

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 January 10th, 2023, at 6:00pm

Mayor Calvin Martin calls the meeting to order at 6:00 pm

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

Regrets: Sam Koszman

S Wallace Zoom call cancelled by C MacKay-Wilson at 6:40pm

1.2023 Agenda

J Achtymichuk/S Adam

That the Agenda is accepted as presented.

Carried.

2.2023 Consent Agenda

R Mamer/L Kuski

That the consent agenda be accepted as presented including: RCMP report December 31st, 2022; Pretty Valley Lodge Committee Minutes; Water Report December 31st, 2022; including correspondence from SUMA, Municipal Update_ December 19, 2022; CBSA - Information session Online and CBSA notes ROD December 13 2022 Town of Coronach Engagement Session; Coronach Connection Financials 2022; Waterworks Permit to Operate. 20230101 WW Coronach; Minutes from December 13, 2022; Administrators report to be marked confidential; Bank Reconciliations to December 31, 2022; Coronach Community Economic Development officer report to be marked confidential.

Carried.

Town Foreman - L Smith 6:10pm - 7:25pm

3.2023 Statement of Financial Activity Dec. 31st, 2022

R Mamer/N Guskjolen

That the Monthly Financial Statement December 31st, 2022, with revenues of \$-23,598.92 and expenses of \$ 89,974.90 is approved and accepted as presented.

Carried.

4.2023 Budget amendment 2022

J Achtymichuk/L Kuski

That the council agrees to remove revenue in 450-100-100 and expenses in 590-110-100 lines for Canadian Community Building Fund from 2022 budget.

Carried.

5.2023 List of accounts payable for batches

R Mamer/N Guskjolen

That the batches 2022-00108 to 2023-00004 for a total of \$239,483.90 be approved as presented.

Carried.

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Archie Foley entered at 7:49 pm to request council review the custom work charges on his property tax account. Council will review the information at the February 14th, 2023, council meeting.

Old Business:

6.2023 Owner/operator engineer/Project manager
J Achtymichuk/R Mamer
That the Town council will table the decision on a project manager and interview the 2 applicants for the Owner/operator engineer/Project manager support for (Downtown Coronach Renewal) at the February 14th, 2022, council meeting.

Carried.

7.2023 Bylaw 1.2023 to establish Fire Protective services
J Achtymichuk/L Kuski
That the Bylaw 1.2023 to establish Fire Protective services be read for the first time to be amended and read at the February 14th, 2023, council meeting for the second reading.

Carried.

New Business

8.2023 Administrator's Bond
R Mamer/S Adam
That the Administrator's Bond with insurance policy is sufficient and is presented to council.

Carried.

9.2023 Canada Summer Jobs application
L Kuski/N Guskjolen
That the Town of Coronach approves application for 3 summer students for 2023 Canada Summer Jobs funding.

Carried.

10.2023 Museum Bylaw review
S Adam/J Achtymichuk
That the amendments to the Museum Bylaw 1.1987 are tabled at this time.

Carried.

11.2023 SUMA Municipal Election date support request
S Adam/J Achtymichuk
That a letter is sent in support of a September 2024 election date be sent to Minister McMorris.

Declined.

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12.2023
L Kuski/S Adam

Municipal Revenue Sharing declaration

The Council of the Town of Coronach confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- o Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations.
- o Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations
- o In Good Standing with respect to the reporting and remittance of Education Property Taxes.
- o Adoption of a Council Procedures Bylaw.
- o Adoption of an Employee Code of Conduct; and
- o All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize Catherine MacKay-Wilson to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried.

13.2023
N Guskjolen/J Achtymichuk

Tax Enforcement resolutions

THAT TAXervice, on behalf of the Town of Coronach, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:

LOT 13-BLK/PAR 33-PLAN 77MJ17986 EXT 0, 148426803
LOT 12-BLK/PAR 34-PLAN 77MJ17986 EXT 0, 151037265
LOT 13-BLK/PAR 34-PLAN 77MJ17986 EXT 0, 151037276

Carried.

