

**Minutes of the Regular Meeting of the Council  
of the Town of Imperial held  
Wednesday, April 11, 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, CAO Sheila Newlove and Assistant Administrator Joslin Freeman.

**Call to Order:**

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

**Agenda:**

**78/2018**

**Parish:**

That the following item be added to the agenda:

New Business:

- Library report
- Bulletin board
- Prince street pavement
- Cooler at Community Centre

Bylaws:

- #05-2018 A Bylaw to Authorize Certain Expenditures

**Carried**

**79/2018**

**Parish:**

That the revised agenda be approved

**Carried**

**Minutes:**

**80/2018**

**Joa:**

That the minutes of the regular meeting of council held March 14, 2018 be approved.

**Carried**

**81/2018**

**Joa:**

That the minutes of the special meeting of council held March 27, 2018 be approved.

**Carried**

**Correspondence:**

**82/2018**

**Sainsbury:**

That the following correspondence, having been read, be filed:

- Midwest Surveys Inc. re: Surface consolidation
- District 15 ADD Board re: 2017 reports
- E-mailed:
  - SUMA
    - ◆ "Urban Update"- March 26, 2018
    - ◆ Presidents Update – March 2018
    - ◆ 2018 Town, Village & Northern Sector Meeting
  - Government of Saskatchewan
    - ◆ "Municipalities Today" – March, 2018
    - ◆ "Municipalities Today" – 2018-19 Provincial Budget
  - Watrous RCMP re: 4<sup>th</sup> Quarter and Year End Reports
  - WUQWATR re: General Managers Report and Strategic Plan

**Carried**

**83/2018**

**Kelly:**

That the CAO write Midwest Surveys Inc., granting them approval to consolidate Lots 1 & 2, Block 20, Plan G655.

**Carried**

**Financial Reports:**

**84/2018**

**Kelly:**

That the Statement of Financial Activities for March, 2018, attached hereto and forms part of these minutes, be accepted.

**Carried**

**85/2018**

**Ingram:**

That the Income Statement for March, 2018, attached hereto and forms part of these minutes, be accepted.

**Carried**

**86/2018**

**Shaw:**

That the Town of Imperial's – General Account; Long Lake Valley Court; Community Housing Project and the Imperial Cable System bank reconciliations for March, 2018, be accepted and filed.

**Carried**

**87/2018**

**Parish:**

That the 2017 Audited Consolidated Financial Statements, attached hereto and forms part of these minutes, be approved.

**Carried**

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**Accounts:**

**88/2018**      **Ingram:**      That the Town of Imperial accounts paid to April 11, 2018 in the amount of \$21,026.25 as per the list, containing Town of Imperial cheque numbers 13156 –13165 and online payment numbers 71 - 73, vendor names and amounts, attached hereto and forms part of these minutes be approved for payment.

**Carried**

**89/2018**      **Parish:**      That the Town of Imperial and the Imperial Cable System accounts payable to April 11, 2018 in the amount of \$11,459.89 as per the list containing Town of Imperial cheque numbers 13166 - 13184 and online payment number 74 - 77, and the Imperial Cable System online payment number 12, name and amounts, attached hereto and forms part of these minutes be approved for payment.

**Carried**

**New Business:**

*Water Treatment Plant Report*

**90/2018**      **Ingram:**      That the Town Foreman’s monthly water treatment plant report for March, 2018, be accepted and filed.

**Carried**

*Accrual Budget*

**91/2018**      **Joa:**      That the 2018 accrual budget, attached hereto and forming part of these minutes, with total revenues of \$953,193; total expenditures of \$759,183; a mill rate of 1 and the base tax as outlined in bylaw #3-2018 which produces a tax levy of \$263,728 and a surplus of \$199,010 be adopted.

**Carried**

*Cash Budget*

**92/2018**      **Parish:**      That the 2018 cash budget, attached hereto and forming part of these minutes, with total revenues of \$800,193; total expenditures of \$669,635; transfer to reserves of \$30,695(includes \$10,000 to the Utility Reserve Fund and \$10,000 to the Equipment Reserve Fund); debt repayment of \$17,897; capital expenditures of \$26,500 for streets, \$9,158 for sidewalks, \$5,618 for photocopier and \$14,700 for lawn mower; a mill rate of 1 and the base tax as outlined in bylaw #2-2018 which produces a levy of \$263,728 and a surplus of \$25,990 be adopted.

