

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 17th, 2022 at 6:00pm

Mayor Calvin Martin calls the meeting to order at 6:05 pm

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

Guest: RCMP Sgt. Granello 6:10 pm; Coronach Community Economic Development Officer, K Manske, 6:30 pm

172.2022 Agenda
L Kuski/S Koszman

That the Agenda be accepted as amended.

Carried.

173.2022 Consent Agenda
R Mamer/S Adam

That the Consent agenda be accepted including the RCMP report September 30th, 2022; Coronach Rec Board Minutes from August 15, 2022; Tourism Sept Minutes; Coronach Rec Board September 12, 2022; September 30th, 2022 Water Report; Correspondence including: Complete Package Health Practitioner Recruitment and Retention Oct 17th; Coronach Flu Clinic Poster; Palliser Library - AGENDA and Fall package for 2022; Palliser Library Letter regarding Swift current and Chinook secession; Public Library system in review 2021; Well update - email Clifton Engineering update; Well update - Water Security Agency; Well update map - Proposed test drilling locations - TOC; Minutes from September 13th, 2022; Administrators report marked confidential; Foreman Report; Bank Reconciliations September 30th, 2022; List of Accounts payable Batches 2022-00075-2022-00078 for \$200944.24; Coronach Community Economic Action Team updates/reports marked confidential; Notice from Myren for Youth in Business program; Community Coordinator report

Carried.

174.2022
L Kuski/R Mamer

Statement of Financial Activity September 30th, 2022

That the Monthly Financial Statement September 30th, 2022, with revenues of \$117,550.57 and expenses of \$159724.39 be accepted as presented and noted that this is a new format per the auditor to be accepted as presented.

Carried.

174.2022
S Adam/N Guskjolen

List of Accounts Payable to October 17th, 2022

That the list of accounts payable be approved as presented for batches 2022-00075 to 2022-00078 for \$200,944.24.

Carried.

Old Business

175.2022
S Adam/N Guskjolen

In-Camera session starting at 6:34 pm

That Council enters into an in-camera session to discuss confidential items, as per the Council Procedure Bylaw, for 13. a) Schedule A Part 5 Section 3 of the Local Authority of the Freedom of Protection & Privacy Act for strategic planning.

Carried.

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 17th, 2022 at 6:00pm

- 176.2022 In-Camera ended at 7:35 pm
L Kuski/N Guskjolen
That the Town council ends the in-camera session for strategic planning.
Carried.
- 177.2022 Coronach Community Economic Action Team
Terms of Reference amendment
S Koszman/S Adam
That the Coronach Community Economic Action Team Terms of Reference are amended as presented and sent to the RM of Hart Butte to request their continued participation.
Carried.
- 178.2022 Youth in Business program
C Martin/L Kuski
That the Town of Coronach Council will propose that the RM of Hart Butte and the Town of Coronach approve the use of the SaskPower Community funds up to \$14,100 be used for the continuation of the Youth in business Program for one year after March 31st, 2022.
Carried
- 179.2022 120 Centre Street - Abatement
R Mamer/S Koszman
That the Ager's Cleaning Ltd. Quote is selected for the Asbestos Abatement of 120 Centre Street for \$21,500 plus applicable taxes.
Carried
- 180.2022 Community Hall furnace quotes
S Adam/N Guskjolen
That C R Plumbing replacement furnace quote is approved as presented if approved by SGI and that the Administrator is authorized to engage Ager's Cleaning to clean the duct system at the Community Hall.
Carried
- New Business
Council discussed Coronach Fire and District Fire truck planning, Representatives will request quotes and options for life extension of the existing trucks from the Fire Department.
- 181.2022 Fire Chief attendance to Council meetings
L Kuski/S Koszman
That the Town of Coronach will request the Fire Chief to attend Council meetings quarterly to update the council on their needs.
Carried
- The town of Coronach will investigate options for trapping stray cats in 2023.

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 17th, 2022 at 6:00pm

182.2022 Town of Coronach Council Appointments Policy
S Adam/S Koszman
That the Town of Coronach Council Appointments Policy is approved as presented.

Carried

In response to the letter regarding the Coronach Catholic Church Parking, Mayor Martin will approach local property owners adjacent to the church to find alternative options for church parking, noting that the projected \$389,000 to expand the street to angle parking on both sides is not financially possible within our funding program.

183.2022 Dr. Retention and funding commitment (2020 and future)
L Kuski/N Guskjolen
That the Town of Coronach will not pay the 2020 levy for the Dr. Recruitment Committee, but we will go forward from 2022 with membership and related contributions.

Carried

184.2022 Setrum access request & Permit application
N Guskjolen/S Koszman
That the Permit is reviewed as Discretionary use for access requests and letters are sent to anyone within 75m to review the back greenspace access request for re-review on November 8th, 2022 with a public meeting notice.

Carried.

185.2022 Amend resolution 224.2021.
R Mamer/N Guskjolen
That the resolution 244.2021 be amended as follows:
*244.2021
Annual Performance and Wage Review
S Adam/L Kuski
That the wage reviews include the annual increases to be presented to employees with their reviews effective January 3rd, 2022 for LS increase of \$0.75/hr plus \$2000.00/year vehicle allowance; KE increase of \$0.50/hr; C MacKay-Wilson, C.A.O. salary increase of \$1435.00/year plus 3 paid personal days; TM increase of \$0.50/hr. Carried*

Carried

186.2022 Approve payment owed per amended 244.2021
S Koszman/S Adam
That the Council acknowledges and approved the payroll correction owed to C MacKay-Wilson's pay year to date of \$832.89.

Carried.

Council is informed that the Grant Thornton Auditor has given us notice to discontinue their services effective immediately and that letters have been sent requesting quotes to 5 companies for the 2022 -2026 Audit requirement.

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 17th, 2022 at 6:00pm

188.2022 Lot 13, Block 18, Plan 77MJ01331
R Mamer/L Kuski

That TAXervice, on behalf of the Town of Coronach, is authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:
Lot 13, Block 18, Plan 77MJ01331, Title No. 144466522
Carried.

189.2022 Lot 25, Block 1, Plan BV2817
R Mamer/L Kuski

That TAXervice, on behalf of the Town of Coronach, is authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:
Lot 25, Block 1, Plan BV2817, Title No. 136634317
Carried.

190.2022 Pretty Valley Lodge Payment
N Guskjolen/R Mamer

The Town of Coronach will contribute 30% of the rubber paving quote to the Pretty Valley Lodge sidewalk repairs for safety on the quote of \$31,057.80 including taxes.
Carried

191.2022 Adjournment
C Martin

That the Town Council meeting is adjourned at 9:15 pm and that the next regular meeting is November 8th, 2022 at 6:00 pm at the Town Office.

Carried.



Mayor Calvin Martin

Deputy Ron Mamer



Catherine MacKay-Wilson,
Chief Administrative Officer

Town of Coronach
List of Accounts for Approval
Batch: 2022-00075 to 2022-00082

Bank Code - BANK - BANK

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
2022-0068	09/28/2022	Collabria -Payment Processing			
		08-2022 statmen	August 2022 statement	4,087.62	4,087.62
2022-0069	09/28/2022	SaskPower			
		09-2022-2 PWR	Power bills due Sept 26, 2022	2,304.10	
		09-2022-3PWR	Tourism Office	66.93	2,371.03
2022-0070	09/28/2022	Sasktel-Cell			
		09-2022 cell	Cell phonesSep2022	282.30	282.30
2022-0071	09/28/2022	Sasktel - Land Lines			
		09-2022 Indl-01	Landlines September 2022	724.40	724.40
2022-0072	10/17/2022	Concentra Lease Payment			
		2022-10	Concentra Lease Payment	8,113.60	8,113.60
2022-0073	10/17/2022	SaskEnergy			
		09-2022 Energy	All SaskEnergy	790.41	790.41
2022-0074	10/17/2022	SaskPower			
		09-2022 PET	Power bills due October 7, 2022	3,074.80	3,074.80
			Total Automatic Withdrawal:		19,444.16

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
8639	09/28/2022	Christina Birch			
		22-002	Business Needs Assessment	5,701.50	5,701.50
8640	09/28/2022	Egan, Korey			
		09-2022	Property tax payment September 2	375.00	375.00
8641	09/28/2022	Southland Co-operative Ltd			
		08-2022 stmnt	August 2022 statement	3,548.00	3,548.00
8642	09/28/2022	SUMA Benefits Program			
		10-2022 benefits	SUMA - October 2022	793.96	793.96
8643	10/17/2022	ATS Traffic Ltd			
		1230-500013480	Street signs and bracket	129.40	129.40
8644	10/17/2022	Blacktop industries			
		1801	Hydrovac alley for grading service:	1,207.50	1,207.50
8645	10/17/2022	Choquer Excavating			
		0157	Remove old signs and replace with	8,236.20	8,236.20
8646	10/17/2022	Christina Birch			
		22-003	Business Needs Assessment	5,701.50	5,701.50
8647	10/17/2022	Clark & Sons Earthmoving Ltd			
		541962	Compact base material and prep fr	25,974.00	25,974.00
8648	10/17/2022	E. Bourassa & Sons Ltd.			
		CA06326	Repair Woods mower	2,075.28	
		IA99580	Repair parts	35.80	2,111.08
8649	10/17/2022	Fulton, Sharni-Lee			
		2022-12	Office Cleaning	145.00	145.00
9650	10/17/2022	Hart Electric			
		13608	Hook up generator cord @ Sports	127.50	
		22099	Install crosswalk signs & lights	393.75	
		22073	Liftstation generator commissionin	729.65	
		22096	GST only -temp power @ Commu	122.25	1,373.15

