

**Minutes of the Regular Meeting of the Council  
of the Town of Imperial  
held Wednesday, December 14, 2022 at 7:30 p.m.  
in the Town Council Chambers, Imperial, Saskatchewan**

**Present:**

Mayor Edward Abrey, Councillors, Susan Parish, Debbie Van Damme, Randy Shaw, Leslie Sainsbury, Ryan Kelly and CAO Joslin Freeman.

**Absent:**

Councillor Patricia Joa.

**Call to Order:**

A quorum being present, Mayor Abrey called the meeting to order at 7:30 p.m.

**Agenda:**

**240/2022**            **Shaw:**        That the agenda be approved. **Carried**

**Minutes:**

**241/2022**            **Kelly:**        That the minutes of the regular meeting of council held November 9, 2022 be approved. **Carried**

**Old Business:**

**242/2022**            **Parish:**        That council gift the cable television system and all assets to Access Communications as of February 1, 2023. **Carried**

**Financial Reports:**

**243/2022**            **Parish:**        That the Statement of Financial Activities for November 2022, attached hereto and forms part of these minutes, be accepted. **Carried**

**244/2022**            **Shaw:**        That the Income Statement for November 2022, attached hereto and forms part of these minutes, be accepted. **Carried**

**245/2022**            **Parish:**        That the Town of Imperial's – General Account; Reserves and Community Housing Project bank reconciliations for November 2022, be accepted and filed. **Carried**

**Accounts:**

**246/2022**            **Kelly:**        That the Town of Imperial accounts paid to November 30, 2022 in the amount of \$35,602.45 as per the list, containing Town of Imperial Affinity Credit Union Computer cheque numbers 112 – 135 and online voucher numbers 2022-0062 – 2022-0068 name and amounts, attached hereto and forms part of these minutes be approved for payment. **Carried**

**247/2022**            **Van Damme:**        That the Town of Imperial accounts payable to December 14, 2022 in the amount of \$353,797.39 as per the list containing Town of Imperial cheque numbers 136 – 153, and online voucher numbers 2022-0069 - 2022-0073, name and amounts, attached hereto and forms part of these minutes be approved for payment. **Carried**

Initial

**Regular Meeting**  
**December 14, 2022**

**New Business:**

*Water Treatment Plant Report*

**248/2022 Kelly:** That the Town Foreman’s monthly water treatment plant report for November 2022, be accepted and filed.

**Carried**

*Municipal Revenue Sharing*

**249/2022 Parish:** That Council of the Town of Imperial confirms the municipality meets the requirements listed below to be eligible for the Municipal Revenue Sharing Grant.

1. Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations.
2. Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations.
3. Is in good standing with respect to the reporting and remittance of Education Property Tax.
4. An adoption of a Council Procedures Bylaw has been completed.
5. An adoption of an Employee Code of Conduct has been completed.
6. All members of council have filed and annually updated their Public Disclosure Statements.

That council authorize the CAO to sign the declaration of eligibility and submit it to the Ministry of Government Relations.

**Carried**

*Palliser Regional Library*

**250/2022 Van Damme:** That council will fund the additional hours for the Imperial Branch in the amount of \$6,376.75.

**Carried**

*Venture Sciences Group*

**251/2022 Sainsbury:** That council acknowledge and accept the lease termination for office space from Venture Sciences Rehabilitation Group.

**Carried**

*2022 Invoices*

**252/2022 Sainsbury:** That council approve the CAO to pay any invoices received from December 14, 2022 – December 30, 2022 at December month end.

**Carried**

*WTS Holiday Hours*

**253/2022 Shaw:** That the Waste Transfer Station be closed on December 24 and December 31, 2022 for Holiday Hours.

**Carried**

*WTS Hours*

**254/2022 Van Damme:** That effective January 1, 2023 the Waste Transfer Station will be open only on Saturdays from 10:00 a.m. – 4:00 p.m. for winter hours until April 1, 2023.

**Carried**

*Christmas Office Closure*

**255/2022 Shaw:** That the Town Office be closed on December 23, noon on December 30, 2022 and January 2, 2023

**Carried**

*Year End Office Closure*

**256/2022 Shaw:** That the Town Office be closed January 3 – 5, 2023 for 2022 Year End.

**Carried**

Initial

**Regular Meeting**  
**December 14, 2022**

*Board of Revision*

**257/2022**

**Kelly:**

That the Town of Imperial appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the 2023 year. Remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean and Stew Demmans.

The Chair shall be responsible for naming no fewer than three 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 that hearing from among their numbers.

**Carried**

*Access Communications Fibre Optics Plan*

**258/2022**

**Kelly:**

That council approve the underground route from Access Communications to bring Fibre Optic line into the town office.

**Carried**

*Tractor Tenders*

**259/2022**

**Kelly:**

That council approve David Hawkes, McLatchie Flats Farms as the successful bidder for the JD4020 tractor and snowblower in the amount of \$6,600.00.

**Carried**

*Christmas Newsletter*

**260/2022**

**Shaw:**

That council approve the administrator to send out the Christmas Newsletter.

**Carried**

*Liquor Permit*

**261/2022**

**Kelly:**

That council give municipal approval to apply for a liquor permit at Imperial community rink for the following events;

- Imperial Rec Tourney January 13 and 14, 2023
- Imperial Bluespiel
- Imperial Ladies Bonspiel

**Carried**

**Announcements:**

*January Regular Meeting*

**262/2022**

**Kelly:**

That the next regular meeting of council be held Wednesday, January 11, 2023.

**Carried**

**Adjournment:**

**263/2022**

**Shaw:**

That the meeting be adjourned at 8:33 p.m.

**Carried**

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Mayor

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Administrator

Initial