

**Regular Meeting of Council, Town of Springside
Springside Centennial Hall, 217 Railway Avenue, Springside SK
December 13, 2023**

Mayor: Debbie Banks

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

Regrets:

Staff: Kathy Novak – Administrator

Delegates: Fire Department – Deputy Fire Chief, Roger Pokotylo
Public Works – Riley Wiens

Gallery: via Facebook live

CALL TO ORDER

Mayor Debbie Banks called the meeting to order at 6:58 pm

ADOPTION OF AGENDA

2023-144 Langley/Spearman

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

DELEGATIONS

Public Works:

- Riley Wiens entered the hall at 6:55 pm to present the Monthly Public Works Department Report. The Council Members received a copy of this report with their meeting package.
- Riley Wiens exited the hall at 8:16 pm

Fire Department:

- Deputy Fire Chief, Roger Pokotylo entered the hall at 6:55 pm to present the Monthly Fire Department Report as prepared by Fire Chief, David Sutter. The Council Members received a copy of this report with their meeting package.
- Fire Department members have requested a meeting with Springside Town Council. The date for this meeting is set for January 25, 2024 at 7:00 pm at the Springside Centennial Hall.
- Roger Pokotylo exited the hall at 8:00 pm.

APPROVAL OF MEETING MINUTES

2023-145 Langley/Allary

THAT the minutes of the Regular Meeting of Council held on November 8, 2023, be approved as presented. **CARRIED.**


Mayor Initial

APPROVAL OF ACCOUNTS**2023-146 Spearman/Graves**

THAT the Statement of Financial Activities to November 30, 2023, 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 totaling \$61,700.38, attached to and forming part of these minutes, be approved for payment. **CARRIED.**

CORRESPONDENCE

- a. Bylaw Enforcement Report – November 20, 2023
- b. RCMP Monthly Occurrence Summary – November 2023
- c. Minister of Parks, Culture and Sport (CRAG Grant)
- d. RCMP Combined Traffic Services Sask Update
- e. SaskPower
- f. Audit Engagement Letter

2023-147 Langley/Spearman

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

NEW BUSINESS**Ridge Runner Arena Hockey Tournament Rates****2023-148 Langley/Pasloski**

THAT with respect to the Ridge Runner Arena ice rental fees, Council sets the Hockey Tournament Ice Rental Fee at \$400.00/day or \$700/weekend (Saturday & Sunday).

CARRIED.**Parkland Regional Library**

- Administrator was directed to contact librarian to ascertain library activity levels and interest in possible extension of hours for 2024.

Refund on Overpayment of Taxes & Utility Invoices**2023-149 Allary/Langley**

THAT Council agrees to pay Amanda Jones \$156.66 representing a refund on the water meter deposit at 229 Collins Avenue when this property was sold on November 3, 2023.

AND THAT Council agrees to pay Adeline Pelletier \$550.18 representing payment of the 2024 taxes on the property at 229 Collins Avenue when this property sold on November 3, 2023.

CARRIED.**Municipal Revenue Sharing Declaration of Eligibility****2023-150 Spearman/Graves**

THAT the Council of the Town of Springside 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;
- Adoption of an Employee Code of Conduct; and



Mayor Initial

- All members of the Council have filed their Public Disclosure Statements, as required; and

THAT the Council of the Town of Springside authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED.**

**Canada Summer Jobs Application
2023-151 Pasloski/Graves**

THAT Council directs the Administrator to apply for the Canada Summer Jobs wage subsidy. The wage offered under the program will be \$16.00, the duration of employment will be 12 weeks, and the hours of employment will be 35 hours/week. **CARRIED.**

Request to RMs for funding

- Administrator directed request that the Mayor and Council members be allowed as delegates in the January or February, 2024 meetings of the RM of Garry, the RM of Orkney and the RM of Good Lake.

OLD BUSINESS

**Council Appointments for 2024
2023-152 Langley/Spearman**

THAT Council accepts the appointments as per Town of Springside Bylaws and *The Municipalities Act* as follows:

Administrator	Kathryn Novak
Treasurer	Kathryn Novak
Assessor/Assessment Officer	Kathryn Novak
Office Assistant	Sherri Lepitzki
Auditor	MNP
Building Inspector	Reg Churko – RC Inspection Services
Fire Chief	David Sutter
Deputy Mayor	Councillors in Alphabetical order beginning with Councillor Allary for an eight (8) month term
Board of Revision	ADR Institute of Saskatchewan
Pest Control	Rene Dubriel, Stephen Spearman, Michael Pasloski
Solicitor	Randy Kachur – Rusnak, Balacko, Kachur, Rusnak
Weed Control	Trevor Shindle
Bylaw Control	Commissionaires
Assiniboine Watershed Representative	Stephen Spearman
Library Board (Springside)	Jack Prychak
Library Board (Parkland)	Jack Prychak
Water, Sewer, Landfill	Al Langley/Stephen Spearman
Streets, Machinery, Buildings	Jim Graves/Michael Pasloski/Stephen Spearman
Occupational Health & Safety	Chuck Allary/Al Langley
Community Development	Chuck Allary
Hall, Parks, Cemetery	Al Langley/Michael Pasloski
Protective Services	Al Langley/Stephen Spearman
Ridge Runner Arena, SRA	Jim Graves/Chuck Allary
Administration, HR	Debbie Banks/Chuck Allary

CARRIED.


