

**TOWN OF EATONIA  
REGULAR MEETING MINUTES  
TUESDAY, AUGUST 11, 2020**

Minutes of the regular meeting of the Council of the Town of Eatonia held the 11<sup>th</sup> day of August 2020 in the Town Council Chambers at 202 Main Street, Eatonia, Saskatchewan.

**PRESENT:**

Mayor Troy Becker, Deputy Mayor Darren Donald, Councillors Annette Palmer, Fritz Eckstein, Darcy Scott, Robert (Sam) Somerville, Matthew McKinnon and Administrator Cheryl Bailey

**ABSENT:**

None

**CALL TO ORDER:**

A quorum being present, Mayor Becker called the meeting to order at 7:00 p.m.

**AGENDA:**

1/8/20	<b>Eckstein/McKinnon</b>	That the agenda for this meeting be adopted as presented.
		Carried.

**MINUTES:**

**July 14, 2020 Regular Meeting Minutes:**

2/8/20	<b>Donald/Palmer</b>	That the minutes of the regular meeting of council held July 14, 2020 be approved as presented.
		Carried.

**FINANCIAL REPORTS:**

3/8/20	<b>Eckstein/Scott</b>	That the statement of financial activities and bank reconciliation for the month of July 2020 be accepted as presented and form a part of these minutes.
		Carried.

**ACCOUNTS FOR APPROVAL AND PAYMENT:**

4/8/20	<b>Palmer/Scott</b>	That the accounts for approval and payment covered by cheque # 10549 to 10577 inclusive along with internet payments totaling \$97,240.85 for both and direct deposit payroll # 715201 to 731206 inclusive totaling \$16,950.55 and Rec Board payments covered by cheque # 2491 to 2514 inclusive along with internet payments totaling \$22,898.53 and direct deposit payroll # 7151 to 73116 inclusive totaling \$14,911.21 as listed and forming part of these minutes be approved for payment..
		Carried.

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**CORRESPONDENCE:**

5/8/20      **Somerville/Donald**

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

**Municipal Infrastructure and Finance** - Investing in Canada Infrastructure Program Grant Decline

**Eatonia Library Board** - Minutes from the March 19, March 30, June 3, and July 28, 2020 Meetings

**Saskatchewan Assessment Management Agency** - 2021 Preliminary Trend Values

**Prairie West District Planning Commission** - Minutes from the April 22, 2020 Meeting

Carried.

**PUBLIC NOTICES:**

Councillor Matthew McKinnon declared a conflict of interest in the next item of business as he submitted an offer to purchase municipal land. He abstained from the discussion and voting and temporarily left the council meeting at 7:27 p.m.

**Offer to Purchase Municipal Land:**

Notice was given to the public by posting a notice at the Town of Eatonia office, lobby of the Canada Post Office, town website and social media that the Council intends to discuss an offer submitted to purchase municipal land located at Block 9, Plan BU4993, Ext 1, Parcel Number 203355446 (2<sup>nd</sup> Avenue West) in accordance with Section 128 of *The Municipalities Act* and Public Notice Policy Bylaw No. 8/05.

6/8/20      **Eckstein/Scott**

That the offer of \$10,000 from Matthew McKinnon to purchase Block 9, Plan BU4993, Ext 1, Parcel Number 203355446 (2<sup>nd</sup> Avenue West) be rejected.

Carried.

Councillor Matthew McKinnon returned to the council meeting at 7:37 p.m. after the discussion and voting had concluded.

**Closure of Alleyway:**

Notice was given to the public by posting a notice at the Town of Eatonia office, lobby of the Canada Post Office, town website and social media that the Council intends to discuss the closure of the back alley on the west side of Block 19 in accordance with Section 13 of *The Municipalities Act* and Public Notice Policy Bylaw No. 8/05

7/8/20      **Scott/Donald**

That discussion of the closure of the back alley on the west side of Block 19 be tabled to the next regular council meeting due to public notice not being given to affected land owners as per Public Notice Policy Bylaw No. 8/05.

