

**Minutes of the Regular Meeting of the Council
of the Town of Imperial held
Wednesday, March 14, 2018, at 7:30 p.m.
in the Town Council Chambers, Imperial, Saskatchewan**

Present:

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

Call to Order:

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

Agenda:

44/2018 **Shaw:** That the following item be added to the agenda:
Correspondence:
 ▪ Imperial Seniors Club re: Community Centre maintenance
Carried

45/2018 **Shaw:** That the revised agenda be approved
Carried

Minutes:

46/2018 **Kelly:** That the minutes of the regular meeting of council held February 14, 2018 be approved.
Carried

Correspondence:

47/2018 **Sainsbury:** That the following correspondence, having been read, be filed:
 ▪ Municode:
 ➤ Changes to Pile & Grade Beam Foundations
 ➤ Building & Fire Code Engineering
 ▪ Royal Canadian Legion Saskatchewan Command "Military Service Recognition Book" sponsorship request
 ▪ Darlene Roney re: Community Centre doors
 ▪ E-Mailed
 ➤ SUMA:
 ◆ "Urban Update"- February 26 & March 12, 2018
 ➤ Palliser Regional Library:
 ◆ Notice of meeting
 ◆ Agenda
 ◆ Fall minutes
 ◆ Palliser annual report
 ◆ About Palliser 2017
 ▪ Imperial Seniors Club re: Community Centre maintenance
Carried

48/2018 **Shaw:** That the town purchase a ¼ page ad in the "Military Recognition Book" for \$310 tax included.
Carried

Financial Reports:

49/2018 **Sainsbury:** That the Statement of Financial Activities for February, 2018, attached hereto and forms part of these minutes, be accepted.
Carried

50/2018 **Kelly:** That the Income Statement for February, 2018, attached hereto and forms part of these minutes, be accepted.
Carried

51/2018 **Shaw:** That the Town of Imperial's – General Account; Long Lake Valley Court; Community Housing Project and the Imperial Cable System bank reconciliations for February, 2018, be accepted and filed.
Carried

52/2018 **Parish:** That the draft 2017 Audited Financial Statements as presented by the Auditor be approved and signed.
Carried

53/2018 **Parish:** That there has been no subsequent events that have occurred since January 1, 2018 that could have a significant impact on the municipality's operation going forward and that no events have occurred since January 1, 2018 that could have a significant effect on the Audited Financial Statements as approved.
Carried

Initial

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Accounts:

54/2018 Sainsbury: That the Town of Imperial accounts paid to March 14, 2018 in the amount of \$17,170.35 as per the list, containing Town of Imperial cheque numbers 13124 –13134 and online payment numbers 63 - 64, vendor names and amounts, attached hereto and forms part of these minutes be approved for payment.

Carried

55/2018 Parish: That the Town of Imperial and the Imperial Cable System accounts payable to March 14, 2018 in the amount of \$21,011.59 as per the list containing Town of Imperial cheque numbers 13135 - 13155 and online payment number 65 - 70, and the Imperial Cable System online payment number 11, name and amounts, attached hereto and forms part of these minutes be approved for payment.

Carried

New Business:

Water Treatment Plant Report

56/2018 Shaw: That the Town Foreman’s monthly water treatment plant report for February, 2018, be accepted and filed.

Carried

CAO Resignation

57/2018 Sainsbury: That council accepts the resignation of the Chief Administrative Officer, Sheila Newlove, with May 31, 2018 being her last day of work.

Carried

Auger Hydraulic Kit

58/2018 Kelly: That the Town Foreman purchase an auger hydraulic kit from Brandt Tractor Ltd. for \$400 plus taxes as per their quote dated March 9, 2018.

Carried

Pulse Jet De-Icer

59/2018 Joa: That the Town Foreman purchase a Magikist-Pulse Jet Pulse De-Icer with 100’ of hose and reel from Clarks Supply and Service Ltd. for \$3,330 plus taxes as per their quote dated March 12, 2018.

Carried

Tree Branches & Grass Clippings Policy

60/2018 Ingram: That policy #07-91, being a Tree Branches and Grass Clippings policy, be approved.

Carried

Asset Management Workshop

61/2018 Shaw: That the CAO be approved to attend the “Keeping Pace with Changing Asset Management Requirements” workshop being held April 12, 2018 in Moose Jaw.

Carried

Membrane On-Site Cleaning

62/2018 Shaw: That the Town Foreman hire Sapphire Water to do an on-site cleaning of the membranes in the reverse osmosis system at the water treatment plant for \$1,268.60 plus GST as per their quote #002607-0.

Carried

Transfer Unpaid Cable to Tax Roll

63/2018 Ingram: That the CAO add the unpaid cable amounts to the tax roll for the following parcels of land as authorized under section 369 of *The Municipalities Act*:

<u>Roll #</u>	<u>Land Description</u>	<u>Amount</u>
162	Lot 14/Block 15/Plan G435	\$78.66
196	Lot 14/Block 18/Plan G655	\$61.05

Carried

WTS Operation Plan

64/2018 Joa: That the Town of Imperial’s Waste Transfer Station Operations Plan be approved.

Carried

WTS Emergency Response Plan

65/2018 Sainsbury: That the Town of Imperial’s Waste Transfer Station Emergency Response Plan be approved.

Carried

Bylaws:

Collection & Disposal of Waste

66/2018 Kelly: That bylaw #1-2018, being a Bylaw to Provide for the Collection & Disposal of Domestic Waste and Other Refuse, be introduced and read a first time.

Carried

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67/2018 Shaw: That bylaw #1-2018 be read a second time. **Carried**

68/2018 Parish: That bylaw #1-2018 be given three readings at this meeting. **Carried Unanimously**

69/2018 Sainsbury: That bylaw #1-2018 be read a third time and passed. **Carried**

Agreement with R.M. of Big Arm

70/2018 Kelly: That bylaw #2-2018, being a Bylaw to Provide for Entering into an Agreement Respecting the Joint Control, Regulation and Sharing of Operation Costs Related to the Waste Transfer Station, be introduced and read a first time. **Carried**

71/2018 Joa: That bylaw #2-2018 be read a second time. **Carried**

72/2018 Parish: That bylaw #2-2018 be given three readings at this meeting. **Carried Unanimously**

73/2018 Shaw: That bylaw #2-2018 be read a third time and passed. **Carried**

Announcements:

April Meeting

74/2018 Ingram: That the next regular meeting of council be held, Wednesday April 11, 2018 **Carried**

Adjournment:

75/2018 Joa: That this meeting be adjourned at 8:32 p.m. **Carried**

Edward Abrey, Mayor

Sheila Newlove, Chief Administrative Officer

Initial