

**TOWN OF PREECEVILLE
REGULAR MEETING OF COUNCIL – AGENDA
TUESDAY, MAY 28TH, 2024 – 6:30 P.M.
COUNCIL CHAMBERS – PREECEVILLE, SASKATCHEWAN**

1. Call to order.
2. Agenda Additions/Deletions and/or Approval (copy to council)
3. -Approval of the minutes of the last regular meeting of Council held on April 17th, 2024. (copy to council)
-Approval of the minutes of the special meeting of Council held May 7th, 2024. (copy to council)
-Approval of the minutes of the special meeting of Council held May 22nd, 2024. (copy to council)
4. Delegation: 6:45 pm – Trevor Bartel, Fire Chief and Cliff Prestie, Deputy Fire Chief – Preeceville Fire Department (copy to council)
5. Matters arising out of the minutes and old business:
 - Bylaw Enforcement - BEO Report – April 16th, 2024. (copy to council)
 - Bylaw Enforcement Contract – Proposals from Commissionaires and Kevin Ludba (copies to council)
 - Tax Enforcement Updates - Appeal of the ORT Hearing Decision Update (copy to council)
 - Sale of 504 Highway Ave E Update
 - 2021 & 2022 Arrears Update
 - Preeceville Skating Arena Lower Roof Insulation and Replacement Project
 - 90% Design Meeting with MPE Engineering, May 17th, 2024 – Updates and Pre Tender Cost Estimate (copy to council)
 - Preeceville & District Health Focus Group Meeting May 7th, 2024 Report and Discussion Items
 - SUMA Convention April 14th to 17th - Report (Ralph/Sheldon)
 - Sask Water – Highway 9 Regional Potable Water Project Updates
 - Town of Preeceville Sanitation Contract – New Proposal (copy to council)
 - Saskatchewan Labour Relations Board – Application for Bargaining Rights Update
 - Town of Preeceville Traffic Control Bylaw – Review for Heavy Truck Signs (copy to council)
 - Preeceville Ability Bus Board – 2024 & 2025 Operating Cost Request
7. Staff Reports:
 - Mayor's Report
 - Community Development & Recreational Coordinator (copy to council)
 - Chief Administrative Officer (copy to council)
 - Foreman (copy to council)
8. Accounts Approval:
 - Accounts approved as paid. (copy to council)
 - Approved and to be paid.
9. -2023 Draft Audited Financial Statement and Representation Letter (copy will be brought to meeting)
 - Statement of Financial Activities – Detailed and Bank Reconciliation for the period ending April 30th, 2024. (copy to council)
10. New Business:
 - 2024 Operating Budget (copy to council)
 - Special Tax Levy/Local Improvement Levy Information (copy to council)
 - 2024 Mill Rate
 - Base Tax Bylaw No. 3-2024 (copy to council)
 - 2024 School Mill Rates (copy to council)
 - Tax Concessions – Club 60 & Ukrainian Catholic Hall (copy to council)
 - Building Permits

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10. New Business (continued):

- Preeceville Fire Department Requests – Budget Quotes Approval
 - Brush Truck Parking/Building
 - Use of Brush Truck/Side x Side in Town Costs
 - Building/Truck Reserve Addition Request
 - SAFC Convention May 30th to June 2nd, 2024
- Administration Building - Roof Project (copy to council)
 - Preeceville Public Library Space Renovations
 - Washroom Finishing Work
- RM of Keys/Hamlet of Crystal Lake – Funding/Support Request (copy to council)
- Preeceville School SRC Raffle Fundraiser Sponsorship Request (copy to council)
- Trailer Lot Lease Agreement – 533 1st Avenue SE (copy to council)
- Parkland Regional Waste Management Authority – 2024 Levy & Meeting Reports
- Golf Cart Bylaw (copy to be brought to meeting)
- Demand Letter – 338 1st Avenue NW (copy to council)
- Preeceville Personal Care Home – Sidewalk Request (copy to council)
- Preeceville Senior Pats – Community Events Permit June 8th & 9th, 2024
- National Police Federation – Call to Action (copy to council)
- Request for “Take a Book, Leave a Book” Stand in Centennial Park

11. Committee Reports:

- Preeceville Community Legion Hall (Taylor)
- Preeceville Recreation Board (Kenton)
- Preeceville EDC/Tourism Committee (Florian)
- Those necessary as a result of a meeting or activity since the last council meeting.

