**Minutes of the Regular Meeting of the Council for the Town of Cabri Held the 14th day of December, 2015**

**In the Town of Cabri Council Chambers**

**Present:** Mayor David Gossard, Councillors Kim Gehl, Chris Paquin, Wendy Johnson, Mark Bang, Norma Pederson, Kendall Wicks, and Chief Administrative Officer Janelle Anderson.

**Call to Order:**

A quorum being present, Mayor David Gossard called the meeting to order at 6:34 pm.

**Agenda**:

2015-222 Johnson/Gehl

THAT the agenda for the Council meeting of December 14, 2015 be approved as circulated.

CARRIED.

**Minutes:**

2015-223 Wicks/Pederson

THAT the minutes of the regular Council meeting held November 9, 2015 be approved as circulated.

CARRIED.

**Business Arising from the Minutes:**

*Water Plant – Systems Assessment 2015 and Upgrade*

Agreement signed and sent to KGS Group.

*Infrastructure Investment Plan – Gas Tax Funding*

New plan submitted and awaiting approval.

*Ever Green Early Learning Centre*

2015-224 Paquin/Bang

THAT the Town sign the new lease agreement with Ever Green Early Learning Centre.

CARRIED.

*Regional Long Term Care Funding*

Further discussion regarding funding for the Regional Long Term Care took place.

2015-225 Johnson/Wicks

THAT CAO write a letter to the Long Term Care Regional Partners advising them that due to the commitment of ratepayers to the new medical clinic built in 2013, the Town will be unable to make another monetary commitment of that sort at this time.

CARRIED.

*LMO Landscaping*

A letter was received from a law firm out of Yorkton on behalf of LMO Landscaping requesting the outstanding balance from June, 2015 for the landscaping work done at the Medical Clinic be paid within thirty (30) days of the letter or a Statement of Claim will be issued against the Town. As Anderson and Company is unable to offer guidance on this due to conflict of interest, information from Glenn Forrester of Forrester Heinrichs Law Firm in Swift Current as to the possible ways to proceed was reviewed and it was the general consensus of Council take no action at this time. Council is prepared to defend against a Statement of Claim if it proceeds as such.

**New Business:**

*Amendments to the Municipalities Act*

Information was circulated on the amendments made to the Municipalities Act.

*Public Disclosure Statements*

Council was informed of the requirement under the amended Municipalities Act to provide a Public Disclosure Statement. Public Notice will be given of the reports and these will be made available to the public in accordance with the Act.

*Employee Code of Conduct*

As per section 85.1 of the *Municipalities Act,* a draft employee code of conduct was circulated for review.

2015-226 Wicks/Bang

THAT the Town adopt the Employee Code of Conduct for all employees and that the Code comes into effect immediately.

CARRIED.

*Multi-Material Stewardship Western Agreement*

The new service agreement with MMSW for providing the Town with compensation for curbside recycling was reviewed.

2015-227 Bang/Paquin

THAT the Town sign the service agreement with Multi-Material Stewardship Western.

CARRIED.

*Triways Program Management Proposal*

A letter was received from Triways proposing to be the Town’s designate to submit reports and receive payments on behalf of the Town for the Multi-Material Stewardship Western Program at no cost, but ask that the Town extend their contract with Triways for an additional two years.

2015-228 Pederson/Wicks

THAT the Town agree to use Triways as a designate for the Multi-Material Stewardship Western Program and that the agreement between the Town and Triways be extended an additional two years.

CARRIED.

*Suma Group Benefit Rate Increase*

Council was informed of the rate increase for Suma Benefits for 2016 and reviewed their individual coverage to ensure it is current and up-to-date.

**Staff Report:**

The Town Foreman, Sid Sirota, entered Council Chambers at 7:19pm.

Discussion followed regarding the water plant, waterworks system assessment, and the lagoon line replacement which is slotted to begin in the spring of 2016. Graveling alleys is going well and should be complete by spring 2016. Discussed that the ambulance garage drains out to the alley into the Town’s water run and through a resident’s yard. A letter will need to be sent to the Prairie Health Care Centre letting them know of the issue and to make a recommendation on how to handle it. Also discussed tree trimming budget for 2016.

Town Foreman explained the Transfer Station Inspection Report and the non-compliance issue which has since been resolved. Further discussion also surrounded the standpipe. Town Foreman suggested changing the pipe. Reminded Town Foreman to keep streets clean this winter.

