



Arcola

127 Main Street, Arcola, Saskatchewan

Meeting Minutes

Regular Council Meeting April 9, 2024 - 05:00 PM

Present:

Mayor: Scott Tessier

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

Administrator: Rebecca Korchinski

Absent: Mike Boulet and Assistant Cathy Burton

1 Called To Order

Mayor Scott Tessier called the meeting to order at 5:12 p.m.

2 Adopt Agenda

Resolution No: 4/71/24

Moved By: Jennifer Wotta

Seconded By: Elaine Hislop

That Council approves the agenda as presented.

CARRIED

3 Approve Minutes

Resolution No: 4/72/24

Moved By: Elaine Hislop

Seconded By: Geordan Workman

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

CARRIED

4 Accounts

4.1

List of Accounts for Approval

Resolution No: 4/73/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

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

1. Cheques # 10503 - 10535 in the amount of \$ 34,886.38;
2. Credit Card payments in the amount of \$ 1,376.50;
3. On-line payments in the amount of \$ 43,085.09;
4. Automatic withdrawals in the amount of \$ 1,736.84;
5. Payroll for March in the amount of \$ 22,979.75;
6. For a grand total of \$104,064.56.

CARRIED

4.2

Statement of Financial Activities

Resolution No: 4/74/24

Moved By: Sheila Sim

Seconded By: Geordan Workman

That Council approves the Financial Statement for March as attached.

CARRIED

4.3

Bank Reconciliations

Resolution No: 4/75/24

Moved By: Elaine Hislop

Seconded By: Scott Tessier

STK

That Council approves the March 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

Administration Department

Administrator's Report

Resolution No: 4/76/24

Moved By: Jennifer Wotta

Seconded By: Geordan Workman

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

CARRIED

Correspondence

Resolution No: 4/77/24

Moved By: Elaine Hislop

Seconded By: Jennifer Wotta

That Council file the following correspondence as dealt with:

- Creelman Fair Information
- Kidsvertising From The Observer
- 2024 Library Appointments
- SETPC Correspondence
- STARS - SUMA Letter 2024
- MRI Project Fundraising
- Upper Souris Watershed Correspondence

CARRIED

Arcola Library Board Appointments

Resolution No: 4/78/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That Council acknowledges and accepts the Arcola Library Board Appointments for the 2024 Year.

CARRIED

Old Business

2024-01 The Administration Bylaw

Resolution No: 4/79/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That Council Tables the second reading of the Administration Bylaw to the May 14th meeting after attending the SUMA convention and engaging in discussions with other municipalities and HR consultants.

CARRIED

2024-02 The Utility Management Bylaw

2nd Reading - Bylaw 2024-02

Resolution No: 4/80/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That Bylaw 2024-02, being a Bylaw to control and regulate the water and wastewater utilities provided by the Town of Arcola, be read for a second time.

CARRIED

ST
JB

7.2.2 3rd Reading & Adoption of Bylaw 2024-02
Resolution No: 4/81/24
Moved By: Sheila Sim
Seconded By: Geordan Workman

That Bylaw 2024-02, being a Bylaw to control and regulate the water and wastewater utilities provided by the Town of Arcola, as attached here to and forming a part of these minutes, be read for a third and final time and be adopted.

CARRIED

7.3 Vacant Lots Advertising
Resolution No: 4/82/24
Moved By: Scott Tessier
Seconded By: Sheila Sim

That Council approves the advertising and listing of vacant town owned lots through Ray Boutin with Performance Realty for a flat rate fee of \$2,500.00 per each lot sold.

CARRIED

8 Recreation Department

8.1 Recreation Director Report
Resolution No: 4/83/24
Moved By: Scott Tessier
Seconded By: Jennifer Wotta

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

CARRIED

9 Maintenance Department

* Councillor Mike Waelchli attended the meeting at 6:17pm.

9.1 Maintenance Report

Foreman, Josh Sim was absent from the meeting due to seminar training, he will report at the May 14th Council Meeting.

9.2 Water Records Report
Resolution No: 4/84/24
Moved By: Geordan Workman
Seconded By: Scott Tessier

That Council approve the water reports as presented.

CARRIED

10 New Business

10.1 Harassment Prevention Policy
Resolution No: 4/85/24
Moved By: Sheila Sim
Seconded By: Scott Tessier

That Council approves the Harassment Prevention Policy as presented.

