

MINUTES OF THE 5TH MONTHLY MEETING OF THE  
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2019  
HELD ON MONDAY, MAY 13, 2019  
IN THE TOWN COUNCIL CHAMBERS

Present at the meeting were Mayor Marv Gerbrandt, Deputy Mayor Richard McGregor, Councillors Dwight Thall, Melissa Maddocks, Giselle Hanson, Elissa Moate, Andrea Townsend, Administrator Darice Carlson.

The meeting was called to order at 7:00 p.m. by Mayor Gerbrandt.

The Council attended a meeting at the Hanley Arena in regards to the Artificial Ice project hosted by the Artificial Ice Committee.

MINUTES 81/19  
Moate: That the minutes of the regular meeting held on April 8, 2019, be adopted as read. CARRIED.

REPORTS Maintenance – as per agenda  
WaterWolf - McGregor  
Administrator – Carlson  
DRWU – Carlson  
RCMP - McGregor  
Employee Reports – attached  
Bank Reconciliations – attached  
AR Report – attached  
Water Consumption Report – attached  
Fire Hall - Carlson  
Building & Development – as per agenda  
Library - Hanson  
Crime Watch – Maddocks, Townsend

No-Through Road sign  
82/19  
Hanson: That a No-Through Road sign be erected at the beginning of the 300 Block of Third Avenue. CARRIED.

Inspection Reports  
83/19  
Gerbrandt: That we approve the inspection reports for the Hanley Industrial Park as presented and forward a copy to each of the parties' signatory to the Servicing Agreements in regards to the Roads and Storm Ponds. CARRIED.

DRWU support for construction of new office building.  
84/19  
McGregor: That we forward a letter of acknowledgement and support of the new office building being constructed for the Dundurn Rural Water Utility. CARRIED.

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DRWU support for Corporate Bylaw Amendment  
85/19

Townsend: That we support the following amendment to the Dundurn Rural Water Utility Corporate Bylaw:

“Any Board Director, who misses three (3) consecutive meetings or more than five (5) meetings in a fiscal year, may be dismissed at the discretion of the Board. Directors elected at-large will have a sunset clause of 6 years and will be eligible to run for a Board position after one term of absence.” CARRIED.

Crossbucks on Agvantage Rail  
86/19

Hanson: That we forward a letter to the owner of the Agvantage Rail Line, Brian Sawatzky, to the effect that during inspections of the Industrial Park infrastructure, it was noted that the temporary Crossbucks and Stop signs were incorrectly erected. CARRIED.

FCL letter in regards to watermain installation  
87/19

Townsend: That, from previous request from Brian Sawatzky, President of Agvantage Corp., we forward the letter as received from Federated Co-operatives in regards to the request by the Town to have them provide “as-built” drawings of the watermain installation and forwarding easement agreements to Mr. Sawatzky. CARRIED.

88/19

Moate: That we accept above reports. CARRIED.

#### FINANCIAL STATEMENTS

89/19

Maddocks: That the statement of financial activities for the month of April, 2019, be approved. CARRIED.

#### CORRESPONDENCE

90/19

McGregor: That the correspondence be accepted and filed. CARRIED.

#### POLICY

Access to Information  
91/19

Townsend: That we adopt the following policy:

**Section 200-6.5 Access to Information**

- Subject to the Local Authority Freedom of Information and Privacy Act and the regulations, the Town shall respond to a written request for access openly, accurately and completely. On the request of an applicant as per Schedule G, the Town shall:

- i. Provide an explanation of any term, code or abbreviation used in the

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information; or

- ii. If the Town is unable to provide an explanation in accordance with clause i., endeavor to refer the applicant to a government institution that is able to provide an explanation.
  - The Administrator providing the information shall use the Responsive Records Search Checklist as per Schedule H.
  - \$20 application fee per request which shall be waived for ratepayers requesting information
  - 30 calendar days to complete the request
  - The following Steps will be followed:
    - i. Develop a search strategy
    - ii. Find responsive records
    - iii. Determine if a fee estimate is warranted
    - iv. Identify third parties that require notice
    - v. Apply appropriate extensions
    - vi. Decide what can and cannot be released
  - Fee estimate: Where access to a record or part of a record is given by providing the applicant with a copy of the record, the following fees are payable at the time when access is given:
    - i. For a photocopy, \$0.25 per page;
    - ii. For a computer printout, \$0.25 per page;
    - iii. For electronic copies, the actual cost of the portable storage device provided to the applicant;
    - iv. For a form of record not mentioned in clauses i. to iii., the actual cost of copying the record.
    - v. Where time in excess of one hour is spent in searching for a record requested by an applicant or in preparing it for disclosure, a fee of \$15 for each half-hour or portion of a half-hour of that excess time is payable at the time when access is given.

