

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 February 8, 2022 at 6:00 pm.**

Mayor Calvin Martin calls the meeting to order at 5:57 pm.

Present: Calvin Martin, Jim Achtymichuk, Leanne Kuski, Ron Mamer, Nathan Guskjolen Sharon Adam (via Zoom) & Administrator C MacKay-Wilson.

Regrets: Sam Koszman

Guests: Sgt. Vince Granello, 630pm; Wyatt Engineering Ltd, Ashley Wyatt, Quinton MacDougall 7:00 pm via Zoom.

20.2022 Agenda

L Kuski/N Guskjolen That the Agenda is accepted as amended with the date in the header to read 2022. Carried.

21.2022 Consent Agenda

S Adam/R Mamer That the consent agenda items are acknowledge and accepted as presented including the RCMP report January 31st, 2022; Coronach Rec Board Financials November to year end 2021; Community Hall year end Financials; Water Report January 31st, 2022; correspondence including Canada Jobs Application Completed January 25, 2022; 2021 Annual Water use reports; Handi-Van Claim update Town of Coronach Mail - RE SE SK 005314934; Letter Pat Jackson - SUMA - to Health Minister for council to review and send agreed; Ministry of Highways update post Dec 29 Conference call; Saskatchewan's Ministry of Trade and Export Development DM Procurement Thresholds; Saskatchewan's Ministry of Trade and Export Development Procurement Thresholds; SCMA Jan 2022 Agenda Mar 2021 Minutes; SUMA - Municipal Update January 24, 2022; Minutes of the regular council meeting from January 11th, 2022; Administrators report January 12- February 7th, 2022 to be marked confidential; Foreman Report January 31st, 2022; all bank reconciliations January 31st, 2022. Carried.

Guest Sgt. V Granello, 630pm

22.2022 Monthly Financial Statement for January 31st, 2022

J Achtymichuk/N Guskjolen That the Monthly Financial Statement for January 31st, 2022 with revenues of \$31,806.65 and expenses of \$280,023.34 is approved as presented and the Monthly & Year to Date Financial Operational Activity January 31st 202 be approved as presented. Carried.

23.2022 List of Accounts Payable Batches 2022-00007 to 2022-00020

J Achtymichuk/N Guskjolen That the list of Accounts Payable for a total of \$572,522.74 be approved as presented. Carried.

Old Business

24.2022 Public Notice Bylaw 1.2022

S Adam/J Achtymichuk That the Public Notice Bylaw 1.2022 be approved with amended title and read a first time. Carried

Guests Wyatt Engineering via ZOOM to review Downtown Coronach renewal project plans from 7:00 pm to 8:15 pm

Community Economic Development

26.2022 Coronach Community Economic Development Officer (CDO) report

S Adam/R Mamer That the Coronach CDO report be accepted as presented. Carried.

27.2022 Community Co-ordinator funding

J Achtymichuk/L Kuski That the Town of Coronach will contribute an equal portion of the salary of the Coronach Community Coordinator position to be paid to the R.M of Hart Butte, No. 11 for services from March 1, 2022 to February 28, 2023. Carried.

28.2022 Town Entry sign design

J Achtymichuk/R Mamer That the design for the new Town Entry signs is approved and funding will be supplied by Prairies Canada Project 15823 funding. Carried.

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New Business

29.2022 SUMA Conference 2022 Delegates

J Achtymichuk/N Guskjolen That Town of Coronach will send Councillor Adam and Councillor Kuski to the SUMA Convention April 3 to 6th, 2022 and cover all related costs. Carried

30.2022 2022 Coronach Housing Prepayment 6% authorization

S Adam/R Mamer That the Coronach Housing Association is approved for a 6% Discount is \$687.53 on minimum water services for 2022 prepayment with a deadline of March 31st, 2022. Carried.

31.2022 2022 Seasonal labor

S Adam/R Mamer That the C.A.O will advertise the open positions for the seasonal labor position as per Section 2.1 of the Coronach HR Manual with wage range of \$19.00 - \$24.00 based on experience and qualifications for 40 hrs/week for up to 18 weeks in 2022. Carried.

