

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, JANUARY 6, 2014
DALMENY TOWN OFFICE

PRESENT: Deputy Mayor Joel Mierau, Councillors Jon Redekop, Doug Wilson,
Jon Kroeker, Matt Bradley, Ed Slack, CAO Shelley Funk
ABSENT: Mayor Allan Earle

CALL TO ORDER:

Deputy Mayor Mierau called the regular council meeting to order at 7:30 p.m., a quorum being present.

ADOPTION OF AGENDA:

1/14 –Wilson/Slack – That the agenda be adopted as presented.
Carried.

MINUTES:

2/14 – Bradley/Kroeker – That the minutes of the December 16/13 regular council meeting be approved as circulated. Carried.

ACCOUNTS TO PAY:

3/14 –Wilson/Redekop – That the accounts as listed be approved for payment:

C9342 - 9375	\$ 82,386.45
Direct Deposits	\$ 18,133.71
	<u>\$100,520.16</u>

Carried.

CORRESPONDENCE:

4/14 – Slack/Bradley – That correspondence as listed be received & filed:

- Ken Chevaldayoff, Minister of Environment, Government of Saskatchewan: letter of reply to Mayor Earle's letter regarding Fortune Minerals Ltd.
- SUMA – Audited Financial Statements Oct.1/12 to Sept.30/13 (fiscal year)

Carried.

REPORTS:

5/14 – Kroeker/Wilson –That reports as listed be received:

- Administration – bimonthly report
- water rates review
- Dalmeny Library Board – minutes of September 5/13 & November 7/13

Carried

WATER & SEWER RATES:

6/14 – Kroeker/Bradley – That bylaws for fixing water & sewer rates currently in force be amended to provide for an increase in the consumption rate for water, both for Dalmeny customers (proposed increase to \$13.68/1000 gallons) & for farm supply customers (30% above Dalmeny customer rate), in order to account for the SaskWater rate increases of 7% which was effective April 1/13, & a further 7% increase which will be effective at April 1/14; that application be made to Saskatchewan Municipal Board for such amendment.
Carried.

Report Date
1/16/2014 1:51 PM

Dalmeny
Accounts for Approval
As of 1/16/2014
Batch: 2013-00066

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
9342	12/31/2013	Allan Earle 102	HOME BUILDERS AGM/SREDA	197.56	197.56
9343	12/31/2013	Ayotte Plumbing and Heating 826/827	LIFT #1/WATER PLANT REPAIR	153.30	153.30
9344	12/31/2013	Beverley J. Dovell 77	P&R CHRISTMAS SUPPER	77.43	77.43
9345	12/31/2013	Canwest Propane Partnership 74208/68099/185	DDCC-PROPANE	395.34	395.34
9346	12/31/2013	Catterall & Wright Limited K-536,K-535	EAST SIDE DRAINAGE STUDY/SERVI	23,329.17	23,329.17
9347	12/31/2013	DEMERS, AMBULANCE MANUFACT 255599	FIRE-MEDICAL SUPPLIES	21.84	21.84
9348	12/31/2013	Ed Bonin 24	DDCC-MILEAGE- 720 KM @ .4156	299.23	299.23
9349	12/31/2013	Expert Locksmiths Ltd. 83313	LIBRARY DOOR AND OUTSIDE REPAI	720.42	720.42
9350	12/31/2013	Fast Cat Service Inc. 3382	POLICE-SNOW REMOVAL	283.50	283.50
9351	12/31/2013	Inland Heidelberg Cement Group 5575432/8677/46	PW-GRAVEL	1,566.15	1,566.15
9352	12/31/2013	Jenson Publishing 300002124	OFFICE-CHRISTMAS GREETING	64.09	64.09
9353	12/31/2013	Kemsol Products Ltd. 214990	CURLING RINK WAX SUPPLIES	658.07	658.07
9354	12/31/2013	Lambert Distributing 721846/50/4649	PW-TRIMMER REPAIR	162.24	162.24
9355	12/31/2013	M.E.P.P. 131	DECEMBER MEPP PAYMENT	9,260.06	9,260.06
9356	12/31/2013	Moody's Equipment S77387	FIRE-REPAIR PARTS	6.13	6.13
9357	12/31/2013	MuniCode Services Ltd. 38467	BUILDING INSPECTIONS	237.65	237.65
9358	12/31/2013	Nor-Tec Linen Services 142152/142492	OFFICE/POLICE/DDCC MATS	159.52	159.52
9359	12/31/2013	Northern Glass & Mirror Ltd 26611-B	DDCC-REISSUE W/ ADJUST OVERCH	1,184.50	1,184.50
9360	12/31/2013	Petty Cash 137	PETTY CASH REPLENISH	310.55	310.55
9361	12/31/2013	Petty Cash 4	PETTY CASH REPLENISH	235.02	235.02

