

November 15th, 2023

Minutes of the Regular Meeting of the Council of the Town of Preeceville held on Wednesday, November 15th, 2023, in the Preeceville Town Office Council Chambers, Preeceville, Saskatchewan.

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

Mayor Ralph Ager called the meeting to order at 6:30 pm.

Agenda	375-23	J. Nelson/Luciw: That the agenda as added to be approved.	CARRIED.
Minutes	376-23	Luciw/Balawyder: That the minutes of the last regular meeting of Council held October 11 th , 2023, be approved.	CARRIED.
Bylaw Enforcement	377-23	J. Nelson/M. Nelson: That the Bylaw Enforcement Officer's Reports from October 19 th and November 2 nd , 2023, be acknowledged and filed.	CARRIED.
504 Highway Ave E	378-23	M. Nelson/Hull: That the Town Tax Title Property of 504 Highway Avenue E be added to the Town's SUMAssure Insurance Policy for Vacant Property Insurance at an estimated cost of \$210.00 per year plus PST.	CARRIED.
Sask Water	379-23	Luciw/Balawyder: That the Town of Preeceville authorize Sask Water to use the Town's 2020 Water Treatment Plant Preliminary Design Report and 2022 WTP Predesign Cost Estimate Update for the development of the Sask Water Highway 9 Regional Potable Water Project.	CARRIED.

7:05 pm to 7:18 pm – Johnny Petryshyn, Reeve and Lisa Peterson, Administrator of the RM of Preeceville met with Town Council to discuss the RM of Preeceville's Land Purchase Request.

7:37 pm – Town Foreman Ashley Ward joined the meeting.

Arena Roof Report	380-23	Hull/M. Nelson: That the Town of Preeceville Skating Arena Roof Assessment Report prepared by MPE Engineering Ltd. be accepted and approved.	CARRIED.
Well Building Project	381-23	J. Nelson/Sliva: That the invoice received from Rob Rehaluk for a deposit payment on the 15 hp Jet Pump and piping materials for the Town's Well Building project in the amount of \$13,295.18 including taxes be approved and paid.	CARRIED.

7:58 pm - Councillor Kenton Hull declared a conflict of interest in the next matter to be discussed and vacated the Council Chambers.

Tree Removal	382-23	M. Nelson/J. Nelson: That it be acknowledged that through an email poll conducted of Town Council on October 31 st , 2023, Council approved Sky High Tree Services to remove a hazardous tree located on 1 st Street NW at a cost of \$2,120.00 plus GST; and further, that this invoice be approved and paid.	CARRIED.
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2023 Tree Pruning 383-23 J. Nelson/Sliva: That the invoice received from Sky High Tree Services for the Town's 2023 Tree Pruning and clean up services for \$4,500.00 plus GST be approved and paid. CARRIED.

8:00 pm – Councillor Kenton Hull was invited back into the Council Chambers as the matter he had declared a conflict of interest in had been dealt with.

Curb Stop Repair 384-23 Luciw/Balawyder: That the proposal provided by Badger Hydrovac Services of Regina, Saskatchewan to provide services to repair 8 Curb Stop at an estimated cost of \$6,061.02 plus applicable taxes be accepted and approved. CARRIED.

Foreman's Report 385-23 J. Nelson/Hull: That the Foreman's Report be acknowledged and filed. CARRIED.

Accounts 386-23 J. Nelson/M. Nelson: That the accounts listed on the attached "List A - Accounts Approved As Paid" and dated November 15th, 2023, be approved as paid. CARRIED.

8:08 pm – Councillors Jesse Nelson and Meaghan Nelson declared a pecuniary interest in the next matter to be discussed and vacated the Council Chambers.

387-23 Balawyder/Sliva: That the account of Paul's Drugs Ltd. in the amount of \$25.68 and the account of Preeceville Agencies in the amount of \$3,211.80, be approved and paid. CARRIED.

8:09 pm – Councillors Jesse Nelson and Meaghan Nelson were invited back into the Council Chambers as the matter they had declared a pecuniary interest in had been dealt with.

8:10 pm – Town Foreman Ashley Ward left the meeting.

388-23 Luciw/J. Nelson: That the accounts listed on the attached "List B – Accounts Approved & To Be Paid" and dated November 15th, 2023, be approved and paid. CARRIED.

