


MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

Present at the meeting were Mayor Richard McGregor, Councillors Melissa Maddocks (virtual - Zoom), Giselle Hanson, Sean Bursaw, Cindy Prosofsky, Andrew Kroeger (virtual - Zoom), Administrator Darice Carlson and Administrative Assistant Charrone White

The meeting was called to order at 7:02 p.m. by Mayor McGregor. 

PROOF OF VACCINATION POLICY

194/21

Bursaw: That Policy 200-5 MEETINGS be amended to include the following:

“Proof of Vaccination or Negative Tests Required

1. Definitions:

a) In this policy:

“COVID-19 test” means any of the following tests administered at a testing site approved by the Minister of Health:

- a. a Polymerase Chain Reaction (PCR) test for SARS-CoV-2;
- b. any other test for SARS-CoV-2 approved by the Minister of Health;

“fully-vaccinated” or “full-vaccination” means that:

- a. the person has received the recommended number of doses of a COVID-19 vaccine, or combination of COVID-19 vaccines, approved by Health Canada; and
- b. 14 or more days have passed since the worker received the last of the recommended number of doses.

“SARS-CoV-2” means severe acute respiratory syndrome coronavirus 2, the virus that causes COVID-19.

2. Application:

a. Employees - Regulations under *The Public Employers’ Covid-19 Emergency Regulations* come into force October 1 where public employers will require their employees to comply with one of the following:

1) To:

- i. Be fully-vaccinated; and
- ii. Provide satisfactory evidence to the public employer in relation to the worker’s vaccinations;

2) to provide a valid negative COVID-19 test result at least every seven days.

Handwritten initials/signature

MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

For the purpose of this policy, “employees” are those individuals registered under the Town of Hanley payroll and will affect only those employees that will be attending a meeting of council or council committee;

- b. Elected Officials - Proof of full vaccination or evidence of a negative COVID-19 test at least 72 hours prior to a meeting of council or council committee will be required of all elected officials;
- c. Delegations - Proof of full vaccination or evidence of a negative COVID-19 test at least 72 hours prior to a meeting of council or council committee will be required of any delegation or person attending a council or council committee meeting;
- d. Acceptable COVID-19 test documentation must be provided to the Administrator for the Town of Hanley.
- e. Acceptable documentation for proof of vaccination are:
 - i. a printed copy of MySaskHealthRecord vaccine certificate (with or without a Quick Response - QR code);
 - ii. wallet card received at the time of immunization along with government issued identification;
 - iii. a COVID-19 vaccine printout from Saskatchewan Health Authority Public Health; or,
 - iv. a print-out of QR code with MySaskHealthRecord vaccine certificate;

copies of which will be kept confidentially in the employee’s or elected official’s file;

- f. The cost for all proof of negative test results for asymptomatic testing will be the responsibility of the individual.
- g. Employees, elected officials, delegations or the public unable to or refusing to supply acceptable documentation of full vaccination or negative COVID-19 test results may be referred to the section within the Town of Hanley Policy Manual on “Electronic Meetings”. Notice of intent to attend a council or council committee meeting must be provided to the Administrator 4 days prior to the meeting. Exceptions to the timeline of 4 days may be made at the discretion of the Administrator.

CARRIED

MINUTES 195/21

Kroeger: That the minutes of the regular meeting held on September 13, 2021, be adopted as read. CARRIED.

MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

REPORTS Human Resources – Hanson, Maddocks, Bursaw
Maintenance – Carlson
WaterWolf - McGregor
Administrator – Carlson
DRWU – Maddocks
Employee Reports – attached
Bank Reconciliations – attached
AR Report – attached
Water Consumption Report – attached
Development & Building Permits – Carlson
Library - Hanson
Campground – Carlson

HR

196/21

Hanson: That we adopt the minutes of the Human Resources committee held September 13, 2021. CARRIED.

Lightship

197/21

Bursaw: That we renew our Lightship membership through WaterWolf Planning Commission for 2022. CARRIED.

Office Closed

198/21

Maddocks: That the Hanley Town Office close on November 2 – 4, 2021 for office staff to attend virtual MuniSoft conference. CARRIED.

