

Town of Coronach – Council Meeting Minutes

**Minutes for the regular meeting of the Council of the Town of Coronach held at
212 1st Street East, Coronach, Saskatchewan on October 13th, 2021 at 6:00 pm**

Mayor Calvin Martin calls the meeting to order at 6:02 pm

Present: Calvin Martin, Jim Achtymichuk, Leanne Kuski, Ron Mamer, Sharon Adam, Sam Koszman, Nathan Guskjolen (Zoom 6:20pm) & C.A.O. C MacKay-Wilson

188.2021 **Agenda**

R Mamer/N Guskjolen That the agenda be amended to add Reservoir Project review and accepted as amended. Carried.

Guest: Foreman L Smith 6:05 pm

Guest: Heather Dionne – Community Coordinator proposal 6:33 pm

189.2021 **Consent Agenda**

S Adam/L Kuski That the Consent Agenda be approved as presented including the September RCMP report; Coronach Rec Board minutes & financials; Water Report September 30, 2021; Correspondence: 5K race permit approval K Beselaere; Dept of Highways reply letter; East Campground inspections; Old Coronach Thank you letter; Palliser library agenda and Wage rate proposal 2022; WCB Audit results; Innergex Letter on Wind Project in Big Muddy Valley; SUMA Bulletin; WCB Audit Saskatchewan Fine option wage rates; List of Accounts Payable 2021-00078 to 2021-00083 – Total \$138,711.82; Minutes from the previous meeting to be approved: September 14th, 2021; Administrators report to be marked confidential; Foreman Report; September Bank Reconciliations. Carried.

190.2021 **Financial and Operational Statements – September 30, 2021**

L Kuski/R Mamer That the Monthly Financial Statement for September 30, 2021, 2021 and Monthly & Year to Date Financial Operational Activity September 30, 2021 with revenues of (\$29427.10) and expenses of (\$7446.23) with noted Journal entries to correct accounts of \$213,787.25 be approved as presented. Carried.

Guest Gord Molnar, Pillar Systems 7:35pm – Asset Management Report

Old Business

191.2021 **Tender – Auditor 2021**

S Koszman/R Mamer That the tender for Town of Coronach Auditor be awarded to Grant Thornton for 2021 as per proposal. Carried.

192.2021 **Pillar Systems Asset Management**

J Achtymichuk/S Koszman That the Pillar Systems Asset Management report be accepted with amendments. Carried.

193.2021 **Bylaw 10.2021 amendments and Schedule A rates review**

J Achtymichuk/S Adam That the Bylaw 10.2021 amending Bylaw 1.2021 Utility Management and Rates be read a first time. Carried..

194.2021 **Bylaw 10.2021 amendments and Schedule A rates review**

R Mamer/S Adam That the Bylaw 10.2021 amending Bylaw 1.2021 Utility Management and Rates be read a second time. Carried.

195.2021 **Bylaw 10.2021 amendments and Schedule A rates review**

L Kuski/S Koszman That the Bylaw 10.2021 amending Bylaw 1.2021 Utility Management and Rates be read a third time at November 9th, 2021 Regular Council meeting. Carried unanimously.

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212 1st Street East, Coronach, Saskatchewan on October 13th, 2021 at 6:00 pm

Reply to be sent to V Rousseau, C R Plumbing letter regarding letter dated August 24, 2021.

New Business

196.2021 **Bylaw 8.2021 - Amendment to Cemetery Bylaw 5.2019**
N Guskjolen/J Achtymichuk That the Bylaw 8.2021 - Amendment to Cemetery Bylaw 5.2019 be tabled to November 9th, 2021 meeting. Carried.

197.2021 **Consent to Take Title**
R Mamer/L Kuski That the Town of Coronach will file to take title of Lots 1-8, Block 34, Plan 77MJ17986 & Lots 24&25, Block 34 Plan 77MJ17986 as per the Provincial Mediation Board conditions. Carried.

198.2021 **Demolition permit application**
S Adam/S Koszman That the Gent Demolition permit for the buildings at 302 1st Street East be approved on the condition of proof of ownership and all conditions noted in the Building Bylaw 1.2017. Carried

196.2021 **Strategic Meeting**
That the final budget, Lift Station Proposal, 2022 Budget planning be tabled to the Strategic meeting scheduled for October 26th, 2021, 5pm Town office. Carried.