CARRIED

10.2 Workplace Violence Prevention Policy
Resolution No: 4/86/24
Moved By: Mike Waelchli
Seconded By: Sheila Sim

That Council approves the Workplace Violence Prevention Policy as presented.

CARRIED

10.3 2024-03 Complaints Bylaw

10.3.1 1st Reading - Bylaw 2024-03
Resolution No: 4/87/24

ST
15
OK

Moved By: Jennifer Wotta
Seconded By: Sheila Sim

That Bylaw 2024-03, being a Bylaw to establish the process for making general bylaw violation complaints in the Town of Arcola, be introduced and read for the first time.

CARRIED

10.3.2 2nd Reading - Bylaw 2024-03
Resolution No: 4/88/24

Moved By: Scott Tessier
Seconded By: Mike Waelchli

That Bylaw 2024-03, being a Bylaw to establish the process for making general bylaw violation complaints in the Town of Arcola, be read for a second time.

CARRIED

10.3.3 Permission to have the 3rd reading of Bylaw 2024-03 at this meeting
Resolution No: 4/89/24

Moved By: Elaine Hislop
Seconded By: Sheila Sim

That Bylaw 2024-03, being a Bylaw to establish the process for making general bylaw violation complaints in the Town of Arcola, be given permission to have a third reading at this meeting.

CARRIED UNANIMOUSLY

10.3.4 3rd Reading & Adoption of Bylaw 2024-03
Resolution No: 4/90/24

Moved By: Geordan Workman
Seconded By: Scott Tessier

That Bylaw 2024-03, being a Bylaw to establish the process for making general bylaw violation complaints in the Town of Arcola, as attached hereto and forming a part of these minutes, be read for a third and final time and be adopted.

CARRIED

0.4

Tax Enforcement - Form C
Resolution No: 4/91/24
Moved By: Mike Waelchli
Seconded By: Scott Tessier

That Council authorizes the Treasurer to proceed to acquire title on the following properties by serving Form C as per *The Tax Enforcement Act*;

- Roll # 63 - Lot 20, Block 4, Plan 37567
- Roll # 387 - Lot 6, Block 2, Plan 94R33212

CARRIED

10.5 Building Permit Application - 114 Carlyle Street
Resolution No: 4/92/24

Moved By: Scott Tessier
Seconded By: Geordan Workman

That Council approves and accepts the Building Permit application for building an addition onto the existing detached garage.

CARRIED

10.6 Fence Permit - 629 Souris Ave
Resolution No: 4/93/24

Moved By: Scott Tessier
Seconded By: Elaine Hislop

That Council approves the application to build a 4 ft wooden fence along the east side of the property within the property lines.

CARRIED

10.7 2024 Education Property Tax Mill Rates
Resolution No: 4/94/24

Moved By: Scott Tessier
Seconded By: Elaine Hislop

STP

That Council acknowledges the 2024 Education Property Tax Mill Rates.

CARRIED

* Councillor Sheila Sim declared Conflict of Interest and left the Council Chambers at 6:51pm.

10.8

Grading Tenders

Resolution No: 4/95/24

Moved By: Elaine Hislop

Seconded By: Mike Waelchli

That Council award the tender for grading requirements in 2024 to L4 Contracting at the quoted price of \$170/hr.

CARRIED

* Councillor Sheila Sim returned to the Council Chambers at 6:52 pm.

* Councillor Elaine Hislop declared Conflict of Interest and left the Council Chambers at 6:53 pm.

10.9

Insurance Policy Renewal

Resolution No: 4/96/24

Moved By: Sheila Sim

Seconded By: Jennifer Wotta

That Council approves the Insurance Renewal Policy in the amount of \$ 55,376.00.

CARRIED

* Councillor Elaine Hislop returned to the Council Chambers at 7:15 pm.

11

Mayor & Council Discussion Forum

11.1

Complaint/Concern Letters

Resolution No: 4/97/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That Council acknowledges the two letters received from anonymous complainants regarding their concerns, AND FURTHER THAT will review our policies and address as needed.

CARRIED

12

Next Meeting

Resolution No: 4/98/24

Moved By: Sheila Sim

Seconded By: Geordan Workman

That Council approves the next Regular Meeting to be on Tuesday May 14th, 2024 at 5:00 p.m. at the Town Office.

CARRIED

13

Adjournment

Resolution No: 4/99/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That the meeting adjourn at 7:32 p.m.

CARRIED



Mayor – Scott Tessier



Administrator – Rebecca Korchinski