



Arcola

127 Main Street, Arcola, Saskatchewan

Meeting Minutes First Meeting of Council December 10, 2024 - 05:00 PM

Present:

Mayor: Scott Tessier

Councillors: Elaine Hislop, Mike Waelchli, Mike Boulet, Jennifer Wotta, Geordan Workman and Sheila Sim

Administrator: Rebecca Korchinski and Assistant Cathy Burton

Absent:

1 Called To Order

Mayor Scott Tessier called the meeting to order at 5:03 p.m.

2 Returning Officer's Declaration of Results - 2024 Municipal Election

Resolution No: 12/266/24

Moved By: Mike Boulet

Seconded By: Jennifer Wotta

That the reports from the Returning Officer declaring the official results of the 2024 Municipal Election be accepted as listed below and attached to these minutes:

Mayor:

Scott Tessier - Elected by Acclamation

Councillors:

Elaine Hislop - Elected by Acclamation

Mike Boulet - Elected by Acclamation

Sheila Sim - Elected by Acclamation

Geordan Workman - Elected by Acclamation

Jennifer Wotta - Elected by Acclamation

Mike Waelchli - Elected by Acclamation

CARRIED

3 Oath of Office

All Council members took and signed their Oath of Office, and are hereby declared as members of Council for the Town of Arcola.

4 Adopt Agenda

Resolution No: 12/267/24

Moved By: Mike Boulet

Seconded By: Mike Waelchli

That Council approves the agenda as presented.

5 Approve Minutes

Resolution No: 12/268/24

That Council approves the minutes from the November 12th, 2024 regular meeting.

CARRIED

6 Accounts

6.1 List of Accounts for Approval

Resolution No: 12/269/24

Moved By: Elaine Hislop

Seconded By: Scott Tessier

STK

That Council approves the payments for the Town General Account for:

- 1. Cheques # 10824 - 10841 in the amount of \$ 40,670.33;
- 2. E-Transfer payments in the amount of \$ 14,236.15;
- 3. Credit Card payments in the amount of \$ 2,325.65;
- 4. On-line payments in the amount of \$ 48,933.50;
- 5. Automatic withdrawals in the amount of \$ 1,736.84;
- 6. Payroll for November in the amount of \$ 20,273.41;
- 7. For a grand total of \$ 126,419.27.

CARRIED

6.2

Statement of Financial Activities

Resolution No: 12/270/24

Moved By: Mike Boulet

Seconded By: Elaine Hislop

That Council approves the Financial Statement for November 30th, 2024 as attached.

CARRIED

6.3

Bank Reconciliations

Resolution No: 12/271/24

Moved By: Elaine Hislop

Seconded By: Geordan Workman

That Council approves the November 30th, 2024 Bank Reconciliations for account #:

- 1. 110-110-119 Tendered Reserves
- 2. 110-110-120 General Account
- 3. 110-110-117 CCBF Grant Funds
- 4. 110-110-118 Recreation Capital Savings Account
- 5. 110-110-170 Beautification Account
- 6. 110-120-105 Perpetual Care Term Deposit, as attached/

CARRIED

7

Administration Department

7.1

Administrator's Report

Resolution No: 12/272/24

Moved By: Mike Boulet

Seconded By: Scott Tessier

That Council acknowledges and accepts the verbal report from the Administrator.

CARRIED

7.1.1

Business Arising from the Administration Report

7.1.1.1

Dwain Davis - Invoice

Resolution No: 12/273/24

Moved By: Sheila Sim

Seconded By: Mike Waelchli

That Council acknowledges the invoice received from resident Dwain Davis for cleaning out the culverts at Mainview in the amount of \$200, and further that:

- This work was not initially approved by the Town, and as such, Council declines payment of the invoice;
- However, to thank Mr. Davis for his efforts and contribution, Council provides him with a \$100 gift as a gesture of appreciation.

