

**REGULAR MEETING OF DALMENY TOWN COUNCIL
MONDAY, DECEMBER 23, 2024, 7:00 P.M.
DALMENY TOWN COUNCIL CHAMBERS**

AGENDA:

CALL TO ORDER – 7:00 p.m.

ADOPTION OF AGENDA – additions/deletions

MINUTES OF THE PREVIOUS MEETING

- a. December 9, 2024, Regular Council Meeting

BUSINESS ARISING FROM THE MINUTES:

- a.

ACCOUNTS FOR APPROVAL

- a. Approval of Current Accounts
- b. Approval of Payroll and Per Diems
- c. Approval of MasterCard Payments for October
- d. Approval of MasterCard Payments for November

FINANCIALS

- a.

CORRESPONDENCE

- a. CN Police want you to Stay Safe this Winter
- b. A message from FCM and SUMA
- c. SUMAssure – To Delay or Not Delay: Dangers of Deferring Maintenance or Replacement
- d. SUMAssure – Risk Management Bulletin – Boiler and Machinery Insurance
- e. Wheatland Regional Library – Local Library

REPORTS

- a. Chief Administrative Officer's Report

NEW BUSINESS

- a.

ROUND TABLE DISCUSSION/IN CAMERA

ADJOURN

Next Regular Meeting: January 13, 2025

2024 Regular Council Meeting Schedule: December 23

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: January 20, 2025, commencing at 5:00 p.m.

2024 Dalmeny Police Service Meeting Schedule:

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 9, 2024
DALMENY TOWN OFFICE

PRESENT: Mayor Jon Kroeker, Councillors Ed Slack, Matt Bradley, Anna-Marie Zoller, Amy McNeil, and Aaron Peters. Also present was CAO Jim Weninger.

ABSENT: Councillor Eric Desnoyers.

CHRISTMAS PICTURES

Christmas pictures were taken of the Mayor and Council, along with the Chief Administrator Officer, prior to the meeting.

CALL TO ORDER

Mayor Jon Kroeker called the Regular Council Meeting to order at 7:10 p.m., a quorum being present.

ADOPTION OF AGENDA

431/24 – Bradley/Zoller – That the agenda for the Regular meeting of Council of the Town of Dalmeny for December 9, 2024 be adopted as presented.

Carried.

MINUTES

432/24 – Bradley/Slack – That the Minutes of the November 25, 2024 Regular Council meeting be approved as circulated.

Carried.

ACCOUNTS PAYABLE

433/24 – McNeil/Slack – That the accounts as detailed on the attached cheque listing and amounting to \$110,264.68 for the period ending December 5, 2024 and representing cheque numbers 19823 to 19864 be approved by Council

Carried.

Mayor Jon Kroeker declared a conflict of interest and a pecuniary interest and left the room at 7:16 p.m.

During Mayor Jon Kroeker's absence, Deputy Mayor Ed Slack presided over the meeting.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 9, 2024
DALMENY TOWN OFFICE

PAYROLL

434/24 – Zoller/Peters – That the payroll listing in the amount of \$39,580.27 for the pay period ending November 25, 2024 be approved by Council.

Carried.

Mayor Jon Kroeker returned to the meeting at 7:18 p.m. and presided over the meeting.

Deputy Mayor Ed Slack vacated the chair and resumed his position as Councillor.

PER DIEMS

435/24 – Peters/McNeil – That the per diems listing in the amount of \$3,492.22 for the pay period ending on December 31, 2024 be approved by Council.

Carried.

LIST OF OUTSTANDING TAX COMPARISONS

436/24 – Slack/Peters – That the listing of outstanding municipal and school property tax comparisons, along with frontage taxes for the month of November be accepted by Council.

Carried.

CORRESPONDENCE

437/24 – Slack/Bradley – That the following correspondence be filed:

A. The Community Café

Carried.

CAO REPORT

438/24 – Peters/Zoller – That the Chief Administrative Officer's Report as presented by the Chief Administrative Officer Jim Weninger for December 9, 2024 be accepted by Council.

Carried.

LOCAL IMPROVEMENT APPEAL

439/24 – Peters/Zoller – That Council acknowledge that the appeal to the Local Improvement 2023 Board of Revision has been dismissed by the Nor Sask Board Services Board of Revision. The local improvement charge was paid by the previous owners and the Appeal does not fit into any category mentioned in Section 33(11)(b)(i) and Section 34(1).