Correspondence – Chair of Corporate Partners Committee

199/21

Maddocks: That we acknowledge the receipt of correspondence from J. Olyniuk, Chair of Corporate Partners Committee. CARRIED.

200/21

Hanson: That we accept the above reports. CARRIED.

FINANCIAL STATEMENT

201/21

Bursaw: That the statement of financial activities for the month of September, 2021, be approved as presented. CARRIED.

CORRESPONDENCE

202/21

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

MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

BYLAW

Amend Nuisance
203/21

Kroeger: That Bylaw No. 9/21 being a bylaw to amend Bylaw No. 1/2006 being a bylaw to provide for the abatement of Nuisances be introduced and read a first time. CARRIED.

204/21

Maddocks: That Bylaw No. 9/21 be read a second time. CARRIED.

205/21

Prososky: That Bylaw No. 9/21 be given three readings at this meeting. CARRIED Unanimously

206/21

Hanson: That Bylaw No. 9/21 be read a third time and adopted. CARRIED.

Official Community Plan

207/21

Hanson: That Bylaw No. 10/21 being a bylaw to adopt the WaterWolf Official Community Plan be introduced and read a first time. CARRIED.

Zoning

208/21

Bursaw: That Bylaw No. 11/21 being a bylaw to adopt the Zoning Bylaw be introduced and read a first time. CARRIED.

SUNCORP APPRAISAL REPORT

209/21

Maddocks: That we accept the Suncorp Appraisal Report as presented. CARRIED.

AON – SUMASSURE

210/21

Bursaw: That the following changes be made for 2022 for SUMAssure values:

- 1) The Schedule of Contractors' Property be amended to:
 - i. Retain 1 radar speed sign and transfer two speed radar signs from the statement of values to the schedule of contractors' property;
 - ii. Remove 2018 Zero Turn Mower;
 - iii. Add: Prince Ice King Ice Edger in the amount of \$13,300; and FFC Bucket Loader LAF3397-0733 in the amount of \$6,000;
 - iv. Maintain the current values for: 1995 Champion 740A Series 111 Motor Grader; Miscellaneous tools; Kodiak 8 ft HD RC mower;

MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

Genset Generac 80 kw; Jaws of Life, HK Porter Complete Unit & I-RL2000 and Air Regulator; Miscellaneous Fire-fighting equipment; Ford E350 Sprint Ambulance Rescue Van;

- v. Amend the value as suggested for: 3 Phase Generator Model 20ROP81 \$1,400; Sewer Main Camera \$1,000; 2013 Case Tractor 570NST c/w loader \$97,500; Olympia 500 Ice Resurfacer \$18,500; 2015 John Deere 5045E utility tractor \$26,100.

2) The Statement of Values be amended to:

- i. Retain: Loc #1 Water Treatment Plant and Pumphouse at \$774,641; Loc #2 Sewage Lift Station at \$31,518; Loc #4 Playground equipment at \$26,265; Loc #12 Library at \$106,048; and, 33 Fire Hydrants at \$144,458;
- ii. Remove: Loc #7 Men's and Women's public washrooms, Hanley Sportsgrounds; 1 Speed Radar Sign and transfer two Speed Radar Signs to the Schedule of Contractors' property for the value of \$10,200;
- iii. Amend the value as suggested for: Loc #3 Campground Washrooms and shower House to \$50,000; Loc #5 Former Concession Booth, Hanley Sportsgrounds to \$17,600; Loc #6 Concession and Storage, Hanley Sportsgrounds to \$150,000; Loc #8 Fire Hall to \$1,273,000; Loc #9 Skating Rink to \$5,376,300; Loc #10 Curling Rink, Community Hall, Seniors Centre and Town Office to \$5,408,000; Loc #11 Town Shop to \$478,500; Loc #13 Granite Monument to \$6,200; Loc #14 Cemetery Storage Building to \$7,400

CARRIED.

