

**TOWN OF EATONIA
REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 14, 2021**

Minutes of the regular meeting of the Council of the Town of Eatonia held the 14th day of September 2021 in the Town Council Chambers at 202 Main Street, Eatonia, Saskatchewan.

PRESENT:

Mayor Darcy Scott, Deputy Mayor Doug Bredy, Councillors Matthew McKinnon, Codie Cumiskey, Brennan Somerville, Dean Aldridge, Justin McKinnon and Administrator Cheryl Bailey

ABSENT:

None

CALL TO ORDER:

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

AGENDA:

1/9/21	Somerville/Bredy	That the agenda for this meeting be adopted as presented.
		Carried.

MINUTES:

August 10, 2021 Regular Meeting:

2/9/21	Bredy/M McKinnon	That the minutes of the regular meeting held August 10, 2021 be approved as presented.
		Carried.

August 23, 2021 Special Meeting:

3/9/21	Somerville/J McKinnon	That the minutes of the special meeting held August 23, 2021 be approved as presented.
		Carried.

BUSINESS ARISING FROM THE MINUTES:

Security Camera Quotes for Town Buildings:

4/9/21	M McKinnon/Aldridge	That the following quotes, which includes all applicable taxes from Leader Electric Ltd. to install security cameras at the following locations be approved: <ul style="list-style-type: none">○ Heritage Park/Library – 3 cameras for \$1664.73○ Fitness Centre (TTP) – 3 cameras for \$1664.73○ Rink – 3 cameras for \$1664.73○ Pool – 2 cameras for \$1231.63 with the town cost sharing the cost of 1 camera for each location with each committee/board and the work is to be completed by October 29, 2021.
		Carried.

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Training and Safety Handbook:

5/9/21 **Somerville/M McKinnon** That JorAnn Safety, Kindersley, Saskatchewan be contracted to develop a Safety Handbook and provide training to the staff that will be compliant with Occupational Health and Safety guidelines for a cost of approximately \$2500 to get it started and then \$500 per month for the first year to be cost shared with the R.M. of Chesterfield No. 261.

Carried.

FINANCIAL REPORTS:

6/9/21 **Cumiskey/Bredy** That the statement of financial activities and bank reconciliation for the month of August 2021 be accepted as presented and form a part of these minutes.

Carried.

ACCOUNTS FOR APPROVAL AND PAYMENT:

7/9/21 **M McKinnon/Cumiskey** That the accounts for approval and payment covered by cheque # 11020 to 11049 inclusive along with internet payments totaling \$47,555.58 for both and direct deposit payroll # 813211 to 908211 inclusive totaling \$16,366.46 and Rec Board payments covered by cheque # 2606 to 2615 inclusive along with internet payments totaling \$10,644.49 and direct deposit payroll # 8151 to 90811 for \$23,357.92 as listed and forming part of these minutes be approved for payment.

Carried.

CORRESPONDENCE:

8/9/21 **Somerville/M McKinnon** That the following correspondence, having been read, be filed:

- **Eatonia Heritage Board** – August 19, 2021 Meeting Minutes
- **Ministry of Government Relations** – Payment of Federal Canada Community-Building Funds

Carried.

DELEGATE:

Mike Rose, Silversmith Data, attended the meeting electronically to provide a demonstration on the asset tracking system that they offer.

Asset Status Tracker:

9/9/21 **Aldridge/Somerville** That the Asset Status Tracker (AST) software and data Service be purchased from Silversmith Data to record the town's assets on a digital map for an initial setup cost of \$2900 plus \$3800 for the GPS device and tablet for marking assets and an annual recurring fee of \$1600.

Carried.

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STAFF REPORTS:

Foreman Rob Assmus:

Water Treatment Plant Test Results:

10/9/21 **J McKinnon/Aldridge** That the water treatment plant test results recorded for the period of August 2021 be accepted as presented and filed for future reference.

Carried.

Written Report:

11/9/21 **M McKinnon/Cumiskey** That the following written report from Foreman Rob Assmus be received as information:

- Everything is good at the water treatment plant. No issues. The meeting with the Environmental Protection Officer went well. Basically just need more written records; other than that everything is going good.
- Was able to keep the pool running with it having a leak. Now shut down for the season. Still looking for leak but Rob thinks he has a good idea of where it might be.
- Measured the wells; everything is good there. Almost the same as when we started the season.
- Trimmed a few boulevard trees.
- Met with Mike Rose, Silversmith Data, for mapping assets digitally. Rob thought it was something that was doable but would take time. Would be a summer project for next year.

Carried.

Bylaw Enforcement Officer Phillip Brown:

12/9/21 **Somerville/M McKinnon** That Bylaw Enforcement Officer Phillip Brown's report for August 2021 be received as information and filed for future reference.

Carried.

Waste Disposal Grounds Operator Rob May:

13/9/21 **Cumiskey/Aldridge** That Waste Disposal Grounds Operator Rob May's report for August 2021 be received as information and filed for future reference.

Carried.