200.2021 **Adjournment**
C Martin: That the meeting is adjourned at 9:02 pm and the next regular meeting of council will be November 9th, 2021, 6pm, Town Office. Carried.





Mayor Calvin Martin



Catherine MacKay-Wilson, CAO

TOWN OF CORONACH
Monthly Financial Statement
For the Period Ending September 30, 2021

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	(119.43)	626,835.98	630,206.00	(3,370.02)	99.47
Fees and Charges	1,029.37	47,477.82	49,675.00	(2,197.18)	95.58
Utilities	94,984.14	251,753.35	334,385.00	(82,631.65)	75.29
Grants	(130,710.37)	681,588.18	228,198.83	453,389.35	298.68
Grants in Lieu of Taxes	3,699.33	45,540.58	68,593.67	(23,053.09)	66.39
Capital Asset Proceeds	200.00	200.00		200.00	
Investment Income and Commissions	488.14	5,279.74	6,000.00	(720.26)	88.00
Other Revenues	1,001.72	1,001.72		1,001.72	
Total Revenues:	(29,427.10)	1,659,677.37	1,317,058.50	342,618.87	126.01
Expenditures					
General Government Services	30,260.29	228,997.26	298,571.00	61,867.14	79.28
Protective Services	15,000.00	67,210.50	68,011.00	800.50	98.82
Transportation Services	15,128.52	199,381.45	282,185.00	73,270.70	74.03
Environmental Health Services	18,093.74	131,450.11	217,480.00	69,995.28	67.82
Planning and Development Services	24,167.29	474,359.34	94,400.00	(400,821.31)	524.60
Recreation and Cultural Services	1,845.88	64,464.52	101,620.00	33,410.76	67.12
Utilities	(111,941.95)	286,079.71	403,285.50	108,492.40	73.10
Total Expenditures:	(7,446.23)	1,451,942.89	1,465,552.50	(52,984.53)	103.62
Change in Net Financial Assets	(21,980.87)	207,734.48	(148,494.00)	289,634.34	195.05
Change in Non-Financial Assets		800.00		800.00	
Change in Net Assets	(21,980.87)	206,934.48	(148,494.00)	288,834.34	194.51
Transfer to Reserves			5,000.00	5,000.00	
Change in Surplus	(21,980.87)	206,934.48	(153,494.00)	293,834.34	191.43


Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			100.00
Cash - Credit Union	(170,912.61)	92,973.76	929,024.18
Cash - High Int. Savings# 1 THRIVE	0.07	(709.82)	1,633.60
Cash - CIBC	109.00	2,330.08	9,457.44
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	16.96	200,100.33	206,394.02
Cash - HIS3 - Deep South EcDev Funds	185.88	(21,046.32)	646,248.25
Total Cash:	(170,600.70)	276,273.03	1,946,070.98
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(17,488.19)	103,386.65	159,111.60
Municipal - Tax Receivable - Arrears	(19,719.33)	1,604.71	84,598.88
Municipal - Adjustment/Cancellation		2,104.90	2,104.90
Total Municipal Taxes Receivable:	(37,207.52)	107,096.26	245,815.38

certified correct and in accordance with the records

Presented to council on

October 13, 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 September 30, 2021

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget 2020</u>	<u>Var to Budget Pro-rated \$</u>
Revenues				
Taxation	(119)	626,836	630,206	472,655
Fees and Charges	1,030	47,479	49,675	37,258
Utilities	94,984	251,754	334,385	250,790
Grants - MRS, GASTAX, Safe restart, MEEP		151,491	204,506	153,379
Grants in Lieu of Taxes & Surcharges	18,915	60,756	83,787	62,841
Grants - Summer student Grant			500	375
Capital Asset Proceeds	200	200		
Investment Income and Commissions	488	5,280	6,000	4,500
Other Revenues	1,002	1,002	153,494	115,121
Total Revenues:	116,500	1,144,798	1,462,553	1,096,919
Expenditures				
General Government Services	30,260	228,999	298,571	223,931
Protective Services	15,000	67,211	68,011	51,008
Transportation Services	15,129	199,383	282,185	211,639
Environmental Health Services	18,094	131,450	217,480	163,110
Planning and Development Services	5,277	21,226	81,900	61,425
Recreation and Cultural Services	1,847	64,464	101,620	76,215
Utilities	(111,942)	286,080	403,286	302,464
Total Expenditures:	(26,335)	998,813	1,453,053	1,089,792
Change in Net Financial Assets	142,835	145,985	9,500	7,127
Total Change in Net Assets	142,835	145,985	9,500	7,127

