



Arcola

127 Main Street, Arcola, Saskatchewan

Meeting Minutes

Regular Council Meeting November 12, 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 5:01 p.m.

2 Adopt Agenda

Resolution No: 11/245/24

Moved By: Elaine Hislop

Seconded By: Geordan Workman

That Council approves the agenda as presented.

CARRIED

3 Approve Minutes

Resolution No: 11/246/24

Moved By: Elaine Hislop

Seconded By: Geordan Workman

That Council approves the minutes from the October 8th, 2024 regular meeting.

CARRIED

4 Accounts

4.1 List of Accounts for Approval

Resolution No: 11/247/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

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

1. Cheques # 10773 - 10823 in the amount of \$ 63,379.10;
2. Credit Card payments in the amount of \$ 1,859.82;
3. On-line payments in the amount of \$ 44,407.41;
4. Automatic withdrawals in the amount of \$ 1,736.84;
5. Payroll for October in the amount of \$ 20,006.34;
6. For a grand total of \$ 131,389.51.

CARRIED

4.2 Statement of Financial Activities

Resolution No: 11/248/24

Moved By: Elaine Hislop

Seconded By: Mike Waelchli

That Council approves the Financial Statement for October 31st, 2024 as attached.

CARRIED

4.3

Bank Reconciliations

Resolution No: 11/249/24

Moved By: Elaine Hislop

Seconded By: Sheila Sim

That Council approves the October 31st, 2024 Bank Reconciliations for account #:

STX

- 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
- 6. 110-110-117 CCBF Grand Funds, as attached/
CARRIED

5 Administration Department

5.1 Administrator's Report
Resolution No: 11/250/24
Moved By: Scott Tessier
Seconded By: Mike Boulet

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

5.1.1 Business Arising from the Administration Report

5.1.1.1 Office Closure - December 27th, 2024
Resolution No: 11/251/24
Moved By: Mike Boulet
Seconded By: Mike Waelchli

WHEREAS the holiday season is a time for staff to spend quality time with their families, and;
WHEREAS December 27th, 2024, falls on a Friday, immediately following the Christmas holiday period;
BE IT RESOLVED that the Town of Arcola office be closed on Friday, December 27th, 2024, to allow staff an additional day to spend with their families.

5.1.1.2 Munisoft Pubworks Program
Resolution No: 11/252/24
Moved By: Scott Tessier
Seconded By: Mike Boulet

WHEREAS a review of the current Munisoft programs has been conducted, and;
WHEREAS the PubWorks program is not meeting the needs of the Town of Arcola;
BE IT RESOLVED that Council approves the Administrator to proceed with the cancellation of the PubWorks program.

CARRIED

6 Correspondence
Resolution No: 11/253/24

That Council file the following correspondence as dealt with:

- SETPC Report - Sept 24th
- 100th Anniversary Remembrance Day Campaign - Fallen Airmen
- Quarterly Policing Report

CARRIED

7 Old Business

8 Recreation Department

8.1 Recreation Director Report
Resolution No: 11/254/24
Moved By: Mike Waelchli
Seconded By: Jennifer Wotta

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

ST

9 Maintenance Department

9.1

Maintenance Report
Resolution No: 11/255/24
Moved By: Geordan Workman
Seconded By: Mike Waelchli

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

CARRIED

9.2

Water Records Report
Resolution No: 11/256/24
Moved By: Scott Tessier
Seconded By: Geordan Workman

That Council approve the water reports as presented.

CARRIED

9.3

2024 Lift Station Assessment
Resolution No: 11/257/24
Moved By: Scott Tessier
Seconded By: Mike Boulet

WHEREAS the 2024 Lift Station Assessment from Municipal Utilities has been presented to Council, and;
WHEREAS a review of the lift station in alignment with safety standards and suggested upgrades is necessary;
BE IT RESOLVED that Council acknowledges the 2024 Lift Station Assessment from Municipal Utilities as presented, AND FURTHER THAT a copy of the assessment be provided to MPE, the Town's engineer, to complete a review and assessment of the lift station to ensure compliance with safety standards and consider the suggested upgrades for review.

CARRIED

10 Delegation

10.1

Cemetery Committee @ 5:30
Resolution No: 11/258/24
Moved By: Elaine Hislop
Seconded By: Sheila Sim

That Council Acknowledges Sandy Wright and Lorretta Heidinger, delegations of the Cemetery Committee.

CARRIED

10.1.1

Cemetery Committee - Appointment
Resolution No: 11/259/24
Moved By: Scott Tessier
Seconded By: Sheila Sim

WHEREAS discussions have taken place with the Cemetery Committee regarding future planning for the cemetery, and;

WHEREAS the Cemetery Committee has requested that a representative from both the Town of Arcola and the RM of Brock sit on their committee;

BE IT RESOLVED that Elaine Hislop from the Town of Arcola Council be appointed to assist and serve as the Town's representative on the Cemetery Committee.

CARRIED

11

New Business

11.1

DMS Quote - Laptop for Foreman
Resolution No: 11/260/24
Moved By: Jennifer Wotta
Seconded By: Scott Tessier

WHEREAS a quote has been received from DMS for a laptop for the Town Foreman, and;

WHEREAS the Town Foreman requires a laptop to effectively carry out duties;

BE IT RESOLVED that Council approves the quote received from DMS in the amount of \$1,243.99 plus applicable taxes for the purchase of a laptop for the Town Foreman.

CARRIED

5/7/24

11.2 DMS Quote - Laptop for Rec Director

Resolution No: 11/261/24

Moved By: Mike Waelchli

Seconded By: Sheila Sim

WHEREAS a quote has been received from DMS for a laptop and monitor for the Recreation Director, and; **WHEREAS** the Recreation Director requires updated equipment to effectively perform their duties; **BE IT RESOLVED** that Council approves the quote from DMS in the amount of \$2,346.22 plus applicable taxes for the purchase of a laptop and monitor for the Recreation Director.

CARRIED

1.3

Auditor Engagement Letter

Resolution No: 11/262/24

Moved By: Scott Tessier

Seconded By: Elaine Hislop

That Council acknowledges the Audit Engagement Letters received from Dudley & Company to complete our 2024 Financial Audit, AND FURTHER THAT they be completed and signed by Administration and Council.

CARRIED

11.4

SaskPower - Easement Agreement

Resolution No: 11/263/24

Moved By: Sheila Sim

Seconded By: Geordan Workman

That Council approves the Utility Easement of Right-of-Way Agreement with Sask Power on Parcel A, Plan 102013399 in the Town of Arcola, (Surface Parcel 164727715), shown as an easement Right-of-Way on attached Registered Plan 102341528 with an Easement width of 3 meters. Mayor Scott Tessier and Administrator Rebecca Korchinski, to sign and seal agreement documentation.

CARRIED

11.5

Kinetic GPO Membership Agreement

Resolution No: 11/264/24

Moved By: Scott Tessier

Seconded By: Mike Waelchli

That Council authorizes the Administrator to enter an agreement with Kinetic GPO, to take part in the Group Purchasing Program through SUMA for the Town of Arcola.

CARRIED

12

Mayor & Council Discussion Forum

13

Next Meeting

Resolution No: 11/265/24

Moved By: Elaine Hislop

Seconded By: Jennifer Wotta

That Council approves the next Regular Meeting to be on Tuesday December 10th, 2024 at 5:00 p.m. at the Town Office.

CARRIED

14

Adjournment

Moved By: Scott Tessier

Seconded By: Mike Boulet

That the meeting adjourn at 7:11 p.m.



Mayor – Scott Tessier



Administrator - Rebecca Korchinski