

**REGULAR MEETING OF DALMENY TOWN COUNCIL  
MONDAY, SEPTEMBER 28, 2020, 7:00 P.M.  
DALMENY CURLING RINK LOUNGE AREA**

**AGENDA:**

**CALL TO ORDER – 7:00 p.m.**

**ADOPTION OF AGENDA – additions/deletions**

**MINUTES OF THE PREVIOUS MEETING**

- a. September 14, 2020 Regular Council Meeting

**BUSINESS ARISING FROM THE MINUTES:**

- a. Safe Restart Program (SRP) – Ministry of Government Relations

**ACCOUNTS FOR APPROVAL**

- a. Approval of Current Accounts
- b. Approval of Payroll

**FINANCIALS**

- a.

**CORRESPONDENCE**

- a. Best Practices for Municipal Elections During COVID-19
- b. Signage – Business License Bylaw
- c. Signage – Verbal or Physical Abuse

**REPORTS**

- a. Chief Administrative Officer's Report

**NEW BUSINESS**

- a.

**BYLAWS**

- a. Bylaw 7-2020, a Bylaw to Amend *The Traffic Bylaw, 2018*

**QUESTIONS FROM THE PUBLIC**

**ROUND TABLE DISCUSSION/IN CAMERA**

**ADJOURN**

---

Next Regular Meeting: October 19, 2020

2020 Regular Council Meeting Schedule: January 13,27; February 10;24; March 9,23;  
April 13,27; May 11,25; June 8,22; July 13; August 17;  
September 14,28; October 19.

Committee of Whole Meetings: 6:30 p.m. prior to Regular Council Meetings; and  
7:00 p.m. on alternate Mondays from council meetings, when required:

Next Dalmeny Police Commission Meeting: October 19, 2020 commencing at 5:00 p.m.

2020 Dalmeny Police Service Meeting Schedule: October 19, November 16, and December 21.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**PRESENT:** Mayor Jon Kroeker, Councillors Jon Redekop, Anna-Marie Zoller, and Greg Bueckert were present at the meeting, along with CAO Jim Weninger. Councillor Karly Russin was also present through video conferencing due to the Covid-19 Pandemic.

**ABSENT:** Councillor Christa-Ann Willems.

**CALL TO ORDER**

Mayor Jon Kroeker called the Regular Council Meeting to order at 7:00 p.m., a quorum being present.

**ADOPTION OF AGENDA**

**298/20 – Zoller/Russin** – That the agenda for the Regular meeting of Council of the Town of Dalmeny for September 14, 2020 be adopted as presented.

Carried.

**MINUTES**

**299/20 – Zoller/Bueckert** – That the Minutes of the August 17, 2020 Regular Council meeting be approved as circulated.

Carried.

**MINUTES**

**300/20 – Zoller/Russin** – That the Minutes of the August 19, 2020 Special Council meeting be approved as circulated.

Carried.

**MINUTES**

**301/20 – Bueckert/Zoller** – That the Minutes of the August 27, 2020 Special Council meeting be approved as circulated.

Carried.

**MINUTES**

**302/20 – Russin/Zoller** – That the Minutes of the September 3, 2020 Special Council meeting be approved as circulated.

Carried.

Councillor Ed Slack arrived to the meeting at 7:08 p.m.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**PROPOSED CULVERT CROSSING**

**303/20 – Bueckert/Redekop** – That the proposed Culvert Crossing Agreement on CN property at Mile 74.05 Aberdeen Subdivision at SE ¼ 10-39-06 W3M, in the Town of Dalmeny, SK as per drawings 071-095CN2-R1, and 071-095 CN3 dated September 4, 2020 as approved by Canadian National Railway Company, be accepted by Council.

Carried.

**CN CROSSING PROJECT AWARD**

**304/20 – Slack/Zoller** – That Council award the First Street CN Crossing Project to KH Developments Ltd. at a cost of \$339,856.80, plus applicable taxes and that P. Engineer Tanner Jackson of Catterall & Wright be advised of the same.

Carried.

**ACCOUNTS PAYABLE**

**305/20 – Bueckert/Russin** – That the accounts as detailed on the attached cheque listing and amounting to \$217,221.37 for the period ending September 10, 2020 and representing cheque numbers 15844 to 15899 be approved by Council.

Carried.

**PAYROLL**

**306/20 – Slack/Redekop** – That the payroll listings in the amounts of \$23,094.69 and \$21,244.97 for the periods ending August 24, 2020 and September 4, 2020 respectively, be approved by Council.

Carried.

**PER DIEMS**

**307/20 – Bueckert/Russin** – That the per diems in the amount of \$2,635.01 for the pay period ending September 30, 2020 be approved by Council.

Carried.

**OUTSTANDING TAX COMPARISONS**

**308/20 – Redekop/Russin** – That the listing of outstanding municipal and school property tax comparisons, along with frontage taxes for the month of August be accepted by Council.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**CAO REPORT**

**309/20 – Bueckert/Redekop** – That the Chief Administrative Officer's Report as presented by the Chief Administrative Officer Jim Weninger for September 14, 2020 be accepted by Council.

Carried.

**DALMENY CAR WASH**

**310/20 – Zoller/Bueckert** – That the matter between Dalmeny Car Wash Ltd. and the Town of Dalmeny be taken from the table.

Carried.

**DALMENY CAR WASH**

**311/20 – Russin/Slack** – That the outcome of the meeting held on Tuesday, September 8, 2020 between Dalmeny Car Wash Ltd. representative Matt Bradley and Town of Dalmeny representatives Mayor Jon Kroeker and Chief Administrative Officer Jim Weninger regarding the status of the outstanding property taxes of Dalmeny Car Wash Ltd. be accepted and that this matter be again reviewed in August, 2021.

Carried.

**CANCELLED TAXES**

**312/20 – Slack/Redekop** – That due to the removal of a single detached manufactured/mobile home and the demolition of the attached garage and breezeway as of May 25, 2020, that the improvement property taxes be cancelled for the period May 26 to December 31, 2020 in the amount of \$833.68 for Lot 3, Block 22, Plan 75S32286, known civically as 313 Clover Avenue and that Barry and Tracy Mathieu be advised of the same.