Account Balances


	<u>Current</u>	<u>Year to Date</u>	<u>Balance</u>
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(17,488)	103,387	159,112
Municipal - Tax Receivable - Arrears	(19,719)	1,605	84,599
Total Municipal Taxes Receivable:	(37,207)	104,992	243,711
Cash - On Hand - Petty Cash			100
Cash - Credit Union	(170,913)	92,974	929,024
Cash - High Int. Savings# 1 THRIVE		(710)	1,634
Cash - CIBC	109	2,330	9,457
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	17	200,100	206,394
Cash - HIS3 - Deep South EcDev Funds	186	(21,046)	646,248
Credential Security Investments			438,148


Certified correct and in accordance with the records

Presented to council on

October 13, 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
10/13/2021 11:20 AM

Town of Coronach
List of Accounts for Approval
As of 10/13/2021
Batch: 2021-00078 to 2021-00083

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: BANK - BANK					
Computer Cheques:					
8301	9/27/2021	Brent Benson UBrefund202109	Refund -property sold	283.40	283.40
8302	9/27/2021	Korey Egan Tax payment	Tax prepayment # 17 & #18	250.00	250.00
8303	9/27/2021	Richardson Pioneer Ltd. 173-62643	Roundup Transorb	86.59	86.59
8304	9/27/2021	SUMA Benefits Program Oct 2021 benfts	SUMA - Oct 2021	722.06	722.06
8305	10/13/2021	Void during printing			
8306	10/13/2021	Ken Ager 44	remove and trim trees	3,663.00	3,663.00
8307	10/13/2021	Coronach Community Hall Board 21-21 22-21	Hall rental for Sept 18 meetin Contractor meeting	175.00 125.00	300.00
8308	10/13/2021	Coronach Rec Board - Newslette 49	1/2 page ad-October	47.25	47.25
8309	10/13/2021	C.R. Plumbing Ltd. 3475	Cntrl panel -office generator	747.95	747.95
8310	10/13/2021	Sharni-Lee Fulton Cleaning -35	Monthly Office Cleaning	133.20	133.20
8311	10/13/2021	Hicks Welding 1272	"H" frame-business signs	3,337.99	3,337.99
8312	10/13/2021	Patti Mamer To Sept 30 2021	Archival Assistance	1,090.00	1,090.00
8313	10/13/2021	Perry, Don 4903 To Oct 8 2021	Gift for K. Manske Baby 46 hrs @ 18.00/hr	75.00 828.00	903.00
8314	10/13/2021	Phoenix Group 041046	Deep South content videos	15,000.00	15,000.00
8315	10/13/2021	Poplar River Pharmacy 91204 91812	Hand soap-shop Office supplies	9.42 10.50	19.92
8316	10/13/2021	Pure Color Painting Services 232	Painting Sarcan Bldg	5,779.77	5,779.77
8317	10/13/2021	Richardson Pioneer Ltd. IN173-62976	Grass seed mix for Cemetary	240.98	240.98
8318	10/13/2021	R.M. Of Hart Butte #11 SI-37428	Dust control-east side of town	1,890.00	1,890.00
8319	10/13/2021	Schnell, Clarence 308749		1,020.00	1,020.00

