



Arcola

127 Main Street, Arcola, Saskatchewan

Meeting Minutes

Regular Council Meeting February 13, 2024 - 07:00 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 6:57 p.m.

2

Adopt Agenda

Resolution No: 2/26/24

Moved By: Geordan Workman

Seconded By: Jennifer Wotta

That Council approves the agenda as presented.

CARRIED

3

Approve Minutes

Resolution No: 2/27/24

Moved By: Elaine Hislop

Seconded By: Geordan Workman

That Council approves the minutes from the January 16th, 2024 regular meeting.

CARRIED

4

Accounts

4.1

List of Accounts for Approval

Resolution No: 2/28/24

Moved By: Elaine Hislop

Seconded By: Scott Tessier

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

1. Cheques # 10424 - 10428 - VOID - Printing Error
2. Cheques # 10429 - 10465 in the amount of \$ 55,598.14;
3. Credit Card payments in the amount of \$ 612.93;
4. On-line payments in the amount of \$ 43,006.26;
5. Automatic withdrawals in the amount of \$ 1,736.84;
6. Payroll for January in the amount of \$ 20,350.41;
7. For a grand total of \$ 121,934.58.

CARRIED

4.2

Statement of Financial Activities

Resolution No: 2/29/24

Moved By: Geordan Workman

Seconded By: Elaine Hislop

That Council approves the Financial Statement for January as attached.

CARRIED

4.3

Bank Reconciliations

Resolution No: 2/30/24

ST JK

Moved By: Mike Waelchli
Seconded By: Geordan Workman

That Council approves the January 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

5.1

Administrator's Report
Resolution No: 2/31/24

Moved By: Sheila Sim

Seconded By: Geordan Workman

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

CARRIED

5.2

Vacation Requests for Approval

Resolution No: 2/32/24

Moved By: Jennifer Wotta

Seconded By: Mike Boulet

That Council approves the following Vacation Requests:

Rebecca Korchinski: February 21st - 23rd, 2024
 March 20th - 30th, 2024

Cathy Burton: April 1st - 12th, 2024

Vanessa Dahl: February 15th - 23rd, 2024

CARRIED

6

Correspondence

Resolution No: 2/33/24

Moved By: Scott Tessier

Seconded By: Geordan Workman

That Council file the following correspondence as dealt with:

- Letter from St. Josephs Hospital - MRI Approval
- Southeast Transportation - Meeting Minutes
- Disc Golf Letter
- Subdivision Correspondence - RM of Brock
- Municode - Sask Secondary Suite Incentive Grant Program

CARRIED

6.1

Disc Golf - Back 9 Land Use

Resolution No: 2/34/24

Moved By: Sheila Sim

Seconded By: Jennifer Wotta

That Council approves development for the Disc Golf back 9 on Town owned green space land located along Railway Avenue behind the JJ Trucking Office

CARRIED

7

Delegation @ 7:30pm - Staff Sergeant Mike Shortland

Resolution No: 2/35/24

Moved By: Scott Tessier

Seconded By: Mike Boulet

That Council acknowledges the delegation of Staff Sergeant Mike Shortland from the Carlyle detachment.

CARRIED

STAK

8 Old Business

8.1 Flatland Plumbing & Heating Invoice - 98 Balmoral Avenue

Resolution No: 2/36/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That Council approves that the Town will pay in full the invoice received from Flatland Plumbing & Heating in the amount of \$855.26 for the inspection of the service line and the findings of a potential problem on the Town's portion of the line, and FURTHER THAT, the Town will continue further investigation in the spring when frost is out of the ground to determine any repair required.

CARRIED

9 Recreation Department

9.1 Recreation Committee Minutes - January 17th, 2024

Resolution No: 2/37/24

Moved By: Mike Boulet

Seconded By: Mike Waelchli

That Council approves the minutes from the January 17th, 2024 Recreation Committee Meeting.

CARRIED

9.2 Recreation Director Report

Resolution No: 2/38/24

Moved By: Mike Boulet

Seconded By: Mike Waelchli

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

CARRIED

9.3 Fundraiser Funds - Allocation to Capital Project

Resolution No: 2/39/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

Capital Recreation Reserve: \$22,000.00 received from the Comedy Night Fundraiser in 2023 be put towards the Kitchen renovations at Prairie Place in the 2024 budget.

CARRIED

10 Maintenance Department

10.1 Maintenance Report

Resolution No: 2/40/24

Moved By: Elaine Hislop

Seconded By: Jennifer Wotta

That Council acknowledges and accepts the verbal report from Foreman, Josh Sim.

CARRIED

10.2

Water Records Report

Resolution No: 2/41/24

Moved By: Geordan Workman

Seconded By: Scott Tessier

That Council approve the water reports as presented.

CARRIED

11 New Business

11.1

Building Inspectors

Resolution No: 2/42/24

Moved By: Elaine Hislop

Seconded By: Sheila Sim

That Council appoints Municode Services Ltd. as our Building Inspectors.

CARRIED

11.2

Audit Engagement Letter

Resolution No: 2/43/24

ST RK

Moved By: Elaine Hislop
Seconded By: Geordan Workman

That Council accepts and signs the Audit Engagement Letter from Dudley & Co. for the 2023 Financial Audit.

CARRIED

11.3

Cemetery - Reserve Transfers

Resolution No: 2/44/24

Moved By: Sheila Sim

Seconded By: Mike Waelchli

That Council approves the following funds from 2023 be transferred to reserves:

Cemetery Perpetual Reserve: \$675.00 (75% of Cemetery Plot Sales)

Cemetery Perpetual Reserve: \$650.00 received in donations

Cemetery Beautification Reserve: \$3,055.49 received in donations

Cemetery Beautification Reserve: \$1,255.25 Interest earned on account

CARRIED

11.4

Vacant Lots Advertising

Resolution No: 2/45/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That Council tables this agenda item to the March 12th meeting pending more information to be received.

TABLED

11.5

Letter received - 113 Coteau

Resolution No: 2/46/24

Moved By: Scott Tessier

Seconded By: Sheila Sim

That Council acknowledges letter received. Following legislation, the Administrator is to continue the Tax Enforcement process, and FUTHER THAT, contact Municode, our Building Inspector due to the condition of the property.

CARRIED

1.6

Tax Enforcement - 2024 List of Lands in Arrears

Resolution No: 2/47/24

Moved By: Elaine Hislop

Seconded By: Mike Boulet

That Council acknowledges the receipt of the List of Lands in Arrears as presented to the Mayor by the Treasurer. All lands that have had more than half of their tax arrears paid, will not be listed in the list of lands and arrears. The Ad will be submitted to the Carlyle Observer to be advertised in the February 23rd, 2024 issue. All related costs will be charged to the applicable Tax Roll accounts.

CARRIED

12

Next Meeting

Resolution No: 2/48/24

Moved By: Scott Tessier

Seconded By: Jennifer Wotta

That Council approves the next Regular Meeting to be on Tuesday March 12th, 2024 at 7:00 p.m. at the Town Office.

CARRIED

13

Adjournment

Resolution No: 2/49/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That the meeting adjourn at 9:13 p.m.

CARRIED



Mayor – Scott Tessier



Administrator - Rebecca Korchinski