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Report Date
1/16/2014 1:51 PM

Dalmeny
Accounts for Approval
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
9362	12/31/2013	Receiver General For Canada 146	DECEMBER RG PAYMENT	13,604.48	13,604.48
9363	12/31/2013	Robertson Stomberg 564846	INDOC CRANE LAWYER FEES	2,118.04	2,118.04
9364	12/31/2013	S.U.M.A. 35	2014 CONVENTION	1,155.00	1,155.00
9365	12/31/2013	Sask Research Council 1102963/1103202	WATER LAB TESTING	48.82	48.82
9366	12/31/2013	Sask. Power Corp. 134	DECEMBER SASKPOWER PMT	18,394.30	18,394.30
9367	12/31/2013	Sask. Tel 203	SASKTEL MOB PAYMENT	514.25	514.25
9368	12/31/2013	Share Canada 282364	PW-HYDRENT ANIT-FREEZE	2,983.46	2,983.46
9369	12/31/2013	Shelley Funk 66	2013 PHONE ALLOWANCE-205/12	960.00	960.00
9370	12/31/2013	Shercom Industries 24464	RECYCLE OLD TIRES	593.25	593.25
9371	12/31/2013	Stevenson Industrial 8822/8805	DDCC-ICE PLANT WORK	618.26	618.26
9372	12/31/2013	Terry Emard 37	CURLING RINK FLOOR WAX	650.00	650.00
9373	12/31/2013	Trans-Care Rescue 9855/9756	FIRE-VALVE/BAMA BOOTIE	434.82	434.82
9374	12/31/2013	Valley News IN77937	OFFICE-CHRISTMAS ISSUE	70.35	70.35
9375	12/31/2013	What's On Third 814217/814218	OFFICE/FIRE CHRISTMAS	919.65	919.65
				Total for AP:	82,386.45

Certified Correct This January 16, 2014



Mayor



Administrator

SID:390775123 Current System Date: 2013-Dec-19 UserID: CUPSSD3380

Payor/Payee's List Ready for Manual Release

Originator ID: 2288945575 Originator Name: Town of Dalmeny Currency: CAD

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Back to Manual Release

Payor/Payee Name	Account Number	Inst. ID	Route Transit	Due Date	Trans Type	Rec Type	Amount
<u>Bates, Lyle</u>						C	2230.39
<u>Bates, Wesley</u>						C	1350.89
<u>Benoit, Crystal</u>						C	235.97
<u>Bonin, Edmund</u>						C	1006.91
<u>Emard, Terry</u>						C	156.50
<u>Fraser, David</u>						C	686.93
<u>Funk, Shelley</u>						C	2045.28
<u>Furi, Bonnie</u>						C	196.21
<u>Janzen, Kelly</u>						C	858.56
<u>Klein, Marlys</u>						C	1073.73
<u>Mossop, Edward</u>						C	1764.18
<u>Rowe, Scott</u>						C	1659.86
<u>Sonmor, Rick</u>						C	1499.93
<u>Van Meter, Christine</u>						C	1429.87
<u>Villafuerte, Carlos</u>						C	475.66
<u>Wilderman, Brad</u>						C	1323.13
<u>Zwack, Darlene</u>						C	139.71

18,133.71

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TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, JANUARY 6, 2014
DALMENY TOWN OFFICE

BYLAWS TO REPEAL CURRENT BYLAWS:

7/14 – Wilson/Redekop – That bylaws be brought to the next council meeting to repeal both the Transit Board bylaw 18/86 & the Arena Board Bylaw 13/08.
Carried.

2014 APPOINTMENTS:

8/14 – Bradley/Slack - That the 2014 appointments as per attached list be approved.
Carried.

