

**REGULAR MEETING OF THE COUNCIL OF THE TOWN OF
BALCARRES HELD JANUARY 20th, 2026 AT 5:00 P.M.**

PRESENT Mayor Kirby Korchinski, Aldermen Gord Michayluk, Alan Lye, Chris Petrichuk, Lois Dixon, Curtis Geisler, Acting Administrator Gail Sloan

ABSENT Alderman Scott Temple

26.01.01 CALL TO ORDER

A quorum being present Mayor Korchinski called the meeting to order at 5:00 p.m.

Mayor Korchinski, Aldermen Michayluk, Lye, Petrichuk, Dixon and Geisler began the meeting by signing and updating their Public Disclosure Statements which will form part of these minutes.

26.01.02 MINUTES

Petrichuk-Lye: That the minutes of the last regular meeting, December 16th, 2025 be approved as circulated.

CARRIED.

26.01.03 FININCIAL STATEMENTS & BANK RECONCILIATION

Lye-Michayluk: That the Financial Statement and Bank reconciliation for the Month of December 2025 be accepted.

CARRIED.

26.01.04 ACCOUNTS

Michayluk-Dixon: That the balance of the accounts be paid.

CARRIED.

26.01.05 DELEGATIONS

Anita Frazer attending the meeting to bring forward her concerns regarding 108 Godkin Avenue

26.01.06 ADMININSTRATORS REPORT

Acting Administrator Sloan read her Administrators report to council.

26.01.07 WATER & WASTE WATER CONTRACT 2026

Petrichuk-Geisler-: That Council approve entering into the revised 2026 Water/Wastewater Operator Level II services contract with Drop Solutions Inc.; and further, that Administration be authorized to provide written notice to Hollick's Water/Wastewater Contracting Ltd. to terminate the existing agreement in accordance with the 60-day notice requirement.

CARRIED.

- 26.01.08 SOLICITOR**
Acting Administrator will contact Nicolas Smiatek to inquire if he would be willing to be appointed as the Towns Solicitor for the 2026 year.
CARRIED.
- 26.01.09 AUDITOR**
Petrichuk-Michayluk: That in accordance with Section 188 of *The Municipalities Act* the firm of Prairie Strong Chartered Professional Accountants be engaged as the Auditors for the Town of Balcarres for the year 2026.
CARRIED.
- 26.01.10 BONDS & INSURANCE**
Michayluk-Lye: THAT Council acknowledge the Fidelity Bond coverage under Policy No. Z 85001746-6 with Balcarres Agencies Ltd in the amount of \$25,000, in compliance with Section 113(3) of *The Municipalities Act*.
CARRIED.
- 26.01.11 COUNCIL MEETINGS**
Lye-Dixon: That Council meetings are held every 3rd Tuesday of the month at 5:00 p.m.
CARRIED.
- 26.01.12 BYLAW OFFICER & LICENSE INSPECTOR**
Korchinski-Geisler: That Gail E. Sloan be engaged as Bylaw Officer and License Inspector for the Town of Balcarres for the year 2026.
CARRIED.
- 26.01.13 DEVELOPMENT OFFICER**
Geisler-Petrichuk: That Gail E. Sloan be engaged as the Development Officer for the Town of Balcarres for the year 2026.
CARRIED.
- 26.01.14 EMO COORDINATOR**
Petrichuk-Michayluk: That the office staff be engaged as the EMO Coordinators for the Town of Balcarres for the year 2026.
CARRIED.
- 26.01.15 RINK BOARD MEMBERS**
The appointments to the Rink Board will be brought back to the February meeting in order to find out who the Dance representative will be for 2026
- 26.01.16 COUNCIL COMMITTEES**
Michayluk-Lye: That the committees for 2026 be set up and form part of these minutes.
CARRIED.

26.01.17 BUS RATES

Lye-Dixon: That 0.55 ¢/km. be charged for trips Out-of-Town for the Transit for the Disabled and \$17.00 per hour for the driver and \$2.00 per trip for In-Town trips.

CARRIED.

26.01.18 HALL RENTAL RATES 2026

Dixon-Korchinski: That hall rentals be as follows:

Rent	\$700.00
Deposit	\$500.00
Meetings under 4 hours	\$450.00
Weekend Rate	\$950.00

AND that the Legion is exempt from paying these rates.

CARRIED.

26.01.19 COUNCIL REMUNERATION

Korchinski-Geilser: That the following rates remain the same for council Renumeration for 2026:

Mayor	\$3,750.00/year
Out of Town	\$90.00 for ½ day
	\$180.00/day
In Town Meetings	\$0.00/meeting
Councilor	\$2,600.00/year
Out of Town	\$75.00 for ½ day
	\$150.00/day
In Town Meetings	\$0.00/meeting

CARRIED.