32.2022 2022 Summer Student labor

S Adam/R Mamer That the summer student position be advertised as per Section 2.1 of the Coronach HR Manual to be subsidized by Canada Jobs to start at \$17.50/hour for 12 weeks in 2022. Carried.

33.2022 Office Computers purchase 2022

J Achtymichuk/N Guskjolen That that Town of Coronach will purchase 2 new computers from MuniSoft as per the quoted pricing for a total of \$5399.00 plus applicable taxes. Carried.

Council reviewed the Offer to Purchase 241 & 245 Maple Street and requests more information from the potential buyer to be addressed by the C.A.O. C MacKay-Wilson.

34.2022 Adjournment

C Martin: That the meeting is adjourned at 9:24 pm and the next regular meeting of council will be March 8th, 2022, 6pm, at the Town Office. Carried.



A handwritten signature in black ink, appearing to read "Calvin Martin".

Mayor Calvin Martin

A handwritten signature in black ink, appearing to read "Catherine MacKay-Wilson".

Catherine MacKay-Wilson,
Chief Administrative Officer

Town of Coronach
List of Accounts for Approval
Batch: 2022-00007 to 2022-00020

Bank Code - BANK - BANK

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2022-0005	01/31/2022	Collabria -Payment Processing				
		Dec 2021 stmt		Accrual December 2021 statement	1,047.31	1,047.31
2022-0006	01/31/2022	Munisoft				
		2021/22-04078		Softwear Maintenance for 2022	4,136.97	
		2021/22-03539		Annual Equipment Maintenance for	449.55	4,586.52
2022-0007	01/31/2022	SaskPower				
		Jan 2022-3 PWR		Accrual Acct ending in	1,717.07	
		Jan 2022-2 PWR		Accrual Acct ending in	721.13	2,438.20
2022-0008	01/31/2022	Sasktel-Cell				
		Jan 2022 cell		Cell phonesJan2022	328.38	328.38
2022-0009	01/31/2022	Sasktel - Land Liries				
		Jan 22 Landline		January 2022 Landlines	1,007.94	1,007.94
2022-0010	02/08/2022	Concentra Lease Payment				
		2022-02		Concentra Lease Payment	8,113.60	8,113.60
2022-0011	02/08/2022	DeLage Landen Financial Servic				
		2022-03		Printer lease	303.03	303.03
2022-0012	02/08/2022	SaskEnergy				
		Jan 2022 Energy		All SaskEnergy	2,935.42	2,935.42
2022-0013	02/08/2022	SaskPower				
		Feb PWR 2022		Power invoices due Feb 7, 2022	3,412.30	3,412.30
				Total Automatic Withdrawal:		24,172.70

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
8421	01/11/2022	Florrell, Julia				
		CR Plum 3605		CR Plumbing - Invoice #3605	793.65	793.65
8422	01/31/2022	Cameo Environmental Inc				
		939		Accrual Asbestos abatement in Museum ba	19,301.41	19,301.41
8423	01/31/2022	Coronach Recreation Board				
		2022 Assistance		2022 Assistance Resolution #260-2	5,000.00	
		2022 Grant		Annual Grant Resolution # 259.202	50,000.00	55,000.00
8424	01/31/2022	EDY Community Development				
		Restart 2021		Safe Restart 2021	500.00	500.00
8425	01/31/2022	Egan, Korey				
		Jan 22 tx pymnt		Prop tax payment # 24 & 25	250.00	250.00
8426	01/31/2022	Southland Co-operative Ltd				
		Dec 2021 stmt		Accrual Southland - December 2021 stmtnt	1,274.27	1,274.27
8427	01/31/2022	SUMA Benefits Program				
		Feb 22 benefits		SUMA - February 2022	793.96	793.96
8428	01/31/2022	Western Municipal Consulting Ltd				
		WMC22052		GST not pd in error on chq 8396	12.50	12.50
8429	02/08/2022	Able II Print				
		82211		2 x 3 Town infastructure display box	619.38	
		82217		Window envelopes	485.63	1,105.01
8430	02/08/2022	Abram Consulting Services				
		1221-002		Accrual Dec 1 to 31, 2021 - Review Lift stati	1,063.13	1,063.13