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 9, 2024
DALMENY TOWN OFFICE

LOCAL IMPROVEMENT PREPAY DEADLINE

440/24 – Zoller/Slack – That the deadline for owners to prepay the local improvement special assessment as authorized by Bylaw 8-2023 (bylaw to undertake work) and Bylaw 13-2024 (special assessment bylaw) be Thursday, January 30, 2025, at 4:00 p.m., this would be 99 clear days between the date of the local improvement being certified and the date of final payment.

Carried.

IN-CAMERA

441/24 – Peters/Zoller – That Council move into the Committee of the Whole and that the session be “in camera” at 7:49 p.m.

Carried.

RECONVENE

442/24 – Slack/Zoller - That Council reconvene and report at 9:13 p.m.

Carried.

LORAAS 2025 RATE INCREASE

443/24 – Bradley/Slack – That the Loraas Disposal North Ltd. proposed monthly rate increases for carts and bins be accepted by Council for 2025, as follows:

- Waste Collection Cart – Increased from \$7.85 to \$8.48
- Recycling Collection Cart – Increased from \$5.40 to \$5.81
- Organics Collection Cart – Increased from \$5.40 to \$5.81
- Three to Six Yard Bins – Increased by 8 percent

Carried.

EMPLOYEE RETIREMENT

444/24 – Bradley/Slack – That the Letter of Retirement dated December 5, 2024, from Librarian Sheila Honeker be accepted by Council, with regret.

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 9, 2024
DALMENY TOWN OFFICE

SALE OF FIRE RESCUE EQUIPMENT

445/24 – Zoller/Slack – That the Bill of Sale between the Town of Dalmeny (Vendor) and the Borden & District Volunteer Fire Department (Purchaser) for the sale of used Rescue 42 brand rescue struts and accessories in the amount of \$4,761.90, plus GST be accepted by Council and that Fire Chief Tom Moody be advised of the same.

Carried.

2015 FORD TARAUS REPAIR

446/24 – McNeil/Slack – That the Dalmeny Board of Police Commissioners be advised that Council supports their recommendation to fix the 2015 Ford Taurus for an estimated cost of \$6,000.00, plus applicable taxes.

Carried.

ARENA SEASONAL WORKERS

447/24 – Peters/McNeil– That the following individuals be hired for the 2024-2025 Arena Season, subject to the following terms and conditions:

Arena Casual Don Berrecloth
Arena Casual Quinn Bolld
Arena Casual Olivia Ruedger

- ◆ Completion of Employment Agreement;
- ◆ Town of Dalmeny Employment Guide, along with Respectful Work Place Policy, Information Technology and Social Media Policy and Substance Use, Abuse and Impairment Policy;
- ◆ Immunization against Tetanus and Hepatitis A & B;
- ◆ Bondable; and
- ◆ Acceptable Criminal Record Check.

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 9, 2024
DALMENY TOWN OFFICE

ADJOURN

448/24 – Slack/McNeil – That the meeting be adjourned. Time 9:24 p.m.

Carried.

(seal)