Carried.

**CANCELLED TAXES**

**313/20 – Bueckert/Redekop** – That due to the demolition of a single detached dwelling as of June 30, 2020, that the improvement property taxes be cancelled for the period July 1 to December 31, 2020 in the amount of \$909.11 for Lot 20, Block 18, Plan 99SA09472, known civically as 305 – Highway 305 West and that Nelson and Viola Shrigley be advised of the same.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**ELECTION OFFICIALS REMUNERATION**

**314/20 – Slack/Russin** – That Election Officials remuneration be set at:

- ◆ Deputy Returning Officer (DRO) - \$230.00/full day, or \$23.00 per hour
- ◆ Poll Clerk (PC) - \$195.00/full day, or \$19.50 per hour

Carried.

**2020 GENERAL MUNICIPAL ELECTION**

**315/20 – Bueckert/Slack** – That for the General Municipal Election held on November 9, 2020 at the JJ Loewen Community Centre, that Advance Polls be held in the Curling Rink Lounge Area on the following days and times:

- ◆ Wednesday, October 28, 2020 from 4:00 p.m. to 8:00 p.m.
- ◆ Saturday, October 31, 2020 from 10:00 a.m. to 2:00 p.m.
- ◆ Wednesday, November 4, 2020 from 4:00 p.m. to 8:00 p.m.

Carried.

**FIRST STREET CROSSING AGREEMENTS**

**316/20 – Slack/Redekop** – That the following agreements pertaining to the First Street CN Crossing Project be accepted by Council:

- ◆ CN Design & Construction Work Permit Application CTA – 2020
- ◆ Amending Agreement No. 1 – 2020-2021 Rail Safety Improvement Program Funding
- ◆ Highway Maintenance Agreement – Provincial Highway No. 305 Culvert at km 8.79
- ◆ Standard Culvert Crossing Agreement

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**FIRST APPLICATION FOR TITLE**

**317/20 – Bueckert/Redekop** – That First Application for Title be initiated against the following properties:

226 Main Street	Lot 17 & 18, Block 5, Plan 85S44411	\$2,876.07
111 First Street	Lot 7, Block 7, Plan G740	\$3,677.73
523 Wakefield Avenue	Lot 1, Block 11, Plan G740	\$3,606.65
307 Clover Avenue	Lot 6, Block 22, Plan 77S31898	\$13,293.15
214 First Street	Lot 13, Block 8, Plan 77S31898	\$46,905.04
312 First Street	Lot 3, Block 9, Plan 77S48092	\$8,635.17
307 Wall Street	Lot 21, Block 9, Plan 78S38025	\$10,286.01
211 Loeppky Avenue	Lot 35, Block 9, Plan 78S38025	\$3,382.89
112 First Street	Lot 10, Block 11, Plan 78S38025	\$6,177.99
106 Railway Avenue	Lot 11, Block 11, Plan 77S31581	\$6,341.80
310 Wall Street	Lot 5, Block 14, Plan 81S01796	\$12,129.31
111 Victor Terrace	Lot 9, Block 29, Plan 84S01145	\$17,110.77
310 Loeppky Avenue	Lot 4, Block 32, Plan 79S10927	\$11,621.91
102 Hedley Terrace	Lot 22, Block 32, Plan 101930813	\$13,285.05
134 Hedley Terrace	Lot 54, Block 32, Plan 101940511	\$21,486.76

Carried.

**OVERWEIGHT PERMIT DESIGNATE**

**318/20 – Slack/Redekop** – That in the absence of the Chief Administrative Officer, that the Chief of Police for the Dalmeny Police Service, or his designate be given permission to sign overweight permit(s) as they arise.

Carried.

**LETTER REGARDING TRAFFIC BYLAW**

**319/20 – Bueckert/Redekop** – That the letter of September 10, 2020 from Chief of Police Scott Rowe of the Dalmeny Police Service be accepted, and that Chief Administrative Officer Jim Weninger amend The Traffic Bylaw, 2018, to provide for a Four-Way Stop at the intersection of Wall Street/Victor Lane and Loeppky Avenue.

Carried.

**LETTER**

**320/20 – Russin/Slack** – That the letter of August 15, 2020 from Thomas and Karen Roberts, along with Rick and Kelly Janzen and Kevin and Amy Sawyer, pertaining to the Four Way Stop at Wall Street/Victor Lane and Loeppky Avenue be accepted.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**LIST OF LAND IN ARREARS**

**321/20 – Bueckert/Slack** – That the List of Lands in Arrears as submitted to the Head of Council this 14<sup>th</sup> day of September, 2020 be accepted by Council.

Carried.

**GST/PST AUDIT**

**322/20 – Russin/Bueckert** – That the Town of Dalmeny engage the services of Luckett Wenman & Associates to complete a GST Audit and PST Audit. Their last audit of the Town of Dalmeny was completed on October 26, 2017.

Carried.

**DALMENY LIBRARY BOARD MINUTES**

**323/20 – Zoller/Redekop** – That the Minutes of the August 19, 2020 Dalmeny Library Board Meeting be accepted by Council.

Carried.

**ARENA RE-OPEN PLAN**

**324/20 – Slack/Bueckert** – That the “User Groups of Dalmeny Arena – Arena Re-Open Plan” as prepared by Recreation Manager Mat Halcro be accepted by Council.

Carried.

**IN-CAMERA**

**325/20 – Redekop/Zoller** – That Council move into the Committee of the Whole and that the session be “in camera” at 8:20 p.m.

Carried.

**RECONVENE**

**326/20 – Bueckert/Russin** - That Council reconvene and report at 9:02 p.m.

Carried.