Town of Coronach
List of Accounts for Approval
Batch: 2022-00007 to 2022-00020

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
8431	02/08/2022	Acklands Grainger Inc	9183111914	LLGSAR-Q & ARGON Q	79.39	79.39
8432	02/08/2022	ATS Traffic Ltd	1230-50012317	Traffic signs and brackets	1,100.89	1,100.89
8433	02/08/2022	B&A Planning Group	52726	Accrual Coronach Downtown Engagement	5,692.60	5,692.60
8434	02/08/2022	Brent Benson	UBrefund202109	Refund -property sold	283.40	283.40
8435	02/08/2022	Big Muddy Crafts & Gifts	PWR Feb 2022	Heat and power for 129 1st St E-Fe	200.00	200.00
8436	02/08/2022	Coronach Connection	Issued to: Coronach Rec Board			
			87	Dntwn Renewal, Public notice, CAC	252.00	252.00
8437	02/08/2022	Coronach Fire Assoc.	373	Accrual Dec 28 -possible chlorine leak @ V	481.00	481.00
8438	02/08/2022	C.R. Plumbing Ltd.	3646	Install new w/h, repair pipes	1,510.11	1,510.11
8439	02/08/2022	Elder, Boycie	Feb 2022	Community Calendar	10.00	10.00
8440	02/08/2022	Fulton, Sharni-Lee	2022-04	Office Cleaning	133.20	133.20
8441	02/08/2022	Hart Electric	83693	Direct wire office water heater	176.31	
			83694	Replace outlet @ landfill bldg	52.50	228.81
42	02/08/2022	Harvey's Home Centre	Jan 2022 stmtnt	January 2022 statement	970.10	970.10
8443	02/08/2022	Hicks Welding	1549	Grader parts and repair	364.69	364.69
8444	02/08/2022	Joseph Taylor Consulting	6033	Pre-implementation expenses	2,250.00	2,250.00
8445	02/08/2022	Marv's Tire & Auto Glass	131537	Tire for the backhoe	414.30	
			131509	Replace glass in Grader lower door	311.91	726.21
8446	02/08/2022	Miller Thomson LLP	3706194	Accrual Legal services re: 101290047 Sasf	2,832.72	2,832.72
8447	02/08/2022	Perry, Don	To Feb 3, 2022	29 hours @ 18.00/hour	522.00	522.00
8448	02/08/2022	Poplar River Pharmacy	Jan 2022 statem	January 2022 statement	24.68	24.68
8449	02/08/2022	Quality Long Life Lighting	4300	Accrual LED lights for Town Shop	443.10	443.10
8450	02/08/2022	SAMA	2022105	2022 Municipal invoice	9,719.00	9,719.00
8451	02/08/2022	Saskatchewan Health Authority	3398596	Water sample	23.00	23.00
8452	02/08/2022	Walter,Eldon	304617	Take down Christmas Lights	350.00	350.00
8453	02/08/2022	Wolseley Canada Inc	6633615	parts for valve @ WTP	630.31	630.31
Total Computer Cheque:						108,921.14