Town Foreman left council chambers at 7:40pm.

**New Business Con’t**

*Expired Tax Liens*

Discussion took place regarding the expiration of interest based tax liens added to properties with arrears in 2014. Council can either take the next steps to proceed for title as outlined in the Tax Enforcement Act or submit the properties to Western Municipal Tax Solutions as per bylaw No. 07-2014.

2015-229 Bang/Paquin

THAT the Town send the properties with outstanding arrears and tax liens to Western Municipal Tax Solutions for the collection of unpaid taxes.

CARRIED.

 *PM Signs/Digital Display Sign*

An email was received from PM Signs out of Saskatoon looking for more information on the digital display sign. Further information is needed before any decisions are made. Councillors Johnson and Pederson will gather this information and report back to Council.

*Quote for refrigerator for Town Office*

A quote from The Brick was reviewed for a small refrigerator for use at the Town Office.

2015-230 Johnson/Pederson

THAT CAO be authorized to purchase the Igloo Compact Refrigerator from The Brick for $169.97 plus applicable taxes.

CARRIED.

*Transfer Station Inspection Report*

Report from The Ministry of Environment for the transfer station was reviewed. It was noted that the only non-compliant mark received from the Town was due to the lack of a valid permit to operatelocated on site. Town Foreman has made the necessary arrangements to have this item rectified and CAO has written a letter to the Ministry stating this.

**Delegation:**

Sandra Wernicke was unable to attend.

Brad Leveroson and Liz Gossard from the Cabri Regional Park Board entered Council Chambers at 8:30pm.

Discussion followed regarding the 2015 season at the Park. Budget will be $196,000.00 for the 2016 season; came very close to budget this year. Rates will not increase for the 2016 season. Kevin and Ruth will be coming back for the 2016 season to manage the Park. Bathroom renovations were completed this year by a company out of Swift Current. Government Grant programs helped fund the washroom upgrades. New government regulations for sewage will need to be dealt with in the next few years. Park hauled 61,000 gallons of raw sewage out of the lagoon into the town lagoon for an estimated cost of $12,000.00. The Park will incur many costs over the next few years in order to comply with the new regulations.

Trying to put riprap along the shoreline in the spring. Had many fun events at the park this summer which benefited the Park and campers. Also working on reviewing bylaws and policies. Future projects: upgrading electrical system, possible individual meters at each site, concession needs upgrades, manager’s trailer will need to be replaced in the next few years, trying to get more events in the coming years, planting more trees and generally improving the campsites.

Brad Levorson and Liz Gossard left Council Chambers at 9:16pm.

**Bylaw No. 2015-07**

A draft of the Council Procedures Bylaw was presented. Public Notice will be given of the intent to adopt said bylaw and the bylaw will be read at the first meeting in January, 2016.

**Financial Reports:**

2015-231 Gehl/Pederson

THAT the Bank Reconciliation and the Statement of Financial Activities for the Town for the month of November 2015 be accepted as presented.

CARRIED.

2015-232 Bang/Gehl

THAT the Bank Reconciliation for the month of November 2015 for the Medical Clinic be accepted as presented.

CARRIED.

**Accounts:**

2015-233 Pederson/Johnson

THAT the List of Accounts for Approval, Appendix “A”, attached to and forming part of these minutes be approved for payment.

CARRIED.

**Committee Reports:**

Hall Board- Adopted a new procedure for renting the hall. Must leave a $200.00 deposit and sign an agreement which will be kept at the Town Office.

Rink Board- A new zambonie was purchased by Daryl Moffat. Rink is very busy. All hockey teams are doing well and keeping the people flowing in.

Cemetery Committee- A bonus was given to Doug Stevens for the great work done at the Cemetery this spring/summer.

Cabri Museum- Closed now until March 2016.

Community Garden- Christmas Tree Lighting went really well. Looking at buying an outdoor clock. Will need power to site in the near future.

**Correspondence:**

The list of correspondence was reviewed.

2015-234 Johnson/Wicks

THAT the correspondence be received as information and filed.

CARRIED.

**Announcements:**

The next regular Council meeting will be held on Monday, January 11, 2015 at 6:30 p.m.

The Town Office will be closed from December 24-28 inclusive for Christmas holidays and January 1-4, 2016 for New Years.

**Adjournment:**

2015-235 Pederson

THAT this meeting be adjourned. (10:03 pm)

Mayor Chief Administrative Officer