

**TOWN OF EATONIA
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 12, 2024**

Minutes of the regular meeting of the Council of the Town of Eatonia held the 12th day of November 2024 in the Town Council Chambers at 202 Main Street, Eatonia, Saskatchewan.

PRESENT:

Mayor Darcy Scott, Deputy Mayor Dean Aldridge, Councillors Kevin Stevens, Codie Cumiskey, Brennan Somerville, Matthew McKinnon, Administrator Cheryl Bailey and Administrative Assistant Danise Simpelo.

ABSENT:

Councillor Justin McKinnon

CALL TO ORDER:

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

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:

October 8, 2024 Regular Meeting:

1/11/24 **Aldridge/M McKinnon** That the minutes of the regular meeting held October 8, 2024 be approved as presented.
Carried.


FINANCIAL REPORTS:

2/11/24 **Somerville/Cumiskey** That the statement of financial activities and bank reconciliation for the month of October 2024 be accepted as presented and form a part of these minutes.
Carried.

ACCOUNTS FOR APPROVAL AND PAYMENT:

3/11/24 **Aldridge/M McKinnon** That the accounts for approval and payment covered by cheque # 12436 to 12479 inclusive along with internet payments totalling \$256,666.39 for both and direct deposit payroll # 1015241 to 1031244 inclusive totalling \$16,950.00 and Recreation Board payments covered by cheque # 3017 to 3021 inclusive along with internet payments totalling \$7,679.51 and direct deposit payroll # 2410151 to 2410311 totalling \$2,806.18 as listed and forming a part of these minutes be approved for payment.
Carried.


Mayor


Administrator

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CORRESPONDENCE:

4/11/24 **Stevens/Cumiskey**

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

- **RBC Direct Investing** – September 30, 2024 and October 31, 2024 Financial Statements
- **Saskatchewan Housing Corporation** – 2023 Settlement Municipal Share
- **Landworks Civil Engineering** – Civil Engineering Consulting Services
- **Occupational Health and Safety** – Officer Report dated October 29, 2024
- **RCMP** – 2nd Quarter Policing Report
- **Eatonia Community Hall Board** – October 16, 2024 Meeting Minutes
Carried.

DELEGATE:

Brett Becker attended the meeting to discuss the plant room at the arena and trying to find someone to look after it.

STAFF REPORTS:

Foreman Rob Assmus:

Water Treatment Plant Test Results:

5/11/24 **Somerville/Aldridge**

That the water treatment plant test results recorded for the period of October 2024 be accepted as presented and filed for future reference.

Carried.

Written Report:

6/11/24 **Somerville/M McKinnon**

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

- Everything is good at the water treatment plant.
- Variable frequency drives have been installed at the water treatment plant and are functioning better than the old ones.
- The water and sewer lines installation on 6th Avenue West is complete. More landscaping will need to be done in the spring.
- Finished winterizing everything and the water is shut off.
- Flushed all the hydrants and vacuumed them out. Everything is working well.
- Was away at Saskatchewan Water and Wastewater Association (SWWA) Conference from November 5 – 8, 2024.

Carried.

Bylaw Enforcement Officer Phillip Brown:

7/11/24 **Cumiskey/Somerville**

That Bylaw Enforcement Officer Phillip Brown's report for October 2024 be received as information and filed for future reference.

Carried.

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Waste Disposal Grounds Operator Rob May:

8/11/24 **Stevens/Aldridge** That Waste Disposal Grounds Operator Rob May's report for October 2024 be received as information and filed for future reference.
Carried.

NEW BUSINESS:

Water Treatment Plant Furnace Quote:

9/11/24 **Aldridge/Somerville** That the quote from Eston Sheet Metal for \$5,211.00 plus applicable taxes be accepted to replace the furnace on the north side of the building at the water treatment plant.
Carried.

Canadian Fallen Heroes Foundation Memorial Campaign:

10/11/24 **M McKinnon/Stevens** That \$300.00 be donated to the Canadian Fallen Heroes Foundation to commission a plaque to honour Warrant Officer John Palmer, who called Eatonia home before enlistment and fell in the Second World War, and that the plaque be displayed in the CN Station.
Carried.

Carbon Monoxide Detectors in Town Buildings:

11/11/24 **Aldridge/M McKinnon** That carbon monoxide detectors be purchased to put in all town buildings that do not have a detector there already.
Carried.

Old Campground Washroom Storage:

12/11/24 **M McKinnon/Cumiskey** That the Junior Football Team be allowed to use the old campground washroom for storage of football equipment at no cost but they are responsible for the cost of shelving if they want it.
Carried.

Apply for Title – Tax Enforcement:

13/11/24 **Aldridge/M McKinnon** That Administrator Cheryl Bailey be authorized to proceed under *The Tax Enforcement Act* to apply to Information Services Corporation to transfer title to the town for Lot 15, Block 7, Plan BB4511.
Carried.