Mayor Initial

ADMINISTRATOR'S REPORT

- Council acknowledged the Administrator's Report as presented.

MAYOR & COUNCILLOR FORUM

NEXT MEETING

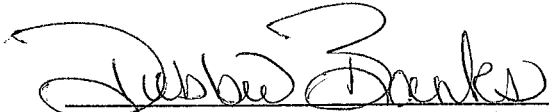
- The next Regular Meeting of the Springside Town Council will be held on Monday, January 8, 2024.
- The Meeting with Fire Department members will be held on January 25, 2024 at 7:00 pm at the Springside Centennial Hall.


ADJOURNMENT

2023-153 Langley

THAT this meeting is adjourned at 8:16 pm.

CARRIED.


Debbie Banks, Mayor


Kathryn Novak, Administrator


Mayor Initial

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

Report Date
01/05/2024 11:26 AM

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	Current	Year To Date	Budget
Revenues			
Taxation	600.81	429,243.96	424,200.00
Fees and Charges			
F & C - General Government	105.00	5,492.75	9,350.00
F & C - Fine Revenue	43.92	916.97	500.00
F & C - Fire Protection	2,213.16	59,214.08	52,540.00
F & C - Transportation		4,800.00	4,800.00
F & C - Rink/Hall Revenue	4,301.03	98,537.77	23,770.00
F & C - Cemetery	1,500.00	4,150.00	500.00
F & C - Garbage & Recycling	17,430.84	68,952.50	69,000.00
F & C - Utility Revenue (inc Infra Levy)	60,660.36	255,555.23	248,730.00
Grants-Conditional & Unconditional	30,295.20	191,338.65	201,280.00
Grants in Lieu of Taxes	5,314.21	27,700.03	27,990.00
Interest Income	5,887.67	56,294.96	17,300.00
SaskLotto & CRAG Grants		12,945.00	12,950.00
Other Miscellaneous Revenue	300.00	1,202.60	3,500.00
Total Revenues:	128,652.20	1,216,344.50	1,096,410.00
Expenditures			
General Government Services	31,927.52	337,877.20	418,480.00
GG - Bank Charges	227.80	4,167.71	5,050.00
Police/Commissionaire Services	132.50	30,051.57	29,750.00
Fire Protection Services	1,742.81	62,576.04	89,570.00
Transportation Services	2,413.16	154,951.26	151,160.00
Transp- Construction @ Shop			2,000.00
Garbage, Recycling, Pest Control	3,197.44	57,485.02	69,900.00
Housing Authority Deficits		490.86	1,090.00
Recreation and Cultural Services	7,642.49	58,783.80	56,610.00
Water Expenses	3,164.86	169,730.62	218,720.00
Sewer Expenses	150.05	23,664.13	24,330.00
Debenture Pymt Interest Expense		19,382.55	19,380.00
Total Expenditures:	50,598.63	919,160.76	1,086,040.00
Change in Net Financial Assets	78,053.57	297,183.74	10,370.00
Change in Non-Financial Assets		544.65	
Change in Net Assets	78,053.57	296,639.09	10,370.00
Transfer to Reserves		55,000.00	
Change in Surplus	78,053.57	241,639.09	10,370.00

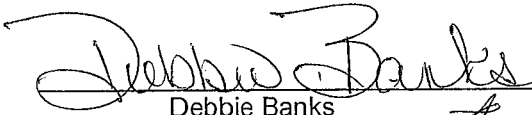
Account Balances	Current	Year to Date	Balance
Cash			
BANK - CHQ ACCOUNT	24,493.06	804,342.40	1,524,728.38
BANK - SAVINGS	1.07	(597,892.98)	721.91

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

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
BANK - SRA GENERAL ACCOUNT	307.75	77,296.08	86,580.42
BANK - SRA BINGO & BREAKERS ACCOUNT	(4.00)	(3,048.00)	370.72
BANK-SRA RAFFLE ACCOUNT	(5,949.28)	(16,309.73)	8,914.15
Total Cash:	18,848.60	264,387.77	1,621,315.58
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(11,487.69)	51,896.54	46,083.79
Municipal - Tax Receivable - Arrears	(770.96)	(33,811.81)	5,951.04
Total Municipal Taxes Receivable:	(12,258.65)	18,084.73	52,034.83

Certified correct and in accordance with the records

Presented to council on January 8, 2024
(Date)


Debbie Banks
Mayor


Kathryn Novak
Administrator