**Carried**

*2017 Mill Rate & Mill Rate Factor*

**93/2018**      **Parish:**      That the 2018 municipal mill rate be set at 1.00 and the mill rate factor at 1.

**Carried**

*Base Tax Bylaw*

**94/2018**      **Ingram:**      That the Administrator introduce at this meeting a bylaw to provide for a base tax to be applied to the types and classifications of property included in the table below:

Property Class	Land	Type of Property Improvements	Land & Improvements
Agriculture	\$400.00	\$225.00	\$625.00
Residential	\$630.00	\$520.00	\$1150.00
Commercial/Industrial	\$525.00	\$860.00	\$1385.00

**Carried**

*5 Year Capital Works*

**95/2018**      **Shaw:**      That the 5 year capital works plan be accepted as presented.

**Carried**

*Photocopier*

**96/2018**      **Sainsbury:**      That the CAO order from Success Office Systems a Canon IR Advance C3525i for \$5,545.00 plus taxes as per their quote dated February 21, 2018.

**Carried**

*Lawnmower*

**97/2018**      **Joa:**      That the Town Foreman order from Clark’s Supply and Service Ltd a model 721D Grasshopper lawn mower for \$20,907 plus taxes less \$6,250.00 trade in of the 2008 721D Grasshopper as per their quote.

**Carried**

*Office Renovations*

**98/2018**      **Kelly:**      That the CAO contract Boehr Construction to renovate the town office as per his estimate of \$20,000 - \$25,000 dated October 5, 2017 plus the cost of carpet and installation in the council chambers.

**Carried**

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*Calcium Chloride*

**99/2018 Parish:** That the CAO hire McGill's Industrial Services to apply calcium chloride to Duke Street from Virginia Avenue to Saskatchewan Avenue and Prince Street from Virginia Avenue to the R.M. grid for \$3,309.43 plus taxes as per their quote dated April 4, 2018.

**Carried**

*Sidewalk Repairs*

**100/2018 Joa:** That the CAO hire Sierra Stone to repair 17 or more raised areas of sidewalk for approximately \$1,200.00.

**Carried**

*Trees*

**101/2018 Kelly:** That the CAO order 26 trees from Dutch Growers for \$70.00 each.

**Carried**

*Meter Head*

**102/2018 Sainsbury:** That the Town Foreman order 10 meter heads.

**Carried**

*Ambulance Donation*

**103/2018 Sainsbury:** That the Town of Imperial donate \$10,000 to the Imperial and District Ambulance.

**Carried**

*Sewer Line*

**104/2018 Ingram:** That the CAO hire Richardson Services to clean 4,229 feet of sewer line for \$2,537.40 plus taxes as per quote dated April 19, 2018.

**Carried**

*WTS*

**105/2018 Shaw:** That Saturday June 2, 2018 be a free day at the Waste Transfer Station.

**Carried**

*UMAAS Convention*

**106/2018 Parish:** That the Assistant Administrator, Joslin Freeman, be given permission to attend the UMAAS convention to be held in Saskatoon June 5-8, 2018.

**Carried**

*STARS Donation*

**107/2018 Shaw:** That the Town of Imperial donate \$1,000.00 to the STARS Foundation.

**Carried**

**Bylaws:**

*Base Tax*

**108/2018 Kelly:** That bylaw #3-2018, being a Bylaw to Provide for the Base Tax, be introduced and read a first time.

**Carried**

**109/2018 Shaw:** That Bylaw #3-2018 be read a second time.

**Carried**

**110/2018 Sainsbury:** That bylaw #3-2018 be given three readings at this meeting.

**Carried Unanimously**

**111/2018 Ingram:** That Bylaw #3-2018 be read a third time and passed.

**Carried**

*Repeal Bylaws*

**112/2018 Parish:** That Bylaw #4-2018, being a Bylaw to Repeal Previous Bylaws, be introduced and read a first time.

**Carried**

**113/2018 Joa:** That Bylaw #4-2018 be read a second time.

**Carried**

**114/2018 Shaw:** That Bylaw #4-2018 be given three readings at this meeting.

**Carried Unanimously**

**115/2018 Kelly:** That Bylaw #4-2018 be read a third time and passed.

**Carried**

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*Authorize Certain Expenditures*

**116/2018 Sainsbury:** That Bylaw #5-2018, being a Bylaw to Authorize Certain Expenditures, be introduced and read a first time.

**Carried**

**117/2018 Kelly:** That Bylaw #5-2018 be read a second time.

**Carried**

**118/2018 Joa:** That Bylaw #5-2018 be given three readings at this meeting.

**Carried Unanimously**

**119/2018 Parish:** That Bylaw #5-2018 be read a third time and passed.

**Carried**

**Announcements:**

*May Meeting*

**120/2018 Ingram:** That the next regular meeting of council be held, Wednesday, May 9, 2018.

**Carried**

**Adjournment:**

**121/2018 Sainsbury:** That this meeting be adjourned at 9:10 p.m.

**Carried**

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Edward Abrey, Mayor

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Sheila Newlove, Chief Administrative Officer

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