14.2023
J Achtymichuk/R Mamer

Records disposal 2022

That the town's records from 2015 be destroyed as applicable under the Records Retention Bylaw 2.2001 and Provincial regulations.

Carried.

15.2023
R Mamer/S Adam

Corcnach Rec Board Annual Grant approval

That the Town of Coronach will approve payment of the annual \$50,000 to the Coronach Recreation Board for January month end 2023 payments.

Carried.

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16.2023 120 Centre Street
J Achtymichuk/L Kuski
That the property at 120 Centre Street be sold in
as-is condition.

Carried.

17.2023 Trailer update - Hart Street
J Achtymichuk/S Adam
That if payment for storage of property on 213-241
Hart Street, Coronach will be sold to be completely
removed from the Town of Coronach under
Building Bylaw 1.2017 requirements by McDougall
auctions within PMB conditions, with any proceeds
to be paid to 101290047 Saskatchewan Ltd. before
March 31st, 2023.

Carried.

18.2023 Council SUMA Attendance
N Guskjolen/R Mamer
That Calvin Martin, Jim Achtymichuk, and Nathan
Guskjolen will attend the SUMA Conference April
16-19th. 2023, Saskatoon.

Carried.

19.2023 SaskTel - Fibre Optics Agreement
L Kuski/N Guskjolen
That the Town of Coronach SaskTel - Fibre Optics
Agreement per Project PC005925 for installation of
Fibre optic cables in Rockglen, Bengough, Willow
Bunch and Coronach under South Sask Ready
guidance.

Carried.

20.2023 Craven sewer invoice reimbursement request
S Adam/L Kuski
That the Town of Coronach will reimburse K
Craven for the sewer invoice presented without
video.

Declined.

21.2023 Business hub Workshop Dot Com Marketing
S Adam/R Mamer
That the quote for business hub programming
from Dot Com is approved as presented for
\$6,500.00 plus applicable taxes.

Carried.

22.2023 Foreman Report
N Guskjolen/R Mamer
That the foreman report is accepted as presented.

Carried.

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Joint Meeting Agenda items are:

- Pretty Valley Lodge future needs and planning
- SaskPower Community Fund & CCEAT team
- SaskPower Economic Development funding for 2 specialists
- Oil Depot Tank - will RM residents be allowed to use the tank
- South Sask Ready post March 31, 2023, Prairies Canada funding ending
- Museum Bylaw amendment request

23.2023 R & C Woods sewer
J Achtmichuk/R Mamer

That Council reviewed a conversation in town office with R Woods regarding sewer complaint & that the sewer connection at 158 3rd St West will be added to list of work to be addressed per the Bylaw 10.2021.

Carried.

C. MacKay-Wilson will follow up on Complaint Form process for internal employee complaints.

24.2023 Adjourn
C Martin

That the regular meeting of council is adjourned at 9:39 pm and the next regular meeting is set to February 14th, 2023, at 6:00 pm.



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

Mayor Calvin Martin

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

Catherine MacKay-Wilson,
Chief Administrative Officer

Town of Coronach
List of Accounts for Approval (Condensed)
Batch: 2022-00108 to 2023-00004

Bank Code - BANK - BANK

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2022-0090	12/31/2022	Collabria -Payment Processing				
		11-2022 stmtnt		November 2022 statement	1,730.55	1,730.55
2022-0091	12/31/2022	SaskPower				
		12-2022 PWR 02		Power bills due December 28, 202	2,847.98	2,847.98
2022-0092	12/31/2022	Sasktel-Ce'l				
		12-2022 cell		Cell phones December 2022	278.38	278.38
2022-0093	12/31/2022	Sasktel - Land Lines				
		12-2022 lnlns		December 2022 landlines	787.39	787.39
2023-0001	01/10/2023	Concentra Lease Payment				
		2022-13		Concentra Lease Payment	8,113.60	8,113.60
2023-0002	01/10/2023	SaskEnergy				
		12-2022 Energy	Accrual	All SaskEnergy	3,444.64	3,444.64
2023-0003	01/10/2023	SaskPower				
		12-2022 PWR	Accrual	December power bill due Jan 9, 20	3,314.11	3,314.11
Total Automatic Withdrawal:						20,516.65

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
8707	12/14/2022	Adam, Sharon				
		Parade Candy		Candy purchased for the Christma	107.88	107.88
8708	12/22/2022	Egan, Korey				
		Christmas 2022		Christmas gift from Council - 2022	200.00	200.00
8709	12/22/2022	MacKay Wilson, Catherine				
		Christmas 2022		Christmas Gift from Council - 2022	200.00	200.00
8710	12/22/2022	Manske, Kelsey				
		Christmas 2022		Christmas Gift from Council - 2022	100.00	100.00
8711	12/22/2022	Mills, Tammy				
		Christmas 2022		Christmas Gift from Council - 2022	200.00	200.00
8712	12/22/2022	Michelle Myren				
		Christmas 2022		Christmas gift from Council - 2022	100.00	100.00
8713	12/22/2022	Perry, Don				
		Christmas 2022		Christmas Gift from Council 2022	100.00	100.00
8714	12/22/2022	Smith, James Lee				
		Christmas 2022		Christmas gift from Council - 2022	200.00	200.00
8715	12/29/2022	Coronach Agencies (2004) Ltd.				
		SSR Grant		SSR Grant	7,500.00	7,500.00
8716	12/29/2022	Coronach Merchants Hockey				
		2022 sponsor		Game sponsorship 2022/2023 sea	250.00	250.00
8717	12/29/2022	Coronach Minor Hockey				
		Oct-18'		Donation	100.00	100.00
8718	12/29/2022	Egan, Korey				
		12-2022 TX		Property tax payment December 2	250.00	250.00
8719	12/29/2022	Mamer, Patti				
		To 12-31-2022		Office assistance	170.00	170.00
8720	12/29/2022	Palliser Regional Library				
		10384		2023 Levy	13,950.54	13,950.54
8721	12/29/2022	SaskEnergy				

Town of Coronach
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COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
8722	12/29/2022	SaskPower	12-2022 Hall	Acct # 929 403 0000 4 205 1st St	749.28	749.28
8723	12/29/2022	Southland Co-operative Ltd	2415-0066-7155	Acct # 5100 0873 3675 205 1st E	128.60	128.60
8724	12/29/2022	SUMA Benefits Program	11-2022 stmnt	November 2022 statement	2,282.96	2,282.96
8725	01/10/2023	Agers Carpet Cleaning & Restoration I	01-2023 benifit	SUMA - January 2023	802.35	802.35
8726	01/10/2023	Assiniboia Times	74	Accrual Asbestos removal at 120 Centre S	23,865.00	23,865.00
			ASDI00035899	Accrual Christmas Greeting	131.25	
			ASDI00035837	Accrual Christmas Greeting	78.75	210.00
8727	01/10/2023	ATS Traffic Ltd	1230-50014040	Accrual No Parking-Snow Route when dec	301.01	301.01
8728	01/10/2023	Bobcat Of Regina	P79166	Accrual Bobcat	2,070.84	2,070.84
8729	01/10/2023	Coronach Connection	Issued	Coronach Rec Board		
			163	Full page ad	84.00	84.00
8730	01/10/2023	C.R. Plumbing Ltd.	4045	Accrual Install new furnaces at Community	11,146.11	11,146.11
8731	01/10/2023	EDY Community Development	SSR Grant	Deposit on equipment - wire transf	5,055.00	5,055.00
8732	01/10/2023	Kalan Elmy	Dec 22 mtr read	Accrual 5.6 hours @ \$17.50/hr	98.00	98.00
8733	01/10/2023	Fulton, Sharni-Lee	2022-15	Office Cleaning	145.00	145.00
8734	01/10/2023	Hart Electric	SSR Grant	Invoice # 2022/12/10 Zuma Lift Se	50,000.00	50,000.00
8735	01/10/2023	Harvey's Home Centre	214353	Accrual	1,108.89	1,108.89
8736	01/10/2023	Poplar River Pharmacy	12-2022 stmnt	Accrual Materials for YIB project	7.47	7.47
8737	01/10/2023	RM Of Hart Butte #11	SI-37665	Accrual Portion of Community Co-ordinatio	3,959.88	
			SI37663	Accrual Dust Control for 2022	1,890.00	
			SI-37417	Accrual	512.35	6,362.23
8738	01/10/2023	Saskatchewan Public Safety Agency	Issued	Minister of Finance		
			FD2023140	Fire dispatch	1,124.55	1,124.55
8739	01/10/2023	South Central Protective Serv	228	Annual Mbr Fee Per Capita	612.00	612.00
8740	01/10/2023	Southern Comfort Spray Foam	174	Accrual Snow removal November 29, 2022	194.25	194.25
8741	01/10/2023	SUMA ADVANTAGE- Purchasing	MEM-000099632	2023 membership	1,675.12	1,675.12
8742	01/10/2023	Suncorp Valuations	CA00008390		4,588.50	4,588.50
8743	01/10/2023	Uline Shipping Supply	Issued	Uline Canada Corporation		

