

MINUTES OF THE 9TH MONTHLY MEETING OF THE  
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2020  
HELD ON MONDAY, SEPTEMBER 14TH, 2020  
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

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

ABSENT Mayor Marv Gerbrandt.

The meeting was called to order at 6:56 p.m. by Deputy Mayor McGregor.

134/20

Hanson: That, pursuant to Bill 194 clause 147(1)(c) of *The Municipalities Act* we consider that Marv Gerbrandt is disqualified from council;  
Therefore: pursuant to Bill 194 clause 148(2)(a) of *The Municipalities Act*, Mayor Gerbrandt being disqualified, we declare the Mayor's office vacant effective immediately. CARRIED.

MINUTES 135/20

Moate: That the minutes of the regular meeting held on August 10, 2020, be adopted as read. CARRIED.

REPORTS

Maintenance – as per agenda  
WaterWolf - McGregor  
Administrator – Carlson  
DRWU – Carlson  
Agvantage - Carlson  
Employee Reports – attached  
Bank Reconciliations – attached  
AR Report – attached  
Water Consumption Report – attached  
Fire Hall/Fire Board Report – Carlson

136/20 Policy

Thall: That the following Policy shall be included in the Town of Hanley Policy Manual:

**250-13 EMPLOYEE HIRING, SUSPENSION AND DISMISSAL**

The Council for the Town of Hanley, upon recommendation of the Human Resources committee, is responsible for the hiring, suspension and dismissal of all employees of the municipality. CARRIED.

137/20 Policy

Maddocks: That the following Policy shall be included in the Town of Hanley Policy Manual:

**200-6.6 PUBLIC INSPECTION OF DOCUMENTS**

The following information shall be posted on the Town of Hanley webpage:

- Regular Monthly Council meeting minutes

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- Special Council meeting minutes
- Monthly and Audited Annual Financial Statements
- Bylaws
- Policies – Asset Management; Infectious Disease; Shipping Containers; Snow Removal; Tax Incentive; Water & Sewer Services and Drainage. CARRIED.

138/20 Admin holidays

Hanson: That the Administrator use 13 vacation days prior to December 31, 2020 on Mondays or Fridays as can be arranged with Assistant, Charlene McClean provided the office remain open for regular hours.

CARRIED.

139/20 Write off A/R

Hanson: That we write off the following accounts receivable:

- Guardian Dental Care - \$50
- RE/MAX Saskatoon - \$50
- Royal LePage Hallmark - \$10 CARRIED.

140/20

Moate: That we accept above reports.

CARRIED.

#### FINANCIAL STATEMENT

141/20

Moate: That the statement of financial activities for the month of August, 2020, be approved as presented.

CARRIED.

#### DISCRETIONARY USE APPLICATIONS

142/20 Time - 7:30 p.m.

Maddocks: That, there being no submissions nor delegates in regards to the discretionary use application for a single-detached dwelling located in the Town Centre Commercial District pursuant to Zoning Bylaw No. 2/83, we approve the application.

CARRIED.

143/20 Time - 7:35 p.m.

Hanson: That, there being no submissions nor delegates in regards to the discretionary use application for a residential care home located in the R1 – Residential District pursuant to Zoning Bylaw No. 2/83, we approve the application.

CARRIED.

DELEGATE – KEVIN PERRY 7:40 p.m.

144/20

Hanson: That we approve the placement of an outdoor distribution cabinet and primary transmission radio on the Hanley Arena, provided an agreement be presented to the Hanley Town Council which would include

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details of reimbursement of SaskPower usage and ongoing maintenance of  
the cabinet. DC  
CARRIED.

CORRESPONDENCE

145/20

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

BYLAW

Animal Control

146/20

Thall: That Bylaw No. 3/20 being a bylaw to provide for the control of  
animals be introduced and read a first time. CARRIED.

147/20

Maddocks: That Bylaw No. 3/20 be read a second time. CARRIED.

