



Arcola

127 Main Street, Arcola, Saskatchewan

Meeting Minutes

Regular Council Meeting July 8, 2025 - 05:00 PM

Present:

Mayor: Scott Tessier

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

Administrator: Rebecca Korchinski

Absent: Jennifer Wotta

1 Called To Order

Mayor Scott Tessier called the meeting to order at 5:04 p.m.

2 Adopt Agenda

Resolution No: 7/142/25

Moved By: Mike Waelchli

Seconded By: Geordan Workman

That Council approves the agenda as presented.

CARRIED

3 Approve Minutes

Resolution No: 7/143/25

Moved By: Geordan Workman

Seconded By: Mike Waelchli

That Council approves the minutes from the June 10th, 2025 regular meeting.

CARRIED

4 Accounts

4.1 List of Accounts for Approval

Resolution No: 7/144/25

Moved By: Elaine Hislop

Seconded By: Scott Tessier

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

1. Cheques # 11060 - 11098 in the amount of \$ 146,102.51;
2. Credit Card payments in the amount of \$ 3,891.67;
3. On-line payments in the amount of \$ 120,040.34;
4. Payroll for June in the amount of \$ 36,696.91;
5. For a grand total of \$ 306,731.43.

CARRIED

4.2

Statement of Financial Activities

Resolution No: 7/145/25

Moved By: Elaine Hislop

Seconded By: Scott Tessier

That Council approves the Financial Statement for June 30th, 2025 as attached.

CARRIED

4.3

Bank Reconciliations

Resolution No: 7/146/25

ST JH

Moved By: Scott Tessier
Seconded By: Elaine Hislop

That Council approves the June 30th, 2025 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. 110-110-117 | CCBF Reserve Account |
| 5. 110-110-170 | Beautification Account |
| 6. 110-120-105 | Perpetual Care Term Deposit, as attached/ |

CARRIED

5 Administration Department

5.1 Administrator's Report
Resolution No: 7/147/25
Moved By: Mike Boulet
Seconded By: Sheila Sim

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

CARRIED

5.2 Municipal Website Design Project

Resolution No: 7/148/25

Moved By: Scott Tessier
Seconded By: Mike Waelchli

That Council accepts the Municipal Website Design Project proposal from Community Futures Sunrise, which includes training and a new website, for the quoted amount of \$1,495.00.

CARRIED

6

Correspondence

Resolution No: 7/149/25

Moved By: Mike Boulet
Seconded By: Mike Waelchli

That Council file the following correspondence as dealt with:

- SETPC - Report
- Community Futures - Save the date
- 2025 DED Report
- Office of the Treaty Commissioner - Survey

CARRIED

7

Old Business

8

Recreation Department

8.1

Recreation Director Report

Resolution No: 7/150/25

Moved By: Mike Boulet
Seconded By: Geordan Workman

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

CARRIED

9 Maintenance Department

9.1

Maintenance Report

ST 26

9.2

Water Records Report
Resolution No: 7/151/25
Moved By: Geordan Workman
Seconded By: Scott Tessier

That Council approve the water reports as presented.

CARRIED

10

Delegation

11

New Business

11.1

2024 Annual Waterworks Financial Overview
Resolution No: 7/152/25
Moved By: Sheila Sim
Seconded By: Mike Boulet

That Council acknowledge the completed 2024 Waterworks Financial Overview and Water Rate Policy.

CARRIED

11.2

Bylaw # 2025-03 - Prairie Place Legacy Fund Bylaw

11.2.1

1st Reading - Bylaw 2025-03
Resolution No: 7/153/25
Moved By: Elaine Hislop
Seconded By: Mike Waelchli

That Bylaw 2025-03, being a Bylaw to formally establish a Legacy Fund for the Prairie Place Complex, be introduced and read for the first time.

CARRIED

11.2.2

2nd Reading - Bylaw 2025-03
Resolution No: 7/154/25
Moved By: Mike Boulet
Seconded By: Sheila Sim

That Bylaw 2025-03, being a Bylaw to formally establish a Legacy Fund for the Prairie Place Complex, be read for a second time.

CARRIED

11.2.3

Permission to have the 3rd reading of Bylaw 2025-03 at this meeting
Resolution No: 7/155/25
Moved By: Geordan Workman
Seconded By: Scott Tessier

That Bylaw 2025-03, being a Bylaw to formally establish a Legacy Fund for the Prairie Place Complex, be given permission to have a third reading at this meeting.

CARRIED UNANIMOUSLY

11.2.4

3rd Reading & Adoption of Bylaw 2025-03
Resolution No: 7/156/25
Moved By: Mike Boulet
Seconded By: Elaine Hislop

That Bylaw 2025-03, being a Bylaw to formally establish a Legacy Fund for the Prairie Place Complex, as attached here to and forming a part of these minutes, be read for a third and final time and be adopted

CARRIED

11.3

Fence Permit - 604 Balmoral Avenue
Resolution No: 7/157/25
Moved By: Scott Tessier
Seconded By: Elaine Hislop

That Council approves the Fence Permit as submitted for 604 Balmoral Avenue.