**STREET LIGHTING FOR FIRST STREET CN CROSSING**

**327/20 – Slack/Redekop** – That Street Lighting on galvanized steel standards be installed at the First Street CN Crossing Project as per SaskPower’s budgetary quote dated April 24, 2020 in the amount of \$42,000.84, plus GST in the amount of \$2,100.04 and that Jessica Dyok, Electrical Engineering Technologist for SaskPower be advised of the same. Notification No. 302570663, Quote No. 124666, Service No. 20275213.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**PUBLIC WORKS SHOP/FIRE STORAGE AREA SERVICING AND GRADING PLAN**

**328/20 – Bueckert/Slack** – That the Servicing and Grading Plan for the proposed Public Works Shop/Fire Storage Area prepared by Tanner Jackson of Catterall & Wright be reviewed by the Public Works Shop/Fire Storage Area Committee in order that the Servicing and Grading Plan may be tendered by February 15, 2021 and that P. Engineer Tanner Jackson be advised of the same.

Carried.

**PUBLIC WORKS SHOP/FIRE STORAGE AREA COMMITTEE**

**329/20 – Slack/Russin** – That Mayor Jon Kroeker, Chief Administrative Officer Jim Weninger, Public Works Manager Jeff Johnson, Fire Chief Rick Elder, along with Councillor Jon Redekop form the Public Works Shop/Fire Storage Area Committee and that this Committee prepare the specifications for this proposed building.

Carried.

**MAZDA 2006 RX-8**

**330/20 – Bueckert/Redekop** – That as a result of the Public Auction held Friday, August 21, 2020 regarding the Vehicle Disposition, that the 2006 RX-8 be sold to Sheldon Boehr, due to the non-payment of compounding fees and towing fee owed by Jaimie Yamniuk. And, furthermore that Jaimie Yamniuk be refunded her payments of \$1,400.00.

Carried.

**PRAIRIE PLACE WATER LATERAL QUOTE**

**331/20 – Slack/Zoller** – That the quote for the installation of water laterals on Prairie Place from KH Developments Ltd. in the amount of \$49,100.00, plus applicable taxes be accepted by Council.

Carried.

**312 PRAIRIE PLACE WATER AND SEWER LATERAL QUOTE**

**332/20 – Bueckert/Russin** – That the quote for the installation of a water and sewer lateral, along with insulating the sanitary sewer lateral of Al and Naomi Hawkins at 312 Prairie Place from KH Developments Ltd. in the amounts of \$6,240.00 and \$5,000.00 respectively, plus applicable taxes be accepted by Council.

Carried.

**407 PRAIRIE PLACE WATER AND SEWER QUOTE**

**333/20 – Redekop/Slack** – That the quote for the installation of a water lateral (boring) from the curb cock to the basement and the repair of a sewer force main (boring) of Toby and Karen Baerg at 407 Prairie Place from KH Developments Ltd. in the amounts of \$3,840.00 and \$1,000.00 respectively, plus applicable taxes be accepted by Council. Toby and Karen Baerg will be responsible for the cost of the water lateral of \$3,840.00, the Town of Dalmeny will be responsible for the cost of repairing the force main, estimated at \$1,000.00, plus applicable taxes in each case.

Carried.



TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2020  
DALMENY TOWN OFFICE

**PRAIRIE PLACE MANHOLE**

**334/20 – Slack/Redekop** – That Similar to Prairie Street, that the manhole in Prairie Place be upgraded at an estimated cost of \$4,500.00, plus applicable taxes and that P. Engineer Tanner Jackson of Catterall & Wright be advised of the same.

Carried.

**TOWN OF DALMENY ENTRANCE SIGN**

**335/20 – Zoller/Slack** – That as per the Entrance Sign Committee's recommendation, that the Town of Dalmeny Entrance Sign be installed at 321 to 323 Highway 305 South. These lots are legally known as Lot 2, Block K, Plan 59S12191 and Lot 1, Block K, Plan 59S12191.

Carried.

**ADJOURN**

**336/20 – Slack/Russin** – That the meeting be adjourned. Time 9:18 p.m.

Carried.

(seal)

---

Mayor

---

Chief Administrative Officer

Report Date  
9/10/2020 4:24 PM

Dalmeny  
**Accounts for Approval**  
As of 9/10/2020  
Batch: 2020-00044 to 2020-00046

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
15844	8/31/2020	Spoiled During Printing			
15845	8/31/2020	Spoiled During Printing			
15846	8/31/2020	Spoiled During Printing			
15847	8/31/2020	AMSC Insurance Services Ltd 70	SEPT GROUP INSURANCE	6,920.38	6,920.38
15848	8/31/2020	Canadian National Railways CW071-095-02	FIRST STREET CROSSING	918.75	918.75
15849	8/31/2020	M.E.P.P. 211	AUGUST MEPP PAYMENT	11,560.30	11,560.30
15850	8/31/2020	Minister of Finance 30	AUGUST SCHOOL TAXES	45,645.52	45,645.52
15851	8/31/2020	SaskEnergy Corp. 229	SASKPOWER/ENERGY PMT	9,584.72	9,584.72
15852	8/31/2020	SaskTel CMR 363	SASKTEL PAYMENT	649.86	649.86
15853	9/14/2020	Anderson Pump House Ltd IN491762	WATER PLANT-TOT CHLORINE	332.69	332.69
15854	9/14/2020	ATAP Infrastructure Management 15	JAYSON CLASS 1 WASTEWATER	1,218.00	1,218.00
15855	9/14/2020	Bell Mobility Inc. 42	AERATION BUILDING AUTODIALER	195.37	195.37
15856	9/14/2020	Bunker Fire Ltd. 3924	FIRE-AV3000 MASK/BAGS	628.86	628.86
15857	9/14/2020	C & K Lawn & Yard Care 1170/1176	NUISANCE ENFORC/MOW OD RINK	735.00	735.00
15858	9/14/2020	Canadian National Railways 91536513	SIGNAL MAINTENANCE	296.00	296.00
15859	9/14/2020	Catterall & Wright 20-219 20-227 20-215	1ST ST CROSSING W&S TOWN SHOP DEVELOPMENT RAILWAY MICRO SURFACING	6,039.23 9,952.52 8,351.93	24,343.68
15860	9/14/2020	Clark's Supply & Service 365291/365685	HOTSYS/BOOTH PAINT LIFT	589.27	589.27
15861	9/14/2020	Cleartech Industries Inc. 845193/201556CR	WATER PLANT CHEMICALS	36.96	36.96
15862	9/14/2020	Crosby Hanna & Assoc. 411/370-3/36/37	MAP PROJECT/S&P/PERMITS	2,942.18	2,942.18
15863	9/14/2020	Early's Farm and Garden Centre 654039	PAR 3 WEED SPRAY	453.60	453.60
15864	9/14/2020	First Filter Service			