26.01.20 MEALS & MILEAGE

Geisler-Petrichuk: That the following rates be accepted for meals and mileage for all Council and Employees for the year 2026:

Meals	Breakfast	\$16.00
	Lunch	\$23.00
	Dinner	\$31.00
	Maximum	\$70.00 per day
	Mileage	57.24 ¢/km

CARRIED.

26.01.21 FIRE WAGES

The setting of Fire Salaries will be tabled until after the Fire Committee meeting has been held. Reference Resolution No. 25.03.06.

CARRIED.

26.01.22 EQUIPMENT

Petrichuk-Michayluk: That the equipment rental rate for 2026 be set at \$200.00 per hour including operator.

CARRIED.

26.01.23 MEDICAL CLINIC RENTAL RATES 2026

Michayluk-Lye: That the Clinic rent for the following remains the same for the year 2026:

- Eye Doctor Office \$787.50/mo.
- Travis Keisig \$900.00/mo..
- Union Art Collective \$255.00/mo.
- Clear Check Occupational \$225.00/month
- Minimum Rent \$140.00 or \$1.10/sqft

CARRIED.

26.01.24 OFFICE RENT 2026

Michayluk-Lye: That the following monthly rental rates remain the same for the Town Office for the Year 2026:

- Prairie Strong Chartered Professional Accountants \$300.00/mo.
- Gettinger Law Office \$250.00/mo.

CARRIED.

26.01.25 SALARY SCHEDULE 2026

Lye-Dixon: That Council hereby adopts the 2026 Salary Schedule as presented to Council, attached to and forming part of these minutes.

CARRIED.

26.01.26 BOARD OF REVISIONS

Dixon-Korchinski: That pursuant to Subsection 220(1) of *The Municipalities Act*, the Town of Balcarres appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term January 1, 2026 through December 31, 2026, with remuneration as set out in Western Municipal Consulting Ltd.'s fee schedule.

That the following individuals be appointed to serve as Members of the Board of Revision:

Dave Gurnsey, ,Dave Thompson, Donna Rae Zadavorny, Gordon Parkinson, Jeff Hutton, Kelvin Klecker, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Frieson, Femi Ogunrinde, Fife Amin, Kimberley Speers, Nick Coroluick, Farrah Ovans, JayDee Maxier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Reagan Rayner, Rick Leigh

The Chair shall be responsible for naming no fewer than three (3) members to hear any matter. Where the Chair does not include themselves among the

appointees, the members appointed for a hearing shall determine the chair of that hearing from among the members.

CARRIED.

26.01.27 SECRETARY TO THE BOARD OF REVISION

Dixon-Korchinski: That pursuant to Subsection 221(1) of *The Municipalities Act*, the Town of Balcarres appoints Nicole Hoskins, with Western Municipal Consulting Ltd., as Secretary to the Board of Revision for the term January 1, 2026 through December 31, 2026, with remuneration as set out in Western Municipal Consulting Ltd.'s fee schedule.

If the Secretary is unable to perform secretarial functions due to reasons which may include scheduling difficulties, Western Municipal Consulting Ltd. may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.

CARRIED

26.01.28 DEVELOPMENT APPEALS BOARD

Dixon-Korchinski: That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the Town of Balcarres appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term January 1, 2026 through December 31, 2026, with remuneration as set out in Western Municipal Consulting Ltd.'s fee schedule.

That the following individuals be appointed to serve as Members of the Development Appeals Board:

- Dave Gurnsey, Dave Thompson, Donna Rae Zadavorny, Gordon Parkinson, Jeff Hutton, Kelvin Klecker, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Frieson, Femi Ogunrinde, Fife Amin, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Melaca, Hany Amin, Kimberley Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Reagan Rayner, Rick Leigh,

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

CARRIED.

26.01.29 SECRETARY TO THE DEVELOPMENT APPEALS BOARD

Dixon-Korchinski: That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the Town of Balcarres appoints Claudette McGuire, with Western Municipal Consulting Ltd., as Secretary to the Development

Appeals Board for the term January 1, 2026 through December 31, 2026, with remuneration as set out in Western Municipal Consulting Ltd.'s fee schedule. If the Secretary is unable to perform secretarial functions due to reasons which may include scheduling difficulties, Western Municipal Consulting Ltd. may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.

CARRIED.

26.01.30 BUILDING INSPECTORS APPOINTMENTS 2026

Korchinski-Geisler: That in accordance with subsections 16(2) and 16(3) of *The Construction Codes Act*, and the servicing agreement with **Professional Building Inspections, Inc.**, The Town of Balcarres hereby resolves to issue Certificates of appointment for the following Licensed Building Officials (LBOs), all residents of the Province of Saskatchewan: Virginia Shepley, Joshua Nitz, Cristin Korchinski, David Kindred, John Dulle, Charles Fiss, Chantel Terry, Nathan Bordner

CARRIED.