Mayor

Chief Administrative Officer

Dalmeny
Accounts for Approval
Batch: 2024-00064 to 2024-00067

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

| Payment # | Date | Vendor Name Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------------|--|----------------------------|----------------|----------------|
| 19823 | 11/30/2024 | AMSC Insurance Services Ltd DEC 2024 | DECEMBER GROUP INSURANCE | 11,743.58 | 11,743.58 |
| 19824 | 11/30/2024 | Minister of Finance NOV 2024 | NOVEMBER SCHOOL TAXES CC | 36,052.46 | 36,052.46 |
| 19825 | 12/9/2024 | Accu-Sharp Tooling LTD 6635/6657 | ARENA-ZAMBONI ICE KNIFE | 86.58 | 86.58 |
| 19826 | 12/9/2024 | Bell Mobility Inc. DEC 2024 | AERATION BUILDING AUTODIAL | 74.87 | 74.87 |
| 19827 | 12/9/2024 | Chantelle Tisdel 2 | FIRE-TRAINING MEALS | 300.00 | 300.00 |
| 19828 | 12/9/2024 | Chris Friesen 979789 | PRAIRIE PARK MAINT 2024 | 1,002.80 | 1,002.80 |
| 19829 | 12/9/2024 | Crosby Hanna & Assoc. #74-42164/#100 | ADVISORY/DEVELOPMENT PER | 1,748.25 | 1,748.25 |
| 19830 | 12/9/2024 | Danica Lorer 13 | CHRISTMAS CARNIVAL FACE PA | 350.00 | 350.00 |
| 19831 | 12/9/2024 | Everguard Fire Safety 67303-67347 | TOWN ANNUAL FIRE EXTINGUIS | 2,118.71 | 2,118.71 |
| 19832 | 12/9/2024 | Greenline Hose & Fittings S7637552.001 | BOBCAT HYDRAULIC HOSE | 77.92 | 77.92 |
| 19833 | 12/9/2024 | Gregg Distributors LP 446075/443543 | PW-SHOP/FIRE-BATTERY/DISPE | 301.21 | 301.21 |
| 19834 | 12/9/2024 | Handy Special Events 101504-3 | CHRISTMAS CARNIVAL GAMES | 370.96 | 370.96 |
| 19835 | 12/9/2024 | Jim Weninger 125 | 2024 PDA | 200.00 | 200.00 |
| 19836 | 12/9/2024 | Jodi Berrecloth 8 | JJ SUPPLIES | 78.49 | 78.49 |
| 19837 | 12/9/2024 | Kelly Janzen 73 | CHRISTMAS SUPPLIES | 86.53 | 86.53 |
| 19838 | 12/9/2024 | Levon Fleming 1 | ICE RENTAL REFUND | 512.50 | 512.50 |
| 19839 | 12/9/2024 | Limitless Graphics 4067 | ARENA SIGNS | 77.70 | 77.70 |
| 19840 | 12/9/2024 | Loblaws Inc. 64817/3065 | ARENA BOOTH SUPPLIES | 1,291.27 | 1,291.27 |
| 19841 | 12/9/2024 | Loraas Disposal North Ltd NOV 2024 | NOVEMBER GARBAGE/COMPOS | 16,916.71 | 16,916.71 |
| 19842 | 12/9/2024 | LUKE PANEK 2/2 | 2/2- ECONOMIC DEVELOPMENT | 2,682.20 | 2,682.20 |
| 19843 | 12/9/2024 | Nor-Tec Linen Services R1-904501 | ARENA/OFFICE/POLICE MATS | 162.39 | 162.39 |
| 19844 | 12/9/2024 | Northern Factory Workwear 313876/313971 | PW-BOOTS-JEFF/JAYSON PANT | 414.56 | 414.56 |
| 19845 | 12/9/2024 | Pacific Fresh Fish 3579/248/15/46 | ARENA BOOTH SUPPLIES | 1,143.50 | 1,143.50 |
| 19846 | 12/9/2024 | Pepsi Bottling Group (Canada) 79101010 | ARENA BOOTH SUPPLIES | 844.66 | 844.66 |
| 19847 | 12/9/2024 | Petty Cash | | | |

COMPUTER CHEQUE

| Payment # | Date | Vendor Name | Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|-----------|-------------------------------|-----------------|-----------------------------|------------------------|----------------|
| | | | 221 | PETTY CASH REPLENISH | 344.50 | 344.50 |
| 19848 | 12/9/2024 | Princess Auto | 5682232/5686392 | PW-SHOP SUPPLIES | 144.23 | 144.23 |
| 19849 | 12/9/2024 | Redhead Equipment Ltd. | P50129 | GRADER BLADES | 460.07 | 460.07 |
| 19850 | 12/9/2024 | Reed Security | 16983758 | SECURITY CAMERAS | 550.64 | 550.64 |
| 19851 | 12/9/2024 | Ricoh Canada Inc. | 99089385 | OFFICE COMPUTER SUPPORT | 183.16 | 183.16 |
| 19852 | 12/9/2024 | Rocky Mountain Equipment | P18808 | FIRE-CONSUMABLES | 56.12 | 56.12 |
| 19853 | 12/9/2024 | Sask Research Council | 166/47/408/22/5 | WATER LAB TESTING | 625.31 | 625.31 |
| 19854 | 12/9/2024 | Saskatoon CO-OP | 680 | PW/POLICE/REC/FIRE FUEL | 5,715.35 | 5,715.35 |
| 19855 | 12/9/2024 | SPI Health and Safety Inc. | 12046012,64,609 | SCBA SUPPLIES/TESTS | 1,885.26 | 1,885.26 |
| 19856 | 12/9/2024 | STARS Donations | 1 | POLICE- BATTLE OF THE BADGE | 4,119.63 | 4,119.63 |
| 19857 | 12/9/2024 | Surge Ahead Electrical | 849 | ARENA/SPRAY&PLAY/CURLING I | 457.06 | 457.06 |
| 19858 | 12/9/2024 | SVP Envoyer paiement a | 7030875 | WATER METER SUPPLIES | 86.36 | 86.36 |
| 19859 | 12/9/2024 | Swish-Kemsol | J042798 | OFFICE JANITORIAL | 131.98 | 131.98 |
| 19860 | 12/9/2024 | The Rent-It-Store | 268790 | ARENA-LIFT RENTAL-LIGHTS | 793.87 | 793.87 |
| 19861 | 12/9/2024 | The Bolt Supply House Ltd. | 8753490-0 | FIRE-FAN/TOOL | 742.30 | 742.30 |
| 19862 | 12/9/2024 | Thiessen Bros. Construction | 7811 | WATER LINE REPAIR-DISCHARGE | 4,273.50 | 4,273.50 |
| 19863 | 12/9/2024 | Tyco Integrated Fire/Security | 52505260 | ARENA SPRINKLER REPAIR | 2,177.49 | 2,177.49 |
| 19864 | 12/9/2024 | Wolseley Canada | 9536652 | PW-HYDRANT EXERCISER | 8,880.00 | 8,880.00 |
| | | | | | Total Computer Cheque: | 110,264.68 |
| | | | | | Total AP: | 110,264.68 |