12. Correspondence:

- SUMA - Municipal Updates (copy emailed to council)
- Good Spirit School Division – From the Board and In Focus Reports (copy emailed to council)
- SAMA 2023 Annual Report
- Ombudsman Saskatchewan Annual Report 2023

13. Adjournment.

May 28th, 2024

Minutes of the Regular Meeting of the Council of the Town of Preeceville held on Tuesday, May 28th, 2024, in the Preeceville Town Office Council Chambers, Preeceville, Saskatchewan.

In Attendance: Mayor - Ralph Ager
Councillors - Florian Balawyder
- Kenton Hull
- Sheldon Luciw
- Meaghan Nelson
CAO - Lorelei Karcha

Regrets: Councillor - Taylor Sliva

Mayor Ralph Ager called the meeting to order at 6:34 pm.

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| Agenda | 191-24 | Luciw/Balawyder: That the agenda as added to be approved. | CARRIED. |
| Minutes | 192-24 | Hull/Nelson: That the minutes of the last regular meeting of Council held April 17 th , 2024, be approved. | CARRIED. |
| | 193-24 | Nelson/Luciw: That the minutes of the special meeting of Council held May 7 th , 2024, be approved. | CARRIED. |
| | 194-24 | Hull/Balawyder: That the minutes of the special meeting of Council held May 22 nd , 2024 be approved. | CARRIED. |
| Bylaw Enforcement | 195-24 | Balawyder/Nelson: That the Town of Preeceville appoint the Commissionaires South Saskatchewan as the Bylaw Enforcement Officer of the municipality; and further that their proposal to provide Bylaw Enforcement Services for the Town of Preeceville from May 1 st , 2023 to April 30, 2024 be accepted and the Chief Administrative Officer be authorized to sign the agreement on behalf of the Town and it be attached to and form a part of these minutes. | CARRIED. |
| | 196-24 | Nelson/Hull: That the Bylaw Enforcement Officer's Report from April 16 th , 2024, be acknowledged and filed. | CARRIED. |

6:48 pm to 7:25 pm – Trevor Bartel, Fire Chief and Cliff Prestie, Deputy Fire Chief of the Preeceville Fire Department met with council to discuss the Fire Department's 2024 Budget Requests, Fire Truck Repairs, use of the Fire Department's Side x Side and Brush Truck within Town, parking areas and a building to house the Brush Truck and Trailer and the Town's Fire Department Reserve funding for future truck, building and equipment requirements.

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| Fire Department | 197-24 | Nelson/Hull: That the cost estimates provided by Fire & Auto Enterprises to repair and pump test the Town's 2002 American La France Fire/Pump Truck and the 2000 Cyclone E-One Fire Truck for \$12,447.54 including taxes be approved; and further, that a 60% deposit be issued to Fire & Auto Enterprises to proceed with the work. | CARRIED. |
| | 198-24 | Balawyder/Nelson: That the Preeceville Fire Department be paid \$100.00 per call per vehicle for the Ford F-350 Brush Truck Unit and the Polaris Side x Side and Trailer, when these Fire Department vehicles are used during a call within the Town of Preeceville. | CARRIED. |

