



Arcola
127 Main Street, Arcola, Saskatchewan
Meeting Minutes
Regular Council Meeting January 16, 2024 - 07:00 PM

Present:

Mayor: Scott Tessier

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

Administrator: Rebecca Korchinski and Assistant Cathy Burton

Absent: Geordan Workman

1 Called To Order

Mayor Scott Tessier called the meeting to order at 7:00 p.m.

2 Adopt Agenda

Resolution No: 1/1/24

Moved By: Jennifer Wotta

Seconded By: Mike Boulet

That Council approves the agenda as presented.

CARRIED

3 Approve Minutes

Resolution No: 1/2/24

Moved By: Elaine Hislop

Seconded By: Scott Tessier

That Council approves the minutes from the December 12th, 2023 regular meeting.

CARRIED

4 Accounts

4.1 List of Accounts for Approval

Resolution No: 1/3/24

Moved By: Sheila Sim

Seconded By: Elaine Hislop

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

1. Cheques # 10382 - 10423 in the amount of \$ 45,985.23;
2. Credit Card payments in the amount of \$ 553.85;
3. On-line payments in the amount of \$ 109,157.17;
4. Automatic withdrawals in the amount of \$ 77,048.03;
5. Payroll for December in the amount of \$ 36,647.05;
6. For a grand total of \$ 269,391.33.

CARRIED

4.2

Statement of Financial Activities

Resolution No: 1/4/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That Council approves the Financial Statement for December 31st, 2023 as attached.

CARRIED

4.3

Bank Reconciliations

Resolution No: 1/5/24

Moved By: Elaine Hislop

Seconded By: Scott Tessier

ST

That Council approves the December 31st, 2023 Bank Reconciliations for account #:

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

CARRIED

5 Administration Department

Administrator's Report
Resolution No: 1/6/24
Moved By: Mike Boulet
Seconded By: Mike Waelchli

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

CARRIED

Correspondence
Resolution No: 1/7/24
Moved By: Jennifer Wotta
Seconded By: Scott Tessier

That Council file the following correspondence as dealt with:

- Community Policing Report
- SETPC Report

CARRIED

7 Old Business

Recreation Department
Recreation Director Report
Resolution No: 1/8/24
Moved By: Sheila Sim
Seconded By: Jennifer Wotta

That Council acknowledges and accepts the written report for the Rec Director, Vanessa Dahl.

CARRIED

Rink Maintenance Position
Resolution No: 1/9/24
Moved By: Mike Boulet
Seconded By: Sheila Sim

That Council hires John Davies for the Recreation Facilities Manager position with a wage of \$25.00/hour.

CARRIED

9 Maintenance Department

Maintenance Report

Foreman, Josh Sim was absent from the meeting, he will report at the February 13th meeting.

Flatland Plumbing & Heating Invoice - Chantelle Bayerle
Resolution No: 1/10/24
Moved By: Mike Waelchli
Seconded By: Mike Boulet

That Council tables this agenda item to the February 13th, 2024 Regular Council Meeting.

TABLED

Water Records Report
Resolution No: 1/11/24

ST (Sh)

Moved By: Scott Tessier
Seconded By: Jennifer Wotta

That Council approve the water reports as presented.

10 New Business

10.1 Fidelity Bond

Resolution No: 1/12/24

Moved By: Scott Tessier

Seconded By: Mike Boulet

That the Administrator presents the Fidelity Bond to Council for the 2024 Year.

CARRIED

10.2

2024 Appointments

Resolution No: 1/13/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That the Following Appointments be made for 2024:

- Arcola Library - Elaine Hislop
- Moose Mountain Health Care Corp - Scott Tessier
- SE Transportation - Mike Waelchli & Geordan Workman
- Red Coat Mutual Aid - Ken McMillan
- Upper Souris Watershed Association - Scott Tessier
- Emergency Management Committee - Jen Wotta
- Election Officials
 - Returning Officer - Rebecca Korchinski
 - DRO - Cathy Burton
 - PC - Melinda Wyatt
- HR & Finance Committee - Scott Tessier, Elaine Hislop, Sheila Sim & Mike Boulet.
- Maintenance Committee - Scott Tessier, Jen Wotta, Geordan Workman & Mike Waelchli.
- Joint Recreation Committee - Scott Tessier, Sheila Sim & Mike Waelchli.
- Economic Development Committee - Scott Tessier, Mike Boulet & Elaine Hislop.

CARRIED

10.3

Lawyer Appointment

Resolution No: 1/14/24

Moved By: Scott Tessier

Seconded By: Mike Boulet

That Stephen Orlowski Law Office be appointed as our legal counsel for 2024.

CARRIED

10.4

Auditor Appointment

Resolution No: 1/15/24

Moved By: Mike Waelchli

Seconded By: Jennifer Wotta

That we appoint Dudley and Company to be the Auditors for the 2024 year.

CARRIED

0.5

Western Municipal Consulting

10.5.1

Board of Revision - Board

Resolution No: 1/16/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That the TOWN OF ARCOLA appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2024, through to December 31, 2024; 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,

ST 

Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh.

CARRIED

10.5.2

Board of Revision - Secretary

Resolution No: 1/17/24

Moved By: Jennifer Wotta

Seconded By: Mike Waelchli

That the TOWN OF ARCOLA appoints Marlene Hassard with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Marlene Hassard is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

10.5.3

Development Appeals Board - Board

Resolution No: 1/18/24

Moved By: Mike Boulet

Seconded By: Sheila Sim

That the TOWN OF ARCOLA appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2024, through to December 31, 2024; 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 Raw Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Murray Dean, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clarke, Corey Zaharuk, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Mick Coroluick, and Rick Leigh.

CARRIED

10.5.4

Development Appeals Board - Secretary

Resolution No: 1/19/24

Moved By: Elaine Hislop

Seconded By: Mike Waelchli

that 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, 2024, through to December 31, 2024; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

10.6

Indemnity Rates

Resolution No: 1/20/24

Moved By: Sheila Sim

Seconded By: Mike Boulet

That the following Indemnity Rates be applicable for the Council in 2024:

- \$150 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
- \$125 for SUMA or out of town full day meetings
- \$125 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

10.7

2024 SUMA Convention

Resolution No: 1/21/24

Moved By: Sheila Sim

Seconded By: Elaine Hislop

STP

That Council authorizes the Administrator to register the following individuals for the 2024 SUMA Convention on April 14th - 17th, 2024 in Regina, SK with all expenses paid:

- Administrator - Rebecca Korchinski
- Town Foreman - Josh Sim
- Mayor - Scott Tessier, and any other members of Council wishing to attend.

CARRIED

10.8

2024 UMAAS Convention

Resolution No: 1/22/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That Council authorized the Administrator, Rebecca Korchinski to attend the UMAAS 2024 Convention in Saskatoon, May 28th - 31st, 2024, with all expenses paid.

CARRIED

10.9

Revenue Sharing Declaration

Resolution No: 1/23/24

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 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022 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 to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

11

Next Meeting

Resolution No: 1/24/24 *AK*

Moved By: Mike Waelchli

Seconded By: Mike Boulet

That Council approves the next Regular Meeting to be on Tuesday February 13th, 2024 at 7:00 p.m. at the Town Office.

CARRIED

12

Adjournment

Resolution No: 1/25/24 *AK*

Moved By: Scott Tessier

Seconded By: Jennifer Wotta

That the meeting adjourn at 8:30 p.m.

CARRIED

Scott Tessier

Mayor – Scott Tessier

Rebecca Korchinski

Administrator - Rebecca Korchinski