CARRIED

515

8

Correspondence

Resolution No: 12/274/24

Moved By: Elaine Hislop

Seconded By: Geordan Workman

That Council file the following correspondence as dealt with:

- FUS Grade Update Letter
- SE District for Command Traffic Services - Quarterly Newsletter
- SETPC - November Newsletter
- SETPC - October Report
- community Futures Poster Invite
- Upper Souris Watershed Report

CARRIED

9

Old Business

10

Recreation Department

10.1

Recreation Committee Minutes

Resolution No: 12/275/24

Moved By: Mike Boulet

Seconded By: Mike Waelchli

That Council acknowledges and approves the minutes from the November 26th, 2024 Recreation Governance Committee Meeting

CARRIED

10.2

Business Arising from Recreation Committee Minutes

10.2.1

Lobby Seating Funds - Rink

Resolution No: 12/276/24

Moved By: Jennifer Wotta

Seconded By: Mike Waelchli

That Council approves the recommendation from the Recreation Committee to transfer the funds raised towards the Rink Lobby Seating Project in the amount of \$8,656.19 to the recreation reserve for use in the 2025 year.

CARRIED

11

Maintenance Department

11.1

Maintenance Report

11.2

Water Records Report

Resolution No: 12/277/24

Moved By: Geordan Workman

Seconded By: Scott Tessier

That Council approve the water reports as presented.

12

Delegation

13

New Business

13.1

Transfer Utility Arrears to Tax Roll

Resolution No: 12/278/24

Moved By: Mike Boulet

Seconded By: Elaine Hislop

That Council approves the following list of Utility Arrears to be added to the Tax Roll.

Account #

Amount

Tax Roll #

ST AK

313-0010	\$1,048.00	291-000
158-0040	\$448.00	141-000
162-0000	\$970.00	145-000
366-0010	\$2,926.80	342-000
235-0050	\$400.60	174-000
309-0000	\$408.32	287-000
176-0000	\$1,611.99	158-000
233-0000	\$347.20	214-000
225-0000	\$795.00	206-000

CARRIED

13.2

2025 Employee Wages

Resolution No: 12/279/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That the following wages be effective for 2025, starting January 1st, 2025.

Administrator - \$76,400 Annual Salary plus 12 paid flex days.

Assistant Administrator - \$28.00/hr

Public Works Foreman - \$34.70/hr

Public Works Assistant - \$27.00/hr

Recreation Director - \$30.00/hr

Recreation Facilities Manager - \$25.00/hr

Recreation Facilities – Casual Worker - \$24.00/hr

Recreation Caretaker - \$21.84/hr

CARRIED

13.3

2025 Regular Council Meeting Dates

Resolution No: 12/280/24

Moved By: Geordan Workman

Seconded By: Scott Tessier

That Council approves the attached list of 2025 Regular Council Meeting dates.

CARRIED

13.4

Council Indemnity Rates

Resolution No: 12/281/24

Moved By: Elaine Hislop

Seconded By: Mike Waelchli

That the following Indemnity Rates be applicable for the Council effective January 1st, 2025:

\$200 per council meeting for the Mayor

\$150 per council meeting for the Deputy or Acting Mayor

\$150/day – Mayor attending office

\$100 for out of town evening of ½ day meetings

\$200 for SUMA or out of town full day meetings

\$150 per council meeting for Councillors

\$100 per Committee Meeting

\$125 per Special Council meeting

Mileage – 55¢ per kilometer

Meals (with no receipts required) – Breakfast \$15, Lunch \$20, Supper \$25

CARRIED

13.5

2025 Appointments

Resolution No: 12/282/24

Moved By: Jennifer Wotta

Seconded By: Geordan Workman

That the Following Appointments be made for 2025:

Arcola Library - Elaine Hislop

Moose Mountain Health Care Corp - Scott Tessier

SE Transportation - Mike Waelchli & Geordan Workman

Red Coat Mutual Aid - Ken McMillan

5173

Upper Souris Watershed Association - Scott Tessier
Arcola Cemetery Committee - Elaine Hislop
Emergency Management Committee - Jen Wotta & Geordan Workman
Election Officials