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- 199-24 Luciw/Hull: That approval be given for Fire Chief Trevor Bartel and Deputy Fire Chief Cliff Prestie to attend the Saskatchewan Association of Fire Chiefs Conference to be held on May 31st to June 2nd, 2024 in North Battleford, Saskatchewan and further that the registration fees and all other costs incurred for attending this event be paid for by the Town. CARRIED.
- ORT 200-24 Luciw/Hull: That it be acknowledged that the previous tenant of the Town Tax Enforcement property of 504 Highway Avenue E had filed an Appeal to the King's Bench for Saskatchewan regarding the Office of Residential Tenancies decision to dismiss her claim for damages against the Town of Preeceville in relation to the eviction process conducted at this property and further that it be acknowledged that the Court dismissed the appeal without cost on May 7th, 2024. CARRIED.
- Tax Enforcement 201-24 Nelson/Balawyder: That TAXervice be authorized under Section 22 (1) of the Tax Enforcement Act on or after June 18th, 2024 to commence proceedings to request title with respect to the following described lands: Roll 3 000, Lot 4 Blk/Par 36 Plan CD2287 Ext 0 and Lot 5 Blk/Par 36 Plan CD2287 Ext 7; Roll 206 000, Lot 23 Blk/Par 5 Plan Z4664 Ext 0; Roll 376 000, Lot 9 Blk/Par 13 Plan AH1524 Ext 0; Roll 587 000, Lot 1 Blk/Par 33 Plan CA6195 Ext 0; and Roll 778, Lot 6 Blk/Par 47 Plan 82Y08596 Ext 0. CARRIED.
- 7:46 pm – Town Foreman Chris Halkyard joined the meeting.
- Dust Control 202-24 Balawyder/Nelson: That the quote received from McGill's Industrial Services for the Town's 2024 Dust Control Services in the amount of \$18,282.00 plus taxes be approved. CARRIED.
- Pedestrian Crosswalk 203-24 Luciw/Nelson: That the quote received from ATS Traffic Ltd. to replace one side of the Flashing Pedestrian Crosswalk System Located along Highway Avenue E that was damaged during a vehicle Accident, for \$6,489.98 plus taxes be approved. CARRIED.
- Water Meters 204-24 Nelson/Hull: That the quote provided by Flocor Inc. for 24 R9001 Water Meters for \$14,097.12 plus taxes be approved. CARRIED.
- Hydrant Replacement 205-24 Luciw/Hull: That the estimate received from Diggers Excavation and Demolition of Saltcoats, Saskatchewan to install three Hydrants for \$4,950.00 plus taxes and hydro vac services and the quote received from Flocor Inc. for three 6"- 9.6' Hydrants for \$17,687.70 plus taxes be approved and the work be proceeded with. CARRIED.
- Foreman's Report 206-24 Balawyder/Nelson: That the Foreman's Report be acknowledged and filed. CARRIED.
- Accounts 207-24 Luciw/Nelson: That the accounts listed on the attached "List A - Accounts Approved As Paid" and dated May 28th, 2024 and the Employee Payroll Summary Reports dated April 19th, May 3rd & May 17th, 2024, be approved as paid. CARRIED.
- 208-24 Luciw/Nelson: That the accounts listed on the attached "List B – Accounts Approved & To Be Paid" and dated May 28th, 2024, be approved and paid. CARRIED.
- 8:36 pm – Town Foreman Chris Halkyard left the meeting.
- SUMA Convention Reports 209-24 Balawyder/Hull: That the 2024 SUMA Convention Report provided by Mayor Ralph Ager and Councillor Sheldon Luciw be acknowledged as presented. CARRIED.

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WTP Predesign	210-24	Hull/Nelson: That the proposal received from MPE Engineering to Review and Update the Town of Preeceville's 2020 Water Treatment Plant Preliminary Design Report and 2022 WTP Predesign Cost Estimate for \$4,500.00 plus taxes be approved. CARRIED.
Ability Bus Board	211-24	Nelson/Luciw: That the request received from the Preeceville Ability Bus Board for the Town of Preeceville to cover the Board's 2024 Operational expenses for vehicle and building insurance, vehicle licensing and insurance, and building power, energy and repair and maintenance costs be approved, and further that this matter be reviewed again in 2025. CARRIED.
Mayor's Report	212-24	Luciw/Hull: That the Mayor's Report be acknowledged as presented. CARRIED.
Early Arena Start up	213-24	Nelson/Luciw: That approval be given to the Preeceville Arena Board to install Ice at the Preeceville Skating Arena and have the facility operational as of October 1 st , 2024 for the 2024/2025 Arena Season. CARRIED.
CD&RC Report	214-24	Luciw/Balawyder: That the Community Development and Recreation Coordinator's Report be acknowledged and filed. CARRIED.
In- Camera	215-24	Nelson/Luciw: That as the next matters to be discussed includes personnel information Council move into an in-camera session where a portion of the meeting be closed to the public, under the authority of Part III of The Local Authority Freedom of Information and Protection of Privacy Act. Time: 10:23 pm. CARRIED.
	216-24	Luciw/Balawyder: That Council move out of the in-camera session And reopen the meeting to the public. Time: 10:41 pm. CARRIED.
Seasonal Labourer	217-24	Luciw/Hull: That it be acknowledged that through email poll conducted of Town Council on May 3 rd , 2024, Justen Strand has been hired for the Shop Seasonal Labourer Position that will run from May 7 th to September 30 th , 2024 at a rate of pay of \$22.00 per hour. CARRIED.
Temp Shop Labourer	218-24	Balawyder/Nelson: That it be acknowledged that the Temporary Call-In Shop Labourer Position created January 23 rd , 2024 has ended effective May 6 th , 2024. CARRIED.
Summer Students	219-24	Nelson/Luciw: That it be acknowledged that through email poll conducted of Town Council on May 14 th , 2024 the following students were hired to the Town's Summer Student Positions from July 2 nd , 2024 to August 30 th , 2024 at a rate of pay of \$14.00 per hour: Brody Descalchuk - Public Works Intern, Jillian Newton – Recreation Intern and Nevaeh Rudachyk – Recreation Intern. CARRIED.
Shop Position	220-24	Nelson/Hull: That the Town of Preeceville advertise to fill a Full Time Shop Labourer Position. CARRIED.
TPHD Pay	221-24	Luciw/Balawyder: That it be acknowledged that the Temporary Performance of Higher Duties Pay issued to Shop Labourer II and Shop Labourer III as of January 22 nd , 2024 is no longer in effect with the Town Foreman position filled as of April 17 th , 2024. CARRIED.
June Meeting	222-24	Balawyder/Luciw: That the June 2024 regular meeting of Council be rescheduled to June 19 th , 2024. CARRIED.
CAO Report	223-24	Luciw/Nelson: That the Chief Administrative Officer's Report be acknowledged and filed. CARRIED.

