

MINUTES OF THE SEVENTH REGULAR MEETING OF THE COUNCIL OF THE TOWN OF MAPLE CREEK HELD ON APRIL 12, 2016

PRESENT Mayor Barry Rudd, Councilors Ellaine Hawrylak, Kevin Harrigan, Mike Morrow, Tina Cresswell, Michelle McKenzie and Administrator Michele A. Schmidt, Assistant Administrator Deb Machay and Finance Officer Diane Moss.

ABSENT Councilor Barry Elderkin

CALL TO ORDER

Mayor Barry Rudd called the meeting to order at 7:35 PM.

AGENDA

- 16-MC-148 McKenzie,
Morrow – That, the following items of business be added to the agenda:
a) Minutes: General Government – April 6, 2016 & April 12, 2016
b) New Business:
1) Administrator Resignation
2) Appointment Acting Administrator
3) General Government Recommendations
4) Triways – Landfill Permit
5) Associated Engineering – Waste Water Lagoon – Downstream Use and Impact Study.

Carried Unanimously.

- 16-MC-149 Harrigan,
Hawrylak – That, the Agenda of the Seventh Regular Meeting of the Council of the Town of Maple Creek held on April 12, 2016 be accepted as amended.

Carried.

MINUTES OF THE PREVIOUS MEETING

- 16-MC-150 Hawrylak,
Cresswell – THAT, the minutes of the Sixth Regular Meeting of the Council of the Town of Maple Creek held on March 22, 2016 hereby be adopted as circulated.

Carried.

- 16-MC-151 McKenzie,
Cresswell – THAT, the minutes of the General Government Meeting of the Council of the Town of Maple Creek held on April 6, 2016 and April 12, 2016 hereby be adopted as circulated.

Carried.

NOTICE OF PROCLAMATIONS

CP – Rail Safety Week - April 25 – May 1, 2016

16-MC-152 Hawrylak,
Morrow – THAT, we hereby declare April 25 – May 1, 2016 as Rail Safety Week,
within the Town of Maple Creek.

Carried.

Emergency Preparedness Week – May 1 – 7, 2016

16-MC-153 Harrigan,
McKenzie – THAT, we hereby declare May 1 - 7, 2016 as Emergency
Preparedness Week, within the Town of Maple Creek.

Carried.

DELEGATIONS

Staff Sergeant John Phipps entered the Council Chambers at 7:40 pm.

Presented and discussed the January – March 2016 Community Policing
Report with Council.

Staff Sergeant John Phipps left the Council Chambers at 7:50 pm.

COMMUNICATIONS

16-MC-154 Harrigan,
McKenzie - That, the following communications having been read, now be filed:

- a. Evelyn Wakelam - Armoury.
- b. Gas Tax Fund – Payment \$61,798.40.
- c. Recreation and Community Development Program.

Carried.

REPORTS OF ADMINISTRATION & COMMITTEE

16-MC-155 Hawrylak,
McKenzie – THAT, we hereby acknowledge receipt of the Administrator’s Report
and that this report shall be filed.

Carried.

MANAGER OF COMMUNITY & ECONOMIC DEVELOPMENT REPORT

16-MC-156 Cresswell,
Hawrylak - THAT, we hereby acknowledge receipt of the Manager of Community
& Economic Development Report and that this report shall be filed.

Carried.

WASTE MANAGEMENT AUTHORITY MINUTES

16-MC-157 McKenzie,
Harrigan – THAT, we hereby acknowledge receipt of the Waste Management Authority minutes dated March 30, 2016 and that these minutes shall be filed.

Carried.

2015 DRAFT AUDIT FINANCIAL STATEMENTS

16-MC-158 Hawrylak,
Cresswell – THAT, we hereby acknowledge receipt of the Town of Maple Creek DRAFT 2015 Audited Financial Statements.

Carried.

FINANCIAL STATEMENT

16-MC-159 McKenzie,
Harrigan – THAT, the March 2016 Financial Statement hereby be accepted as presented and that this report be filed.

Carried.

PAYMENT OF ACCOUNTS

16-MC-160 Hawrylak,
McKenzie– THAT, we pay accounts totaling \$61,520.27, cheques #3955 - #3967 as listed on Schedule “A”, and accounts totaling \$571,138.00, cheques #3968 - #4034 as listed on Schedule “C” and forming part of these minutes.

Carried.

16-MC-200 Hawrylak,
McKenzie – THAT, we pay accounts totaling \$61,950.19, payroll vouchers #1807- #1862 as listed on Schedule “B” and forming part of these minutes.

Carried.

NEW BUSINESS

MANAGEMENT REPRESENTATION LETTER

16-MC-161 Morrow,
McKenzie – THAT, we hereby authorize the Mayor and Administrator to sign and execute the Management Representation Letter on behalf of the Town of Maple Creek for Stark & Marsh, Town of Maple Creek Auditor.

Carried.

2016 BUDGET

16-MC-162 Mckenzie,
Morrow - THAT, the 2016 Town of Maple Creek Annual Budget, as attached to these minutes, hereby be adopted and approved.