Where a search and retrieval of electronic data is required to give access to a record requested by an applicant, a fee equal to the actual cost of the search and retrieval, including machinery and operator costs, is payable at the time when access is given. (91/19) CARRIED.

Tax Collection  
92/19

McGregor: That; pursuant to *The Tax Enforcement Act*, the following policy be amended:

**200-7 Tax Collections:** The administrator is authorized to arrange payment schedules .... for each parcel over ~~\$5,000~~ \$17,500 in value ....”

CARRIED.

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SUMMER EMPLOYMENT STUDENT

93/19

Townsend: That Landon Mooney be hired as the Summer Employment Student and the Town provide training in the mower and tractor. CARRIED.

TRANSFER STATION Rates Bylaw

94/19

Townsend: That Bylaw No. 3/19 being a bylaw to amend bylaw No. 11/09 being a bylaw to provide for entering into agreement and setting policies and procedures for a waste transfer station be introduced and read a first time. CARRIED.

95/19

Moate: That Bylaw No. 3/19 be read a second time. CARRIED.

96/19

Hanson: That Bylaw No. 3/19 be given three readings at this meeting.  
CARRIED Unanimously

97/19

Maddocks: That Bylaw No. 3/19 be read a third time and adopted. CARRIED.

TREE STUMPS

98/19

Townsend: That we sell remainder of old tree stumps by silent auction with bids to close at 5:00 p.m. June 3, 2019, and the funds will be allocated to the new Fire Hall building construction. CARRIED.

MINOR BALL GRAVEL DONATION

99/19

McGregor: That we donate the gravel used by the Minor Ball parents for upgrades to the ball diamonds and the Hanley Fairgrounds. CARRIED.

WRITE OFF CHEQUE

100/19

McGregor: That cheque number 13726 to Jace Thall in the amount of \$12.51 be voided as stale-dated. CARRIED.

AG SOCIETY SUPPORT

101/19

McGregor: That we provide payment to invoices incurred by the Hanley Agricultural Society in order to re-coup the Goods and Services Tax and invoice the Hanley Agricultural Society the difference in amount. CARRIED.

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AG SOCIETY PEOPLE MOVER

102/19

Hanson: That we approve the location of the “people mover” as advertising for the Hanley Agricultural Fair at the westernmost end of Lincoln Avenue with the understanding that following the Fair, it will be removed from that location.

CARRIED.

SUMA REQUEST FOR LETTER

103/19

McGregor: That we instruct the Administrator to forward a letter to the Minister of Finance, Donna Harpauer as suggested by the Saskatchewan Urban Municipalities Association in regards to sharing 33 per cent of total cannabis excise tax revenues collected in the province to help us meet the need for enhanced policing and effective administration processes.

CARRIED.

WATER SERVICE DISCONNECTS

104/19

McGregor: That people in arrears of December, 2018 utility billing have the water service disconnected May 20, 2019; and as the water service has been discontinued at 307 Lincoln Avenue, the arrears shall be applied to the tax roll of the property after notifying the property owner pursuant to section 369 of *The Municipalities Act*.

CARRIED.

Councillor Dwight Thall declared a conflict of interest due to having invoices to be paid to Thall’s Service and left the meeting at 9:29 p.m.

ACCOUNTS TO BE PAID

105/19

McGregor: That the accounts from cheque number 13937 to cheque number 13973, along with the Payroll listing and other payments for a total of \$121,808.63, a list of which is attached to and forms a part of these minutes, be approved as presented.

CARRIED.

Councillor Thall returned to the meeting at 9:30 p.m.

ADJOURN 106/19

McGregor: that this meeting adjourns at 9:31 p.m.

CARRIED.

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MAYOR

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ADMINISTRATOR