- Returning Officer - Rebecca Korchinski
- DRO - Cathy Burton
- PC - Vanessa Dahl

HR & Finance Committee - Scott Tessier, Elaine Hislop, Mike Boulet & Sheila Sim.
Maintenance Committee - Scott Tessier, Mike Waelchli, Jennifer Wotta & Geordan Workman.
Joint Recreation Board - Scott Tessier, Sheila Sim & Mike Waelchli
Economic Development Committee - Scott Tessier, Mike Boulet & Elaine Hislop

CARRIED

13.6

Deputy Mayor Appointments

Resolution No: 12/283/24

That the Town of Arcola appoints the following Councillors as Deputy Mayor for the Term of Office as follows:

2025

- January - June: Elaine Hislop
- July - December: Jennifer Wotta

2026

- January - June: Mike Waelchli
- July - December: Mike Boulet

2027

- January - June: Sheila Sim
- July - December: Geordan Workman

2028

- January - June: Elaine Hislop
- July - December: Jennifer Wotta

CARRIED

13.7

Municipal Revenue Sharing Grant - Declaration of Eligibility

Resolution No: 12/284/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

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

- Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2023 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize Rebecca Korchinski - Administrator, to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

13.8

Cemetery Committee - Beautification Expenditures

Resolution No: 12/285/24

51 

Moved By: Elaine Hislop
Seconded By: Mike Boulet

That Council approves the purchases for the eavestrough and new benches at the cemetery, AND FURTHER THAT, that the Administrator transfer funds from the Cemetery Beautification Reserve to cover these purchases in the amount of \$3,932.92.

CARRIED

13.9 Western Municipal Appointment - 2025

**13.9.1 Board of Revision - Board
Resolution No: 12/286/24**

Moved By: Elaine Hislop
Seconded By: Jennifer Wotta

That pursuant to Subsection 220(1) of The Municipalities Act, the TOWN OF ARCOLA appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tieszen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluck, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

**13.9.2 Board of Revision - Secretary
Resolution No: 12/287/24
Moved By:** Mike Waelchli
Seconded By: Mike Boulet

That pursuant to Subsection 221(1) of The Municipalities Act, the TOWN OF ARCOLA appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

**13.9.3 Development Appeals Board - Board
Resolution No: 12/288/24
Moved By:** Sheila Sim
Seconded By: Geordan Workman

That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the TOWN OF ARCOLA appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tieszen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluck, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

CARRIED

51726

13.9.4

Development Appeals Board - Secretary

Resolution No: 12/289/24

Moved By: Elaine Hislop

Seconded By: Mike Boulet

That pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the TOWN OF ARCOLA appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

13.10

Reserve Transfers

Resolution No: 12/290/24

Moved By: Sheila Sim

Seconded By: Mike Waelchli

That Council approve the 2024 budgeted reserve transfers as follows:
From Reserves:

- Capital Recreation Reserve \$22,000.00
- Paving/Streets Reserve \$14,739.90
- Equipment Reserve \$85,948.80

CARRIED

13.11

Letter Received - Kevin & Carrie Hengen

Resolution No: 12/291/24

Moved By: Scott Tessier

Seconded By: Geordan Workman

That Council acknowledges the letter received from Kevin and Carrie Hengen regarding their request to build an approach to access their backyard due to recent restricted access, and further that:

- Council decides to retain the road allowance as is, with no intention of development; and
- The Town will work collaboratively with both parties involved to help come to a mutual agreement.

14

Next Meeting

Resolution No: 12/292/24

Moved By: Jennifer Wotta

Seconded By: Elaine Hislop

That Council approves the next Regular Meeting to be on Tuesday January 14th, 2025 at 5:00 p.m. at the Town Office.

CARRIED

15

Adjournment

Resolution No: 12/293/24

Moved By: Scott Tessier

Seconded By: Geordan Workman

That the meeting adjourn at 6:27 p.m.

CARRIED



Mayor – Scott Tessier



Administrator - Rebecca Korchinski