

**TOWN OF EATONIA  
REGULAR MEETING MINUTES  
TUESDAY, JANUARY 10, 2023**

Minutes of the regular meeting of the Council of the Town of Eatonia held the 10<sup>th</sup> day of January 2023 in the Town Council Chambers at 202 Main Street, Eatonia, Saskatchewan.

**PRESENT:**

Mayor Darcy Scott, Deputy Mayor Dean Aldridge, Councillors Codie Cumiskey, Matthew McKinnon, Kevin Stevens, Justin McKinnon and Administrator Cheryl Bailey.

**ABSENT:**

Councillor Brennan Somerville

**CALL TO ORDER:**

A quorum being present, Mayor Scott called the meeting to order at 7:06 p.m. after the public hearing was closed to discuss a discretionary use permit, under the Zoning Bylaw No. 5/16 and Zoning Bylaw Amendment No. 10/22, the Town Council had received.

**AGENDA:**

That the agenda for tonight's meeting has been reviewed by the Council and will be used as a guideline for this meeting.

**MINUTES:**

**December 13, 2022 Public Hearing:**

1/1/23	<b>Aldridge/Cumiskey</b>	That the minutes of the public hearing held December 13, 2022 be approved as presented. Carried.
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**December 13, 2022 Regular Meeting:**

2/1/23	<b>Cumiskey/J McKinnon</b>	That the minutes of the regular meeting held December 13, 2022 be approved as presented. Carried.
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**BUSINESS ARISING FROM THE MINUTES:**

**SE 22-26-25-W3rd Parcel Cleanup:**

3/1/23	<b>Aldridge/J McKinnon</b>	That the estimate of \$5900 plus GST from Meridian Surveys, Kindersley, Saskatchewan, to survey, and subdivide approximately 3.21 acres out of the SE 22-26-25-W3rd quarter be accepted subject to Susan Carol Dearborn and Water Security Agency, with registered interests on the title, agreeing to the subdivision in writing.	Amended Resolution # 3/2/23 February 9/23 Council Mtg C. Bailey
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and transfer the subdivided parcel to the Town of Eatonia.

Carried.

**Committee Appointments:**

4/1/23	<b>Aldridge/Cumiskey</b>	That the Council of the Town of Eatonia nominate Leah Cooper as the Urban Representative on the Area Transportation Planning Committee (ATPC) with the West Central Municipal Government. Carried.
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[the subdivision and transfer in writing by June 30, 2023 or this issue will be closed with no further discussion, action or negotiations.]

  
Mayor

  
Administrator

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**Board of Revision Appointment:**

5/1/23      **Cumiskey/Stevens**

That motion No. 17/12/22 concerning the appointment of Courtney Joseph with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023 through December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Courtney Joseph 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 be rescinded.  
Carried.

6/1/23      **J McKinnon/Cumiskey**

That the Town of Eatonia appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023 through December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk 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.

**FINANCIAL REPORTS:**

7/1/23      **Aldridge/Stevens**

That the statement of financial activities and bank reconciliation for the month of December 2022 be accepted as presented and form a part of these minutes.

Carried.

**ACCOUNTS FOR APPROVAL AND PAYMENT:**

8/1/23      **M McKinnon/Stevens**

That the accounts for approval and payment covered by cheque # 11707 to 11740 inclusive along with internet payments totaling \$46,648.43 for both and direct deposit payroll # 1215221 to 1231227 inclusive totalling \$13,931.07 and Rec Board payments covered by cheque # 2754 to 2762 inclusive along with internet payments totaling \$13,181.15 for both and direct deposit payroll # 12151 to 12311 inclusive totaling \$1,840.82 as listed and forming a part of these minutes be approved for payment.

Carried.