Report Date  
9/10/2020 4:24 PM

Dalmeny  
**Accounts for Approval**  
As of 9/10/2020  
Batch: 2020-00044 to 2020-00046

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		241084/8729/456	TRACTOR BATTERY/HOTSY SUPPLIES	352.35	352.35
15865	9/14/2020	<b>Frontier Plumbing &amp; Heating</b> 64846/65099	PW-SHOP SUPPLIES	159.58	159.58
15866	9/14/2020	<b>Greenline Hose &amp; Fittings</b> s5893584.001	PW-3" PVC FLAT HOSE	286.72	286.72
15867	9/14/2020	<b>Gregg Distributors LP</b> R834395857	FIRE-CONSUMABLES	175.05	175.05
15868	9/14/2020	<b>Janzen Steel Buildings Ltd.</b> 32625	SUPPLY/REPLACE SIDING	285.05	285.05
15869	9/14/2020	<b>John Moody</b> 206	FIRE COMPUTER REPAIR	157.69	157.69
15870	9/14/2020	<b>Lafarge Canada Inc.</b> 290803512	RAILWAY SURFACE TREATMENT	58,805.34	58,805.34
15871	9/14/2020	<b>Loraas Disposal Services</b> 130	GARBAGE/COMPOST PICKUP	14,483.21	14,483.21
15872	9/14/2020	<b>Maxill</b> 635084	FIRE DISINFECTANTS	65.78	65.78
15873	9/14/2020	<b>McGill's Industrial Service</b> 828/77/849/71/6	TOWN MAINTENANCE	14,569.60	14,569.60
15874	9/14/2020	<b>Millsap Fuel Distributors Ltd.</b> 554033-563030	PW-GAS/DIESEL	5,113.40	5,113.40
15875	9/14/2020	<b>MuniCode Services Ltd.</b> 50748/50780	BUILDING INSPECTIONS	814.98	814.98
15876	9/14/2020	<b>Pitney Works</b> 90	OFFICE POSTAGE	1,260.00	1,260.00
15877	9/14/2020	<b>Princess Auto</b> 2712802	PW-SHOP SUPPLIES	112.47	112.47
15878	9/14/2020	<b>Rassettica Testing Ltd</b> 30082020	POLICE WEAPON TESTING	180.08	180.08
15879	9/14/2020	<b>Reed Security</b> 1495255	SECURITY CAMERAS	471.75	471.75
15880	9/14/2020	<b>Robertson Implements</b> P06363/P06540	FIRE-FUEL/FLOOR DRY	93.84	93.84
15881	9/14/2020	<b>Russell Hendrix Foodservice Eq</b> 1628646	ARENA BOOTH CUP DISPENSER	86.01	86.01
15882	9/14/2020	<b>Ruta Skerbergs</b> 1	REIMBURSE SEWER LINE SHARE	100.57	100.57
15883	9/14/2020	<b>S.U.M.A.</b> 93262/93336	STREET SIGNS/POSTAGE SAMPLES	732.58	732.58
15884	9/14/2020	<b>Sask Can Auto Restoration</b> SC000102/103	JAN-AUG STORAGE FEES	1,786.05	1,786.05
15885	9/14/2020	<b>Sask Research Council</b> 1923/704/119/77	WATER LAB TESTING	419.73	419.73

Report Date  
9/10/2020 4:24 PM

Dalmeny  
**Accounts for Approval**  
As of 9/10/2020  
Batch: 2020-00044 to 2020-00046

Page 3

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
15886	9/14/2020	Sask. Government Insurance 143	HANDIVAN/FIRE TRAILER PLATES	1,605.34	1,605.34
15887	9/14/2020	Saskatoon Fire Protection 73535	HANDI VAN FIRE EXTINGUISHER	11.55	11.55
15888	9/14/2020	SaskTel CMR 364	SASKTEL PAYMENT	1,559.85	1,559.85
15889	9/14/2020	SPI Health and Safety Inc. 10917324-00	HERBICIDE SPRAY	20.11	20.11
15890	9/14/2020	Success Office Systems INV288340	OFFICE-COPIER USEAGE	85.00	85.00
15891	9/14/2020	Surge Ahead Electrical 337	ARENA BOOTH/OFFICE/PARK ELECTF	976.80	976.80
15892	9/14/2020	SVP Envoyer paiement a 84523/640/6885	WATER METERS/PARTS	2,410.88	2,410.88
15893	9/14/2020	Swish-Kemsol 271922	JJ LOEWEN JANITORIAL	998.17	998.17
15894	9/14/2020	The Wireless Age 321861-92	RADIO SUPPLIES	225.16	225.16
15895	9/14/2020	Town of Dalmeny 14	SPRAY & PLAY BUNNY HUGS	160.00	160.00
15896	9/14/2020	Tyco Integrated Fire/Security 86989668	REPLACE SPRINKLER HEAD	558.49	558.49
15897	9/14/2020	Tyler Dörner 7	PW- HEP A&B/MILEAGE	124.25	124.25
15898	9/14/2020	United Rentals of Canada Inc. WO- 184813477	AIR COMPRESSOR REPAIR	851.95	851.95
15899	9/14/2020	Zak's Home Hardware 175431/8418	PW-SHOP SUPPLIES	70.85	70.85
				Total for AP:	217,221.37

Certified Correct This September 10, 2020

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

## Payor/Payee's List Ready for Manual Release

Page 1 of 1

[Back to Manual Release](#)