Carried.

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**STAFF REPORTS:**

**Foreman Rob Assmus:**

**Water Treatment Plant Test Results:**

8/8/20      **Eckstein/Palmer**

That the water treatment plant test results recorded for the period of July 1 - 31, 2020 be accepted as presented and filed for future reference.

Carried.

**Written Report:**

9/8/20      **Scott/McKinnon**

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

- ▶ Everything is good at the water treatment plant. Wells are keeping up fine. Putting a lot of water out. There have been quite a few 70,000 gallon days.
- ▶ Irrigating lots at the lagoon. Cell # 3 is getting lower then we have it has been for years. Trying to get it down as low as possible or empty.
- ▶ Sweeping streets until the sweeper broke down. One of the orbital motors went on it.
- ▶ Students painting the curbs and crosswalks.
- ▶ Lots of grass cutting and weed whipping.
- ▶ Sidewalk is done and front levelled at the Lions Kitchen.
- ▶ Everything is good at the pool.
- ▶ Removed quite a few grave covers.
- ▶ Cut some trees back that were hanging in the back alley.

Carried.

**Bylaw Enforcement Officer Phillip Brown:**

10/8/20      **Donald/McKinnon**

That Bylaw Enforcement Officer Phillip Brown's report for July 2020 be received as information and filed for future reference.

Carried.

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**OLD BUSINESS:**

**Federation of Canadian Municipalities Asset Management Grant:**

11/8/20     **Scott/Eckstein**

That motion No. 15/6/20 directing the Administrator to apply for a grant from the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program with the following activities:

- Data and information collection to develop a asset management plans for the last three asset classes - vehicles, equipment and buildings;
- Purchase of asset management software to set up and track the town's assets.

be rescinded.

Carried.

12/8/20     **Donald/Palmer**

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Eatonia Asset Management Plan and

Be it therefore resolved that the Town of Eatonia commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program advance our asset management program:

- Conduct Data Collection/Asset Inventory
  - Data and information collection
  - Purchase asset management software to set-up and track the town's assets
- Conduct Asset Condition Assessment
  - Data evaluation
  - Condition assessment
- Report on Results and Develop Asset Management Plan
  - Develop an asset management plan for buildings, vehicles, and equipment
  - Develop, draft, and finalize report on results of the asset management project

Be it further resolved that the Town of Eatonia commits \$4,066 from its budget toward the costs of this initiative.

Carried.

**Rescind Motion - Proposal for Sale of Land:**

13/8/20     **Eckstein/Scott**

That motion No. 12/5/17 authorizing the Administrator and Mayor to sign the agreement with Lloyd Adams, Deborah Cooke and Catherine Punter for the purchase of approximately 3 ½ acres of their land located at NW 14-26-25-W3M Ext 0 for \$2,000 per acre and that the costs to survey this parcel be tendered out with the tenders closing at 4:00 p.m. on Monday, June 12, 2017 be rescinded.

Carried.

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**NEW BUSINESS:**

**Heritage Board Member Appointments:**

14/8/20    **Eckstein/Donald**                      That the appointments of Connie Cridland and Dennis Kanasevich to the Heritage Board be approved.  
Carried.

Councillor Robert (Sam) Somerville declared a conflict of interest in the next item of business as he is the property owner where the cement pad is. He abstained from the discussion and voting and temporarily left the council meeting at 7:37 p.m.

**Cement Pad on Town Property:**

15/8/20    **Eckstein/Palmer**                      That the property owner of Lot 1 & PT 2, Block 23, Plan 78MJ14776 be allowed to keep the cement pad as is that he placed on a portion of the boulevard but it is only to be used as a parking pad and no building can be built on it.  
Carried.

Councillor Robert (Sam) Somerville returned to the council meeting at 7:51 p.m. after the discussion and voting had concluded.

Councillor Matthew McKinnon and Robert (Sam) Somerville declared a conflict of interest in the next item of business as they are part owners of the property. They abstained from the discussion and voting and temporarily left the council meeting at 7:51 p.m.

