Regular Meeting of Council, Town of Springside
Springside Centennial Hall, 217 Railway Avenue, Springside SK
January 16, 2023

Mayor: Debbie Banks

Councillors: Chuck Allary, Jim Graves, Al Langley, Jack Prychak, Steve Spearman

Regrets: Mike Pasloski

Staff: Kathryn Novak – Acting Administrator
Tex Schirrschmidt & Riley Wiens – Public Works

Delegates: Fire Department – Fire Chief, David Sutter

Gallery: Barry Merriman entered the hall at 6:46 pm and exited the hall at 8:46 pm via Facebook live

CALL TO ORDER

Mayor Debbie Banks called the meeting to order at 6:59 pm

ADOPTION OF AGENDA

2023-001 **Langley/Allary**

THAT the agenda for this regular meeting, as attached hereto and forming a part of these minutes, be approved. **CARRIED.**

DELEGATIONS

Public Works:

- Tex Schirrschmidt entered the hall at 7:08 pm and Riley Wiens entered the hall at 6:45 pm to present the Public Works Department Report for December 2022. The Council Members received a copy of this report with their meeting package.
- Discussion regarding the large piles of snow around town. Acting Administrator is directed to secure quotes for trucking of snow from the piles to the open space across from the Ridge Runner Arena at the end of February or early in March.
- Tex Schirrschmidt and Riley Wiens exited the hall at 8:46 pm.

Fire Department:

- David Sutter entered the hall at 6:38 pm to present the Fire Department Report for January 2023. The Council Members received a copy of this report with their meeting package.
- Volunteer Firefighter Hours were presented for the fiscal year 2022.

2023-002 **Langley/Spearman**

THAT Council agrees to the payment of volunteer firefighting hours for the fiscal year 2022 in the amount of $19,122.00 which represents a total of 903 hours. At the discretion of each individual Fire Department Member, each member's hours will be paid either to the individual or donated in their name to the Springside Firefighters Association. **CARRIED.**

David Sutter:

- David Sutter presented a plan to Council for a proposed Walking/Cross-Country Ski/Snowshoe Trail along the rail line and community park.
- Council directed the Acting Administrator to provide David Sutter with a copy of the Town's lease agreement with CP Railway.
- David Sutter exited the hall at 9:16 pm.

APPROVAL OF MEETING MINUTES

2023-003 Graves/Spearman

THAT the minutes of the Regular Meeting of Council held on December 12, 2022, be approved as presented. **CARRIED.**

APPROVAL OF ACCOUNTS

2023-004 Langley/Prychak

THAT the Statement of Financial Activities to December 31, 2022, attached to and forming part of these minutes, be approved and THAT the List of Accounts for Approval which includes Payroll, Online Payments, MasterCard, and SRA transactions totalling $118,798.12, attached to and forming part of these minutes, be approved for payment. **CARRIED.**

CORRESPONDENCE

a. RCMP Monthly Occurance Summary – December 2022
b. Thank You Card – Springside Walking Club
c. Parkland Regional Library Board
d. SAMA – Notice of Annual Meeting
e. The Health Foundation
f. Innovation, Science and Economic Development Canada

2023-005 Langley/Spearman

THAT the correspondence be acknowledged and filed. **CARRIED.**

NEW BUSINESS

Employee Dishonesty Coverage (Fidelity Bond)

2023-006 Allary/Prychak

THAT in compliance with *The Municipalities Act* subsection 113(2), the Employee Dishonesty Coverage (Fidelity bond) in the amount of $500,000.00 through SUMAssure Policy #2022-142 for all employees of the Town of Springside is accepted as current and in order.

CARRIED.

SUMA – Change to the Municipal Election Date

2023-007 Spearman/Graves

THAT Council directs the Acting Administrator to send a letter to the Honourable Don McMorris, Minister of Government Relations, in support of SUMA's lobbying for a change in the municipal election date to September 2024 for towns and villages.

CARRIED.

Trans Canada Yellowhead Highway Association

Hardwired Heater for Furnace Room at Ridge Runner Arena

2023-008 Langley/Prychak

THAT Council accepts the quote from Cobb Electric for the installation of a hardwired heater in the back furnace room at the Ridge Runner Arena in the amount of $570.89 (taxes included).

CARRIED.

MNP Audit Service Plan

2023-009 **Langley/Spearman**

THAT Council approves the MNP Audit Service Plan as presented.

CARRIED

OLD BUSINESS

Department of Highways Snow Removal Contract

2023-010 **Graves/Allary**

THAT Council resolves to enter into an agreement with the Department of Highways to provide winter maintenance on Highway 47 which runs through the Town of Springside from Highway 16 to Willis Avenue at a rate of $160.00/hour for labour and equipment, with an estimated quantity of 30 hours for a total estimated revenue of $4,800.00. The contract period is from December 1, 2022 to March 31, 2023. **CARRIED.**

Waterline Freeze Protection

2023-011 **Spearman/Langley**

THAT Council directs the Public Works Department to install a Freeze Protection Device at 215 Railway Avenue, and THAT Council directs the Acting Administrator to ensure that an Application for Waterline Freeze Protection Device is executed. **CARRIED.**

2023-012 **Spearman/Langley**

THAT Council agrees to purchase one (1) Aqua-Flow Freeze Protection Unit from WD Industrial Group at a cost of $1,500.00 plus taxes and shipping to be installed at 121 Turner Street.