DEVELOPMENT LEVY POLICY 1/14:

9/14 – Slack/Kroeker – That Policy 1/14, a policy to provide for business incentives be adopted as presented.
Carried.

BYLAW 1/14 – BUSINESS BYLAW:

10/14 – Kroeker/Wilson – That Bylaw 1/14 being a bylaw to provide for the regulation of business in Dalmeny, be introduced & read a first time.
Carried.

The CAO read Bylaw 1/14 for the first time.

11/14 – Bradley/Slack – That Bylaw 1/14 be read a second time at this meeting.
Carried.

The CAO read Bylaw 1/14 for a second time.

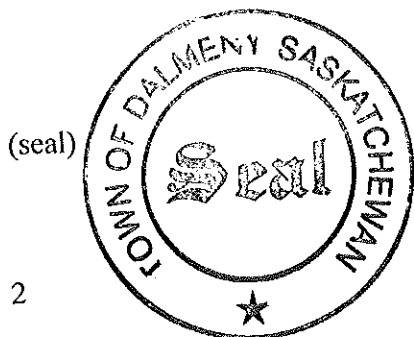
12/14 – Wilson/Slack – That Bylaw 1/14 be given three readings at this meeting.
Defeated.

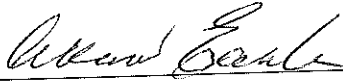
**ECONOMIC DEVELOPMENT INCENTIVES FOR NEW & EXISTING BUSINESSES
POLICY 2/14:**

13/14 – Bradley/Redekop – That Policy 2/14, a policy to provide for economic development incentives to new & existing businesses, be adopted as presented.
Carried.

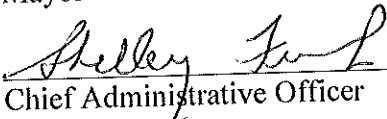
ADJOURN:

14/14 – Kroeker – That this meeting be adjourned.
Time: 10:00pm. Carried.





Mayor



Chief Administrative Officer

TOWN OF DALMENY
BOARDS, COMMITTEES & CONTRACT SERVICE PROVIDER APPOINTMENTS
JANUARY 1 TO DECEMBER 31, 2014

1. Boards:

a. Dalmeny Parks & Recreation Board (Bylaw 9/93):

- maximum of two rural, seven Town, one RM of Corman Park rep.
- Recreation Board prepares list, submits to council for approval
- 2014 members: Rural (2) – Pat Schultz, Eldon Fortnum; Town (7) – Glen Crawford, Bev Dovell, Shawn Fisher, Christine Sperling
- RM of Corman Park: Larry Lukey
- Council member rep. (not bylaw requirement) – Ed Slack
- Staff Support (not appointment) – Kelly Janzen (or Rec. Manager once hired)

b. Dalmeny Board of Police Commissioners (Bylaw 11/98):

- Bylaw appoints mayor to board permanently, one council member appointed annually
- Member at large appointed in year of election, serves three years
- 2014 members: Councillor – Councillor Jon Kroeker; Member at large – Tom Roberts

c. Library Board (Bylaw 12/05):

- maximum of five members, appointed for one year terms:
- 2014 – Matt Bradley (Council Rep), Bev Eberle, Bonnie King, Karen Lukey, Katrina Funk

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2. Other Appointments:

Dalmeny Housing Authority – Town Rep – Mayor Allan Earle

Deputy Mayor – Councillor Joel Mierau

SREDA – Mayor Allan Earle, Councillor Joel Mierau

Saskatoon North Communities Association – Mayor Allan Earle, Councillor Joel Mierau

Wheatland Regional Library – Councillor Matt Bradley

Auditor – Jensen Stromberg Chartered Accountants

Solicitor – Mathiason Valkenburg Polischuk Co., Kim Anderson

Engineers – Catterall & Wright Ltd.

EMO Coordinator – Joanne Elder

School Community Council Town Rep – Councillor Jon Kroeker

District Board of Revision – Gord Krismer & Associates: Clinton Krismer, Gordon Krismer, Brian

Lynch, Reg Skinner, Don Van Beseleare, Cory Halverson, Christina Krismer

Building Officials – Wayne Meier, Clayton Meier, Ryan Thiessen, Jason Kent (Municode Services Ltd.)