Payor/Payee Name    A	c Type	Amount
<u>Anderson, Scott</u>	C	1477.06
<u>Berrecloth, Colleen</u>	C	452.36
<u>Derksen, Crystal</u>	C	250.45
<u>Dorner, Tyler</u>	C	1236.90
<u>Dyck, Bradley</u>	C	1559.80
<u>Elder, Rick</u>	C	1309.67
<u>Furi, Bonnie</u>	C	285.52
<u>Haicro, Mathew</u>	C	1311.75
<u>Hollingshead, Javson</u>	C	1325.63
<u>Honeker, Sheila</u>	C	238.62
<u>Janzen, Kelly</u>	C	1319.67
<u>Johnson, Jeffrey</u>	C	1657.67
<u>Klein, Marlys</u>	C	823.93
<u>Popenia, Sheridan</u>	C	568.77
<u>Rowe, Scott</u>	C	2062.38
<u>Spence, Paige</u>	C	870.47
<u>Splawinski, Scott</u>	C	1480.52
<u>Trayhorne, Laurelea</u>	C	582.70
<u>Van Meter, Christine</u>	C	1549.17
<u>Weninger, Jim</u>	C	2731.65

**\$23,094.69**

Page [1]

# Payor/Payee's List Ready for Manual Release

Page 1 of 1

[Back to Manual Release](#)

Payor/Payee Name	Type	Amount
<a href="#">Anderson, Scott</a>	C	1436.86
<a href="#">Bonin, Edmund</a>	C	414.38
<a href="#">Dorner, Tyler</a>	C	1249.99
<a href="#">Dyck, Bradley</a>	C	1449.91
<a href="#">Elder, Rick</a>	C	1157.97
<a href="#">Furi, Bonnie</a>	C	343.20
<a href="#">Halcro, Mathew</a>	C	1311.75
<a href="#">Hollingshead, Jayson</a>	C	1225.92
<a href="#">Honeker, Sheila</a>	C	186.32
<a href="#">Janzen, Kelly</a>	C	1319.67
<a href="#">Johnson, Jeffrey</a>	C	1788.18
<a href="#">Klein, Marlys</a>	C	823.93
<a href="#">Rowe, Scott</a>	C	2192.85
<a href="#">Splawinski, Scott</a>	C	1480.52
<a href="#">Trayhorne, Laurelea</a>	C	582.70
<a href="#">Van Meter, Christine</a>	C	1549.17
<a href="#">Weninger, Jim</a>	C	2731.65

21,244.97

Page [1]

# Payor/Payee's List Ready for Manual Release

Page 1 of 1

[Back to Manual Release](#)

Payor/Payee Name	Amount
<u>Anderson, Alicia</u>	174.10
<u>Bueckert, Greg</u>	308.04
<u>Hueser, Wilbur</u>	174.10
<u>Kroeker, Jonathan</u>	686.21
<u>Redekop, Jonathan</u>	308.04
<u>Russin, Karly</u>	308.04
<u>Slack, Edward</u>	308.04
<u>Willems, Christa- Ann</u>	60.40
<u>Zoller, Anna-Marie</u>	308.04

2,635.01



Government  
of  
Saskatchewan

*Bureau's asking "A"*

*Ready for Council  
Sept 25/20*

Ministry of Government Relations

Municipal Infrastructure and Finance  
410 – 1855 Victoria Avenue  
Regina, Canada S4P 3T2  
Phone: (306) 787-1262  
Fax: (306) 787-3641

September 21, 2020

Jim Weninger, Administrator  
Town of DALMENY  
Box 400  
DALMENY SK S0K 1E0

Dear Jim Weninger:

On June 5, 2020, the Government of Canada announced the Safe Restart Program (SRP) where Canada has committed to provide \$19.8 billion to provinces and territories. The program provides funding in seven priority areas, including municipalities and transit. Funding is meant to address critical needs over the next six to eight months.

The SRP recognizes that municipalities are on the front lines of a safe restart of the economy, and need to continue to put in place appropriate precautions to minimize the spread of COVID-19 and manage public spaces and critical services, like public transit.

Under the municipal and transit stream, the program provides Saskatchewan \$70.323 million incremental federal funding for municipalities:

- \$62.257 million in general municipal support will be allocated to municipalities on a per capita basis; and
- \$8.066 million in municipal transit support will be allocated to the four cities with transit systems using ridership numbers. This is the same model used to allocate the Investing in Canada Infrastructure Program Public Transit Infrastructure Stream.

This funding is intended to support the efforts of Saskatchewan municipalities to respond to COVID-19, as they work to enhance infection protection and control measures in their operations, including transit. Examples of these efforts include purchasing cleaning supplies, procuring personal protective equipment, modifying buses and bus shelters, replacing lost revenues due to declines in transit use, maintaining services and infrastructure and enhancing communications activities. Funding is flexible to allow municipalities to decide where the money is needed most, including proactive projects or future expenses.

...2



Jim Weninger, Administrator  
Page 2

---

The total grant for your municipality under the SRP is **\$108,928**. A single payment will be issued by the end of September 2020.

Should you have any questions regarding your grant, please contact Municipal Infrastructure and Finance at (306) 787-1262 or email at [mifprovgrants@gov.sk.ca](mailto:mifprovgrants@gov.sk.ca).

Sincerely,

A handwritten signature in black ink that reads "Jeff MacDonald". The signature is written in a cursive, flowing style.