NEW BUSINESS:

Water and Sewer Line Repair and Replacement Policy No. 20:

14/9/21 **Bredy/Aldridge** That the Water and Sewer Line Repair and Replacement Policy No. 20 to provide a guideline for staff regarding water and sewer line repairs and replacement be accepted and filed for future reference.

Carried.

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Provision of Financial Services Proposal:

- 15/9/21 **M McKinnon/J McKinnon** That Administrator Cheryl Bailey be authorized to sign the proposal from the Prairie Centre Credit Union to provide financial services for a five year term, expiring July 21, 2026, such as no service fees.
Carried.

Fire Dispatch Services:

- 16/9/21 **J McKinnon/Somerville** That Administrator Cheryl Bailey be authorized to sign the Fire Dispatch Agreement Amendment implementing a new fee structure to start January 2022 with a \$0.25 per capita per year increase over the next three years until it reaches \$2.00 per capita per year.
Carried.

Waste Disposal Grounds Inspection Report:

- 17/9/21 **J McKinnon/Cumiskey** That the Inspection Report for the Waste Disposal Grounds dated June 21, 2021 as inspected by the Ministry of Environment be accepted as presented and filed for future reference.
Carried.

Waste Disposal Grounds Shingles Tipping Fee:

- 18/9/21 **J McKinnon/M McKinnon** That a tipping fee of \$500 per load for the disposal of shingles at the Eatonia Waste Disposal Grounds be charged effective October 1, 2021.
Carried.

Permit to Operate a Waste Disposal Grounds:

- 19/9/21 **J McKinnon/Cumiskey** That the Permit to Operate a Waste Disposal Grounds, valid until January 31, 2025, issued by the Ministry of Environment be accepted as presented and filed for future reference.
Carried.

Water Treatment Plant Certified Operator Service:

- 20/9/21 **M McKinnon/Cumiskey** That the agreement from Sask Water to provide the services of an Interim Certified Operator for a monthly review of the water treatment plant records at a cost of \$117 per hour plus mileage of \$0.61 per kilometer be accepted.
Carried.

Home Based Business License Application:

- 21/9/21 **Cumiskey/J McKinnon** That the application from Cora Cares Pet Grooming (Cora Laich) to operate a home based business of dog and cat grooming services at Lot 5, Block 24, Plan 78MJ14776 and Lot 16, Block 24, Plan 101093385 be approved.
Carried.

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Office Second Telephone Line Quote:

22/9/21 **J McKinnon/Aldridge** That Sask Tel be authorized to install a second telephone line in the town office and purchase three V-tech 2-line speakerphones for \$80.00 each (plus applicable taxes) with the Eatonia Recreation Board to cover the cost of one phone.

Carried.

Tax Title Property Rental Payment:

23/9/21 **Somerville/Bredy** That Eatonia Motors be charged \$250.00 per month plus GST to rent the tax title property building and lot at 109 Railway Avenue East (Lots 18-20, Block 2, Plan BB4511) starting March 1, 2022 and a new lease agreement be signed.

Carried.

Town Office Contents Insurance Value:

24/9/21 **Bredy/J McKinnon** That the insurance value for the contents in the town office be increased from \$20,000 to \$30,000 effective January 1, 2022 for an approximate annual increase of \$25.00.

Carried.

Change Property Class:

25/9/21 **Aldridge/Somerville** That the application for the Development Permit from Richard Douglas to change the property class from commercial to agricultural for his building located on Railway Avenue South (Block A, Plan BB4511, Ext 23) be denied.

Carried.

Chlorine Scale:

26/9/21 **M McKinnon/Bredy** That a chlorine scale for the water treatment plant be purchased for an approximate cost of \$4,000.

Carried.

BYLAWS:

Bylaw No. 9/21 – The Fireworks Bylaw:

27/9/21 **Aldridge/Cumiskey** That bylaw No. 9/21 being a bylaw to regulate the use of fireworks within the town boundaries be read a first time.

Carried.

28/9/21 **Bredy/M McKinnon** That bylaw No. 9/21 be read a second time.

Carried.

29/9/21 **Somerville/J McKinnon** That bylaw No. 9/21 be given three readings at this meeting.

Carried Unanimously.

30/9/21 **Bredy/Aldridge** That bylaw No. 9/21 being a bylaw to regulate the use of fireworks within the town boundaries be read a third time and adopted.

Carried.

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COMMITTEE REPORTS:

Eatonia Oasis Living:

Dean Aldridge reported that they are currently full for the first time in years. They also have a waiting list.

Heritage Board:

Doug Bredy reported that Brett Becker has been hired to install the sprinklers at the Heritage Park and is almost done the work. The Senior of the Year presentation is Sunday, September 19, 2021.

Recreation Board:


Brennan Somerville reported that the board discussed requesting the town to pay for the security cameras at the pool and arena.

DATE OF NEXT MEETING:

The next regular meeting of council will be held on Tuesday, October 12, 2021.

ADJOURNMENT:

31/9/21 **M McKinnon/Somerville** That this meeting adjourns. (9:55 p.m.)
Carried.



Mayor



Administrator