Town of Coronach
List of Accounts for Approval (Condensed)
Batch: 2022-00108 to 2023-00004

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
8744	01/10/2023	U.M.A.A.S. 2023 Membership	11447822	Conference table for Council Chan	1,041.07	
			11510155	Chairs, cabinet for Business Hub	2,082.97	3,124.04
				2022 Regular Membership	250.00	250.00
			Total Computer Cheque:			

CAFT DIRECT DEPOSIT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2022-0158	12/30/2022	Coronach Community Hall Board				
		Co-op donation		Donation from Southland Co-op	500.00	500.00
2022-0159	12/23/2022	Christina Birch				
		22-009		Business Needs Assesment	5,701.50	5,701.50
2022-0160	12/23/2022	Manske, Kelsey				
		2201-09		CDO Monthly contract and expans	6,624.00	6,624.00
2022-0161	12/23/2022	Michelle Myren				
		2022-11		Youth in Bus-Mngr Monthly Cont	1,000.00	1,000.00
2022-0162	12/23/2022	Poplar River Pharmacy				
		2022-12		Library Rent	787.50	787.50
2022-0163	12/23/2022	Pritchard, Colleen				
		2022-13		CDO office rent	600.00	600.00
2022-0164	12/23/2022	Sean Wallace Consulting Ltd.				
		012152022EC		SSR Director Monthly Con & exper	19,125.00	19,125.00
2023-0001	01/10/2023	ALS Environment				
		3311268081	Accrual	Water Sample	25.20	
		3311269510	Accrual	Water Sample	25.20	
		3311273303		Water Sample	25.20	75.60
2023-0002	01/10/2023	Kn/a HR Consulting				
		2274		Webinars - Dec 13 and Jan 11	1,876.88	1,876.88
2023-0003	01/10/2023	Loraas Disposal				
		12-2022 stmnt	Accrual	December 31, 2022 statement	16,415.40	16,415.40
2023-0004	01/10/2023	Perry, Don				
		To Jan 6, 2023		26 @ \$18.50/hr	481.00	481.00
2023-0005	01/10/2023	TAXervice				
		2395703	Accrual	Tax Enforcement	316.75	316.75
2023-0006	01/10/2023	Western Municipal Consulting Ltd				
		2023 Membership		Subscription Fee-Board of Revisio	472.50	472.50
Total CAFT Direct Deposit:						53,976.13