CARRIED.

Bylaw No. 2022-13 Water & Sewer Services Management Bylaw

2023-013 **Allary/Spearman**

THAT Council resolves to initiate the second reading of Bylaw No. 2022-13 – A Bylaw of the Town of Springside Respecting Installation, Maintenance and Servicing Procedures for Waterworks, Sewer and Water Services. **CARRIED.**

2023-014 **Graves/Langley**

THAT Council resolves to give Bylaw No. 2022-13 – A Bylaw of the Town of Springside Respecting Installation, Maintenance and Servicing Procedures for Waterworks, Sewer and Water Services a third and final reading. **CARRIED.**

727 Railway Avenue

2023-015 **Allary/Spearman**

WHEREAS the Acting Administrator sent registered letters to both the tenant and the owner of the property at 727 Railway Avenue on December 28, 2022, providing the required 30-day notice to pay the outstanding amount for yard clean-up in the amount of $1,155.00 before the same would be added to the tax roll of the landowner.

AND, WHEREAS this deadline will expire on January 28, 2023.

BE IT RESOLVED THAT as per section 269 of *The Municipalities Act*, Council directs the Acting Administrator to add the outstanding amound to the landowner's tax roll on January 28, 2023.

CARRIED.

ADMINISTRATOR'S REPORT

- Council acknowledged the Administrator's Report as presented.

MAYOR & COUNCILLOR FORUM

Mayor Initial

NEXT MEETING

- The next Regular Meeting of the Springside Town Council will be held on Thursday, February 16, 2023.

ADJOURNMENT

2023-016 **Allary**

THAT this meeting is adjourned at 8:46 pm. **CARRIED.**

Debbie Banks, Mayor

Kathryn Novak, Acting Administrator

TOWN OF SPRINGSIDE
Statement of Financial Activities - Summary
For the Period Ending January 31, 2023

	Current	Year To Date	Budget
Revenues			
Taxation	1,441.73	1,441.73	
Fees and Charges			
F & C - General Government	640.00	640.00	
F & C - Fire Protection	11,823.65	11,823.65	
F & C - Rink/Hall Revenue	2,213.24	2,213.24	
F & C - Cemetery	1,000.00	1,000.00	
F & C - Garbage & Recycling	21.66	21.66	
F & C - Utility Revenue (inc Infra Levy)	85.84	85.84	
Grants-Condiitonal & Unconditional	3,708.45	3,708.45	
Grants in Lieu of Taxes	1,935.21	1,935.21	
Interest Income	3,334.29	3,334.29	
Total Revenues:	**26,204.07**	**26,204.07**	**0.00**
Expenditures			
General Government Services	47,062.37	47,062.37	
GG - Bank Charges	86.96	86.96	
Police/Commissionaire Services	125.00	125.00	
Fire Protection Services	1,723.22	1,723.22	
Transportation Services	5,624.19	5,624.19	
Recreation and Cultural Services	8,300.43	8,300.43	
Water Expenses	6,118.30	6,118.30	
Sewer Expenses	2,830.28	2,830.28	
Total Expenditures:	**71,870.75**	**71,870.75**	**0.00**
Change in Net Financial Assets	**(45,666.68)**	**(45,666.68)**	**0.00**
Change in Non-Financial Assets	544.65	544.65	
Change in Net Assets	**(46,211.33)**	**(46,211.33)**	**0.00**
Change in Surplus	**(46,211.33)**	**(46,211.33)**	**0.00**

Account Balances	Current	Year to Date	Balance
Cash			
BANK - CHQ ACCOUNT	5,920.56	5,920.56	726,306.54
BANK - SAVINGS	889.72	889.72	599,504.61
BANK - SRA GENERAL ACCOUNT	28.25	28.25	9,312.59
BANK - SRA BINGO & BREAKERS ACCOUNT	(4.00)	(4.00)	3,414.72
BANK-SRA RAFFLE ACCOUNT	74.95	74.95	25,298.83
Total Cash:	**6,909.48**	**6,909.48**	**1,363,837.29**
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(492.14)	(492.14)	28,177.46
Municipal - Tax Receivable - Arrears	(6,079.78)	(6,079.78)	(799.28)
Total Municipal Taxes Receivable:	**(6,571.92)**	**(6,571.92)**	**27,378.18**

	Current	Year To Date	Budget

Certified correct and in accordance with the records

Presented to council on February 13, 2023
(Date)

Debbie Banks
Mayor

Kathryn Novak
Acting Administrator