

**Minutes of the Regular Meeting of the Council  
Of the Town of Imperial held  
Wednesday, December 11, 2019, at 7:30 p.m.  
In the Town Council Chambers, Imperial, Saskatchewan**

**Present:**

Mayor Ted Mayor and Councilors Randy Shaw, Ryan Kelly, Susan Parish, Patricia Joa, Brent Ingram, Leslie Sainsbury, and CAO Joslin Freeman.

**Call to Order:**

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

**Agenda:**

**236/2019**      **Joa:**                      That the agenda be approved. **Carried**

**Minutes:**

**237/2019**      **Sainsbury:**                      That the minutes of the regular meeting of council held November 13, 2019 be approved. **Carried**

**Old Business:**

*SUMA Convention*

**238/2019**      **Sainsbury:**                      That the CAO register Mayor Edward Abrey and the CAO Joslin Freeman for the SUMA Convention on February 2 – 5, 2020. **Carried**

**Financial Reports:**

**239/2019**      **Ingram:**                              That the Statement of Financial Activities for November, 2019, attached hereto and forms part of these minutes, be accepted. **Carried**

**240/2019**      **Shaw:**                                That the Income Statement for November, 2019, attached hereto and forms part of these minutes, be accepted. **Carried**

**241/2019**      **Joa:**                                      That the Town of Imperial's – General Account; Reserves; Long Lake Valley Court; Community Housing Project and the Imperial Cable System bank reconciliations for November, 2019, be accepted and filed. **Carried**

**Accounts:**

**242/2019**      **Parish:**                                That the Town of Imperial, Imperial Cable System, and Community Housing Project accounts paid to November 30, 2019 in the amount of \$15,657.48 as per the list, containing Town of Imperial cheque numbers 13730 – 13738 and online cheque numbers 266 - 267, Imperial Cable System online cheque number 31, and Community Housing Project online cheque number 11, name and amounts, attached hereto and forms part of these minutes be approved for payment. **Carried**

**243/2019**      **Parish:**                                That the Town of Imperial, and Long Lake Valley Court accounts payable to December 11, 2019 in the amount of \$44,836.02 as per the list containing Town of Imperial cheque numbers 13739 - 13772 and online cheque numbers 268 – 274, and Long Lake Valley Court online cheque numbers 22 name and amounts, attached hereto and forms part of these minutes be approved for payment. **Carried**

**New Business:**

*Water Treatment Plant Report*

**244/2019**      **Sainsbury:**                              That the Town Foreman's monthly water treatment report for November, 2019, be accepted and filed. **Carried**

*Municipal Revenue Sharing Declaration*

**245/2019**      **Kelly:**                                      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 2018 Audited Financial Statement to the Ministry of Government Relations.
2. Submission of the 2018 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**

**Regular Meeting**  
**December 11, 2019**

*Foreman Wages contract*

**246/2019**      **Joa:**                      That council approve a three year wage contract for the Town Foreman Kelvin Klenk starting January 1, 2020 with a 5% wage increase to \$62,590.40, January 1, 2021 a 3% wage increase to \$64,468.11 and January 1, 2022 a 2% wage increase to \$65,757.47, along with a \$40.00 per month phone allowance as of January 1, 2020.

**Carried**

*Foreman Holidays*

**247/2019**      **Sainsbury:**                      That council approve the town foreman to take holidays from December 23 – 29, 2019.

**Carried**

*Bourassa & Associates Lease Agreement*

**248/2019**      **Sainsbury:**                      That council increase the office rent for Bourassa & Associates Rehabilitation Centre to \$575.00 per month.

**Carried**

*Town Office Closure*

**249/2019**      **Joa:**                                      That Council approves the Christmas town office closure from December 24 – 29, 2019 and December 31, 2019 at 2:00 p.m.

**Carried**

*Town Office Closure*

**250/2019**      **Shaw:**                                      That council approve the town office closure on January 2 and 3, 2020 for yearend processing.

**Carried**

*Yearend Invoice*

**251/2019**      **Kelly:**                                      That council approve any invoices due by December 31, 2019 be paid on December 31, 2019.

**Carried**

*Library Carpet*

**252/2019**      **Parish:**                                      That council rescind resolution # 202/2019 for the original carpet cost at Imperial library.

**Carried**

*Library Carpet*

**253/2019**      **Parish:**                                      That council approve the CAO to pay for half the cost of the library carpet and installation in the amount of \$4,276.50.

**Carried**

*Bar at Community Rink*

**254/2019**      **Ingram:**                                      That council give municipal approval to hold a bar at Imperial Community Rink on January 17 & 18, 2020.

**Carried**

*SUMA Membership*

**255/2019**      **Sainsbury:**                                      That council approve the SUMA membership for 2020 in the amount of \$809.53.

**Carried**

*FCM Membership*

**256/2019**      **Parish:**                                      That council approve the FCM membership for 2020 in the amount of \$208.51.

**Carried**

*Christmas Letter*

**257/2019**      **Shaw:**                                      That council approve the mail out of the town Christmas letter.

**Carried**

*Sewage Works Permit*

**258/2019**      **Kelly:**                                      That council approve the renewal of the sewage works permit for 2020.

**Carried**

**Announcements:**

*January Meeting*

**259/2019**      **Parish:**                                      That the next regular meeting of council be held, Wednesday January 8, 2020.

**Carried**

Initial
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Adjournment:

260/2019

Kelly:

That this meeting be adjourned at 9:11 p.m.

Carried

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Edward Abrey, Mayor

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Joslin Freeman, Chief Administrative Officer

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