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Draft Financial Statement	224-24	Nelson/Luciw: That the 2023 Draft Consolidated Audited Financial Statement for the Town of Preeceville prepared by Baker Tilly SK LLP be approved as presented.	CARRIED.
Rep Letter	225-24	Balawyder/Hull: That the Representation Letter regarding the Town of Preeceville's Audit be accepted, and further that the Chief Administrative Officer be authorized to sign this letter on behalf of Town Council.	CARRIED.
Financial Activities	226-24	Nelson/Luciw: That the Statement of Financial Activities – Detailed and Bank Reconciliation for the period ending April 30 th , 2024, be accepted as presented.	CARRIED.
Budget	227-24	Luciw/Nelson: That the Town of Preeceville 2024 Operating Budget as attached hereto, be approved. Councillor Kenton Hull requested a recorded vote: Mayor Ralph Ager – For Councillor Florian Balawyder – For Councillor Kenton Hull – Against Councillor Sheldon Luciw – For Councillor Meaghan Nelson – For	CARRIED.
Mill Rate	228-24	Balawyder/Hull: That the Town of Preeceville mill rate remain at 6.125 mills for the 2024 tax year.	CARRIED.
Base Tax Bylaw	229-24	Nelson/Luciw: That a bylaw to provide for a Base Tax commencing in the 2024 tax year be introduced and read a first time.	CARRIED.
	230-24	Hull/Balawyder: That Bylaw No. 3-2024 being a Bylaw of the Town of Preeceville to Provide for a Base Tax be read a second time.	CARRIED.
	231-24	Luciw/Balawyder: That Bylaw No. 3-2024 being a Bylaw of the Town of Preeceville to Provide for a Base Tax be given three readings at this meeting.	CARRIED UNANIMOUSLY.
	232-24	Hull/Luciw: That Bylaw No. 3-2024 being a Bylaw of the Town of Preeceville to Provide for a Base Tax be read a third time.	CARRIED.
School Mill Rate	233-24	Balawyder/Luciw: That it be acknowledged that the Provincial Government has set the following mill rates for public school divisions for 2024: 1.42 mills for Agricultural property; 4.54 mills for Residential property; 6.86 mills for Commercial/Industrial property; and 9.88 mills for Resource property; and further that these taxes be levied on behalf of the Province for 2024.	CARRIED.
Tax Reduction	234-24	Nelson/Luciw: That a tax reduction be given to the Preeceville Senior's Club 60 for 2024, in an amount that they are only left paying the base tax amount set for municipal taxes and an equivalent percentage of school taxes, and this matter be reviewed for 2025.	CARRIED.
	235-24	Luciw/Hull: That a full tax reduction, cancelling all 2024 Municipal and School taxes be given to the Ukrainian Catholic Parish Hall, with this matter be reviewed again for 2025.	CARRIED.