Arena Roof 389-23 J. Nelson/M. Nelson: That as recommended by MPE Engineering Ltd. the Town of Preeceville proceed with the Preeceville Skating Arena Lower Roof Replacement Project – Option B to address the identified insufficient insulation and water infiltration issues in the roof at an estimated project cost of \$275,000.00; and further that the proposal provided by MPE Engineering Ltd. to provide full engineering services for this project for \$34,298.00 plus taxes be accepted and approved to proceed. CARRIED.

390-23 Luciw/J. Nelson: That an Infrastructure Investment Plan application be submitted to the Canada Community-Building Fund for a portion of the Town's CCBF funding to be allocated to the Preeceville Skating Arena Lower Roof Insulation and Replacement Project. CARRIED.

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Council Board/ Committees 391-23

J. Nelson/Hull: That the following Council Committee and Board appointment changes be approved for the remainder of the 2020-2024 election term:

Committees:

- Finance - Ralph Ager, Meaghan Nelson, Kenton Hull
- Protective - Sheldon Luciw, Taylor Sliva, Kenton Hull
- Public Works - Ralph Ager, Jesse Nelson, Taylor Sliva
- Streets - Sheldon Luciw, Florian Balawyder, Jesse Nelson
- Human Resources - Ralph Ager, Sheldon Luciw, Meaghan Nelson
- Buildings - Sheldon Luciw, Florian Balawyder, Kenton Hull
- Nuisance - Ralph Ager, Jesse Nelson, Taylor Sliva
- Policies & Bylaws - Ralph Ager, Meaghan Nelson, Kenton Hull
- Waste Management - Sheldon Luciw, Florian Balawyder, Jesse Nelson
- Occupational Health & Safety - Sheldon Luciw, Florian Balawyder, Jesse Nelson

Town Formed Boards:

- Ability Bus - Kenton Hull, Taylor Sliva
- Arena - Sheldon Luciw, Meaghan Nelson
- Economic Development /Tourism - Florian Balawyder, Ralph Ager, Jesse Nelson
- Sports Grounds - Sheldon Luciw, Jesse Nelson
- Recreation - Kenton Hull, Jesse Nelson
- Preeceville Library - Meaghan Nelson, Florian Balawyder
- Community Legion Hall - Taylor Sliva, Jesse Nelson

Council Representation Required:

- Parkland Regional Library – Meaghan Nelson, Florian Balawyder
 - Roughrider Snowmobile Club - Ralph Ager, Taylor Sliva
 - Mutual Aid Area/Emergency Measures Organization – Kenton Hull, Sheldon Luciw
 - North East Area Transportation Planning Committee – Taylor Sliva, Kenton Hull
 - Parkland Regional Waste Management - Sheldon Luciw, Florian Balawyder
 - Chamber of Commerce - Jesse Nelson, Kenton Hull
 - Preeceville & District Dr. Incentive Committee – Stacey Strykowski, Ralph Ager
 - School Community Council – Meaghan Nelson, Jesse Nelson
 - Assiniboine Watershed Stewardship Assoc. – Florian Balawyder, Jesse Nelson
 - Preeceville Lion's Family Trail - Sheldon Luciw, Florian Balawyder
 - Preeceville Tennis Court/Pickle Ball Committee - Ralph Ager, Sheldon Luciw
- CARRIED.

Online Banking 392-23

Luciw/Sliva: That online access and payment authorization for the Town of Preeceville's online banking activities with the Crossroads Credit Union be set as follows: Lorelei Karcha, Chief Administrative Officer or Tammy Descalchuk, Assistant Administrator AND Ralph Ager, Mayor or Meaghan Nelson, Councillor or Kenton Hull, Councillor.

CARRIED.

7th Ave NW Lots Dirt 393-23

Balawyder/J. Nelson: That the Town submit a proposal to Chris Wohlgemuth of Treeline Truck and Trailer Parts to remove/strip and stockpile all the topsoil located on his property of 707 1st Avenue SE, Lot 1, Block 1, Plan 102041222 for the dirt to be used for Town purposes.

CARRIED.

