

**Minutes of the First Meeting of the Council
of the Town of Imperial
held Thursday, November 19, 2020 at 7:30 p.m.
in the Imperial Community Centre, Imperial, Saskatchewan**

Present:

Mayor Edward Abrey, Councillors Jonathan King, Susan Parish, Patricia Joa, Randy Shaw, Ryan Kelly, Leslie Sainsbury and CAO Joslin Freeman.

All members of council read the prescribed sample Code of Ethics Bylaw and took the Oath of 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 7:30 p.m.

Agenda:

243/2020 **Parish:** 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 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.

Minutes:

244/2020 **Shaw:** That the minutes of the regular meeting of council held October 14, 2020 be approved.

Carried

Financial Reports:

245/2020 **Sainsbury:** That the Statement of Financial Activities for October, 2020, attached hereto and forms part of these minutes, be accepted.

Carried

246/2020 **Shaw:** That the Income Statement for October, 2020, attached hereto and forms part of these minutes, be accepted.

Carried

247/2020 **Parish:** That the Town of Imperial's – General Account; Reserves; Long Lake Valley Court; Community Housing Project and the Imperial Cable System bank reconciliations for October, 2020, be accepted and filed.

Carried

Accounts:

248/2020 **Joa:** That the Town of Imperial and Imperial Cable System accounts paid to October 31, 2020 in the amount of \$21,221.69 as per the list, containing Town of Imperial cheque numbers 14012 – 14025 and online cheque numbers 384 – 388 and Imperial Cable System cheque number 1705, name and amounts, attached hereto and forms part of these minutes be approved for payment.

Carried

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249/2020 Kelly:

That the Town of Imperial, Imperial Cable System and Long Lake Valley Court accounts payable to November 19, 2020 in the amount of 35,047.67 as per the list containing Town of Imperial cheque numbers 14026 – 14043 and online cheque numbers 389 – 395, Imperial Cable System online cheque numbers 44 – 45 and Long Lake Valley Court cheque number 41 and online cheque numbers 44 – 45, name and amounts, attached hereto and forms part of these minutes be approved for payment.

Carried

Orientations:

The CAO provided each council member with the following material:

- Public Disclosure Annual Declaration-Form 2
- Request for Method of Providing Notice
- Council Member’s Handbook
- Elected Officials Handbook
- 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
- Town Foreman’s Job Description
- Council Remuneration/Special Meetings/Mileage

New Business:

Water Treatment Plant Report

250/2020 Kelly:

That the Town Foreman’s monthly water treatment report for October, 2020, be accepted and filed.

Carried

Committees/Advisory Committees of the Town Appointments

251/2020 Joa:

That the following persons be appointed to the respective Committees/Advisory Committees for November and December, 2020:

Deputy Mayor Susan Parish

Council Committees:

Finance	Jonathan King & Susan Parish
Protective Services	Susan Parish & Patricia Joa
Public Works	Ryan Kelly & Jonathan King
Employees	Ryan Kelly & Susan Parish
Public Utilities	Leslie Sainsbury & Jonathan King
Health & Sanitation	Pat Joa & Randy Shaw
Planning & Development	Pat Joa & Randy Shaw
Recreation	Pat Joa, Ryan Kelly & Les Sainsbury

Advisory Committees:

Imperial Community Rink	Ryan Kelly
Imperial Community Centre	Leslie Sainsbury
Imperial Cable System	Jonathan King
Imperial Palliser Library	Patricia Joa

Carried

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Election Results

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

T – Shirts
252/2020

Kelly: That council shall form a subcommittee to discuss and decide on a new t-shirt design. The subcommittee will be councilors Susan Parish, Patricia Joa and the CAO.
Carried

Community Rink
253/2020

Kelly: That council will hire Tim Baker to clean and disinfect the community rink. In his absence Vernon Nolting shall do the job at \$15.00 per hour. The community rink will be disinfected at 9a.m., 3p.m. and 6p.m.
Carried

Water Treatment Plant
254/2020

Parish: That the town foreman order the parts required to make a permanent drain to run the swab through as per quote from Wolesley of \$1,954.26.
Carried

Municipal Revenue Sharing Declaration

255/2020

Sainsbury: 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 2019 Audited Financial Statement to the Ministry of Government Relations.
2. Submission of the 2019 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

Masking
256/2020

King: That the CAO close the inside door of the office to give time to put on a mask before allowing in the general public.
Carried

Announcements:

December Regular Meeting

257/2020

Sainsbury: That the next regular meeting of council be held on Wednesday, December 9, 2020.
Carried

Adjournment:

258/2016

Joa: That the meeting be adjourned at 9:00 p.m.
Carried

Mayor

Administrator