C MacKay-Wilson; Town of Coronach - GasTax Fund Municipal Summary 2021; Tourism Annual Grant letter of request; Coronach CDO report; List of Accounts payable Batches 2021-00066 to 2021-00074 for a total of \$230,007.21; Minutes from the council meeting on August 10th, 2021; Administrators report & Funding update marked as confidential; Foreman Report August 2021; August Bank Reconciliations. Carried.

174.2021 **Monthly Financial Statement August 31st, 2021**

J Achtymichuk/N Guskjolen That the new version of the Financial Monthly with revenues of \$70,559.33 and expenses of \$92,348.84 be approved as presented. See Administrator report for details on new report layout. Carried.

Tender opening 6:55 pm

Council postponed the decision on the Auditor tender to have time to review all proposals with a matrix to be developed by the CAO and Mayor.

175.2021 **Tender - Sarcan Exterior Painting**

L Kuski/S Adam That the exterior painting of Sarcan be awarded to Pure Color Painting Services (101193611 Saskatchewan Ltd.) as per the quoted price of \$5207.00 on the condition that this is funded with WD grant funds. Carried.

Tender for Water Treatment Plant Roof sealing required additional documentation to be approved. To be finalized at October 13th, 2021 council meeting.

176.2021 **Tender - Museum Asbestos Abatement**

S Adam /L Kuski That the Museum Asbestos High risk abatement was awarded to Cameo Environmental for a quoted price of \$17,388.66 plus applicable taxes as per quotation details. Carried.

177.2021 **Sale of TTP 142 Municipal Road Lot 6 Block 12 Plan CX870**

J Achtymichuk/N Guskjolen That Tax title property at 142 Municipal Road Lot be sold to John and Cynthia Reimer for \$100.00 as per the conditions in the tender documentation and payment had been received in full. And that remaining outstanding taxes of \$8327.90 be written off. Carried.

178.2021 **Tender for 125 Centre Street Lot 16-17, Block 3, Plan BV2817**

J Achtymichuk/S Adam That the property at 5 Centre Street Lot 16-17, Block 3, Plan BV2817 as per the conditions in the tender documentation for the price of \$500.00 to Dalton and Madison Deneve with deposit of \$100.00. Carried.

New Business

179.2021 **What not Shoppe roof replacement approval**

S Adam /N Guskjolen That the quote from Prairie Dog Construction is approved to replace the roof on 224 Centre Street with shingles for \$8631.00 plus lumber and labor to replace any rotten wood, plus applicable taxes. Carried.

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180.2021 Lot 9, Block 34, Plan 77MJ17986

J Achtymichuk/S Adam That the Town of Coronach council gives consent to take title on empty lot at Lot 9/ Block 34, Plan 77MJ17986 as per conditions of the Provincial Mediaton Board. Carried.

181.2021 Lot 30, Block 13, Plan CX1025

J Achtymichuk/L Kuski That the Town of Coronach council gives consent to take title on empty lot at Lot 30, Block 13, Plan CX1025 as per conditions of the Provincial Mediation Board. Carried.

C Martin left chambers at 9:00 pm, R Mamer is appointed Chair by C Martin.

182.2021 Special Event Permit Approval

N Guskjolen/L Kuski That the Coronach Merchants Special events permit for October 2nd, 2021 be approved as submitted. Carried.

183.2021 Tourism member approval S Martin.

N Guskjolen/S Adam That Shannon Martin be appointed to the Coronach Tourism Committee effective immediately. Carried.

184.2021 S Wallace Contract Amendment

S Adam /J Achtymichuk That the contract between the Town of Coronach and Sean Wallace Consulting be amended to new business name Sean Wallace Consulting Ltd. effective immediately. Carried.

185.2021 Tabled items

R Mamer/L Kuski That the final approval on the budget, Letter from V Rousseau, Bylaw 1.2021 Sewer overage review, Bylaw 5.2019 amendments, strategic budget planning for 2022, and be tabled until the next council meeting as old business on October 13th, 2021. Carried.

186.2021 Sewer Overage July 1 2021 to September 30 2021 Waived

J Achtymichuk/L Kuski That the Sewer overage in Bylaw 1.2021 be waived on all accounts for the period of July 1 2021 to September 30 2021 billing. Carried.