Certified Correct This Thursday, December 5, 2024

Mayor

Administrator

Payor/Payee's List Ready for Manual Release

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| Payor/Payee Name | Amount | Authorized By |
|-----------------------------|---------|---------------|
| <u>Berrecloth, Colleen</u> | 529.50 | |
| <u>Berrecloth, Donald</u> | 721.97 | |
| <u>Bolld, Tai</u> | 1365.66 | |
| <u>Bolld, Quin</u> | 174.90 | |
| <u>Bonin, Ed</u> | 1618.47 | |
| <u>Brabant, Addison</u> | 346.63 | |
| <u>Clare, Mackenzie</u> | 3294.75 | |
| <u>Dorner, Tyler</u> | 1951.48 | |
| <u>Dovell, Beverley</u> | 253.19 | |
| <u>Dyck, Bradley</u> | 2002.93 | |
| <u>Furi, Bonnie</u> | 534.28 | |
| <u>Halcro, Mathew</u> | 1550.81 | |
| <u>Hollingshead, Jayson</u> | 1836.97 | |
| <u>Honeker, Sheila</u> | 158.67 | |
| <u>Janzen, Kelly</u> | 1433.42 | |
| <u>Janzen, Jaryn</u> | 317.74 | |
| <u>Johnson, Jeffrey</u> | 2174.54 | |
| <u>Keet, Cindy</u> | 1403.28 | |
| <u>Klein, Mariys</u> | 1020.68 | |
| <u>Kroeker, Jackson</u> | 451.17 | |
| <u>Meyers, Morgan</u> | 221.93 | |
| <u>Moody, Thomas</u> | 1854.58 | |
| <u>Roberts, Karen</u> | 414.41 | |
| <u>Roberts, Ivey</u> | 154.93 | |
| <u>Rowe, Scott</u> | 2549.40 | |
| <u>Ruedger, Olivia</u> | 863.57 | |
| <u>Splawinski, Scott</u> | 4748.19 | |
| <u>Thiessen, Addisyn</u> | 532.01 | |
| <u>Van-Vuuren, Micaella</u> | 670.01 | |
| <u>Van-Vuuren, Wikus</u> | 577.27 | |
| <u>Weninger, Jim</u> | 3063.61 | |
| <u>Wiebe, Morgan</u> | 421.73 | |
| <u>Wiebe, Brooklyn</u> | 367.59 | |

39,580.27

Payor/Payee's List Ready for Manual Release

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| Payor/Payee Name | Amount | Authorized By |
|--------------------------------|---------------|--------------------------|
| <u>Baxter, Thomas</u> | 281.82 | |
| <u>Bell, Alicia</u> | 281.82 | |
| <u>Bradley, Matt</u> | 344.01 | |
| <u>Desnoyers, Eric</u> | 344.01 | |
| <u>Klassen, Wade</u> | 108.16 | |
| <u>Kroeker, Jonathan</u> | 756.36 | |
| <u>Mcneil, Amy</u> | 344.01 | |
| <u>Peters, Aaron</u> | 344.01 | |
| <u>Slack, Edward</u> | 344.01 | |
| <u>Zoller, Anna- Marie</u> | 344.01 | |