OHS Committee – Employer Rep – Councillors Ed Slack, Jon Redekop

- Employee Rep – Police Chief Ted Mossop

- Other Employee Reps – Fire Dept. – Chief Rick Elder

- Outside Staff – Foreman Lyle Bates

- Inside Staff – CAO Shelley Funk

District Development Appeals Board – Nick Bakker

Handwritten initials: RB SP



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Economic Development Incentives for New and Existing Business	Kroeker/Wilson	January 6/14	1/14	Municipalities Act

1. PURPOSE

This policy is intended to set out the economic development incentives for new and existing businesses in the Town of Dalmeny (herein referred to as the Town).

The objectives of the Economic Development Incentives Policy are to:

- a) Foster a strong municipal economy by providing tax relief to new and existing businesses who provide both capital investment and create local employment in the Town;
- b) Attract new businesses to help grow the municipal economy through local employment and expansion of the municipal tax base; and
- c) Encourage existing businesses in the Town to continue to grow and expand.

2. DEFINITIONS

Commercial and Industrial Enterprise – defined as a business that is either a retail or manufacturing operation that provides a service or benefit to any or all residents or other businesses in Dalmeny, including creation of jobs.

New Business – defined as a commercial or industrial enterprise that has not previously operated at the location where the construction of a new building is taking place, and has not previously obtained an economic incentive from the Town.

Existing Business – defined as a commercial or industrial enterprise that currently operates within the Town.

Municipal Portion of Taxes – shall be municipal taxes generated by mill levy, not including base tax. The municipal taxes shall be calculated based on the

increased assessment for the new building, as determined by SAMA. Section 295 of *The Municipalities Act* (the Act) provides authority for a municipality to exempt any land or improvement from taxation for economic development purposes for a period up to five years.

Permanent Facility Improvements – defined as any new construction, physical improvements to an existing facility, esthetic improvements to the land or property and so on.

3. POLICY

Council, in its sole discretion, may provide tax relief to a new or existing business under the following parameters:

- 3.1 Economic development incentives (municipal tax abatement) may be provided over a four-year period based on the following scale:

Year	Municipal Tax Abatement
Construction Year (or portion thereof)	100%
Year Two	75%
Year Three	50%
Year Four	25%

- 3.2 In the fifth year, the new business or existing business will be required to pay the full portion of municipal taxes.
- 3.3 The municipal tax exemption applies to the assessment and taxation of new permanent improvements only and is not applicable to current assessment and taxes levied on land. Permanent facility improvements include construction of a new facility or physical expansion/improvements made to an existing facility.
- 3.4 The municipal tax abatement shall be calculated on the incremental tax value of the improvements (the difference between taxes payable on the original assessed value and the taxes payable resulting from the permanent improvements made).
- 3.5 The municipal tax abatement shall be applied as a credit in each of the years it applies.

- 3.6 Economic development incentives will not be considered if a new or existing business does not meet the eligibility criteria defined in Section 3.10 of this document and its subsections.
- 3.7 Economic development incentives will not be considered if a new or existing business has been granted other development concessions (such as purchasing town-owned land at less than market rate; receiving town infrastructure assistance etc).
- 3.8 Approved economic development incentives may be rescinded or deferred if:
- 3.8.1 The information contained in the application (as depicted in Appendix A) is deemed to be misleading or untrue in nature;
 - 3.8.2 The proposed project is not completed within the specified timeframes and/or the building permit expires; or
 - 3.8.3 The project changes from its intended use as noted in the application.
- 3.9 The Town of Dalmeny reserves the right, at any time and in its sole and absolute discretion, to accept or reject, in whole or in part, any or all economic development incentive applications.

ELIGIBILITY CRITERIA

- 3.10 A new or existing business (herein referred to as the Applicant) may be considered for economic development incentives (a municipal tax abatement) if the Applicant meets **all of the following** eligibility criteria:
- 3.10.1 The Applicant must be a legal business entity;
 - 3.10.2 The Applicant must be the legal owner of the property where permanent improvements are being made. In the case of a lease, a copy of lease agreement must be provided;
 - 3.10.3 This policy shall apply to commercial and industrial enterprises only as defined in this document. Residential development, including home-based businesses are excluded from this policy;
 - 3.10.4 This policy shall apply only to businesses in good standing with the Town. Businesses with tax arrears shall not be considered for economic development incentives until such time that tax arrears have been paid in full;

