**Minutes of the Regular Meeting of the Council for the Town of Cabri Held the 11th day of July, 2016**

**In the Town of Cabri Council Chambers**

**Present:** Mayor David Gossard, Councillors Kim Gehl, Wendy Johnson, Chris Paquin, 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 6:29 pm.

**Agenda**:

2016-114 Bang/Paquin

THAT the agenda for the Council meeting of July 11, 2016 be approved as circulated.

CARRIED.

**Minutes:**

2016-115 Wicks/Gehl

THAT the minutes of the regular Council meeting held June 13, 2016 be approved as circulated.

CARRIED.

**Business Arising from the Minutes:**

*Way-Finding Markers*

2016-116 Wicks/Johnson

THAT the Town purchase Way-Finding Markers for the School, Ball Diamonds and Cemetery, Playground and Spray Park, and the Museum.

CARRIED.

*2015 Financial Statement*

The Financial Statement for 2015 was presented.

2016-117 Pederson/Bang

THAT the Financial Statement for 2015 be approved.

CARRIED.

**New Business:**

*Letter Regarding 201 3rd Street North*

A letter was received from persons interested in purchasing a lot owned by the Town. The persons interested are asking for permission to occupy a camping trailer on the lot during the summer months until such a time the lot can be serviced and a modular home moved in.

2016-118 Johnson/Bang

THAT permission be granted to occupy a camping trailer on lot 201 3rd Street North during the summer months, once purchased from the Town, until such a time the lot can be serviced and a modular home moved in with the following conditions:

1. Construction of the modular home is to begin within one year of possession date and to be completed within three years.
2. It is the purchaser’s responsibility to install water/sewer from the property line to the new home.
3. It is the purchaser’s responsibility to supply power and gas to the lot.

*Lagoon Compliance Report*

The annual report for the Cabri Wastewater Works was presented and is compliant in all areas. This was reviewed further during the Town Foreman report.

*Operator Certification*

Assistant Foreman Wellbrock received his Class 1 Certification from the Saskatchewan Water and Wastewater Operator Certification Board dated June 24, 2016.

2016-119 Pederson/Gehl

THAT Assistant Foreman Wellbrock receive a $2.50 an hour increase in wage effective June 24, 2016.

CARRIED.

*Personnel*

2016-120 Gehl/Bang

THAT we go En Camera.

CARRIED.

2016-121 Johnson/Paquin

THAT we rise from En Camera without report.

CARRIED.

**Staff Report:**

The Town Foreman entered Council Chambers at 7:28 pm.

Discussion surrounded the water plant: everything is going well. Discussed the lagoon inspection report; it was suggested that a gate be installed to control who can enter and when, the Town Foreman does not feel this is necessary at this time. Discussed the ongoing work list which includes windmill hookup, tree planting, spraying for weeds, paving to be done when it dries up, fogging for mosquitoes, and digging at the spray park for the pump. Discussion took place around gravel along the Town Shop and that it should be dug out to prevent water from getting into the shop, also could install a sump pump to prevent water from coming in. Back alleys behind the Cabri Inn, Lin’s Restaurant, Post Office and Mall needs to be graveled with larger gravel.

Town Foreman left Council Chambers at 7:46 pm.

**Fire Report:**

Fire Chief, Mike Wicks, entered Council Chambers at 7:53 pm.

Discussion surrounded fire pagers and that the fire department will need to keep them in the event cell service ever becomes unavailable.

Fire Chief Wicks’ three year term is up. He has given his verbal resignation therefore the Town will need to advertise for the position. Fire Chief Wicks is willing to stay on until a new Fire Chief is appointed. There were a few issues discussed regarding having the Deputy Fire Chief take on more responsibility to make the Fire Chief’s position more appealing to a new member as well as other changes that could be made to ensure the position is well covered. It was the general consensus of Council to have a meeting with the fire department to discuss the future of the department. A date for this has not yet been set.

Fire Chief left Council Chambers at 8:17 pm.

**Delegation:**

EMO Coordinator, Robert Oldhaver, entered Council Chambers at 8:36 pm.

Discussion took place around the Town’s Emergency Plan as well as the street captain’s duties. The Plan has been recently updated. A Town meeting will need to be held in the near future to inform residents of the Plan. This meeting should include the RCMP, Ambulance, Fire Department, EMO Committee, Council and as many residents of the Town as possible. EMO Coordinator Oldhaver informed Council that the rink is presently not in a condition to be an evacuation centre as it is listed to be in the Plan. A flow chart of the steps to hook up the generator at the rink should be laminated and posted in a conspicuous location. Each person listed on the Emergency Plan will need to be informed of what is expected of them. The next Emergency Measures meeting has been set for July 26, 2016 at 6:30 pm.

2016-122 Wicks/Johnson

THAT EMO Coordinator Oldhaver be granted an extension of time as per the Council Procedures Bylaw.

CARRIED.

EMO Coordinator left Council Chambers at 9:06 pm.

2016-123

THAT CAO write a letter to the Rink Board on behalf of the Emergency Measures Committee stating the Town has designated the rink as the evacuation centre and therefore the current construction to the interior of the rink will need to be completed by the end of August, 2016 and that the building will need to be kept in good condition during the summer months to ensure it is available in the event of an emergency.

CARRIED.

**Bylaw**

**Bylaw No. 07-2016 Criminal Record Check**

2016-123 Wicks/Pederson

THAT Bylaw No. 07-2016 being a bylaw to require a criminal record check to be included with any nomination form be introduced and read a first time.

CARRIED.

2016-124 Bang/Paquin

THAT Bylaw No. 07-2016 be read a second time.

CARRIED.

2016-125 Johnson/Gehl

THAT Bylaw No. 07-2016 be given three readings at this meeting.

CARRIED

UNANIMOUSLY.

2016-126 Wicks/Johnson

THAT Bylaw No. 07-2016 be read a third time and adopted.

CARRIED.

**Financial Reports:**

2016-127 Pederson/Paquin

THAT the Bank Reconciliation and the Statement of Financial Activities for the Town for the month of June 2016 be accepted as presented.

CARRIED.

2016-128 Wicks/Johnson

THAT the Bank Reconciliation for the month of June 2016 for the Medical Clinic be accepted as presented.

CARRIED.

**Accounts:**

2016-129 Bang/Gehl

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

CARRIED.

2016-130 Wicks/Pederson

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

CARRIED.

**Committee Reports:**

Summer Recreation Development Committee: A work bee was held last week to clean up the tennis courts and repaint the lines. The paint was donated by the Cabri Coop. The Committee was unable to repaint the lines as the asphalt was in such bad shape and the paint would not stick. Other options for the space were discussed. The Committee will keep the paint donated for future use on another project.

Ice Centre: Stevenson has recommended installing an ammonia detector in the rink. Councillor Paquin will provide a quote for this to CAO Anderson.

**Meetings:**

* Community Engagement Session Minutes
* Southwest Municipal Government Committee Minutes
* Southwest Transportation Planning Council Minutes

**Correspondence:**

The list of correspondence was reviewed.

2016-131 Bang/Gehl

THAT the correspondence be received as information and filed.

CARRIED.

**Announcements:**

The next regular Council meeting will be held on Monday, August 8, 2016 at 6:30 p.m.

The Town Office will be closed Monday, August 1, 2016 for the Civic Holiday.

**Adjournment:**

2016-132 Johnson

THAT this meeting be adjourned. (9:25 pm)

Mayor Chief Administrative Officer