SUMA Regional Meeting 394-23

J. Nelson/Hull: That the SUMA East Central Regional Meeting report from October 12th, 2023, provided by Mayor Ralph Ager and Councillor Sheldon Luciw be acknowledged as presented.

CARRIED.

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Parkland Regional Library 395-23 Balawyder/M. Nelson: That the Parkland Regional Library Semi-Annual Meeting report from October 28th, 2023, provided by Maureen Johnson be acknowledged as presented. CARRIED.

9:31 - Councillor Taylor Sliva declared a conflict of interest in the next matter to be discussed and vacated the Council Chambers.

9:36 pm – Councillor Taylor Sliva was invited back into the Council Chambers as the matter he declared a conflict of interest in had been dealt with.

Mayor's Report 396-23 Balawyder/J. Nelson: That the Mayor's Report be acknowledged as presented. CARRIED.

Legion Air Conditioning 397-23 J. Nelson/Sliva: That the final invoice provided by K. Danielson Plumbing and Heating Ltd. for work completed on the Preeceville Community Legion Hall Air Conditioning Project for \$1,688.71 plus GST be approved and paid. CARRIED.

398-23 Sliva/M. Nelson: That the Donation in Memory of Frank Arnie for the Preeceville Community Legion Hall Air Conditioning Project in the amount of \$10,000.00 that is held in the Town's Legion Hall Reserve be moved to general revenue as the project has now been completed. CARRIED.

CD&RC Report 399-23 Luciw/J. Nelson: That the Community Development and Recreation Coordinator's Report be acknowledged and filed. CARRIED.

In-Camera 400-23 Luciw/Balawyder: 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: 9:47 pm. CARRIED.

401-23 J. Nelson/Balawyder: That Council move out of the in-camera session and reopen the meeting to the public. Time: 10:20 pm. CARRIED.

Appreciation Gifts 402-23 Balawyder/J. Nelson: That the following Service Appreciation Gifts be presented for 2023: Chris Halkyard – 10 years Gift Value \$150.00, Shelly Ward – 15 years Gift Value \$225.00 and Lorelei Karcha – 20 years Gift Value \$300.00. CARRIED.

10:24 pm - Mayor Ralph Ager vacated his position as Chair of the Council Meeting and requested Deputy Mayor Florian Balawyder Chair the meeting to allow him to make a motion on the next matter to be discussed. Councillor Florian Balawyder took over chairing the meeting.

Christmas Bonus 403-23 Ager/Luciw: That an employee Christmas Bonus of \$125.00 be given to all 2023 full-time and part-time staff members; and further that the bonuses be in the form of Preeceville Money Vouchers. CARRIED.

10: 25 pm - Deputy Mayor Florian Balawyder vacated the Chair position of the Council Meeting and Mayor Ralph Ager resumed Chairing the meeting as the motion he made had been dealt with.

10:28 pm – Mayor Ralph Ager declared a conflict of interest in the next matter to be discussed and vacated the Council Chambers. Deputy Mayor Florian Balawyder chaired the meeting in his absence.

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Water Billing Reductions 404-23 J. Nelson/Luciw: That it be acknowledged that the following Utility Account credits were issued in 2023 to property owners who were instructed to run their water to prevent their sewer from freezing up and to property owners who experienced meter reading or date errors and adjustments in the utility billing process:

<u>Account Number:</u>	<u>Credit Amount:</u>
706 0020	\$ 88.84
773 0000	\$ 23.70
705 0000	\$495.53
182 0000	\$ 12.80
542 0100	\$182.00
564 0030	\$128.61
554 0040	\$ 27.95
129 0010	\$ 71.80
535 0020	\$475.75
450 0000	\$ 84.15
572 0020	\$107.43
305 0020	\$150.72
785 0010	\$102.01
737 0160	\$ 68.15

CARRIED.

10:29 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.

Munisoft Workshop 405-23 Luciw/Hull: That Chief Administrative Officer Lorelei Karcha and Assistant Administrator Tammy Descalchuk be authorized to attend the Munisoft Accounts Payable System Upgrade Training to be held online on December 12th, 2023 and further that the registration fee of \$109.00 plus GST be paid for by the Town. CARRIED.

CAO Report 406-23 Luciw/J. Nelson: That the Chief Administrative Officer’s Report be acknowledged and filed. CARRIED.