148/20

Hanson: That Bylaw No. 3/20 be given three readings at this meeting.  
CARRIED Unanimously

149/20

Moate: That Bylaw No. 3/20 be read a third time and adopted.  
CARRIED.

POUNDKEEPER

150/20

Hanson: That, pursuant to Bylaw 3/20 being the "Animal Control Bylaw",  
we designate Andrea Zwarich as Poundkeeper. CARRIED.

POLICY

Disciplinary Action

151/20

Hanson: That Policy No. 250-61 Disciplinary Action under the section  
"Written Reprimand", be amended to include the words "written warning  
in the form of Schedule I". CARRIED.

Sewer Service Policy

152/20

Maddocks: That Policy No. 803-10 Sewer Service Policy be added to the  
Town of Hanley Policy Manual as follows:

**803-10 SEWER SERVICE POLICY**

The Town of Hanley is responsible for maintenance of sewer mains and  
manholes which are located in maintained roads. Property owners are  
responsible for maintenance of sewer lateral lines.

Definition:

**Sewer Lateral**

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A sewer lateral is the pipeline located between the Town Main and the building. The sewer lateral is owned and maintained by the property owner, including any part that may extend into the street or public right of way.

The Town, through a maintenance program, keeps the sewer system in a good state of repair. Occasionally conditions develop that may cause sewage to backup into a residence or business.

By authority given through *The Municipalities Act*, the Town is not liable in an action based on nuisance, or on any other tort that does not require a finding of intention or negligence for any loss or damage arising, directly or indirectly, from any public works, including streets, or from the operation or non-operation of a public utility; therefore will not assume any liability for any sewer backup damage, loss or cleanup resulting from the failure of the sewer infrastructure regardless of cause unless negligence on the part of the Town can be determined.

The purpose of the Policy is to make clear the Owner's responsibilities concerning the sewer lines on their property. CARRIED.

WATER ARREARS

153/20

Moate: That, as bi-weekly payments are being made to the utility service for the property at Lots 12 & 13, Block 1, Plan H1032, we rescind resolution number 129/20. CARRIED.

OCTOBER MEETING

154/20

McGregor: That, due to the second Monday of October being a statutory holiday, the regular meeting for the Council of the Town of Hanley will be conducted Monday, October 19, 2020 in the Hanley Town Office.

CARRIED.

GENERAL ELECTION

155/20 Election Officials remuneration

Hanson: That, if required, we set the remuneration for election officials as follows:

- Deputy Returning Officer \$350 for all duties;
- Poll Clerk \$325 for all duties;

Those duties shall include approximately one-hour training, attendance at Advance Poll and attendance at the regular poll. CARRIED.

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156/20 Advance Poll

Thall: That the Returning Officer for the election to be conducted November 9, 2020, shall establish an Advance Poll at least three days, but not more than 15 days before election day. CARRIED.

157/20 Polling Place

Moate: That we conduct the 2020 General Election Advance Poll and November 9, 2020 General Poll in the Hanley Centennial Community Centre Hall and Clubroom. CARRIED.

MEMORIAL PARK

158/20

McGregor: That we approve the construction of two cement pads for tables, and signage at the entrance in the Memorial Park. CARRIED.

TAX ENFORCEMENT

159/20

Thall: That we proceed with tax enforcement by authorizing proceedings to request titles on applicable properties after September 24, 2020. 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 8:50 p.m.

ACCOUNTS TO BE PAID

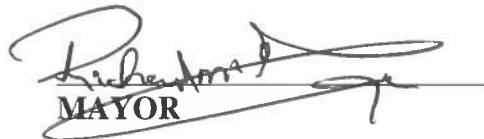
160/20

Moate: That the accounts from cheque number 14416 to cheque number 14449 with the exception of number 14431 which is voided, along with the Payroll listing and other payments, 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 8:52 p.m.

ADJOURN 161/20

Thall: that this meeting adjourns at 8:53 p.m. CARRIED.

  
MAYOR

  
ADMINISTRATOR