3,492.22

Dalmeny
Proposed Accounts for Approval
Batch: 2024-00068 to 2024-00069

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

| Payment # | Date | Vendor Name Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------------|--|--|--------------------|----------------|
| 19865 | 12/23/2024 | Accu-Sharp Tooling LTD 6694 | ARENA-ZAMBONI ICE KNIFE | 43.29 | 43.29 |
| 19866 | 12/23/2024 | AMSC Insurance Services Ltd HS772202411 | NOVEMBER SPENDING ACCOU | 812.29 | 812.29 |
| 19867 | 12/23/2024 | Arlene Brandt 1 | JJ LOEWEN REFUND-DEC 31 | 262.50 | 262.50 |
| 19868 | 12/23/2024 | Bonnie Furi 10 | CHRISTMAS FOOD VOUCHER | 100.00 | 100.00 |
| 19869 | 12/23/2024 | Brad Dyck 14 | CHRISTMAS FOOD VOUCHER | 100.00 | 100.00 |
| 19870 | 12/23/2024 | Brunner's Construction Ltd. 1 | BUSINESS LICENCE REFUND | 50.00 | 50.00 |
| 19871 | 12/23/2024 | Catterall & Wright 24-607 | VICTOR TERRACE LOCAL IMPRO | 6,761.84 | 6,761.84 |
| 19872 | 12/23/2024 | Clark's Supply & Service INV455370 | ARENA-LIFT RENTAL | 412.92 | 412.92 |
| 19873 | 12/23/2024 | Clarks Crossing Gazette Newspaper 75030/75070/219 | CHRISTMAS GREETING AD/DDI | 115.51 | 115.51 |
| 19874 | 12/23/2024 | CM Electrical Services Ltd. 1286 | TOWN SHOP ELECTRICAL TROU | 276.39 | 276.39 |
| 19875 | 12/23/2024 | Colton Peters 9 | BUILDING PERMIT DEPOSIT REF | 250.00 | 250.00 |
| 19876 | 12/23/2024 | Country Style BBQ Catering 4404 | STAFF/COUNCIL CHRISTMAS MI | 2,493.65 | 2,493.65 |
| 19877 | 12/23/2024 | Crosby Hanna & Assoc. 422-24/422-41 | OCP UPDATE-FINAL/ADVISORY | 798.00 | 798.00 |
| 19878 | 12/23/2024 | Dalmeny Minor Hockey 40 | 2024 SIGN REVENUE | 250.00 | 250.00 |
| 19879 | 12/23/2024 | Dalmeny Daycare 1946-01 | ICE MELT | 140.00 | 140.00 |
| 19880 | 12/23/2024 | Earthworks Equipment Corp S36249 | BOBCAT SNOW BUCKET EDGE | 689.12 | 689.12 |
| 19881 | 12/23/2024 | Ed Bonin 47 | FOOD VOUCHERS/20 YEAR/ARE | 494.35 | 494.35 |
| 19882 | 12/23/2024 | First Filter Service 332597 | LIFT 1/2 PUMPHOUSE FILTER | 112.70 | 112.70 |
| 19883 | 12/23/2024 | Jensen Stromberg 1926 | INTERIM AUDIT-2024 | 2,220.00 | 2,220.00 |
| 19884 | 12/23/2024 | Jim Weninger 126 | BUILDING PERMIT DEPOSIT REF | 250.00 | 250.00 |
| 19885 | 12/23/2024 | Jim Weninger 127 128 | RRSP CONTRIBUTION CHRISTMAS PARTY/MILEAGE/M | 3,423.92 321.89 | 3,745.81 |
| 19886 | 12/23/2024 | Joanne Elder 52 | ATTENDANCE-NAT FIRE CHIEF C | 5,916.03 | 5,916.03 |
| 19887 | 12/23/2024 | Jodi Berrecloth 9 | CHRISTMAS VOUCHER X2 | 200.00 | 200.00 |
| 19888 | 12/23/2024 | Kelly Janzen 74 | 15 YEAR/CHRISTMAS VOUC/PAF | 285.57 | 285.57 |