- 3.10.5 It is mandatory that the Applicant submit their economic development incentives application **before** a building permit is issued. Incentives applications will not be considered after the building permit issue date;
- 3.10.6 The Applicant must invest a minimum of \$100,000 in the construction of permanent facility improvements in the Town where the facilities are defined as assessed buildings or structures and the value of improvements are defined by the value applied to the building permit;
- 3.10.7 The Applicant must demonstrate that the proposed development will create reasonable local full-time and/or local part-time employment opportunities;
- 3.10.8 The Applicant must be willing to enter into a written agreement with the Town and abide by the terms and conditions within the agreement in order to receive economic development incentives as defined throughout this document.

4. PROCEDURES

- 4.1 A signed, complete economic development incentives application as outlined in Appendix A of this document must be submitted to the Town prior to obtaining a building permit for permanent improvements.
- 4.2 The Town will review the economic development incentives application on its completeness and eligibility criteria. If the application is deemed complete and meets all of the eligibility criteria outlined in Section 3.10 (and its subsections), it will be presented to Council for review.
- 4.3 If the economic development incentives application is approved by Council, both Council and the Applicant agree to enter into a written agreement to receive economic development incentives as outlined in this policy.
- 4.4 All applications will be kept strictly confidential due to the proprietary nature of information contained within the application form and supporting documents. The Town of Dalmeny will not release any confidential information gathered for the purposes of evaluating proposals to receive economic development incentives.

5. EVALUATION

- 5.1 Council will evaluate each complete, eligible economic development incentives application based on the following evaluation criteria :

- 5.1.1 **Proposed Development Project** – applications will be evaluated on the overall merit of the proposal, innovation shown by the applicant, completion schedule, overall feasibility and overall benefits to the Town of Dalmeny with special consideration given to proposals that provide favourable long term benefits to the community.
- 5.1.2 **Land Investment** – where applicable, applications will be evaluated on the applicant's investment regarding actual land purchase value, site servicing costs (such as land in-fill, service connections) and infrastructure investment (such as construction of access streets and parking lots).
- 5.1.3 **Facility Investment** – applications will be evaluated on the applicant's investment in a new facility, expansion of an existing facility or renovations to an existing facility. Facility investment will be evaluated on costs relating to building materials, building erection costs, foundations and floors, building packages, mechanical systems (plumbing, heating, electrical), windows and doors, exterior façade such as brick, siding, stucco, soffit/fascia and interior investment such as paint, flooring and lighting.
- 5.1.4 **Other Investment** – where applicable, applications will be evaluated on any other permanent investments such as fixed equipment (that once installed, is a permanent fixture in the facility such as manufacturing or processing equipment) or any other special investments pertaining to the execution of the proposed development.
- 5.1.5 **Local Employment Creation**– applications will be evaluated on the number of full time and/or part time positions created to increase local employment opportunities.

6. DEFAULT

- 6.1 The Town's *Economic Development Incentives for New and Existing Business Policy* has been developed to assist new and existing businesses who are providing a long-term commitment to the Town of Dalmeny through capital investment and local job creation. Any applicant who fails to commit to a long-term investment (minimum of 5 years) will be considered in default of this policy and subject to Section 6.3 of this document.
- 6.2 Should the Applicant fail to comply with any of the terms and conditions outlined within the Town's *Economic Development Incentives for New and Existing Business Policy* and the terms and conditions contained within the written agreement at any time during the term of the municipal tax abatement

is granted, the Applicant will be considered in default of this policy and subject to Section 6.3 of this document.

- 6.3 If the Applicant is deemed to be in default, all municipal taxes previously exempted by the Town shall become a debt due on demand to the Town by the Applicant. If the debt is not repaid within a reasonable timeframe, the debt will be collected by adding it to the tax roll and/or through civil action.



TOWN OF DALMENY ECONOMIC DEVELOPMENT INCENTIVES FOR NEW AND EXISTING BUSINESSES

APPENDIX A APPLICATION TO ACCESS ECONOMIC DEVELOPMENT INCENTIVES

New or existing businesses as defined in the Town of Dalmeny's *Economic Development Incentives Policy for New and Existing Business (1/13)* are required to complete the following application information and acknowledge their understanding of this policy for economic development incentives (municipal tax exemptions on permanent improvements).