**Discuss Purchase of Land:**

16/8/20    **Eckstein/Palmer**                      That the town offer \$1,800 to Bryan, Ken & Robert (Sam) Somerville and Matthew McKinnon to purchase approximately 249 ft. x 200 ft. (approximately 1.15 acres) of NW 14-26-25-3 Ext 9, Parcel Number 202976590 to consolidate with Lots 1 & 2, Block 19, Plan 63MJ06778 where the water treatment plant is located and the town will be responsible for the costs of surveying, subdividing and transfer of title.  
Carried.

Councillor Matthew McKinnon and Robert (Sam) Somerville returned to the council meeting at 8:04 p.m. after the discussion and voting had concluded.

**Zoning Bylaw Amendments:**

17/8/20    **Donald/Palmer**                      That Administrator Cheryl Bailey be authorized to proceed with preparing a draft bylaw and public notice to amend the Zoning Bylaw to include solar panels and amend the fence height to match the fence bylaw.  
Carried.

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**Fabric Covered Structure:**

18/8/20    **Scott/Donald**

~~That a letter be written to the property owner of Lot 6, Block 10, Plan CX86 to inform him that fabric covered structures are prohibited within town limits and that he must remove the one that he built on his property by September 30, 2020.~~

Carried.

Rescinded  
January 12/  
Council  
Meeting  
C Bailey  
Resolution #  
12/1/21

**BYLAWS:**

Councillor Matthew McKinnon and Robert (Sam) Somerville declared a conflict of interest in the next items of business as they are part owners of the property to be rezoned. They abstained from the discussion and voting and temporarily left the council meeting at 8:24 p.m.

**Bylaw No. 9/20 - Zoning Bylaw Amendment:**

19/8/20    **Eckstein/Donald**

That Bylaw No. 9/20 being a bylaw to amend Bylaw No. 5/16 known as the Zoning Bylaw be read a first time.

Carried.

**Bylaw No. 10/20 - Official Community Plan Amendment:**

20/8/20    **Scott/Donald**

That Bylaw No. 10/20 being a bylaw to amend Bylaw No. 4/16 known as the Official Community Plan Bylaw be read a first time.

Carried.

**Public Notice Date - Zoning and Official Community Plan Bylaw Amendments:**

21/8/20    **Donald/Palmer**

That the date for the public hearing for the amendments to the zoning bylaw and the official community plan bylaw be set for September 8, 2020 at 7:00 p.m. in conjunction with the regular council meeting.

Carried.

Councillor Matthew McKinnon and Robert (Sam) Somerville returned to the council meeting at 8:34 p.m. after the discussion and voting had concluded.

**COMMITTEE REPORTS:**

**Community Hall Board:**

Robert (Sam) Somerville reported that the landscaping around the hall has been cleaned up - trees trimmed, weeds picked and miscellaneous debris picked up.

**Library Board:**

Annette Palmer reported that there is a new chair and vice chair elected and a new member appointed to the board.

**Heritage Board:**

Annette Palmer reported that they are waiting for the painters to come to paint the exterior of the Eaton House. Their fundraiser for Paint the House Wine Raffle is still going on with the draw date to be September 1, 2020.

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**Recreation Board:**

Darren Donald reported that the swimming pool is open until August 31, 2020. Most of the lifeguards will be heading back to college or university around that date.

**Foundation Board:**

Fritz Eckstein reported that the board has is doing renovations and upgrades to the apartment building. Smoke detectors will be hardwired in to all the apartments, upstairs landing and laundry room. Also a laundry sink will be installed in the laundry room.


**DATE OF NEXT MEETING:**

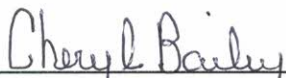
The next regular meeting of council will be held on Tuesday, September 8, 2020.

**ADJOURNMENT:**

22/8/20    **Somerville/Eckstein**

That this meeting adjourns. (8:49 p.m.)  
Carried.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator