

**Minutes of the Regular Meeting of the Council
of the Town of Imperial held
Wednesday, May 9, 2018, at 7:30 p.m.
in the Town Council Chambers, Imperial, Saskatchewan**

Present:

Mayor Edward Abrey and Councillors Brent Ingram, Susan Parish, Randy Shaw, Leslie Sainsbury, CAO Sheila Newlove and Assistant Administrator Joslin Freeman.

Absent:

Councillors Patricia Joa and Ryan Kelly

Call to Order:

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

Agenda:

122/2018 **Parish:** That the following item be added to the agenda:
New Business:
 ▪ Cleaning at the hall
Carried

123/2018 **Parish:** That the revised agenda be approved
Carried

Minutes:

124/2018 **Sainsbury:** That the minutes of the regular meeting of council held April 11, 2018 be approved.
Carried

Correspondence:

125/2018 **Ingram:** That the following correspondence, having been read, be filed:
 ▪ Urban Voice – Spring 2018
 ▪ Minister of Government Relations re: 2018 potential education mill rates
 ▪ E-mailed:
 ➤ SUMA
 ◆ “Urban Update”- April 9 & 23,2018
 ◆ “General Member Communication” – April 16 & 26,2018
 ◆ 2018 Sector Meeting & Workshop
 ➤ Government of Saskatchewan re: “Municipalities Today” – April, 2018
 ➤ Palliser Regional Library re: 2018 budget
 ➤ SUMAssure re:
 ◆ Enviromental liabilities facing the public sector
 ◆ Cyber insurance quote
 ➤ Government of SK re: Municipal surcharge on SK energy bills
Carried

126/2018 **Ingram:** That council acknowledges receipt of the 2018 Education property tax mill rate as established by the Government of Saskatchewan.
Carried

127/2018 **Ingram:** That the Town of Imperial receive the Saskenergy municipal surcharge revenue.
Carried

Financial Reports:

128/2018 **Ingram:** That the Statement of Financial Activities for April, 2018, attached hereto and forms part of these minutes, be accepted.
Carried

129/2018 **Parish:** That the Income Statement for April, 2018, attached hereto and forms part of these minutes, be accepted.
Carried

130/2018 **Sainsbury:** That the Town of Imperial’s – General Account; Long Lake Valley Court; Community Housing Project and the Imperial Cable System bank reconciliations for April, 2018, be accepted and filed.
Carried

Accounts:

131/2018 **Shaw:** That the Town of Imperial accounts paid to May 9, 2018 in the amount of \$41,135.35 as per the list, containing Town of Imperial cheque numbers 13185 –13195 and online payment numbers 78 - 82, vendor names and amounts, attached hereto and forms part of these minutes be approved for payment.
Carried

Initial

Regular Meeting
May 9, 2018

132/2018 Parish: That the Town of Imperial and the Community Housing Project accounts payable to May 9, 2018 in the amount of \$53,970.80 as per the list containing Town of Imperial cheque numbers 13196 - 13221 and online payment number 83 - 85, and the Community Housing Project manual payment number 78, name and amounts, attached hereto and forms part of these minutes be approved for payment.

Carried

New Business:

Water Treatment Plant Report

133/2018 Ingram: That the Town Foreman's monthly water treatment plant report for April, 2018, be accepted and filed.

Carried

Tax Enforcement

134/2018 Parish: That the Town of Imperial proceed with title acquisition of:

<u>Roll #</u>	<u>Lot</u>	<u>Block</u>	<u>Plan</u>	<u>Title #</u>
161	13	15	G435	145821887
162	14	15	G435	12846238.

Carried

Appointment of Administrator

135/2018 Sainsbury: That the Town of Imperial appoint Joslin Freeman as Administrator effective June 1, 2018.

Carried

Appointment of Mentor

136/2018 Parish: That the Town of Imperial appoint Sheila Newlove as a mentor at \$60.00/hour plus UMAAS membership effective June 1, 2018.

Carried

Signing Authority

137/2018 Sainsbury: That the Town of Imperial authorize signing authority for Joslin Freeman and Edward Abrey and/or Patricia Joa at the Royal Bank effective June 1, 2018.

Carried

Office Hours

138/2018 Shaw: That effective June 1, 2018 the town office hours will be 8:30 am to 12:30 pm and 1:00 pm to 4:00 pm.

Carried

Wastewater Compliance Inspection

139/2018 Sainsbury: That the Wastewater Works Compliance Inspection report be accepted and filed.

Carried

Waterworks Compliance Inspection

140/2018 Sainsbury: That the Waterworks Compliance Inspection – Human Consumptive Use report be accepted and filed.

Carried

Town Office Janitorial Policy

141/2018 Shaw: That the revised policy number 03-300 being the Town Office Janitorial Duties be approved.

Carried

Asset Management

142/2018 Parish: That policy number 07-101 being the Asset Management policy be approved.

Carried

Waste Transfer Station Attendant Duties

143/2018 Shaw: That policy number 03-400 being the Waste Transfer Station Attendant Duties be approved.

Carried

Boehr Construction- Countertop

144/2018 Ingram: That the CAO contract Boehr construction to replace the counter top in the town office as per his estimate dated May 1, 2018.

Carried

Announcements:

June Meeting

145/2018 Parish: That the next regular meeting of council be held, Wednesday, June 13, 2018.

Carried

Adjournment:
146/2018

Parish: That this meeting be adjourned at 9:00 p.m.

Carried

Edward Abrey, Mayor

Joslin Freeman, Chief Administrative Officer

Initial