Businesses are hereby notified that completing the following application does not signify approval by the Town for tax exemptions. Each complete application is evaluated on an individual basis and is subject to Town Council approval before any tax exemption is provided. Council, in its sole discretion, may reject or approve applications under this policy.

Application Procedures for New and Existing Businesses

1. Businesses are required to review Town of Dalmeny's *Economic Development Incentives Policy for New and Existing Business (1/13)* to ensure their understanding of the policy and business eligibility criteria.
2. **Before obtaining a building permit**, eligible businesses are required to complete the accompanying application form and submit the required documentation. Business development incentive **applications received after obtaining a building permit will not be considered under any circumstances.**
3. Once the application has been completed by the eligible business and returned to the Town of Dalmeny office, it will be verified for completeness and prepared for Town Council's consideration at the next regularly scheduled Town Council meeting.
4. Town Council will review the application and if approved, an agreement between the Applicant and the Town of Dalmeny will be prepared. The tax exemption provisions become effective upon both authorized parties signing the agreement.



**TOWN OF DALMENY
ECONOMIC DEVELOPMENT INCENTIVES
FOR NEW AND EXISTING BUSINESSES**

APPLICATION FORM

SECTION 1. CONTACT INFORMATION

Business Name: _____

Applicant's Name and Title: _____

Mailing Address: _____

Office Phone Number: _____ **Cell Phone Number:** _____

Website: _____ **Fax Number:** _____

Email Address: _____

SECTION 2. APPLICANT DECLARATION

I, _____ of _____
(Name of Applicant - please print) *(City/Town)*

in the Province of Saskatchewan, solemnly declare that the enclosed statements contained within this Application are true, knowing that it is the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act". I certify that the information contained within this application is true and accurate to the best of my knowledge. I understand that knowingly providing false information will void any economic development incentives should they be provided.

(Applicant's Signature here)

(Date)

(Witness Signature here)

(Name of Witness - please print)

I, _____ have reviewed the Town of Dalmeny's

 (Name of Applicant)
Economic Development Incentives Policy for New and Existing Business (1/13) and declare that I have read and understand the nature of the policy and business eligibility criteria. I understand that the application is not the incentive and that Town Council will review my application for consideration of tax incentives.

SECTION 3. BUSINESS INFORMATION

Please check the appropriate answers

1. Is your business a legal business entity in the Province of Saskatchewan?

Yes No

2. Please determine your development project type:

New Business Expansion of Existing Business

In the case of an existing business, please list the total number of existing employees on staff

Full-time

Part-time

SECTION 4. DEVELOPMENT PROJECT INFORMATION

Please complete the following section

1. Proposed Development Civic Address: _____

2. Legal Land Location: _____

3. Is the property owned or leased in which the development will occur?

Owned Leased

In the case of a lease, a copy of lease agreement must be provided

4. Estimated Construction Start Date: _____

Estimated Construction Completion Date: _____

5. Please provide a detailed description of the proposed development including a clear description of the proposed project and products/services to be offered.

6. Projected number of new jobs created through new business development or business expansion:

_____ Full-time

_____ Part-time

7. Please describe the economic benefits (fiscal impacts, construction impacts, community support and other overall potential economic impacts) the development will bring to the Town of Dalmeny.

8. What is the total estimated capital investment for this project? \$ _____

INVESTMENT DETAILS

Please complete all applicable sections as they relate to the proposed development

LAND include purchase value and servicing costs here	ESTIMATED COSTS*
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL LAND INVESTMENT	\$

* Please submit copies of supplier/contractor quotes with this application for verification of estimated costs. Please note GST and PST are not considered as eligible costs.

FACILITY include applicable construction costs here for new builds or expansion/renovation of existing facilities	ESTIMATED COSTS*
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL FACILITY INVESTMENT	\$

* Please submit copies of supplier/contractor quotes with this application for verification of estimated costs. Please note GST and PST are not considered as eligible costs.

OTHER INVESTMENT Include any fixed equipment and other applicable project costs here	ESTIMATED COSTS*
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL OTHER INVESTMENT	\$

* Please submit copies of supplier/contractor quotes with this application for verification of estimated costs. Please note GST and PST are not considered as eligible costs.