Town of Coronach
List of Accounts for Approval
Batch: 2022-00075 to 2022-00082

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
8651	10/17/2022	Marv's Tire & Auto Glass				
			132679	Tire tube and install	42.18	
			132732	Tire tube and dry install	266.40	308.58
8652	10/17/2022	Rasmussen Plumbing & Sewer				
			2523	Jetter truck	702.08	702.08
8653	10/17/2022	RM Of Hart Butte #11				
			SI-37624	5 yds ea sand and gravel for road	236.25	236.25
8654	10/17/2022	Rockglen Co-Operative Assoc				
			09-2022 stmnt	Carbon Monoxide alarm for the off	91.11	91.11
8655	10/17/2022	Schnell, Clarence				
			780705		520.00	520.00
8656	10/17/2022	U.M.A.A.S.				
			Community Plan	Community Plan Workshop 2022	105.00	105.00
8657	10/17/2022	VOID - s/b direct deposit				
8658	10/17/2022	Martin, Calvin				
			Ottawa Trip	Ottawa trip expenses	425.43	
			Indemnity Q3	Council Indemnity Q3- July, Aug, S	3,062.38	3,487.81
				Total Computer Cheque:		60,747.12

CAFT DIRECT DEPOSIT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2022-0114	09/30/2022	Manske, Kelsey				
			2201-06	CDO Monthly contract	5,880.00	5,880.00
2022-0115	09/30/2022	Michelle Myren				
			2022-08	Youth in Bus-Mngr Monthly Cont	1,000.00	1,000.00
2022-0116	09/30/2022	Poplar River Pharmacy				
			2022-09	Library Rent	787.50	787.50
2022-0117	09/30/2022	Fritchard, Colleen				
			2022-10	CDO office rent	600.00	600.00
2022-0118	09/30/2022	Sean Wallace Consulting Ltd.				
			24	Economic Development Consultir	18,681.53	18,681.53
2022-0119	09/27/2022	Cummins Canada ULC				
			BD-27781	Generator upgrade	4,315.13	4,315.13
2022-0120	09/29/2022	MacKay Wilson, Catherine				
			SEDA milage	Mileage to Saskatoon for SEDA cc	457.02	
			08-2022 Thode	Room for 3 nights for SEDA confer	200.00	657.02
2022-0121	09/29/2022	Tammy Mills				
			Staples 2048220		74.90	74.90
2022-0122	10/04/2022	Gold's Meats				
			SSR Advance	Advance on SSR Grant	25,000.00	25,000.00
2022-0123	10/04/2022	Wyatt Engineering				
			169	Engineering and Project Mgmnt	16,013.17	16,013.17
2022-0124	10/12/2022	Perry, Don				
			To Oct 7, 2022	38.5 hrs @ 18.50/hr	712.25	712.25
2022-0125	10/17/2022	ALS Environment				

Town of Coronach
List of Accounts for Approval
Batch: 2022-00075 to 2022-00082

CAFT DIRECT DEPOSIT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			3311231915	Water Sample	25.20	
			3311235789	Water Sample	25.20	
			3311238343	Water Sample	25.20	
			3311241391	Water Sample	25.20	100.80
2022-0126	10/17/2022	Wagner, Joan				
		Resolution #68		25% of pre-tax amount	5,901.25	5,901.25
					Total CAFT Direct Deposit:	79,723.55