Town of Coronach
List of Accounts for Approval
Batch: 2022-00007 to 2022-00020

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
CAFT DIRECT DEPOSIT						
Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2022-0006	01/12/2022	Pattison Outdoor Advertising				
			40/11052785	Accrual Billboard	1,470.00	
			40/11053018	Billboard	1,665.00	
			40/11053020	Billboard	51,019.50	
			40/11053021	Billboard	24,255.00	78,409.50
2022-0007	01/25/2022	Manske, Kelsey				
			2201-01	CDO Monthly contract	5,880.00	5,880.00
2022-0008	01/25/2022	Poplar River Pharmacy				
			2022-01	Library Rent	787.50	787.50
2022-0009	01/25/2022	Pritchard, Colleen				
			2202-01	CDO office rent	500.00	500.00
2022-0010	01/25/2022	Sean Wallace Consulting Ltd.				
			17-01	SSR Director Monthly Contract & e	13,932.63	13,932.63
2022-0011	01/31/2022	RM of Happy Valley No.10				
			BI Grant RM -01	RM 10 Beautification Funds approv	951.00	951.00
2022-0012	01/31/2022	RM of Poplar Valley No. 12				
			BI Grant PopVal	Bus Imprvmnt Grant-RM Poplar Val	30,000.00	30,000.00
2022-0013	01/31/2022	RM of Willow Bunch No. 42				
			BI Grant RM-WB	Bus Imprvmnt Grant- RM of Willow	30,000.00	30,000.00
2022-0014	01/31/2022	SEDA				
			3806	Membership - 2022	376.95	376.95
2022-0015	01/31/2022	Town Of Rockglen				
			BI Grant Roc-01	Town of Rockglen - Beaut. Funds a	1,028.00	1,028.00
2022-0016	01/31/2022	Town Of Willow Bunch				
			BI Grant WB	Bus Imprvmnt Grant-Town of Willov	30,000.00	30,000.00
2022-0017	01/26/2022	Clark, Colton				
			Home Depot	M18 Hackzall	258.58	
			Princess Auto	5 HP Electric motor	477.28	
			Costco	CAT 3-ton Floor jack	255.29	
			McDougal Auct	Acklands welder & wire	408.48	
			Wet/dry shop va	Wet/dry shop vac	330.78	1,730.41
2022-0018	01/07/2022	Videre Energy Ltd.				
			2021-01	Accrual Videre & TOC funding agreement	155,448.75	155,448.75
2022-0019	01/14/2022	Dosch Organic Acres Inc				
			Equipment	SSR funds - Equipment	55,000.00	55,000.00
2022-0020	02/04/2022	Town of Bengough				
			BI Grant final	Business Improvement grant appro	39.00	39.00
2022-0021	02/08/2022	ALS Enviroment				
			3311172929	Water Sample	25.20	
			3311174980	Water Sample	25.20	50.40
2022-0022	02/08/2022	Spring Creek Consulting				
			2022-04	Engineering	4,693.97	4,693.97
2022-0023	02/08/2022	Tammy Mills				
			Jan 2022 milage	Pick up envelopes in Assiniboia	20.37	20.37
					Total CAFT Direct Deposit:	408,848.48

Town of Coronach
List of Accounts for Approval
Batch: 2022-00007 to 2022-00020

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2022	01/31/2022	Receiver General Of Canada				
		Jan 2022 remit		January 2022 payroll remittance	6,970.67	6,970.67
15087	01/31/2022	Redhead Equipment	P15087	Accrual Grader parts	1,291.09	1,291.09
180095	01/31/2022	Municipal Employees Pension PI	180095		1,613.52	1,613.52
182645	01/31/2022	Municipal Employees Pension PI	182645	Jan 3 - Jan 16 payroll	1,630.92	1,630.92
2022 01	02/03/2022	Minister Of Finance EPT		January 2022 remittance	3,720.20	3,720.20
337346	02/08/2022	Success Office Systems	337346	Accrual Contract usage Nov 1, 2021 to Jan	592.93	592.93
7859645	02/08/2022	Loraas Disposal	7859645	Loraas Statement January 31, 2022	14,761.09	14,761.09
					Total Online Banking:	30,580.42
					Total BANK:	572,522.74

Certified Correct This February 8, 2022


 Calvin Martin, Mayor


 C. Mackay-Wilson, Chief Administrative Officer

TOWN OF CORONACH
Monthly Financial Statement
For the Period Ending January 31, 2022

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	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	9,129.95	9,129.95		9,129.95	
Fees and Charges	4,463.01	4,463.01		4,463.01	
Utilities	(9,309.76)	(9,309.76)		(9,309.76)	
Grants	15,936.30	15,936.30		15,936.30	
Grants in Lieu of Taxes	11,148.19	11,148.19		11,148.19	
Investment Income and Commissions	438.96	438.96		438.96	
Total Revenues:	31,806.65	31,806.65	0.00	31,806.65	0.00
Expenditures					
General Government Services	15,555.05	15,555.05		(19,578.47)	
Protective Services	1,012.73	1,012.73		(1,012.73)	
Transportation Services	10,398.54	10,398.54		(14,555.69)	
Environmental Health Services	54.00	54.00		(650.38)	
Planning and Development Services	182,761.78	182,761.78		(189,846.57)	
Recreation and Cultural Services	55,814.99	55,814.99		(56,394.05)	
Utilities	14,426.25	14,426.25		(23,353.61)	
Total Expenditures:	280,023.34	280,023.34	0.00	(305,391.50)	0.00
Change in Net Financial Assets	(248,216.69)	(248,216.69)	0.00	(273,584.85)	0.00
Change in Net Assets	(248,216.69)	(248,216.69)	0.00	(273,584.85)	0.00
Change in Surplus	(248,216.69)	(248,216.69)	0.00	(273,584.85)	0.00


Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			100.00
Cash - Credit Union	(168,593.05)	(168,593.05)	350,882.34
Cash - High Int. Savings# 1 THRIVE	0.07	0.07	1,633.88
Cash - CIBC	(22,086.23)	(22,086.23)	4,287.60
Cash - Non-Redeemable Equity #1			476.68
Cash - Redeemable Equity #1			111.81
Redeemable Term Deposit			152,625.00
Cash - Savings2 Ec Dev Funds	17.53	17.53	206,463.58
SSR EcDev Funds - See Deferred Rev.	(56,603.20)	(56,603.20)	375,337.30
Total Cash:	(247,264.88)	(247,264.88)	1,091,918.19
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(2,192.57)	(2,192.57)	35,543.40
Municipal - Tax Receivable - Arrears	(305.06)	(305.06)	77,123.88
Municipal - Adjustment/Cancellation			2,104.90
Total Municipal Taxes Receivable:	(2,497.63)	(2,497.63)	114,772.18

Certified correct and in accordance with the records

Presented to council on

February 8, 2022
(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 January 31, 2022


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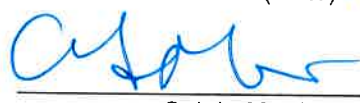
	<i>Current Month</i>	<i>Year to Date</i>	<i>Budget 2020</i>	<i>Var to Budget Pro-rated \$</i>
Revenues				
Taxation	9,130	9,130		
Fees and Charges	4,463	4,463		
Utilities	(9,311)	(9,311)		
Grants in Lieu of Taxes & Surcharges	11,148	11,148		
Investment Income and Commissions	439	439		
Total Revenues:	15,869	15,869	0	0
Expenditures				
General Government Services	15,554	15,554		
Protective Services	1,013	1,013		
Transportation Services	10,398	10,398		
Environmental Health Services	54	54		
Planning and Development Services	74	74		
Recreation and Cultural Services	55,815	55,815		
Utilities	14,427	14,427		
Total Expenditures:	97,335	97,335	0	0
Change in Net Financial Assets	(81,466)	(81,466)	0	0
Total Change in Net Assets	(81,466)	(81,466)	0	0
Account Balances				
	<i>Current</i>	<i>Year to Date</i>	<i>Balance</i>	
Municipal Taxes Receivable				
Municipal - Tax Receivable - Current	(2,193)	(2,193)	35,543	
Municipal - Tax Receivable - Arrears	(305)	(305)	77,124	
Total Municipal Taxes Receivable:	(2,498)	(2,498)	112,667	
Cash - On Hand - Petty Cash			100	
Cash -Credit Union	(168,593)	(168,593)	350,882	
Cash - High Int. Savings# 1 THRIVE			1,634	
Cash - CIBC	(22,086)	(22,086)	4,288	
Cash - Non-Redeemable Equity #1			477	
Cash - Redeemable Equity #1			112	
Redeemable Term Deposit			152,625	
Cash - Savings2 Ec Dev Funds	18	18	206,464	
SSR EcDev Funds - See Deferred Rev.	(56,603)	(56,603)	375,337	
Credential Security Investments			438,148	

Certified correct and in accordance with the records

Presented to council on

February 8, 2022
(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.