SUPPORTING DOCUMENTATION REQUIREMENTS

Please submit the following supporting documents to be reviewed with your application to be considered for economic development incentives:

- Background information on your business, its key personnel, history, products and services and any other applicable business information that supports your application.
- Technical drawings/blueprints of the proposed new build, expansion of existing facility or renovations of an existing facility. Drawings should include all applicable items such as: facility details, adjacent parking, highway access, landscaping and details of drainage, grades and utility locations.
- Copies of all supplier/contractor quotes for costs listed within this application for verification of estimated costs.

PLEASE SUBMIT COMPLETED APPLICATIONS TO:

Please submit the completed application form, any additional information regarding your development proposal and copies of supplier/contractor quotes in hard copy or an acceptable electronic file copy (Microsoft Word or .pdf) to:

Shelley Funk, Chief Administrative Officer (CAO)
Town of Dalmeny
Box 400
Dalmeny, SK S0K 1E0
Phone: (306) 254-2133
Fax: (306) 254-2142
Email: dalmenyadmin@sasktel.net



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY:	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Development Levy Policy	Bradley/Redekop	January 6/14	2/14	Municipalities Act

1. PURPOSE:

This policy is intended to provide for setting of development levy rates for use in servicing agreements & other development levies as authorized by legislation & bylaw.

The objective is to adopt a fair method of application of costs of infrastructure construction to properties benefitting from such infrastructure.

2. POLICY & PROCEDURE:

Levy Rates as calculated by consulting engineers & presented in reports shall be used in servicing agreements for new subdivisions. Council may use any or all of the rates, as required with each new subdivision. A copy of this policy with appended engineer report shall be attached to and form part of the Servicing Agreement for all new subdivisions, including infills.

3. INFRASTRUCTURE CONSIDERATIONS:

In accordance with the Planning & Development Act, the numbers will take into consideration the following: (1) Water Plant Expansion; (2) Lagoon Expansion; (3) Park Development; (4) Drainage; and, (5) Public Highways, Roadways and Related Facilities.

Should the Planning & Development Act be expanded to include other areas of consideration (i.e. protective services), these numbers may be revised. The Council will work in cooperation with various consultants and the provincial government to update the numbers to include other applicable areas.

4. ENGINEER REPORT:

The Engineer Report shall consist of rates of construction of infrastructure as listed in part 3 above, with calculation for a frontage rate or a per acre rate as required. Residential single family lots shall use frontage rates, Multi unit residential, commercial & industrial developments shall use per acre rates. Such report shall be acceptable for use in both this policy in any Development Levy Bylaw, as approved by Saskatchewan Municipal Board.

5. REVIEW & UPDATE:

Council shall at minimum conduct an annual review of this policy, to determine need for an engineering report. Council may authorize production of a new report if market costs have changed to a degree considered material. Alternatively, Council may adjust development levy rates using industry standard rates provided from an independent source.

Terms of this policy may be adjusted by motion of Council at any time.

TOWN OF DALMENY
BYLAW NO. 3/14

A BYLAW TO REPEAL A BYLAW

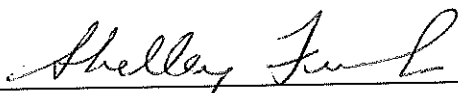
The Council of the Town of Dalmeny in the Province of Saskatchewan enacts as follows:

That Bylaw No. 18/86 respecting "establishment of a Transit for the Disabled Board", adopted on January 12, 1987, is hereby repealed.





Mayor



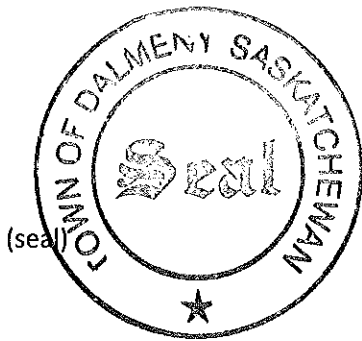
Chief Administrative Officer

**TOWN OF DALMENY
BYLAW NO. 4/14**

A BYLAW TO REPEAL A BYLAW

The Council of the Town of Dalmeny in the Province of Saskatchewan enacts as follows:

That Bylaw No. 13/08 respecting "establishment of a Dalmeny & District Arena Board", adopted on December 22, 2008, and Bylaw No. 3/11 respecting "amendment of Bylaw 13/08" are hereby repealed.



Mayor

Chief Administrative Officer