

# Town of Coronach - Council Meeting Minutes

Minutes for the regular meeting of the Council of the Town of Coronach held at  
212 1<sup>st</sup> Street East, Coronach, Saskatchewan on May 9th, 2023, at 6:00pm

- PRESENT:** Mayor Martin presided with Councillor Achtymichuk, Kuski, Mamer, Guskjolen, Koszman and Chief Administrative Officer Bourassa
- ABSENT:** Councillor Adam
- CALL TO ORDER:** A quorum present Mayor Martin called the meeting to order at 6:00 p.m.
- DELEGATION:** Maye Warkin, representing Coronach Housing Authority made a presentation to Council requesting the following items: repair or replace flagpole and installation of a water outlet in the same area, installation of an irrigation system and blocks for landscaping.  
Maye withdrew from the meeting at 6:08 p.m.
- Jeff Dionne and Kelsey Manske, representing Coronach Recreation and Culture provided Council a presentation and recommendation on the quotes for the pool project. Jeff's recommendation was to accept the quote from Western Recreation.  
Jeff Dionne withdrew from the meeting at 6:18 p.m.
- Kelsey Manske, Community Development Officer, made presentation to Council with regard to the Tourism Attraction signage. The sign quote was more than anticipated. Kelsey asked if the Town of Coronach would pay for the signage. She also provided an update that the current signage needs reinforcement on the back of the signs.  
Kelsey withdrew from the meeting at 6:27 p.m.
- AGENDA:** Building Permit – Deck cover Lot 27 to 29, Block 13, Plan CX1025  
Grass Cutters – Applications  
Water/Sewer Project – Curb Stop Covers  
81.2023 Mamer/Koszman:  
That the agenda be approved as amended. Carried.
- MINUTES:** 82.2023 Guskjolen/Achtymichuk:  
That the minutes of the regular meeting of Council held on Thursday, April 13, 2023 be approved as presented. Carried.
- CORRESPONDENCE:**  
Information:
- Coronach Recreation and Culture – Annual financial statements for the year 2022.
  - Coronach Tourism – Meeting minutes for the month of May 2023.
  - Employment and Social Development Canada – Approval of 1 summer job position for 8 weeks.
  - Ministry of Government Relations – Requirement to have a Building Bylaw under the new *Construction Codes Act*.
  - Pretty Valley Lodge – Meeting minutes and financials for the month of April 2023.
  - RCMP – Report for the month of April 2023.
  - SaskPower – Information on decommissioning and reclamation.
  - Town of Coronach – Letter to the Senate following meeting.
  - Water Treatment Plant – Reports and logs for the month of April 2023.
- 83.2023 Mamer/Koszman:  
That the Town of Coronach acknowledge all correspondence has been read and filed. Carried.

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## Discussion:

- Concentra - Water Treatment Plant equipment lease expiration. Two options to finalize lease. Council chose option 1 to purchase the equipment and remove the lease.
- Offer to Purchase - Used boards located on Town Lot 13, Block 18, Plan 77MJ01331. Councillor Achtymichuk will view the wood and report back to Council at the next regular meeting.

84.2023

### Mamer/Guskjolen:

That the Town of Coronach chose option 1 and pay \$96.00 plus tax to purchase the equipment from Concentra.

Carried.

## FINANCIAL:

85.2023

### Achtymichuk/Kuski:

That the Statements of Financial Activities for the period ending April 30, 2023 and account reconciliations for the month of April 2023, be accepted as presented.

Carried.

## ACCOUNTS FOR PAYMENT:

86.2023

### Achtymichuk/Mamer:

That the accounts for approval, Cheques No. 8834 to 8851, direct withdrawal and online payments, totaling \$329,349.83 be approved for payment.

Carried.

## COMMITTEE REPORTS:

### Chief Administrative Officer

- Written report submitted.

### Foreman

- Written report submitted.

### Councillor Achtymichuk

- Attended SUMA conference.
- Term on the Palliser and Coronach Regional Library will be ending.

### Councillor Adam

- No report.

### Councillor Guskjolen

- Poplar River Park are going to be planting trees. Landscaping and upgrades to facilities are also being completed.
- Attended SUMA conference.

### Councillor Koszman

- No report.

### Councillor Kuski

- Sidewalk at Pretty Valley Lodge being resurfaced.
- Inquired about benefits and cost for Kelsee Pera.
- Community Hall cleanup was completed.
- Concern with regard to the location of the generator.