Financial Activities 407-23 Luciw/Sliva: That the Statement of Financial Activities - Detailed and Bank Reconciliation for the period ending October 31st, 2023, be accepted as presented. CARRIED.

10:40 pm – Mayor Ralph Ager declared a conflict of interest in the next matter to be discussed and vacated the Council Chambers. Deputy Mayor Florian Balawyder chaired the meeting in his absence.

Building Permits 408-23 Sliva/Hull: That the following Building Permit be approved as per the conditions stated on the permit: 1) 316 1st Avenue NW, Permit #16-2023 to construct a fence; 2) 32 1st Avenue NE, Permit #17-2023 to reconstruct a dwelling foundation; and 3) 210 7th Avenue NE, Permit #18-2023 to construct a shed. CARRIED.

10:41 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.

Municipal Revenue Sharing 409-23 Balawyder/J. Nelson: The Council of the Town of Preeceville confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;

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- Adoption of an Employee Code of Conduct; and
 - All members of council have filled and annually updated their Public Disclosure Statements, as required; and
- That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED.

Rec Centre Lease	410-23	Hull/Luciw: That the Lease Agreement Renewal between the Town of Preeceville and Dawson Ramsay of Pelly, Saskatchewan for the rental of the West Half Main Level Area (previously known as the pool side area) and Main Washrooms/Change Rooms of the Preeceville Recreation Centre 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.
Cadet Agreement	411-23	J. Nelson/M. Nelson: That the Lease Agreement between the Town Preeceville and the 606 Harvard Royal Canadian Air Cadet Squadron, Preeceville, for the rental of the Preeceville Community Legion Hall 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.
Lot Lease Agreements	412-23	Luciw/Hull: That the Lot Lease Agreements between the Town of Preeceville and the property renters of the following vacant un-serviced town owned lots be approved as presented and further that the Mayor and Chief Administrative Officer be authorized to sign these agreements on behalf of the Town, and they be attached to and form a part of these minutes: 215 5 th Street SE and 213 3 rd Avenue NW.	CARRIED.
EDC Items	413-23	Luciw/Sliva: That it be acknowledged that through an email poll conducted of Town Council on October 25 th , 2023, Council authorized the Preeceville Economic Development/Tourism Committee to construct an outdoor rink area and set up lights on the trees at Memorial Park, 339 Main Street N.	CARRIED.
	414-23	Sliva/Hull: That approval be given to the Preeceville Economic Development/Tourism Committee to move the Centennial Band Stage/Shelter from the Town Office Parking Lot area at 239 Highway Avenue E to the Memorial Park at 339 Main Street N without a Town Building/Moving Permit.	CARRIED.
Music Festival	415-23	Luciw/J. Nelson: That a donation of \$100.00 be made to the Parkland Music Festival being held from April 14 th to 20 th , 2024.	CARRIED.
Joint Council Meeting	416-23	Balawyder/J. Nelson: That approval be given for all Council members available, to attend the Joint Council Meeting hosted by the Village of Endeavour to be held December 4 th , 2023 and further that all costs incurred for attending this event be paid for by the Town.	CARRIED.
STARS Donation	417-23	Luciw/J. Nelson: That the Town of Preeceville donate \$1,500.00 to the STARS program.	CARRIED.
Committee Reports	418-23	J. Nelson/Hull: That the following committee reports be acknowledged: Preeceville Economic Development/Tourism Committee, Preeceville Arena Board, Preeceville Community Legion Hall Committee, Preeceville Recreation Board and Parkland Regional Waste Management Authority.	CARRIED.

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Corres- pondence	419-23	J. Nelson/Balawyder: That the correspondence listed below be acknowledged and filed: - SUMA - Municipal Updates - Good Spirit School Division – In Focus Report - RCMP Municipal Occurrence Stats - Kondratoff Persick LLP – Notice of Cybersecurity Incident - SUMAssure – 2023/2024 Policy Year updates - Imperial Oil – Substance Discovery Railway Avenue	CARRIED.
Adjourn	420-23	Balawyder/Luciw: That the meeting be adjourned. Time: 11:40 pm.	CARRIED.

MAYOR


CHIEF ADMINISTRATIVE OFFICER