

**Minutes of the First Meeting of the Council  
of the Town of Imperial  
held Thursday, October 27, 2016 at 7:30 p.m.  
in the Town Council Chambers, Imperial, Saskatchewan**

**Present:**

Mayor Edward Abrey, Councillors Brent Ingram, Susan Parish, Patricia Joa, Randy Shaw, Ryan Kelly, Leslie Sainsbury and Administrator Sheila Newlove.

All members of council read the prescribed sample Code of Ethics Bylaw and took the Oath or Affirmation in the prescribed form as required by Section 94 of *The Municipalities Act*.

**Call to Order:**

A quorum being present, Mayor Abrey called the meeting to order at 8:45 p.m.

**Agenda:**

**241/2016**      **Kelly:**              That the agenda be accepted.

**Carried**

**Mayor's Remarks:**

Mayor Abrey welcomed everyone to the next four years of working together for the betterment of the Town. He touched on the fact that Imperial is a progressive community with many amenities to offer. He reminded everyone of the money which has been left to the Town and that as a council they are responsible to spend the finances wisely.

He reminded everyone that each of them has a right to be heard at a meeting and asked them to listen to what others have to say without interruption. Mayor Abrey pointed out a few ethical points: discussion in council should stay in council; each councilor has only one vote; and as leaders of the community they should set an example.

**Orientations:**

The Administrator provided each council member with the following material:

- Public Disclosure Statement-Form 1- this form must be filled in and returned to the Administrator within 30 days.
- Public Disclosure Annual Declaration-Form 2 & Public Disclosure Statement Amendment-Form 3 – one of these two forms must be filled out annually and returned to the Administrator by November 1.
- Request for Method of Providing Notice
- Information re:
  - Council Responsibilities
  - Conflict of Interest
  - General Duties of Councillors
  - General Duties of the Mayor
  - Role & Responsibilities of the Administrator
  - Rights of the General Public
- Bylaw #9-2016 – Proceeding of Municipal Council & Council's Committees
- Policy Manual Index
- Town Foreman's Job Description
- Council Remuneration/Special Meetings/Mileage

**New Business:**

*Election Results*

Council was provided with a copy of the declaration of results with respect the election as required by section 5.2(a) of Bylaw No. 9-2016.

*Committees/Advisory Committees of the Town Appointments*

**242/2016**      **Joa:**              That the following persons be appointed to the respective Committees/Advisory Committees for November and December, 2016:

Deputy Mayor

Susan Parish

**Council Committees:**

Finance

Brent Ingram & Susan Parish

Protective Services

Brent Ingram & Patricia Joa

Streets & Sidewalks

Randy Shaw & Patricia Joa

Employees & Equipment

Ryan Kelly & Susan Parish

Utilities

Leslie Sainsbury & Randy Shaw

Planning & Development

Ryan Kelly & Randy Shaw

Long Lake Valley Court

Susan Parish

Beautification/Parks

Susan Parish

Website

Patricia Joa

Emergency Measures Organization

Leslie Sainsbury

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**Advisory Committees:**

Imperial Community Rink  
Imperial Community Centre  
Imperial Cable System  
Imperial Palliser Library  
Long Lake Valley Health Foundation

Ryan Kelly  
Leslie Sainsbury  
Leslie Sainsbury & Brent Ingram  
Patricia Joa  
Edward Abrey

**Carried**

**Announcements:**

*November Regular Meeting*

**243/2016**      **Parish:**      That the next regular meeting of council be held on Tuesday, November 15, 2016.

**Carried**

**Adjournment:**

**244/2016**      **Joa:**      That this meeting be adjourned at 7:50 p.m.

**Carried**

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**Mayor**

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**Administrator**

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