Jeffrey MacDonald  
Executive Director

Report Date  
9/25/2020 5:04 PM

*Proposed*

Dalmeny  
Accounts for Approval  
As of 9/25/2020  
Batch: 2020-00048

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
15900-Man	9/11/2020	Jaimie Yamniuk 1	COMPOUND REFUND 2006 MAZDA	1,400.00	1,400.00
15901	9/28/2020	Aqua-Temp Radiant Heating 184093-1	LIFT 1/2/WATER BACKFLOW TEST	366.30	366.30
15902	9/28/2020	Aquifer Distribution Ltd 898739/1033/721	SOUTH POND PUMP/TOOKE PUMP	474.57	474.57
15903	9/28/2020	Brad Dyck 7	PW-BOOTS	239.75	239.75
15904	9/28/2020	Cleartech Industries Inc. 847285/202271	WATER PLANT CHEMICALS	207.70	207.70
15905	9/28/2020	Crosby Hanna & Assoc. 55(371-43)74(37	DEVELOPMENT/ADVISORY SERVICES	367.50	367.50
15906	9/28/2020	Early's Farm and Garden Centre 666233	PAR 3 WEED SPRAY	453.60	453.60
15907	9/28/2020	Fer-Marc Equipment Limited 98402	ZAMBONI REPAIR PART	58.46	58.46
15908	9/28/2020	Frontline Outfitters 66694/66666	LIFT 1 PART/ARENA BUILDING	189.62	189.62
15909	9/28/2020	Greenline Hose & Fittings S5928448.001	PW-SHOP SUPPLIES	35.82	35.82
15910	9/28/2020	Jenson Publishing 57855/57981/057	ELECTIONS AD	579.51	579.51
15911	9/28/2020	Jim Weninger 74	TRAVEL/SUPPLIES	192.94	192.94
15912	9/28/2020	Jim Weninger 73	RRSP CONTRIBUTIONS	3,026.72	3,026.72
15913	9/28/2020	Jon Kroeker 15	STAY LOCAL PRIZE	399.59	399.59
15914	9/28/2020	Kelly Janzen 48	ARENA/RED BARN PAINT/SUPPLIES	554.14	554.14
15915	9/28/2020	Lafarge Canada Inc. NO.071-103-P2	RAILWAY SURFACE -FINAL PMT	7,833.74	7,833.74
15916	9/28/2020	Lorne Schmidt 7	ARENA SPRAYER RENTAL	150.00	150.00
15917	9/28/2020	Master Group Inc. 85025041-00	WATER PLANT FLOW SWITCH	155.81	155.81
15918	9/28/2020	Mini Tune Lawn & Landscape 78199	HUSTLER PARTS/AIR FILTER	147.47	147.47
15919	9/28/2020	MuniCode Services Ltd. 50880...	BUILDING INSPECTIONS	1,774.37	1,774.37

Report Date  
9/25/2020 5:04 PM

*Proposed*

Dalmeny  
Accounts for Approval  
As of 9/25/2020  
Batch: 2020-00048

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
15920	9/28/2020	Nexom 15353	LAGOON FILTER/OIL	1,667.36	1,667.36
15921	9/28/2020	Pitney Bowes Global Credit Ser 3201532869	OFFICE POSTAGE LEASE	210.49	210.49
15922	9/28/2020	Precision Autodoor Systems Ltd 7532	JJ DOOR REPAIR	160.95	160.95
15923	9/28/2020	Princess Auto 2759151/2754864	PW SHOP SUPPLIES/HOTSY/PUMP	64.47	64.47
15924	9/28/2020	R.M. of Corman Park 28318	TOWN PEST CONTROL	227.00	227.00
15925	9/28/2020	RA Auto Repair LTD 36714	POLICE- 2015 CAR REPAIR	46.59	46.59
15926	9/28/2020	Robertson Implements F06617	R22 /TRUCK 22 PARTS	774.19	774.19
15927	9/28/2020	Sask Can Auto Restoration SC000104	COMPOUND STORAGE FEES	74.42	74.42
15928	9/28/2020	Sask Research Council 1203408/1203087	WATER LAB TESTING	55.12	55.12
15929	9/28/2020	Sask Water SW068586	BULK WATER	65,917.16	65,917.16
15930	9/28/2020	Saskatoon CO-OP 3176	POLICE/FIRE FUEL	1,274.73	1,274.73
15931	9/28/2020	SaskEnergy Corp. 230	SASKPOWER/ENERGY PMT	8,729.05	8,729.05
15932	9/28/2020	SaskTel CMR 365	SASKTEL PMT	324.36	324.36
15933	9/28/2020	SPI Health and Safety Inc. 10939051/109326	PW-SHOP SUPPLIES/FIRE UNIFORMS	125.67	125.67
15934	9/28/2020	Surge Ahead Electrical 347	ZAMBONI ROOM TROUBLESHOOT	88.80	88.80
15935	9/28/2020	SVP Envoyer paiement a 6488251/6488552	WATER METER PARTS	1,304.43	1,304.43
15936	9/28/2020	Trans-Care Rescue 20251	FIRE-VEHICLE EXT RESCUE	808.50	808.50
15937	9/28/2020	Zak's Home Hardware SEPT 15/20	PW-SHOP SUPPLIES	70.23	70.23
				Total for AP:	100,531.13

# Payor/Payee's List Ready for Manual Release

Page 1 of 1

[Back to Manual Release](#)**Payor/Payee Name**[Anderson, Scott](#)[Berrecloth, Colleen](#)[Bonin, Edmund](#)[Derksen, Crystal](#)[Dorner, Tyler](#)[Dyck, Bradley](#)[Elder, Rick](#)[Furi, Bonnie](#)[Halcro, Mathew](#)[Hollingshead, Jayson](#)[Honeker, Sheila](#)[Janzen, Kelly](#)[Johnson, Jeffrey](#)[Klein, Marllys](#)[Rowe, Scott](#)[Splawinski, Scott](#)[Trayhorne, Laurelea](#)[Van Meter, Christine](#)[Weninger, Jim](#)

Rec Type	Amount
C	1608.93
C	452.36
C	1139.76
C	250.45
C	1337.61
C	1449.91
C	1086.59
C	320.64
C	1311.75
C	1225.92
C	264.68
C	1319.67
C	1790.35
C	823.93
C	2192.85
C	1480.52
C	644.43
C	1549.17
C	2731.65

Page [1]

22,981.17

Correspondence "A"

Ready for  
Council  
Sept 25/20

# Best Practices for Municipal Elections During COVID-19

September 2020

## Table of Contents

<b>1. Introduction.....</b>	<b>1</b>
<b>2. Best Practices.....</b>	<b>1</b>
Candidates .....	1
Polling Places .....	2
At and In Polling Stations.....	2
Communicating with Voters .....	3
<b>3. Elections Saskatchewan Resources .....</b>	<b>4</b>
<b>4. Other Resources .....</b>	<b>4</b>
<b>5. Technical Information .....</b>	<b>4</b>



## 1. Introduction

*The Local Government Election Act, 2015* sets the municipal election for cities, towns, villages, rural municipalities and most northern municipalities for Monday, November 9, 2020.

