

**Seventh Meeting of the Council of the
Town of Maple Creek Held on April 23, 2019**

- 1. PRESENT:**
- 2. ABSENT:**
- 3. CALL TO ORDER: 7:30 p.m.**
- 4. AGENDA:**
- 5. MINUTES:**
 - a. March 26, 2019 – Amend resolution 19-MC-114 to read the following: That, the titles for the Administrator be changed to Chief Administrative Officer (CAO) and that the title for the Assistance Administrator be changed to Chief Executive Officer (CEO).
 - b. Special Meeting of March 27, 2019
 - c. April 8, 2019 – Rescind Resolutions 19-MC-156 and 19-MC-157.
- 6. NOTICE OF PROCLAMATION**
- 7. PRESENTATIONS AND RECOGNITIONS:**
- 8. PUBLIC HEARING:**
- 9. DELEGATIONS: Staff Sergeant John Phipps**
- 10. COMMUNICATIONS:**
 - a. Sama – 2018 Primary Audit Report
- 11. PAYMENT OF ACCOUNTS:**
- 12. REPORTS OF ADMINISTRATIONS**
 - a. CAO Report
 - b. Town Foreman
 - c. Bank Reconciliation for February 28, 2019
 - d. Bank Reconciliation for March 31, 2019
 - e. Financial Summary of Investments
- 13. UNFINISHED BUSINESS**
- 14. NEW BUSINESS**
 - a. Permit to Discharge a Firearm – Kurt Desautels
 - b. Request for Proposal – Seasonal Washroom Janitorial Washroom Services
 - c. Request for Variance to Pet Bylaw
 - d. 2019 Weed Maintenance Program
 - e. Maple Creek Slo-Pitch – Community Events Permit
 - f. Maple Creek Golf Club
 - g. Bylaw 2019-MC-06 to enter into an agreement with KBM Resources Group.
- 15. MAYOR AND COUNCILLORS FORUM:**
- 16. ADJOURNMENT: TIME:**



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SASKATCHEWAN ASSESSMENT
MANAGEMENT AGENCY

April 8, 2019

Ms. Diane Moss, Administrator
Town of Maple Creek
Box 428
MAPLE CREEK, Saskatchewan S0N 1N0

Dear Ms. Moss:

Re: 2018 Primary Audit Report

We are pleased to provide you with the enclosed annual Primary Audit report indicating compliance. The Primary Audit requirement set out in legislation is that the "median assessed value to sale price ratio" or Assessment to Sale Ratio (ASR) must fall within the regulated range of 0.98 to 1.02 inclusive. Compliance with the regulated level of appraisal will ensure that municipalities are operating at a similar overall level of appraisal, and that the assessments in those municipalities for both residential and commercial improved properties are generally not over or under valued.

The Primary Audit is a requirement for assessment roll confirmation. It is important to note that a compliant Primary Audit report does not mean that the assessment roll will be automatically confirmed. Other Confirmation Audit requirements as set out in the Assessment Audit Guide on the SAMA website (www.sama.sk.ca) must be met as well.

Note: This report will be posted on SAMA's web site 74 days from the date of this letter.

Please contact me regarding any matter pertaining to the enclosed Primary Audit report at 1-800-667-7262 or through our email address roll.conf@sama.sk.ca.

Sincerely,

Gordon S. Senz
Managing Director,
Quality Assurance Division

Enc

(Corr. 11. a)

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2018 PRIMARY AUDIT REPORT

This Primary Audit Report was prepared pursuant to section 22.1 of *The Assessment Management Agency Act* (the "AMA"), to determine whether the municipality's assessment are in compliance with the applicable audit requirements. For Primary Audits, the applicable audit requirements are whether the municipality's overall level of appraisal falls within the acceptable range [0.98 to 1.02] of the median assessed value to sale price ratio for the sales used to determine the assessed value for the improved residential and commercial properties in the municipality. This Primary Audit Report was prepared as required by the AMA and for no other purpose. This report is subject to copyright protection; it may not be produced, reproduced or used in any manner without the prior written permission of SAMA.

The primary audit result for the named municipality is:

Effective Date	Municipality	Median Ratio	Audit Requirement
April 5th, 2019	TOWN OF MAPLE CREEK	0.99	Compliant

REQUIRED CORRECTIVE ACTION: NONE

ASSUMPTIONS AND LIMITING CONDITIONS:

This Primary Audit report is prepared subject to the following assumptions and limiting conditions:

- 1 The Primary Audit was prepared on the basis of the information provided to the Quality Assurance Division from the municipality and/or its assessment service provider;
- 2 It was assumed that all data and information provided for the purpose of this audit was:
 - (a) accurate; and
 - (b) prepared pursuant to the requirements of the municipal Acts and the Saskatchewan Assessment Manual;
- 3 This report was prepared on the assumption that all assessed values were properly prepared by an assessment appraiser certified by the Saskatchewan Assessment Appraisers' Association;
- 4 The Quality Assurance Division has not verified any of the sales data provided for the purposes of the Primary Audit; nor has it verified the accuracy or completeness of the information provided;
- 5 The conclusion presented in this report is based solely on the data and information provided; should there be any material error in the information provided, then the conclusion of this report is subject to change;
- 6 This report does not endorse or validate any of the valuation methods that may or may not have been used by the municipality or its assessment service provider in arriving at the reported assessed values. Any review of valuation methods employed to derive the assessed values for the municipality is beyond the scope and purpose of this audit;
- 7 This report is for the roll year indicated and for no other;
- 8 The conclusion in this report that the municipality's assessments comply with the applicable audit requirements is based on one statistical measure and does not certify or guarantee the accuracy of any of the assessed values on the municipality's assessment roll. Verification of the accuracy of any of the individual assessed values reported by the municipality and their assessment appraiser is beyond the scope and purpose of this audit.