187.2021 Adjournment

R Mamer: That the meeting is adjourned at 9:58 pm and the next regular meeting of council will be October 13th, 2021, 6pm, Town Office. Carried.



A handwritten signature in blue ink, appearing to be "Calvin Martin", written over a horizontal line.

Mayor Calvin Martin

A handwritten signature in blue ink, appearing to be "Catherine MacKay-Wilson", written over a horizontal line.

Catherine MacKay-Wilson, CAO

TOWN OF CORONACH
Monthly Financial Statement
For the Period Ending August 31, 2021

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	(13,320.68)	628,439.67	630,206.00	(1,766.33)	99.72
Fees and Charges	17,287.31	46,448.45	49,675.00	(3,226.55)	93.50
Utilities	1,286.65	156,769.21	334,385.00	(177,615.79)	46.88
Grants	60,846.05	812,298.55	228,198.83	584,099.72	355.96
Grants in Lieu of Taxes	4,027.62	41,841.25	68,593.67	(26,752.42)	61.00
Investment Income and Commissions	432.38	4,791.60	6,000.00	(1,208.40)	79.86
Total Revenues:	70,559.33	1,690,588.73	1,317,058.50	373,530.23	128.36
Expenditures					
General Government Services	59,398.20	198,736.97	298,571.00	81,585.15	72.67
Protective Services		52,210.50	68,011.00	800.50	98.82
Transportation Services	54,677.18	184,252.93	282,185.00	94,029.18	66.68
Environmental Health Services	15,819.92	113,356.37	217,480.00	57,352.97	73.63
Planning and Development Services	(58,818.53)	450,192.05	94,400.00	(360,902.76)	482.31
Recreation and Cultural Services	3,645.04	62,618.64	101,620.00	38,522.98	62.09
Utilities	16,627.03	398,021.66	403,285.50	(3,785.91)	100.94
Total Expenditures:	91,348.84	1,459,389.12	1,465,552.50	(92,397.89)	106.30
Change in Net Financial Assets	(20,789.51)	231,199.61	(148,494.00)	281,132.34	189.32
Change in Non-Financial Assets		800.00		800.00	
Change in Net Assets	(20,789.51)	230,399.61	(148,494.00)	280,332.34	188.78
Transfer to Reserves			5,000.00	5,000.00	
Change in Surplus	(20,789.51)	230,399.61	(153,494.00)	285,332.34	185.89


Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			100.00
Cash -Credit Union	468,554.04	263,886.37	1,099,936.79
Cash - High Int. Savings# 1 THRIVE	0.07	(709.89)	1,633.53
Cash - CIBC	2,477.45	2,221.08	9,348.44
Cash - Non-Redeemable Equity #1		(52.96)	476.68
Cash - Redeemable Equity #1		52.96	111.81
Redeemable Term Deposit		2,625.00	152,625.00
Cash - Savings2 Ec Dev Funds	17.53	200,083.37	206,377.06
Cash - HIS3 - Deep South EcDev Funds	(21,501.26)	(21,232.20)	646,062.37
Total Cash:	449,547.83	446,873.73	2,116,671.68
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(216,873.64)	122,359.10	178,084.05
Municipal - Tax Receivable - Arrears	(5,617.04)	21,324.04	104,318.21
Municipal - Adjustment/Cancellation	44.06	2,104.90	2,104.90
Total Municipal Taxes Receivable:	(222,446.62)	145,788.04	284,507.16

Certified correct and in accordance with the records

Presented to council on

Sept. 14, 2021
(Date)


Catherine MacKay-Wilson
Chief Administrative Officer


Calvin Martin
Mayor, Town of Coronach

*Monthly Financial Statement format changed September 14th, 2021, See Monthly Operational Statement for reports with format used prior to Sept 14th, 2021