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8320	10/13/2021	Staples Business Advantage 57112317 57210212	OFFICE SUPPLIES OFFICE SUPPLIES	8.70 232.93	241.63
8321	10/13/2021	Ryan Strom Permit refund	Refund moving permit deposit	3,400.00	3,400.00
8322	10/13/2021	Virtue Construction 12-2082	street sweeping	5,601.00	5,601.00
8323	10/13/2021	ZEE MEDICAL SERVICE CO. 183504	Restocking medical supplies	107.61	107.61
Other:					
105-Man	9/30/2021	Kelsey Manske CDO-14	WD CDO monthly contract	5,880.00	5,880.00
106-Man	9/30/2021	Poplar River Pharmacy Libraryrent-29	Library Rent	787.50	787.50
107-Man	9/30/2021	Pritchard, Colleen 2021-07	CDO office rent	500.00	500.00
108-Man	9/30/2021	Sean Wallace Consulting Ltd. DSPIS-13	SSR Director monthly cont	13,125.00	13,125.00
109-Man	10/15/2021	Concentra Lease Payment Lease-34	Concentra Lease payment	8,113.60	8,113.60
121-Man	9/27/2021	SOUTHERN COMFORT SPRAY FOAM 121	WTP Roof Repairs - Spray Foam	18,853.35	18,853.35
1119-Man	9/27/2021	SaskPower 2217-0061-1119	Acct ending in 5319	37.81	37.81
1350-Man	10/07/2021	SaskPower 1656-0068-1350	Acct ending in 9344	2,252.34	2,252.34
1605-Man	10/07/2021	SaskPower 1821-0066-1605	Acct ending in 7058	33.11	33.11
1964-Man	9/27/2021	SaskPower 1821-0066-1964	Acct ending in 4408	40.70	40.70
2107-Man	9/16/2021	Spring Creek Consulting 2021-07-R	Engineering	1,275.75-	1,275.75-
2217-Man	9/27/2021	SaskPower 3240-0049-2217	Acct ending in 9533	71.27	71.27
2218-Man	9/27/2021	SaskPower 3240-0049-2218	Acct ending in 9731	521.55	521.55
2219-Man	9/27/2021	SaskPower 3240-0049-2219	Acct ending in 9939	42.43	42.43
2442-Man	10/15/2021	Munisoft 202122-02442	Frt chgs to return computer	30.05	30.05
01-Man	10/07/2021	SaskPower			



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3848-Man	9/27/2021	SaskPower 3702-0033-2501	Acct ending in 1751	150.23	150.23
5486-Man	9/27/2021	SaskPower 1887-0065-8348	Acct ending in 5748	59.92	59.92
5601-Man	9/27/2021	SaskPower 2481-0058-5486	Acct ending in 1879	688.90	688.90
6214-Man	9/27/2021	SaskPower 1986-0063-5601	Acct ending in 3029	407.16	407.16
6215-Man	9/27/2021	SaskPower 1755-0067-6214	Acct ending in 8336	40.26	40.26
7099-Man	10/07/2021	SaskPower 1755-0067-6215	Acct ending in 8815	42.39	42.39
7378-Man	9/27/2021	SaskPower 3174-0050-7099	Acct ending in 9561	368.65	368.65
8859-Man	9/27/2021	SaskPower 1953-0065-7378	Acct ending in 1378	155.27	155.27
9969-Man	10/13/2021	TAXervice 2085-0062-8859	Acct ending in 4391	138.97	138.97
92977-Man	10/13/2021	TAXervice 2379969	Tax Enforcement J. Sognasend	346.50	346.50
53947-Man	10/13/2021	ALS Enviroment 3311152977	Asbestos testing- Museum	33.60	33.60
55773-Man	10/13/2021	ALS Enviroment 3311153947	Water Sample	22.05	22.05
57306-Man	10/13/2021	ALS Enviroment 3311155773	Water Sample	22.05	22.05
79968-Man	10/13/2021	ALS Enviroment 3311157306	Water Sample	25.20	25.20
92021-Man	10/06/2021	TAXervice 2379968	Tax Enforcement-G Morris	346.50	346.50
92021-Man	10/06/2021	Minister Of Finance EPT Sept 2021 remit	Sept 2021 remittance	11,826.08	11,826.08
92021-Man	10/07/2021	SaskEnergy Sept 2021 bill	All SaskEnergy Sept 2021	592.06	592.06
92021-Man	9/27/2021	Receiver General Of Canada Sept 2021 remit	Payroll remittance Sept 2021	2,135.37	2,135.37
92021-Man	9/20/2021	Sasktel - Land Lines Sept 2021 bill	Landlines Sept 2021	980.88	980.88
151344-Man	9/20/2021	Municipal Employees Pension PI File 151344	Emp 02138 File 151344	1,551.86	1,551.86
154003-Man	9/30/2021	Municipal Employees Pension PI File 154003	Emp 02138 File 154003	1,532.32	1,532.32
102107-Man	10/13/2021	Spring Creek Consulting			