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Paving Quotes	236-24	Luciw/Nelson: That the following Paving Project Quotes be approved and the work be proceeded with: Venture Construction – Highway Avenue E & W (from 239 Highway Ave E to 31 4 th Street NW) 2” pavement cap on entire street - \$227,075.00 plus taxes and 3 rd Avenue NW (from Main Street N to 1 st Street NW) 2” pavement cap on entire street - \$31,000.00 plus taxes; and Canadian Paving Services – 1 st Avenue NE (from 2 nd Street NE to 7 th Street NE) & 2 nd Avenue NE (From 2 nd Street NE to 7 th Street NE) Crack Sealing - \$22,300.00 plus taxes. CARRIED.
Building Permits	237-24	Nelson/Balawyder: That the following Building Permit be approved as per the conditions stated on the permit: 1) 223 1 st Avenue NE, Permit #2-2024 to construct a fence. CARRIED.
Admin Building	238-24	Luciw/Balawyder: That the quote provided by Century Roofing & Sheet Metal Ltd. to repair the Preeceville Administration Building Roof for \$179,534.00 plus taxes be accepted and the project be proceeded with. CARRIED.
	239-24	Nelson/Hull: That the following quotes provided by Riley Erickson to complete work in the Preeceville Administration Building be approved and proceeded with: Remove office space walls and complete finishing work in the proposed new Library Space for \$800.00 plus materials and supplies; and, Repair and finish the Washroom walls from the new washroom fixture installation for \$200.00 plus materials and supplies. CARRIED.
School SRC	240-24	Hull/Nelson: That the Town of Preeceville donate \$400.00 towards the Preeceville School SRC Annual Raffle with proceeds put towards the Outdoor Space/Playground Project and general SRC Activities. CARRIED.
Lot Lease Agreement	241-24	Balawyder/Nelson: That the Lease Agreement between the Town of Preeceville and Norman and Diane Parkin for the Trailer Lot of 533 1 st Avenue SE be approved as presented and further that the Mayor and Chief Administrative Officer be authorized to sign the agreement on behalf of the Town and it be attached to and form a part of these minutes. CARRIED.
PRWMA Levy	242-24	Nelson/Balawyder: That it be acknowledged that the Parkland Regional Waste Management Authority’s 2024 Recycling Levy has been set at \$19.00 per capita totaling \$20,178.00 and the 2024 Regional Landfill Levy has been set at \$67.00 per capita totaling \$71,154.00 less the Town’s \$100 per week hauling rebate totaling \$5,200.00; and further that half of these levies be paid May 31 st , 2024, and by October 31 st , 2024. CARRIED.
	243-24	Balawyder/Nelson: That it be acknowledged that Councillor Sheldon Luciw has been elected by acclamation to the Parkland Regional Waste Management Authority Board. CARRIED.
Golf Carts	244-24	Nelson/Hull: That approval be provided to the owner/operator of Preeceville Golf Cart Rentals to operate his business on the Town owned property of NW 33-34-5 W2nd, known as Annie Laurie Meadows Golf Course; and further, that the owner/operator be required to provide proof of his insurance and liability coverage to the Town. CARRIED.
338 1 st Ave NW	245-24	Hull/Balawyder: That the demand letter received from the property owner of 338 1 st Avenue NW be acknowledged as received and the request for money to move to a new location be denied. CARRIED.

May 28th, 2024

Community Events Permit 246-24 Nelson/Hull: That a Community Events Permit be issued to the Preeceville Senior Pats Hockey Team for their Slo Pitch Tournament Fundraiser event on June 7th, 8th, and 9th, 2024 at the Preeceville Sports Grounds. CARRIED.

12:37 pm – Mayor Ralph Ager declared a conflict of interest in the next matter to be discussed and vacated the Council Chambers. Deputy Mayor Meaghan Nelson chaired the meeting in his absence.

Book Stand 247-24 Balawyder/Hull: That the request to place a 'Take a Book, Leave a Book' Stand at the Town of Preeceville Centennial Park on Main Street N, be approved. CARRIED.

12:38 pm – Mayor Ralph Ager was invited back into the Council Chambers as the matter he had declared a conflict of interest in had been dealt with. Mayor Ralph Ager resumed chairing the meeting.

Preeceville EDC/Tourism Committee 248-24 Nelson/Luciw: That the request of the Preeceville EDC/Tourism Committee Chairperson for the Town's Assistant Administrator to provide secretary services to the Committee in addition to the current treasurer services provided, be approved. CARRIED.

Committee Reports 249-24 Nelson/Luciw: That the following committee reports be acknowledged: Preeceville Community Legion Hall Committee, Preeceville Recreation Board, Preeceville EDC/Tourism Committee. CARRIED.

Correspondence 250-24 Nelson/Balawyder: That the correspondence listed below be acknowledged and filed:
- SUMA - Municipal Updates
- Good Spirit School Division – From the Board and In Focus Reports
- SAMA 2023 Annual Report
- Ombudsman Saskatchewan Annual Report 2023 CARRIED.

Adjourn 251-24 Hull/Nelson: That the meeting be adjourned. Time: 12:45 pm. CARRIED.

MAYOR



CHIEF ADMINISTRATIVE OFFICER