**Town of Coronach Monthly & Year to Date
Financial Operational Activity**
For the Period Ending August 31, 2021

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget 2020</u>	<u>Var to Budget Pro-rated \$</u>
Revenues				
Taxation	(13,321)	628,440	630,206	420,138
Fees and Charges	17,288	46,449	49,675	33,118
Utilities	1,287	156,769	334,385	222,924
Grants - MRS, GASTAX, Safe restart, MEEP	114,921	151,491	204,506	136,337
Grants in Lieu of Taxes & Surcharges	4,028	41,841	83,787	55,858
Grants - Summer student Grant			500	333
Investment Income and Commissions	432	4,792	6,000	4,000
Other Revenues			153,494	102,329
Total Revenues:	124,635	1,029,782	1,462,553	975,037
Expenditures				
General Government Services	59,398	198,738	298,571	199,045
Protective Services		52,211	68,011	45,340
Transportation Services	54,677	184,255	282,185	188,123
Environmental Health Services	15,819	113,356	217,480	144,988
Planning and Development Services	387	15,946	81,900	54,599
Recreation and Cultural Services	3,645	62,619	101,620	67,747
Utilities	16,628	398,024	403,286	268,857
Total Expenditures:	150,554	1,025,149	1,453,053	968,699
Change in Net Financial Assets	(25,919)	4,633	9,500	6,338
Total Change in Net Assets	(25,919)	4,633	9,500	6,338


Account Balances	<u>Current</u>	<u>Year to Date</u>	<u>Balance</u>
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(216,874)	122,359	178,084
Municipal - Tax Receivable - Arrears	(5,617)	21,324	104,318
Total Municipal Taxes Receivable:	(222,491)	143,683	282,402
Cash - On Hand - Petty Cash			100
Cash - Credit Union	468,554	263,886	1,099,937
Cash - High Int. Savings# 1 THRIVE		(710)	1,634
Cash - CIBC	2,477	2,221	9,348
Cash - Non-Redeemable Equity #1		(53)	477
Cash - Redeemable Equity #1		53	112
Redeemable Term Deposit		2,625	152,625
Cash - Savings2 Ec Dev Funds	18	200,083	206,377
Cash - HIS3 - Deep South EcDev Funds	(21,501)	(21,232)	646,062
Credential Security Investments			438,148

Certified correct and in accordance with the records

Presented to council on

Sept 14, 2021
(Date)


C MacKay-Wilson
Town Administrator, Town of Coronach


Calvin Martin
Mayor, Town of Coronach

*Note all Provincial South Sask Ready, SaskPower Community Fund and Western Diversification grant funds re removed from this report.

Report Date
9/14/2021 1:19 PM

Town of Coronach
List of Accounts for Approval
As of 9/14/2021
Batch: 2021-00066 to 2021-00074

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: BANK - BANK					
Computer Cheques:					
8269	8/31/2021	Void during printing			
8270	8/31/2021	Void during printing			
8271	8/31/2021	ASL Paving Ltd.			
		52101-51474	1 load cold mix	6,744.02	
		52101-51489	2 loads cold mix	13,446.49	20,190.51
8272	8/31/2021	B&A Planning Group			
		52057	Reservoir project 16699	5,778.99	5,778.99
8273	8/31/2021	Claretech Industries			
		207446	Container return	3,197.25-	
		864887	Chlorine liquified gas	2,753.02	
		CN 190647	Container return rebate	1,302.38-	
		209910	Container return credit	2,205.00-	
		872087	Chlorine liquifid gas	1,642.17	
		872115	Chlorine liquified gas	605.47	
		878738	Chlorine Lqfied gas	615.97	
		CN212462	Container return credit	1,155.00-	
		881081	Chlorine Lqfied gas	1,643.12	
		885664	chlorine	1,643.21	1,043.33
74	8/31/2021	Southland Co-operative Ltd			
		July 2021 stmnt	Southland Co-op July 2021	1,292.06	1,292.06
8275	8/31/2021	Korey Egan			
		Tax prepymnt	Tax prepayment # 15 & #16	250.00	250.00
8276	8/31/2021	Hart Electric			
		60415	Water tower repairs	564.06	564.06
8277	8/31/2021	Rockglen Co-Operative Assoc			
		July 2021 stmnt	July 2021 statement	302.15	302.15
8278	8/31/2021	Staples Business Advantage			
		56815552	OFFICE SUPPLIES	135.44	135.44
8279	8/31/2021	SUMA Benefits Program			
		Sept '21 benefi	SUMA - Sept 2021	722.06	722.06
8280	9/08/2021	Spoiled During Printing			
8281	9/08/2021	Hicks Welding			
		Sign material	Materials Highway signs	11,771.76	11,771.76
8282	9/14/2021	Able II Print			
		25774	business cards & envelopes	435.68	435.68
8283	9/14/2021	Acklands Grainger Inc			
		9026676123	Non submersible pump	232.67	
		9029456788	Mouse traps	48.02	280.69
8284	9/14/2021	Assiniboia Times			
		ASDI00033246	Coronach tribute & tenders	314.16	
		ASDI00033280	Tenders	188.16	502.32