ST

CARRIED

11.4

**Fence Permit - 405 Main Street
Resolution No: 7/158/25
Moved By: Geordan Workman
Seconded By: Scott Tessier**

That Council approves the Fence Permit as submitted for 405 Main Street.

CARRIED

11.5

**Disc Golf Course - Build a Pergola
Resolution No: 7/159/25
Moved By: Mike Boulet
Seconded By: Mike Waelchli**

That Council approves the request to build a Pergola on the Disc Golf Course as submitted.

CARRIED

12 Mayor & Council Discussion Forum

13

**Next Meeting
Resolution No: 7/160/25
Moved By: Scott Tessier
Seconded By: Sheila Sim**

That Council approves the next Regular Meeting to be on Tuesday August 12th, 2025 at 5:00 p.m. at the Town Office.

CARRIED

14

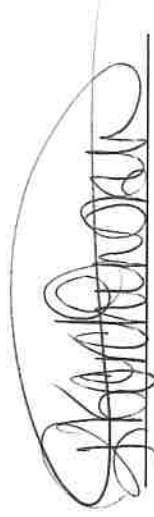
**Adjournment
Resolution No: 7/161/25
Moved By: Scott Tessier
Seconded By: Mike Boulet**

That the meeting adjourn at 6:30 p.m.

CARRIED



Mayor – Scott Tessier



Administrator - Rebecca Korchinski

PRAIRIE PLACE LEGACY FUND BYLAW

TOWN OF ARCOLA BYLAW NO. 2025-03

1. TITLE

This Bylaw may be cited as the *Prairie Place Legacy Fund Bylaw*.

2. PURPOSE

The purpose of this Bylaw is to formally establish a Legacy Fund for the Prairie Place Complex, a facility owned by the Town of Arcola. This fund is intended to provide a secure and transparent means of receiving and managing donations designated for the long-term care, maintenance, and improvement of the Prairie Place Complex.

The Bylaw outlines the creation, administration, and permitted use of both the interest income and principal funds. Interest earned will support the facility's day-to-day operational costs, while the principal may be used, with Council approval, for capital improvements to ensure the sustainability and functionality of the Prairie Place Complex for future generations.

3. DEFINITIONS

In this Bylaw:

- a) **"Town"** means the Town of Arcola.
- b) **"Prairie Place Complex"** means the facility jointly managed, or supported by the Town and RM for the benefit of the surrounding community.
- c) **"Legacy Fund"** means the account established under this Bylaw for the purpose of receiving and managing donations and revenues designated for the ongoing support of the Prairie Place Complex.
- d) **"Capital Project"** means a significant investment in, or improvement to, the structure, systems, or property of the Prairie Place Complex.

4. ESTABLISHMENT OF FUND

- a) A designated account shall be created and maintained by the Town, to be known as the *Prairie Place Legacy Fund*.
- b) All donations, or other contributions expressly intended for the long-term benefit of the Prairie Place Complex shall be deposited into this fund.
- c) The principal amount of the fund shall be kept in a separate, interest-bearing account.

5. USE OF INTEREST

- a) All interest or investment income earned annually on the principal of the fund shall be transferred to the general operating fund of the Town.
- b) These transferred earnings shall be used exclusively for the day-to-day operations, general maintenance, and routine expenses of the Prairie Place Complex.

6. USE OF PRINCIPAL

- a) The principal amount in the Legacy Fund shall remain intact unless its use is authorized by resolution of the Council of the Town of Arcola.
- b) Principal funds may only be used for major capital projects that are critical to the long-term operation, structural integrity, or sustainability of the Prairie Place Complex. These projects may include, but are not limited to:
 - Full or partial reconstruction of the facility;
 - Major structural renovations;
 - Replacement or significant upgrades to core infrastructure such as the ice plant or heating and cooling systems;
 - Accessibility or safety compliance upgrades required by law.

- c) To qualify for funding from the principal of the Legacy Fund, a capital project must have an estimated total cost of no less than \$500,000.00, unless otherwise approved by the Council of the Town of Arcola under extraordinary and justified circumstances.
- d) The Legacy Fund shall not be used for minor or routine expenses, including but not limited to:
- General maintenance or repairs (e.g., patching, painting, minor flooring work);
 - Furnishings, appliances, or non-fixed equipment;
 - Decorative, aesthetic, or non-structural improvements;
 - Regular upgrades or replacements that fall under standard operating budgets.
- e) All expenditures from the principal shall be documented in full and included in the annual financial report presented to Council.

7. ADMINISTRATION AND REPORTING

- a) The Town of Arcola shall act as the sole administrator of the fund and shall manage the account accordingly.
- b) An annual financial report detailing all fund activity, including donations received, interest earned, and expenditures made, shall be presented to Council.

8. COMING INTO FORCE

This Bylaw shall come into force and take effect upon its final reading by the Town of Arcola.

Passed by the Council of the Town of Arcola this 8th day of July, 2025.

TOWN OF ARCOLA

Mayor: _____



Administrator: _____