REC MAINTENANCE

211/21

Kroeger: That we advertise in the Davidson Leader, Outlook Printers, Valley News, the Town of Hanley Facebook and webpage for a full-time, seasonal with the possibility of becoming permanent, Recreation Maintenance Person responsible for the operation of Town recreation facilities and equipment as per the following:

JOB REQUIREMENTS

- Valid class 5 Saskatchewan driver's license
- Satisfactory Driver's Abstract Report
- Satisfactory Criminal Record Check including Vulnerable Sector Check
- Ice surface and Ice maintenance knowledge, including driving the ice resurfacing machine (Zamboni) – training will be provided if necessary
- WHMIS 2015

PREFERENCE WILL BE GIVEN TO

- Arena Operator Level 1 or 2

MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

Er

- Powered Mobile Equipment Operator Certifications – will be provided if necessary
- First aid/CPR & AED Training
- High School diploma

JOB DUTIES

- Ensure that the Hanley Arena is prepared for scheduled events
- Responsible for all housekeeping and general maintenance on a daily basis
- Report any concerns and requirements for facility repair to the Facility (President/Committee)
- Set up and take down for special events
- Assist in the install and removal of skating ice
- Snow removal from around emergency exits
- Maintain ice surface and perform scheduled regular maintenance
- Inspect and repair boards
- Ensure the ice resurfacers undergoes daily, weekly, monthly and annual maintenance checks and coordinates the necessary repairs as needed.
- Cleaning and general janitorial tasks
- Other tasks as assigned by the Arena Board

The ideal candidate will have strong interpersonal and communication skills, have the ability to work independently and have a willingness to learn new skills. Wages will be determined based on qualifications. Experience operating power mobile equipment is preferred but not required.

The Town of Hanley offers competitive compensation, group insurance benefits, and a municipal pension plan.

Any interested candidates are welcome to forward their cover letter and resume to the attention of Darice Carlson, CAO by October 26, 2021, by email to:

townahanley@sasktel.net

Or by mail to:

Town of Hanley

Box 270

Hanley, SK S0G 2E0

Only candidates selected for an interview will be contacted.

CARRIED.

NUISANCE 212/21

Maddocks: That we instruct the Administrator to forward a warning letter to the owners of Lots 10 – 12, Block 1, Plan 54632 to the effect that hedges must be trimmed back from overhanging the sidewalk to avoid declaring the hedges a nuisance under Bylaw No. 1/2006. CARRIED.

MINUTES OF THE 10TH MONTHLY MEETING OF THE
COUNCIL OF THE TOWN OF HANLEY FOR THE YEAR 2021
HELD ON MONDAY, OCTOBER 12TH, 2021
IN THE HANLEY TOWN OFFICE, UNIT 4, 107 LINCOLN AVE.

213/21

Maddocks: That we instruct the administrator to forward a letter to the owner of Lots 14 – 17, Block 11, Plan H5352 to the effect that the canvas shelter must be removed by October 31, 2021 or the council will be forced to have the shelter removed. CARRIED.

BY-ELECTION

214/21

Prososky: That we conduct a by-election for the position of one councillor for the Town of Hanley on March 23, 2022 with the Chief Administrative Officer to act as Returning Officer. CARRIED.

DOG WASTE SYSTEM

215/21

Hanson: That we approve Jennifer Krawchuk's request to erect and maintain a dog waste system to be placed on Lincoln Avenue. CARRIED.

LAPTOP

216/21

Hanson: That we offer for sale the HP 15-AC048CA notebook for \$50. CARRIED.

XEROX

217/21

Maddocks: That we dispose of the XEROX Colorcube 8900. CARRIED.

ACCOUNTS TO BE PAID

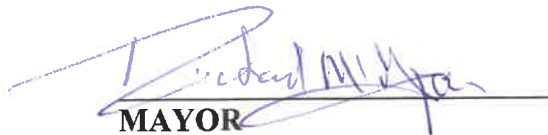
218/21

Prososky: That the accounts from cheque number 14860 to cheque number 14889 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.

ADJOURN

219/21

Prososky: that this meeting adjourns at 9:45 p.m. CARRIED.


MAYOR


ADMINISTRATOR