26.01.31 TAXERVICES AGREEMENT (3 YEAR CONTRACT)

Geisler-Petrichuk: WHEREAS *The Tax Enforcement Act* requires the municipality to conduct tax recovery proceedings every year;
AND WHEREAS council for the municipality deems it to be in the municipality's best interest to hire Taxservice Inc. to manage tax arrears recovery on its behalf;
NOW THEREFORE IT IS HEREBY RESOLVED that Town of Balcarres hire Taxservice Inc. to manage tax arrears recovery on the municipality's behalf for a term of 3 (three) years.
AND BE IT FURTHER RESOLVED that the administrator be and is hereby authorized to sign the Taxservice Inc. engagement letter on behalf of the municipality.

CARRIED.

26.01.32 REDCOAT WASTE AUTHORITY-ASSOCIATE MEMBER AGRMT

Petrichuk-Michayluk: THAT Council authorize the Mayor and Acting CAO to sign the agreement with Red Coat Waste Authority to become an associate member for administration of the SK Recycles Program.

CARRIED.

26.01.33 SK RECYCLES PROGRAM

Petrichuk-Michayluk: THAT Council direct that SK Recycles will not provide recycling services directly to the Town, and that the Town will not transition to the SK Recycles Curbside Collection Agreement, as services will be administered by Red Coat Waste Authority on the Town's behalf.

CARRIED.

26.01.34 WATER TREATMENT PLANT – DROP SOLUTIONS VFD QUOTE
Michayluk-Lye: That Council approve the purchase and installation of two Variable Frequency Drives, Line Reactors, and Load Filters as outlined in the report dated January 20, 2026, and as per Quote #1002185Q1 from Drop Solutions dated January 13, 2026, in the amount of \$31,867.29 plus applicable taxes.

CARRIED.

26.01.35 UPGRADE OF OFFICE COMPUTERS & RECEIPT PRINTER
Petrichuk-Michayluk: That Council approve the purchase of new computer equipment, including a front desk computer to serve as the office server, one receipt printer, and two webcams, at an estimated cost of \$5,209.00 plus applicable taxes, with installation and setup to be completed by Munisoft.

CARRIED.

26.01.36 PURCHASE OF MUNISOFT BUDGET EXTENSION
Lye-Geisler: That Council approve the purchase of the Munisoft Budget Extension Program from Munisoft at a cost of \$1,500, as presented.

CARRIED.

25.01.37 UTILITY ACCOUNT-WRITE OFF AS UNCOLLECTED
Petrichuk-Michayluk: That Council approve the write-off of utility arrears deemed uncollectable as follows:

Account #263 – 120 Elgin Street – \$7.15 (2023)

Account #366 – 206 McDonald Street – \$174.91 (2021)

Account #408 – 117 Charles Crescent – \$225.98 (2023)

Account #424 – 222 Lily Street – \$2,984.90 (2022)

Account #590 – 133 Dianne Street – \$1,279.71 (2022)

Total Write-Off Amount: \$4,672.65

And that Administration be authorized to make the necessary accounting entries to remove these balances from the Town's utility accounts receivable.

CARRIED.

26.01.38 OLD TOWN WELLS
Petrichuk-Korchinski: That Council direct Administration to permanently shut off the old Town well(s), and further that Administration be authorized to communicate this decision to John Bouzanne.

CARRIED.

26.01.39 CORRESPONDENCE
Petrichuk-Michayluk: That the following correspondence having been read be filed:

a) Hwy 10 Balcarres Culvert

b) Town of Balcarres December Community Policing Report

c) Town of Balcarres October – December Quarterly Stats

CARRIED.

Councillor Lye declared an interest and left Council chambers at 7:04 pm

26.01.40 IN CAMERA

Michayluk-Dixon: That Council moves this meeting in camera at 7:05 pm in accordance with s 23(1)(b) *The Local Authority Freedom of Information and Protection of Privacy Act*.

CARRIED.

26.01.41 OUT OF CAMERA

Michayluk- Petrichuck: THAT this meeting reconvene to Regular session at 7:26 pm.

CARRIED.

26.01.42 TEMPORARY ASSISTANT ADMINISTRATION POSITION

Dixon-Geisler: That Council authorize Administration to enter into a temporary employment contract with Alan Lye for the position of Assistant Administrator for a term of six (6) months, at a salary based on the UMAAS Salary Schedule in the amount of \$60,123, conditional upon his resignation from Council prior to appointment, and authorize Administration to finalize the contract terms in accordance with Council direction and *The Municipalities Act*.

CARRIED.

26.01.43 Michayluk-Dixon: That Councillor Geisler be appointed as Deputy Mayor for the remainder of the term.

CARRIED.

Next meeting to be held February 24, 2026 at 5:00 p.m.

26.01.44 ADJOURN

Michayluk: That the meeting be adjourned at 8:04pm.

CARRIED.

Mayor

Administrator