Carried.

2016 MILL RATE

16-MC-163 Harrigan,
Cresswell- THAT, we hereby establish the 2016 Town of Maple Creek Uniform
Mill Rate be set at 26.0 mills.

Carried.

SICK BANK

16-MC-164 Harrigan,
McKenzie - THAT, we hereby approve CUPE request on behalf of Steve Wilson
to utilize 10 days from the Town of Maple Creek Sick Bank.

Carried.

SAMA – 2016 PRIMARY AUDIT REPORT

16-MC-165 Hawrylak,
Morrow - THAT, we hereby acknowledge receipt of the 2016 SAMA Primary
Audit Report and that this report shall be filed.

Carried.

SAMA 2016 CERTIFICATE OF CONFIRMATION

16-MC-166 McKenzie,
Harrigan -THAT, we hereby acknowledge receipt of the Town of Maple Creek
2016 Certificate of Confirmation dated March 29, 2016 in the amount of
\$122,840,800.00 from Saskatchewan Assessment Management Agency.

Carried.

CEMETERY PLOT

16-MC-167 Cresswell,
Hawrylak – THAT, we hereby agree to accept the Cemetery plot Lot 2N, Block
25, as a donation, as requested on behalf of Leonard Forbes estate.

Carried.

ECONOMIC DEVELOPMENT OFFICER

16-MC-168 Morrow,
McKenzie – THAT, we hereby accept, with regret, Annie Dietrich, Community &
Economic Development Officer resignation effective April 1, 2016.

Carried.

ADVERTISEMENT FOR POSITION

16-MC-169 Hawrylak,
McKenzie – THAT, we hereby authorize the advertisement of the Community &
Economic Development Officer position immediately.

Carried.

MAPLE CREEK EXPO COMMITTEE

16-MC-170 Hawrylak,
McKenzie – THAT, we hereby donate one (1) Maple Creek Swimming Pool – Family Season Pass to the Annual Maple Creek Expo Committee fundraiser.

Carried.

STORAGE UNIT

16-MC-171 Morrow,
Harrigan – THAT, we hereby authorize Jack Cameron to move a 10' x 30' Atco trailer to #4 Pacific Avenue with the understanding that a building permit is required.

Carried.

BYLAW NO. 2016-MC-05 And BYLAW NO. 2016-MC-06

16-MC-172 Cresswell,
McKenzie – THAT, we hereby table Bylaw 2016-MC-05 and Bylaw No. 2016-MC-06.

Carried.

BYLAW No. 2016 – MC-07 – AIRPORT LEASE AGREEMENTS

16-MC-173 McKenzie,
Cresswell – THAT, Bylaw No. 2016-MC-07 – A Bylaw of the Town of Maple Creek to enter into an airport lease agreement with Wilfred Parsons, Darcy and Micky Kusler, Carey Fitterer, Blair Holmes and Arden Erman, be read a first time.

Carried.

16-MC-174 Hawrylak,
Morrow – THAT, Bylaw No. 2016-MC-07 – A Bylaw of the Town of Maple Creek to enter into an airport lease agreement with Wilfred Parsons, Darcy and Micky Kusler, Carey Fitterer, Blair Holmes and Arden Erman, be read a second time.

Carried.

16-MC-175 Cresswell,
Harrigan – THAT, Bylaw No. 2016-MC-07 – A Bylaw of the Town of Maple Creek to enter into an airport lease agreement with Wilfred Parsons, Darcy and Micky Kusler, Carey Fitterer, Blair Holmes and Arden Erman, be given a third reading at this meeting.

Carried unanimously.

16-MC-176 McKenzie,
Harrigan – THAT, Bylaw No. 2016-MC-07 – A Bylaw of the Town of Maple Creek to enter into an airport lease agreement with Wilfred Parsons, Darcy and Micky Kusler, Carey Fitterer, Blair Holmes and Arden Erman, be read a third time and hereby be adopted.

Carried.

BYLAW No. 2016 – MC – 08 – MILL RATE FACTORS

16-MC-177 McKenzie,
Harrigan – THAT, Bylaw No. 2016-MC-08 – A Bylaw of the Town of Maple Creek to provide for mill rate factors on various classes of assessed property in the Town of Maple Creek, be read a first time.

Carried.

16-MC-178 Harrigan,
Hawrylak – THAT, Bylaw No. 2016-MC-08 – A Bylaw of the Town of Maple Creek to provide for mill rate factors on various classes of assessed property in the Town of Maple Creek, be read a second time.

Carried.

16-MC-179 Cresswell,
Harrigan – THAT, Bylaw No. 2016-MC-08 – A Bylaw of the Town of Maple Creek to provide for mill rate factors on various classes of assessed property in the Town of Maple Creek, be given a third reading at this meeting.

Carried Unanimously.

16-MC-180 McKenzie,
Hawrylak – THAT, Bylaw No. 2016-MC-08 – A Bylaw of the Town of Maple Creek to provide for mill rate factors on various classes of assessed property in the Town of Maple Creek, be read a third time and hereby be adopted.