14/11/24 **Scott/M McKinnon** That the balance of current municipal and school taxes for Lot 15, Block 7, Plan BB4511 owing to the end of the current year be cancelled from the date of title transfer to the town.
Carried.

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Board of Revision:

15/11/24 **Aldridge/Somerville**

That pursuant to Subsection 220(1) of *The Municipalities Act*, the Town of Eatonia appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2025, through December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.


The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of the hearing from among the numbers.

Carried.

16/11/24 **Cumiskey/Stevens**

That pursuant to Subsection 221(1) of *The Municipalities Act*, the Town of Eatonia appoints Nicolle Hoskins with Western Municipal Consulting Ltd. (WMC) as Secretary to the Board of Revision for the term of January 1, 2025 through December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried.


Mayor


Administrator

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Development Appeals Board:

17/11/24 M McKinnon/Aldridge

That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the Town of Eatonia appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025, through to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of the hearing from among the numbers.

Carried.

18/11/24 M McKinnon/Stevens

That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the Town of Eatonia appoints Claudette McGuire with Western Municipal Consulting Ltd. (WMC) as Secretary to the Development Appeals Board for the term of January 1, 2025 through December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried.

Santa Hut Donation:

19/11/24 Somerville/M McKinnon

That \$100.00 be donated to Eatonia Oasis Living to purchase gifts for the Santa's Shop program to be held on December 18, 2024.

Carried.

Bosses Christmas Party:

20/11/24 Aldridge/Somerville

That tickets be purchased at \$60.00 each for the outgoing and newly elected council members, staff, nuisance grounds custodian, recreation director, bylaw enforcement officer and spouses/guests to attend the Bosses' Christmas Party to be held on Saturday, December 7, 2024 organized by the Eatonia Chamber of Commerce.

Carried.


Mayor


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Declaration of Election Results:

21/11/24 Stevens/Cumiskey That the council acknowledges that they have received, from Returning Officer Cheryl Bailey, the Declaration of Results for the offices of Mayor and Councillor that were elected by acclamation for the election that was to be held on November 13, 2024.

Carried.

Christmas Holiday Hours:

22/11/24 Aldridge/Somerville That Council authorizes staff to close the town office on Friday, December 27, 2024 to allow office staff and maintenance crew to take the day off as a vacation day if they want.

Carried.

Unpaid Utility Accounts:

23/11/24 Scott/Aldridge That a registered letter be sent to the owners of account numbers 126 and 209 notifying them that if the total utility balance owing is not paid within 30 days of the date of the letter, the total amount owing will be added to and form a part of the taxes for which the utility service is provided, as per Section 369 of *The Municipalities Act*.

Carried.

Arena Plant Room:

24/11/24 Aldridge/Stevens That the town take over looking after the arena plant and look into sending someone away to obtain training to become certified.

Carried.

BYLAWS:

Bylaw No. 12/24 – The Waste Management Bylaw:

25/11/24 Cumiskey/Aldridge That bylaw No. 12/24 being a bylaw to provide for the management of solid waste and recycling, and to fix rates to be charged for the service of collection, removal and disposal of garbage, other waste and recycling in the town be read a first time.

Carried.

26/11/24 M McKinnon/Stevens That bylaw No. 12/24 be read a second time.

Carried.

27/11/24 Somerville/Scott That bylaw No. 12/24 be given three readings at this meeting.

Carried Unanimously.

28/11/24 Aldridge/Stevens That bylaw No. 12/24 being a bylaw to provide for the management of solid waste and recycling, and to fix rates to be charged for the service of collection, removal and disposal of garbage, other waste and recycling in the town be read a third time and adopted.

Carried.

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COMMITTEE REPORTS:

Eatonia Oasis Living:

Dean Aldridge reported that they are having a meeting coming up. They are fixing the heating system.

Chamber of Commerce:

Darcy Scott reported that they are planning the Bosses' Christmas Party which will be held on December 7, 2024. They are sponsoring 25 butt pads for at the arena. They will be decorating trees around town.

Library Board:

Codie Cumiskey reported that the Board is selling the Nutter's trays right now.

Recreation Board:

Brennan Somerville reported that the raffle tickets to win a two-night stay at the Fantasyland Hotel and attend a hockey game in Edmonton is going good. Their meeting was changed from Monday, November 11, 2024 to Wednesday, November 13, 2024

Community Hall Board:

Kevin Stevens reported that they did a major clean up on the outside grounds of the hall with the help of the Lions Club. The dead trees were removed and the leaves cleaned up.

Cemetery Committee:

Matt McKinnon reported that they are having a meeting on Tuesday, November 19, 2024.

Heritage Board:

Dean Aldridge reported that they discussed carbon monoxide detectors in the buildings. They are decorating for Christmas. Gemstone lights were installed on the CN Station and Eaton House.

ADJOURNMENT:

29/11/24 M McKinnon/Cumiskey That this meeting adjourns. (8:18 p.m.)
Carried.



Mayor



Administrator



Mayor



Administrator