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
09-2022	09/30/2022	Sasktel - Land Lines				
		09-2022 YIB		September internet for Youth in Bu	77.65	77.65
92022	09/28/2022	Receiver General Of Canada				
		09-2022 remit		September 2022 payroll remittance	11,382.59	11,382.59
92022	10/06/2022	Minister Of Finance EPT				
		09-2022 remit		Sept 2022 remittance	8,463.70	8,463.70
102022	10/17/2022	Sasktel - Land Lines				
		10-2022 YIB		Phone @ Conexus -Youth In Bus	77.65	77.65
234423	09/30/2022	Municipal Employees Pension PI				
		234423		Payroll ending August 28 - payday	1,639.48	1,639.48
237435	09/30/2022	Municipal Employees Pension PI				
		237435		Payroll ending Sept 11, 2022	1,627.60	1,627.60
240546	09/30/2022	Municipal Employees Pension PI				
		240546		MEPP for pay ending Sept 25, 202	1,612.56	1,612.56
7922729	10/17/2022	Loraas Disposal				
		7922729		September 2022 statement	19,467.36	19,467.36
451544727	10/17/2022	Purolator Courier Ltd.				
		451544727		Send paperwork to TAXervice	23.67	23.67
451666357	10/17/2022	Purolator Courier Ltd.				
		451666357		Museum papers to Riley's to be di	18.41	18.41
451723144	10/17/2022	Purolator Courier Ltd.				
		451723144			42.19	42.19
					Total Online Banking:	44,432.86

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
10072022	10/17/2022	MacKay Wilson, Catherine				
		VistaPrint		Business cards ordered for Council	84.36	84.36
					Total Other:	84.36

Total BANK: 204,432.05

Date Printed
10/17/2022 2:56 PM

Town of Coronach
List of Accounts for Approval
Batch: 2022-00075 to 2022-00082

certified Correct This October 17, 2022



Calvin Martin, Mayor



C Mackay-Wilson, Chief Administrative Officer

Town of Coronach
Statement of Financial Activities - Summary
For the Period Ending September 30, 2022


	Current	Year To Date	Preliminary Budget	% to budget
Revenues				
Taxation		602,037.43	599,162.00	100.48
Fees and Charges	1,143.29	43,588.27	47,170.00	92.41
Utilities	103,951.04	277,196.02	331,830.00	83.54
Grants		93,516.09	203,723.00	45.90
Grants in Lieu of Taxes	7,352.04	58,373.20	70,245.00	83.10
Capital Asset Proceeds	300.00	1,050.00	71,250.00	1.47
Investment Income and Commissions	4,804.20	19,681.08	18,176.00	108.28
Other Revenues			74,000.00	
Total Revenues:	117,550.57	1,095,442.09	1,415,556.00	77.39
Expenditures				
General Government Services	66,812.12	251,183.54	371,728.00	67.57
Protective Services		55,489.53	70,066.00	79.20
Transportation Services	42,777.45	282,427.70	371,629.00	76.00
Environmental Health Services	24,006.30	164,540.94	239,886.00	68.59
Planning and Development Services	408.00	9,498.99	12,350.00	76.91
P&D - EcDev - CDO funds (110110130)	81.20	7,451.20	7,400.00	100.69
Recreation and Cultural Services	1,109.17	103,794.34	111,550.00	93.05
Utilities	24,530.15	200,183.55	191,209.60	104.69
Transfer CCBF (GasTax) to reserves			39,737.40	
Total Expenditures:	159,724.39	1,074,569.79	1,415,556.00	75.91
Change in Net Financial Assets	(42,173.82)	20,872.30	0.00	0.00

Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			100.00
Cash - Credit Union	(118,589.26)	69,454.81	606,024.50
Cash - High Int. Savings# 1 EcDev	4.44	6,316.39	7,950.20
Cash - CIBC	(23,447.50)	(24,839.28)	1,534.55
Cash - Non-Redeemable Equity #1		(47.67)	429.01
Cash - Redeemable Equity #1		47.67	159.48
Redeemable Term Deposit		1,598.66	154,223.66
Cash - SaskPower Community INACTIVE		(6,307.53)	
Cash - SSaskPower trust	213.01	96,868.51	281,907.31
SSR EcDev Funds - See Deferred Rev.	(21.39)	70,911.50	500,857.42
Total Cash:	(141,840.70)	214,003.06	1,553,186.13
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(19,208.61)	91,345.46	129,081.43
Municipal - Tax Receivable - Arrears	(9,646.51)	(189.90)	77,239.04
Municipal - Adjustment/Cancellation		585.91	2,690.81
Total Municipal Taxes Receivable:	(28,855.12)	91,741.47	209,011.28

Certified correct and in accordance with the records Presented to council on

Oct 17, 2022
(Date)


Catherine MacKay-Wilson
Chief Administrative Officer


Calvin Martin
Mayor, Town of Coronach

**Changed August 24th, 2020. Non-operational funds from Prairies Canada and South Saskatchewan Ready Provincial Coal Transition fund and SaskPower Community Fund are moved to Deferred Revenue accounts by Auditor therefore one report is a thorough representation of the operational activity of the revenues and expenses of the Town of Coronach.