Each municipality is responsible for conducting its municipal election in accordance with *The Local Government Election Act, 2015*. The Ministry of Government Relations recognizes that due to COVID-19, election officials and candidates are facing unexpected challenges that did not exist in previous municipal elections. Public health orders apply to municipalities' election processes and to candidates and voters.

In the interest of sharing electoral best practices, this resource will assist election officials and candidates to plan and carry out the duties and responsibilities of holding municipal elections in a manner to ensure voters are safe.

**Note that this document has no legal authority. It is intended for reference and resource purposes only and not as a replacement for the legislation, the *Re-open Saskatchewan Plan* or Public Health Orders issued by the Chief Medical Health Officer.**

### Key Links

[\*The Local Government Election Act, 2015\*](#)

[\*Re-open Saskatchewan Plan\*](#)

[Public Health Orders](#) issued by the Chief Medical Health Officer:

In addition, Saskatchewan has recently added '[Election Activities](#)' to the list of critical public services and allowable business services and events, activities, and outdoor spaces in their region.

## 2. Best Practices

### Candidates

As of July 21, 2020, the Government of Saskatchewan, as part of the *Re-open Saskatchewan Plan*, allows [door to door canvassing](#). This includes the ability for candidates to campaign in an election.

Candidates are required to maintain physical distancing when visiting a residence and are encouraged to practice frequent hand hygiene and not to share common materials including pens, pencils and promotional materials.

The City of Saskatoon has also prepared an [information guide](#) for persons seeking election or re-election for council.

Candidates and candidate's agents have the right to be in attendance at advance polls or the poll on election day. Candidates and candidate's agents will be subject to the same physical distancing requirements as voters and should be encouraged to wear a mask while in the polling area.

## Polling Places

The council for the election day and the Returning Officer for advance polls, shall determine the polling places for elections.

Council and the Returning Officer should consider polling areas that will comply with Public Health Orders as it relates to physical distancing requirements for voters and election officials.

Some best practices regarding polling places include:

- using community and recreation facilities that enable staff, poll workers and citizens to maintain a safe distance (e.g. 2 metres/6 feet) from each other at all times;
- considering facilities that accommodate potential line ups and inclement weather;
- sufficient space and tables for accommodating voter's registration forms and showing identification;
- handwashing facilities or sanitizing stations in prominent locations throughout the venue;
- using protective screens between election officials, citizens, ballot boxes; and
- using facilities that can provide separate or different entrance and exit paths to help manage the flow of voters.

## At and In Polling Stations

Once the polling places are established, the Returning Officer is responsible for determining the physical layout of and conduct in the polling areas. Matters that should be considered include:

- physical distancing in the polls for voters, election officials and candidates/candidates' agents;
- providing markings inside or outside the polling to ensure social distancing of 2 metres (6 feet);
- instructional posters outside polling areas regarding self-assessment and physical distancing;
- hand sanitizer and/or dispensers available for use at all polls in several or prominent locations with tissues and lined waste containers;
- disinfectant so that polls can be sanitized throughout the day, particularly frequently-touched surface areas such as voting areas/booths, ballot boxes, desks, tables, railings, washrooms, writing utensils, door handles, light switches and seating areas (if any);
- protective dividers (e.g. plexi-glass) to separate the voter from the Deputy Officer and Poll Clerk from voters;
- tables for election officials to verify identification visually rather than handling;
- offering single-use pencils (e.g. golf pencils) to mark ballots that voters can then take home;
- encouraging voters and election officials to wear a mask in the polling area and utilize handwashing facilities or hand sanitizing prior to entering or voting; and
- in the instance where a voter's list is not used, recommending that voters complete [Form R – Voter's Declaration Form](#) prior to attending the poll.

Deputy Returning Officers are responsible for the set-up of polls and conduct of voters and candidates/candidate's agents in the polling area in accordance with the directions set out by the Returning Officer.



## Election Officials

Election officials may need reminding and/or training regarding safe election practices and COVID-19 precautions including:

- physical distancing in polling places;
- hand washing hygiene, coughing/sneezing etiquette or use of personal protective equipment (PPE);
- avoiding the sharing of equipment, writing utensils, clipboards or disinfecting in between sharing with other officials if materials and equipment must be shared; and
- the safe handling of election materials (e.g. identification, forms, ballots), for example placing identification on a table for the election official to check visually instead of handling.

Returning Officers may wish to consider additional election officials (special constables, [PPE co-coordinator](#)) to assist in the conduct of the municipal election.

Additional election officials can provide assistance by:

- controlling the number of voters allowed in the polling area so as not to exceed the required number of people in an enclosed area at one time;
- ensuring voters are maintaining proper physical distancing of 2 metres (6 feet);
- direct voters to the correct path to follow in the polling area to maintain physical distancing; and
- sanitizing the polling area throughout the day, particularly high touch areas.

## Communicating with Voters

Municipalities and Returning Officers should consider a communication plan and strategy for voters that addresses COVID-19 and encourages personal health and safety measures to help ensure a safe local election in your community.