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**CORRESPONDENCE:**

9/1/23     **J McKinnon/Aldridge**

That the following correspondence, having been read, be filed:

- **Royal Canadian Mounted Police – 3<sup>rd</sup> Quarter Policing Report**
- **Saskatchewan Assessment Management Agency – Notice of Annual Meeting**
- **Sask Workers' Compensation Board – 2023 Premium Rate Notice**
- **Saskatchewan Health Authority – December 21, 2022 Community Engagement Committee Meeting Minutes**
- **SGI – Approval of the Provincial Traffic Safety Fund Grant**

Carried.

**STAFF REPORTS:**

**Foreman Rob Assmus:**

**Water Treatment Plant Test Results:**

10/1/23     **Aldridge/Cumiskey**

That the water treatment plant test results recorded for the period of December 2022 be accepted as presented and filed for future reference.

Carried.

**Written Report:**

11/1/23     **Aldridge/M McKinnon**

That the following written report from Foreman Rob Assmus be received as information:

- No issues at the water treatment plant. Need to replace the alarm sensor to detect chlorine leaks. It is original with the water treatment plant. Cost to replace is approximately \$4100 plus applicable taxes;
- Blew snow quite a few times throughout the month;
- Vaced out the sewer line at the lagoon. Was also pumping it out every second day. Finally got a jetter truck out and jetted out the blockage. Everything is working well now. Rob is going to start looking into adding enzymes into the system. Low flow is creating problems;
- Water line at water fill station popped and blew up. It is repaired now and station is open again.

Carried.

**Bylaw Enforcement Officer Phillip Brown:**

No written report for this meeting as no patrol was done in December, 2022.

**Waste Disposal Grounds Operator Rob May:**

12/1/23     **Cumiskey/Stevens**

That Waste Disposal Grounds Operator Rob May's report for December 2022 be received as information and filed for future reference.

Carried.

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**DELEGATE:**

Dave Bosch, Salt & Light Energy Ltd., attended the meeting to discuss solar panels for the arena and applying for a grant under the Green and Inclusive Community Buildings.

**NEW BUSINESS:**

**West Central Municipal Government Membership:**

13/1/23    **M McKinnon/Cumiskey**    That the 2023 membership fee of \$224.10 be paid to the West Central Municipal Government Committee.  
Carried.

**Federation of Canadian Municipalities Membership:**

14/1/23    **Stevens/Aldridge**    That the membership fee of \$245.18 for the period of April 1, 2023 to March 31, 2024 be paid to the Federation of Canadian Municipalities.  
Carried.

**Amend Zoning Bylaw:**

15/1/23    **M McKinnon/J McKinnon**    That Zoning Bylaw No. 5/16 be amended to allow hair salons as a discretionary use in the residential district and the applicant requesting the amendment cover the cost of the community planner and the costs of advertising the public notice as permitted by *The Planning and Development Act, 2007*.  
Carried.

**Landfill Decommissioning Proposal:**

16/1/23    **M McKinnon/Cumiskey**    That the proposal of \$111,120 plus applicable taxes from the engineer, PINTER & Associates, to provide engineering services for the decommissioning of the landfill be accepted as presented with 73.33% of the cost covered under the Investing in Canada Infrastructure Program (ICIP) and the balance of the cost shared with the R.M. of Chesterfield No. 261  
Carried.

**2023 Commercial Insurance Policy:**

17/1/23    **M McKinnon/Aldridge**    That the insurance premium of \$41,020.94 (includes PST) be paid to Eaton Agencies Ltd for the 2023 SGI Municipal Property and Liability Insurance Policy.  
Carried.

**Fidelity Bond:**

18/1/23    **Cumiskey/M McKinnon**    That the Fidelity Bond – Form A (Comprehensive Dishonesty, Disappearance and Destruction) with Coverage of \$500,000, included in the 2023 commercial insurance policy through Eaton Agencies Ltd. be accepted as presented with no changes.  
Carried.

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**Eatonia Oasis Living Grant:**

19/1/23     **Aldridge/M McKinnon**     That a grant of \$3,125.00 be paid to Eatonia Oasis Living to refund them back \$3,000.00 for a portion of their water overages and \$125.00 for their 2022 business license.