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
12-2022	12/27/2022	Collabria -Payment Processing				
		12-2022 interim		Interim payment on Dec 2022 stmr	3,042.96	3,042.96
12-2022	12/29/2022	Sasktel - Land Lines				
		12-2022 YIB		Internet for Youth In Business	77.65	77.65
12-2022	12/29/2022	Receiver General Of Canada				
		12-2022 Remit		Payroll remittance for December 2	4,613.47	4,613.47
12-2022	01/06/2023	Minister Of Finance EPT				

Town of Coronach
List of Accounts for Approval (Condensed)
 Batch: 2022-00108 to 2023-00004

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
257515	12/29/2022	Municipal Employees Pension PI	12-2022 remit	Accrual December 2022 remittance	14,572.38	14,572.38
			257515	For pay period ending December 4	1,620.60	1,620.60
260426	12/29/2022	Municipal Employees Pension PI	260426	Pay period ending December 18, 2	1,650.44	1,650.44
					Total Online Banking:	25,577.50

Total BANK: 239,483.90



A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is cursive and appears to be a name, possibly 'A. M. ...'.

Town of Coronach
Statement of Financial Activities - Summary
For the Period Ending December 31, 2022


	Current	Year To Date	Preliminary Budget	% to budget
Revenues				
Taxation	(43.69)	604,443.74	599,162.00	100.88
Fees and Charges	(229,931.74)	71,265.35	47,170.00	151.08
Utilities	77,244.01	357,393.26	331,830.00	107.70
Grants	34,819.95	163,040.29	203,723.00	80.03
Grants in Lieu of Taxes	17,351.24	80,628.59	70,245.00	114.78
Capital Asset Proceeds		71,923.10	71,250.00	100.94
Investment Income and Commissions	2,961.31	30,019.90	18,176.00	165.16
Other Revenues	74,000.00	74,672.35	74,000.00	100.91
Total Revenues:	(23,598.92)	1,453,386.58	1,415,556.00	102.67
Expenditures				
General Government Services	14,355.51	307,680.65	371,728.00	82.77
Protective Services		55,489.53	70,066.00	79.20
Transportation Services	13,878.17	361,395.58	371,629.00	97.25
Environmental Health Services	19,790.74	223,190.19	239,886.00	93.04
Planning and Development Services	1,413.21	8,399.74	12,350.00	68.01
P&D - EcDev - CDO funds (110110130)	650.00	8,144.90	7,400.00	110.07
Recreation and Cultural Services	16,522.31	122,677.82	111,550.00	109.98
Utilities	23,364.96	271,750.67	191,209.60	142.12
Transfer CCBF (GasTax) to reserves			39,737.40	
Total Expenditures:	89,974.90	1,358,729.08	1,415,556.00	95.99
Change in Net Financial Assets	(113,573.82)	94,657.50	0.00	0.00
Account Balances				
	Current	Year to Date	Balance	
Cash				
Cash - On Hand - Petty Cash			100.00	
Cash - Credit Union	(166,817.75)	241,885.76	778,455.45	
Cash - High Int. Savings# 1 EcDev	6.46	6,333.48	7,967.29	
Cash - CIBC	6,938.57	(11,127.74)	15,246.09	
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	(99,772.00)	(14,637.80)	170,401.00	
SSR EcDev Funds - See Deferred Rev.	(66.78)	(131,833.64)	298,112.28	
Total Cash:	(259,711.50)	85,911.19	1,425,094.26	
Municipal Taxes Receivable				
Municipal - Tax Receivable - Current	(50,945.79)	17,992.60	55,728.57	
Municipal - Tax Receivable - Arrears	(4,393.38)	(7,477.17)	69,951.77	
Municipal - Adjustment/Cancellation		585.91	2,690.81	
Total Municipal Taxes Receivable:	(55,339.17)	11,101.34	128,371.15	

Certified correct and in accordance with the records

Presented to council on

Jan 10, 2023
(Date)


Catheline 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.