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		DSPIS-12	SSR Director monthly cont	13,125.00	13,125.00
104-Man	9/15/2021	Concentra Lease Payment			
		Lease-33	Concentra Lease payment	8,113.60	8,113.60
169-Man	8/27/2021	SaskPower			
		1557-0069-0169	Acct ending in 5319	31.94	31.94
648-Man	8/27/2021	SaskPower			
		1986-0063-0648	Acct ending in 5748	61.74	61.74
653-Man	8/27/2021	SaskPower			
		1986-0063-0653	Acct ending in 8336	40.72	40.72
654-Man	8/27/2021	SaskPower			
		1986-0063-0654	Acct ending in 8815	42.99	42.99
1527-Man	9/09/2021	SaskPower			
		1920-0065-1527	Acct ending in 7058	33.11	33.11
1878-Man	8/27/2021	SaskPower			
		1293-0067-1878	Acct ending in 3029	480.28	480.28
2107-Man	9/16/2021	Spring Creek Consulting			
		2021-07	Engineering	1,275.75	1,275.75
2317-Man	9/13/2021	Munisoft			
		2021/22-02317	AP Multi batch extension	220.89	220.89
2428-Man	8/27/2021	SaskPower			
		1953-0065-2428	Acct ending in 4391	141.25	141.25
3342-Man	9/07/2021	SaskPower			
		1887-0065-3342	Acct ending in 9344	2,252.34	2,252.34
4823-Man	9/07/2021	SaskPower			
		0732-0070-4823	Acct ending in 9561	661.09	661.09
4840-Man	9/07/2021	SaskPower			
		0864-0069--4840	Acct ending in 1751	158.00	158.00
4914-Man	8/27/2021	SaskPower			
		2580-0057-4914	Acct ending in 4408	41.90	41.90
8689-Man	8/27/2021	SaskPower			
		2019-0063-8689	Acct ending in 1378	212.07	212.07
8887-Man	8/26/2021	SaskPower			
		2481-0057-8887	Acct ending in 9533	56.34	56.34
8888-Man	8/26/2021	SaskPower			
		2481-0057-8888	Acct ending in 9731	755.22	755.22
8889-Man	8/26/2021	SaskPower			
		2481-0057-8889	Acct ending in 9939	42.29	42.29
9549-Man	8/26/2021	SaskPower			
		1920-0064-9549	Acct ending in 1993	208.95	208.95
22186-Man	8/31/2021	Purolator Courier Ltd.			
		448422186	Shipment from ATS	18.19	18.19
300-Man	9/07/2021	SaskPower			
		1029-0067-6300	Acct ending in 8325	253.05	253.05

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Town of Coronach
List of Accounts for Approval
As of 9/14/2021
Batch: 2021-00066 to 2021-00074

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: SSR - South Sask Ready Prov Fund					
Computer Cheques:					
1-Man	8/17/2021	Town of Coronach SSR-Acctg Fee	Motion passed June 16, 2021	12,500.00	12,500.00
2-Man	8/17/2021	Town of Coronach SSR - PST 15826	PST-branding-per 06-16 motion	7,272.00	7,272.00
3-Man	8/17/2021	Town of Coronach SSR-Munisoft	Motion passed June 16, 2021	350.00	350.00
4-Man	8/27/2021	Industry West Media Group INV-1338	1 page ad	1,575.00	1,575.00
Total for SSR:					21,697.00
Grand Total:					230,007.21

Certified Correct This September 14, 2021



Mayor



Administrator