### Councillor Mamer

- Attended Community Hall cleanup.
- Volunteers are working on cleaning and painting the Tourism building.
- Summer staff for Tourism are being hired.



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## Mayor Martin

- Met with the Senate Committee in Ottawa.
- Attended SUMA conference.

**NEW BUSINESS:** Appointment of Administrator – Shauna Bourassa.  
B & B Associates – Chief Administrative Officer service contract.  
Budget – 2023 operating and capital budget. Council reviewed and will hold a special meeting on May 30 to address.  
Coronach Community Hall – Insurance claim payment.  
Coronach Housing Authority – Request for repair or replacement of a flag pole and a water outlet in the same location. Council discussed and would like a long term plan up to ten years on who and how the area will be maintained and cared for. The Town is unable to provide a water outlet at the location due to cost.  
Development Permit – Lot 5, Block 13, Plan CX1025 to change a church into a residence.  
Invoice – Lisa Kardynyl for roto roter and camera in sewer line at Lot 13, Block 2, Plan BV2817. Council discussed and agreed to pay for the camera service and one hour of labour for total cost of \$200.00.  
Loraas Disposal – Reinstatement of additional bins. Discussion with regard to having additional bins on site. There is no charge for them unless used. Council would like to have them available.  
Pool Construction – Quotes received from Paradise Pools (Commerical) Inc. and Western Recreation. Council discussed and agree to go with the lowest quote of \$1,298,500.00 plus tax from Western Recreation.  
SARCAN Recycling – Lease renewal. Council requested a new rate be negotiated and presented to Council at the next meeting.  
Tourism – Sign price quote. Council reviewed and agreed to pay for the signs at a cost of \$5,515.91.  
Building Permit – Deck cover on Lot 27 to 29, Block 13, Plan CX1025.  
Grass Cutters – Applications received for part-time help.  
Water/Sewer Project – Curb stop cover change order. These were priced out as plastic but need to be metal. Council discussed and agreed to get a price for metal curb stop covers.


- 87.2023      Achtymichuk/Guskjolen:  
That the Town of Coronach appoint Shauna Bourassa as Administrator for the municipality.  
Carried.
- 88.2023      Mamer/Koszman:  
That the Town of Coronach sign the contract with B & B Associations (Shauna Bourassa) to provide Chief Administrative Officer duties for the municipality.  
Carried.
- 89.2023      Guskjolen/Koszman:  
That the Town of Coronach approve the invoice from C & S Builders Ltd. to be submitted for payment through insurance for the Coronach Community Hall.  
Carried 5 to 1.
- 90.2023      Mamer/Koszman:  
That the Town of Coronach approve the development permit for Lot 5, Block 13, Plan CX1025 to convert a church into a residence.  
Carried.
- 91.2023      Achtymichuk/Mamer:  
That the Town of Coronach pay a portion of Lisa Kardynyl's invoice from C.R. Plumbing Ltd to camera the line in the amount of \$200.00.  
Carried 5 to 1.



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- 92.2023 Guskjolen/Achtymichuk:  
That the Town of Coronach request additional red bins from Loraas Disposal.  
Carried.
- 93.2023 Kuski/Guskjolen:  
That the Town of Coronach accept the quote from Western Recreation of \$1,298,500.00 plus tax for a new swimming pool facility.  
Carried.
- 94.2023 Mamer/Koszman:  
That the Town of Coronach approve the purchase of the Tourism Attraction signs at a cost of \$5,515.91.  
Carried.
- 95.2023 Guskjolen/Kuski:  
That the Town of Coronach approve the building permit for a deck cover on Lots 27 to 29, Block 13, Plan CX1025.  
Carried.
- 96.2023 Achtymichuk/Kuski:  
That the Town of Coronach contract Brian R<sup>h</sup>ke to assist with grass cutting and other Town jobs at the rate of \$20.00 per hour plus GST.  
Carried.
- 97.2023 Achtymichuk/Guskjolen:  
That the Town of Coronach request a price quote for metal curb stop covers instead of plastic from Wyatt Engineering Ltd.  
Carried.
- ANNOUNCEMENTS: - Budget meeting - Tuesday, May 30, 6:00 p.m.  
Next regular meeting of Town Council - Tuesday, June 13, 6:00 p.m.
- ADJOURN:  
98.2023 Martin: That this meeting adjourns. (9:16 p.m.).

  
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Calvin Martin  
Mayor

  
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Shauna Bourassa  
Chief Administrative Officer