A communications plan can assist voters with better understanding the following:

- advance voting opportunities and options such as advance polls, mail-in ballots and extended hours polls on election day;
- any alternate voting methods the community is implementing to reduce in-person contact and as an option for individuals that are ill, have limited mobility or may be in self-isolation;
- the general procedures and measures being taken by your community on election day to ensure a safe election;
- how voters may vote at off-peak times (if known from previous election experiences);
- general health and safety measures to prevent the spread of COVID-19, including encouraging voters to wear a mask, using hand washing and hand sanitizing, coughing/sneezing etiquette;
- specific things voters can do to help your community achieve a safe election such as bringing their own pencil, leaving the poll once they have voted, and social distancing; and
- where residents should direct their questions about the municipal election in their community (e.g. municipal administrator, returning officer, municipal website, etc.).

### 3. Elections Saskatchewan Resources

While Elections Saskatchewan does not oversee municipal elections, they have a number of resources to share with municipalities. These include samples of posters, ads, poll location signage and election event icons that can be downloaded by municipalities to use for municipal elections. Visit [Shareable tools](#) on the Election Saskatchewan website for more information.

Election Saskatchewan has also agreed to make available to municipalities any unused PPE from the October 26, 2020 provincial election. This includes left over hand sanitizer, pencils, cardboard voting dividers and other materials that are intact and remain usable after the provincial election. The material will be made available through the local provincial election officer and will be on a first-come, first-serve basis. Returning Officers can contact their local election officer **after** 10 a.m. on Wednesday, October 28, 2020. The name and contact information for the person in your area will be listed on the Election Saskatchewan website after the provincial election campaign has begun.

### 4. Other Resources

Saskatchewan municipalities are encouraged to learn from each other and visit municipal websites of other municipalities in Saskatchewan and elsewhere for the measures and innovations being undertaken to help ensure a safe local election. Several communities are using mail-in ballots, advance polls, curbside and mobile polls. Do an internet search and you may be surprised what you find!

The Provinces of [Nova Scotia](#) and [British Columbia](#) have also prepared on-line best practices and guides for municipalities to administer municipal elections. These may provide helpful tips that may be applied to help assist the conduct of your municipal election.

### 5. Technical Information

Technical information about the upcoming municipal elections may be obtained by contacting a municipal advisor at the Ministry of Government Relations at 306-787-2680 or [muninfo@gov.sk.ca](mailto:muninfo@gov.sk.ca).

*Correspondence B<sup>2</sup>*

*Ready for  
Council  
Sept 25/20*

LOGO

**BUSINESS LICENCE  
REQUIRED  
BY ALL SALESPERSONS AND  
TRADESPERSONS**

*Town of Dalmeny Business Licence Bylaw  
1-14, as amended from time to time*

*Correspondence C2*

*Ready for  
Council  
Sept 25/20*

LOGO

## Town of Dalmeny

Promotes an Environment where  
Everyone will be Treated and Spoken to  
with Respect and Dignity

Please Join us in Meeting that Objective

**VERBAL OR PHYSICAL  
ABUSE WILL NOT BE TOLERATED**

*Surveillance Cameras, including Audio, on Site*

*(Dalmeny Police Service will be Notified)*

## CAO REPORT

September 28, 2020

### **1. Provincial Traffic Safety Fund Grant:**

I have completed the Final Report for the Pedestrian and Fire Fighters Safety Initiative. In 2020 the Town received an initial amount of \$15,144.10. On September 16, 2020, The Town will now receive the reminding amount of this grant in the amount of \$1,682.68. Total amount of the grant is \$16,826.78.

### **2. SaskPower Quote for Street Lighting:**

The first quote from SaskPower for street lighting was adjusted, as the conduit is part of the First Street CN Crossing Tender, however this quote did not provide an allowance for any sort of seasonal lighting. SaskPower has been advised that the Town wishes to have an electrical plug in each of these lights and will be providing the Town with an updated quote.

### **3. SREDA Survey:**

SREDA is undertaking a study to determine the diversity of Saskatoon Region Councils. This study is a first for the Saskatoon Region and your participation will help make the study a success!

Creating diverse and inclusive municipal councils ensures that all voices in your community are included in the decision-making process. Fostering diversity starts with evaluating the current environment to set a benchmark for councils to grow; hence, why the Council Diversity Survey was created.

To determine the current state of municipal councils, SREDA is collecting data via a confidential survey from all 32 municipalities in the Saskatoon Region. The data will be aggregated and analyzed to determine the diversity of Saskatoon Region municipal councils.

A package has been mailed to your Municipal Office and contains an Administrator Package, surveys, and a return envelope. More information about the survey and instructions on how to administer it is within the package.

### **4. Dalmeny Housing Authority:**

Salton Willems has advised the Town that he will be resigning from the Dalmeny Housing Authority effective November 1, 2020.

### **5. Boring Beneath CN Right-of-Way:**

Due to mechanical problems, the boring machine is presently being fixed in Saskatoon. The sub-contractor expects to be up and running again on Monday, September 28, 2020.

Jim Weninger, Chief Administrative Officer

## BYLAW NO. 7-2020

The Council of The Town of Dalmeny enacts as follows:

### 1. Short Title

- 1.1 This Bylaw may be cited as the *Traffic Bylaw, 2018 Amendment Bylaw, 2020*.

### 2. Purpose

- 2.1 This Bylaw is enacted to amend the *Traffic Bylaw, 2018* as provided for herein.

### 3. Amendments

- 3.1 Appendix 2 of the *Traffic Bylaw, 2018* is amended by deleting the following clauses in Number 2. Other Stops as follows:

<u>Stop Street</u>	<u>For Traffic Proceeding</u>	<u>Intersecting Street</u>
“Victor Lane	Southbound	Loeppky Avenue
Wall Street	Northbound	Loeppky Avenue”

- 3.2 Appendix 2 of the *Traffic Bylaw, 2018* is amended by adding clause (e) in Number 1. Four Ways Stops as follows:

“(e) Loeppky Avenue and Wall Street/Victor Lane”

### 4. Coming into Force

This bylaw shall come into force and effect on the day it is approved by the Highway Traffic Board.

Read a first time and second time this 28<sup>th</sup> day of September, 2020.

Read a third time and adopted this 28<sup>th</sup> day of September, 2020.

S E A L

---

Mayor

---

Chief Administrative Officer