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		2021-07B	Engineering	60.75	60.75
202108-Man	10/13/2021	Spring Creek Consulting 2021.08	Engineering	1,328.00	1,328.00
237997-Man	10/13/2021	TAXervice 2379977	Tax Enforcement A. Marshall	346.50	346.50
2379970-Man	10/13/2021	TAXervice 2379970	Tax Enforcement C. Shradder	346.50	346.50
2379971-Man	10/13/2021	TAXervice 2379971	Tax Enforcement S. Felton	346.50	346.50
2379972-Man	10/13/2021	TAXervice 2379972	Tax Enforcement J. Thurlow	346.50	346.50
2379973-Man	10/13/2021	TAXervice 2379973	Tax Enforcement A. Marchand	346.50	346.50
2379974-Man	10/13/2021	TAXervice 2379974	Tax Enforcement N. Guskjolen	346.50	346.50
2379975-Man	10/13/2021	TAXervice 2379975	Tax Enforcement J. Bisgard	346.50	346.50
2379976-Man	10/13/2021	TAXervice 2379976	Tax Enforcement S.T. Belle	346.50	346.50
2379978-Man	10/13/2021	TAXervice 2379978	Tax Enforcement J Sognasend	346.50	346.50
2379979-Man	10/13/2021	TAXervice 2379979	Tax Enforcement L. Schafer	346.50	346.50
2379980-Man	10/13/2021	TAXervice 2379980	Tax Enforcement G. Willford	346.50	346.50
2379981-Man	10/13/2021	TAXervice 2379981	Tax Enforcement D. Harmsworth	346.50	346.50
2379982-Man	10/13/2021	TAXervice 2379982	Tax Enforcement M Openshaw	300.30	300.30
2379983-Man	10/13/2021	TAXervice 2379983	Tax Enforcement M Openshaw	300.30	300.30
2379984-Man	10/13/2021	TAXervice 2379984	Tax Enforcement C. Grainger	346.50	346.50
2380915-Man	10/13/2021	TAXervice 2380915	Tax Enforcement J Sognesand	81.50	81.50
2380916-Man	10/13/2021	TAXervice 2380916	Tax Enforcement J Sognesand	81.50	81.50
2380917-Man	10/13/2021	TAXervice 2380917	Tax Enforcement L. Schafer	40.75	40.75
2380918-Man	10/13/2021	TAXervice 2380918	Tax Enforcement A Marchand	40.75	40.75
2380919-Man	10/13/2021	TAXervice			



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		2380919	Tax Enforcement N Guskjolen	81.50	81.50
2380920-Man	10/13/2021	TAXervice 2380920	Tax Enforcement J Bisgard	40.75	40.75
2380921-Man	10/13/2021	TAXervice 2380921	Tax Enforcement S T Belle	81.50	81.50
2381002-Man	10/13/2021	TAXervice 2381002	Tax Enforcement A Marshall	94.50	94.50
6384619-Man	9/27/2021	Sean Wallace Consulting Ltd. 6384619	Deep South Regional PIS	225.80	225.80
7828050-Man	10/13/2021	Loraas Disposal 7828050	Sept 2021 statement	14,290.15	14,290.15
8312021-Man	9/26/2021	Collabria -Payment Processing Aug 2021 stmnt	August 2021 stmnt	279.84	279.84
9232021-Man	9/23/2021	Sasktel Sept 2021 bill	Cell phones September 2021	319.90	319.90
210700000-Man	9/16/2021	Spring Creek Consulting 2021-07-2	Engineering	1,215.00	1,215.00
				Total for BANK:	138,711.82

Certified Correct This October 13, 2021

Mayor

Administrator