Carried.

**Pasture Lease:**

20/1/23     **J McKinnon/Stevens**     That D & S Ranches be contacted to see if they are interested in leasing the pasture land located at PT of NW 26-25-25-W3rd again for a one year term from April 1, 2023 to March 31, 2024 for an annual payment of \$2500 plus GST.

Carried.

**Wage Increases:**

21/1/23     **Aldridge/J McKinnon**     That Foreman Rob Assmus's wage be increased from \$34.45 per hour (monthly wage of \$5,971.22) to \$37.90 per hour (monthly wage of \$6,569.21) effective January 1, 2023.

Carried.

22/1/23     **Aldridge/Cumiskey**     That Administrator Cheryl Bailey's wage be increased from \$42.63 per hour (monthly wage of \$6,465.69) to \$43.48 per hour (monthly wage of \$6,594.61) effective January 1, 2023.

Carried.

23/1/23     **Aldridge/Stevens**     That Assistant Administrator Mila Baker's wage be increased from \$18.36 per hour to \$18.73 per hour.

Carried.

**Green and Inclusive Community Building Grant:**

24/1/23     **Stevens/M McKinnon**     It is resolved that the Council of the Town of Eatonia support the application for an Green and Inclusive Community Building grant for solar panels at the Eatonia Memorial Arena and Council agrees to meet legislated standards, to meet the terms and conditions of the program, to conduct an open tendering process, to manage the construction of the project and to fund the municipal share of the project.

Carried.

**Discretionary Permit Application:**

25/1/23     **Cumiskey/M McKinnon**     That the Permit Application for a Discretionary Use to Operate a short term rental (AirBnB) on Lot 18, Block 10, Plan CX534 in the R1 – Residential Single Dwelling District be approved.

Carried.

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**Enhanced Municipal Administration Program Workshop:**

26/1/23     **Aldridge/Cumiskey**     That Administrator Cheryl Bailey be authorized to Attend the Enhanced Municipal Administration Program (EMAP) Workshop to be held March 21, 2023 at the Eagles Club in Swift Current, Saskatchewan and that she be reimbursed for mileage according to the town's policy on travel expense reimbursement.

Carried.

**Pattison Ag Bobcat Annual Flip Program:**

27/1/23     **Aldridge/Stevens**     That discussion on the Bobcat annual flip program offered by Pattison Ag be tabled until the next regular meeting in order for Councillor Dean Aldridge to get more information on the program.

Carried.

**Water Fill Station:**

28/1/23     **M McKinnon/Aldridge**     That the coin-operated water fill station be moved from the south side of Railway Avenue (Block C, Plan BB4511) to the water treatment plant at 507 – 1<sup>st</sup> Street West (Lot 12, Block 19, Plan 102379697) subject to Water Security Agency approval.

Carried.

**Water Treatment Plant Gas Leak Detector:**

29/1/23     **Cumiskey/Stevens**     That Foreman Rob Assmus be authorized to order a single sensor gas leak detector for chlorine leaks at the water treatment plant from Cleartech Industries for an approximate cost of \$4100 plus applicable taxes.

Carried.

**COMMITTEE REPORTS:**

**Library Board:**

Codie Cumiskey reported that the Board has a meeting on Monday, January 16, 2023.

**Chamber of Commerce:**

Justin McKinnon reported that they have a meeting on Wednesday, January 18, 2023.

**DATE OF NEXT MEETING:**

The next regular meeting of council will be held on Thursday, February 9, 2023.

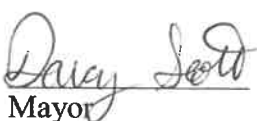
**ADJOURNMENT:**

30/1/23     **M McKinnon/Stevens**     That this meeting adjourns. (9:20 p.m.)

Carried.

  
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Mayor

  
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Administrator

  
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Mayor

  
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Administrator