Carried.

BYLAW No. 2016 – MC – 09 – BASE TAX

16-MC-181 Harrigan,
Morrow – THAT, Bylaw No. 2016-MC-09 – A Bylaw of the Town of Maple Creek to establish base taxes on various property classes in the Town of Maple Creek, be read a first time.

Carried.

16-MC-182 Morrow,
Harrigan – THAT, Bylaw No. 2016-MC-09 – A Bylaw of the Town of Maple Creek to establish base taxes on various property classes in the Town of Maple Creek, be read a second time.

Carried.

16-MC-183 McKenzie,
Hawrylak – THAT, Bylaw No. 2016-MC-09 – A Bylaw of the Town of Maple Creek to establish base taxes on various property classes in the Town of Maple Creek, be given a third reading at this meeting.

Carried Unanimously.

16-MC-184 Harrigan,
Cresswell – THAT, Bylaw No. 2016-MC-09 – A Bylaw of the Town of Maple
Creek to establish base taxes on various property classes in the Town of Maple
Creek, be read a third time and hereby be adopted.

Carried.

BYLAW No. 2016 – MC – 10 – UNIFORM MILL RATE

16-MC-185 Morrow,
Cresswell – THAT, Bylaw No. 2016-MC-10 – A Bylaw of the Town of Maple
Creek to set the mill rate for 2016 in the Town of Maple Creek be read the first
time.

Carried.

16-MC-186 Harrigan,
McKenzie – THAT, Bylaw No. 2016-MC-10 – A Bylaw of the Town of Maple
Creek to set the mill rate for 2016 in the Town of Maple Creek, be read a second
time.

Carried.

16-MC-187 Harrigan,
Morrow – THAT, Bylaw No. 2016-MC-10 – A Bylaw of the Town of Maple Creek
to set the mill rate for 2016 in the Town of Maple Creek, be given a third reading
at this meeting.

Carried Unanimously.

16-MC-188 Cresswell,
McKenzie – THAT, Bylaw No. 2016-MC-10 – A Bylaw of the Town of Maple
Creek to set the mill rate for 2016 in the Town of Maple Creek, be read a third
time and hereby be adopted.

Carried

BYLAW No. 2016 – MC – 11 – SPECIAL TAX LEVY

16-MC-189 Hawrylak,
Harrigan – THAT, Bylaw No. 2016-MC-11 – A Bylaw of the Town of Maple Creek
to provide for the creation of a special tax within the current year, be read a first
time.

Carried.

16-MC-190 Harrigan,
Morrow – THAT, Bylaw No. 2016-MC-11 – A Bylaw of the Town of Maple Creek
to provide for the creation of a special tax, be read a second time.

Carried.

16-MC-191 McKenzie,
Harrigan – THAT, Bylaw No. 2016-MC-11 – A Bylaw of the Town of Maple Creek to provide for the creation of a special tax within the current year, be given three readings at this meeting.

Carried Unanimously.

16-MC-192 Morrow,
Harrigan – THAT, Bylaw No. 2016-MC-12 – A Bylaw of the Town of Maple Creek to provide for the creation of a special tax within the current year, be read a third time and hereby be adopted.

Carried

ADMINISTRATOR RESIGNATION

16-MC-193 Cresswell,
McKenzie – THAT, we hereby accept, with regret, Administrator Michele A. Schmidt resignation effective May 13, 2016.

Carried.

ACTING ADMINISTRATOR

16-MC-194 Hawrylak,
McKenzie – THAT, we hereby appoint Deb Machay as Acting Administrator effective April 30, 2016.

Carried.

RECOMMENDATIONS OF GENERAL GOVERNMENT

16-MC-195 McKenzie,
Hawrylak – THAT, we hereby accept the recommendations of the General Government Committee meeting of April 12, 2016 as attached to these minutes.

Carried.

LANDFILL PERMIT

16-MC-196 Cresswell,
McKenzie – THAT, we hereby refer Triways request for a landfill permit to the Environment, Health, Planning & Development committee.

Carried.

WASTEWATER LAGOON DOWNSTREAM USE

16-MC-197 Cresswell,
McKenzie – THAT, we hereby agree to enter into an agreement with Associated Engineering of Saskatoon, Saskatchewan to complete the Town of Maple Creek Wastewater Lagoon Downstream Use and Impact study at the proposed fee of \$27,000.00 plus applicable taxes.

Carried.

Mayor Rudd recessed the meeting at 8:52 pm.

Mayor Rudd reconvened the meeting at 9:02 pm.

SUBSTANCE ABUSE POLICY

16-MC-198 Cresswell,
Morrow – THAT, we hereby adopt the Town the Maple Creek Substance Abuse
Policy No. 2016-MC-04, as attached to these minutes.

Carried.

ADJOURNMENT

16-MC-199 McKenzie– THAT, we are hereby adjourned.
Time of adjournment 9:23 pm.

Carried.

Mayor

Administrator