Dalmeny
Proposed Accounts for Approval
Batch: 2024-00068 to 2024-00069

COMPUTER CHEQUE

| Payment # | Date | Vendor Name Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------------|---|-----------------------------|----------------|----------------|
| 19889 | 12/23/2024 | Lacy Boisvert 40 | SOCIAL MEDIA CONSUT-NOV 13 | 645.75 | 645.75 |
| 19890 | 12/23/2024 | Loblaws Inc. 742180827 | ARENA BOOTH SUPPLIES | 692.67 | 692.67 |
| 19891 | 12/23/2024 | L. Ullathorne Holdings Ltd SI-677 | SGI-POSITIVE TICKETING PROG | 800.00 | 800.00 |
| 19892 | 12/23/2024 | Mackenzie Clare 8 | CHRISMTAS FOOD VOUCHER | 100.00 | 100.00 |
| 19893 | 12/23/2024 | Mathew Halcro 36 | REC MILEAGE/VOUCHER/10 YE/ | 700.00 | 700.00 |
| 19894 | 12/23/2024 | Millsap Fuel Distributors Ltd. 297001 | PW-GAS/DIESEL | 232.30 | 232.30 |
| 19895 | 12/23/2024 | Ministry of Highways 4 | HIGHWAY 305 W | 25,000.00 | 25,000.00 |
| 19896 | 12/23/2024 | Mobile Fleet Services 57375/57374 | GRADER-STEERING SHAFT/MAC | 6,228.20 | 6,228.20 |
| 19897 | 12/23/2024 | My Tee Designs 53C2DF4C-0002 | FIRE-PUBLIC ED T-SHIRTS | 539.54 | 539.54 |
| 19898 | 12/23/2024 | Northern Factory Workwear 316957 | PW-WINTER PARKA | 164.82 | 164.82 |
| 19899 | 12/23/2024 | Pacific Fresh Fish 70/56/09/35/93 | ARENA BOOTH SUPPLIES | 1,356.00 | 1,356.00 |
| 19900 | 12/23/2024 | Pepsi Bottling Group (Canada) 79609510 | ARENA BOOTH SUPPLIES | 758.96 | 758.96 |
| 19901 | 12/23/2024 | Petty Cash 222 | LIBRARY PETTY CASH | 220.30 | 220.30 |
| 19902 | 12/23/2024 | Roto Rooter F-17048 | SEWER LINE CLEAN | 281.39 | 281.39 |
| 19903 | 12/23/2024 | Sask. Assoc. of Chief's 2024-89 | 2023/24 SACP EXECUTIVE | 700.00 | 700.00 |
| 19904 | 12/23/2024 | SaskEnergy Corp. DEC 2024 | DEC SASKPOWER/ENERGY | 23,792.32 | 23,792.32 |
| 19905 | 12/23/2024 | Sask Research Council 8633/8324/7973 | WATER LAB TESTING | 101.58 | 101.58 |
| 19906 | 12/23/2024 | Sea Hawk Specialized 7419 | FIRE- E23/T25 NEW HOSE | 3,876.26 | 3,876.26 |
| 19907 | 12/23/2024 | Sheila Honeker 4 | CHRISTMAS FOOD VOUCHER | 100.00 | 100.00 |
| 19908 | 12/23/2024 | Stevenson Industrial 51316 | ARENA COMPRESSOR REPAIR | 682.16 | 682.16 |
| 19909 | 12/23/2024 | Success Office Systems INV436756 | OFFICE-COPIER USEAGE | 396.91 | 396.91 |
| 19910 | 12/23/2024 | SVP Envoyer paiement a 7033293/7033214 | 1" METER/SUPPLY | 956.91 | 956.91 |
| 19911 | 12/23/2024 | Swish-Kemsol 3016/3138/2610 | ARENA JANITORIAL | 1,154.29 | 1,154.29 |
| 19912 | 12/23/2024 | The Wireless Age 671757-92 | FIRE-RADIO REPAIR/SUPPLY | 815.85 | 815.85 |
| 19913 | 12/23/2024 | Tyler Sargent 1 | FIRE-TRAINING CPR | 164.00 | 164.00 |
| 19914 | 12/23/2024 | Value Tire | | | |

Dalmeny
Proposed Accounts for Approval
Batch: 2024-00068 to 2024-00069

COMPUTER CHEQUE

| Payment # | Date | Vendor Name | Reference | Invoice Amount | Payment Amount |
|-----------|------------|--------------------|-----------------------------|----------------|----------------|
| | | Invoice # | | | |
| | | SM026144 | GMC 2- NEW TIRES | 1,295.28 | 1,295.28 |
| 19915 | 12/23/2024 | Warman Home Centre | | | |
| | | 2 | BUILDING PERMIT DEPOSIT REI | 1,000.00 | 1,000.00 |
| | | | Total Computer Cheque: | | 99,535.46 |
| | | | Total AP: | | 99,535.46 |

Payor/Payee's List Ready for Manual Release

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| Payor/Payee Name Acc | Amount | Authorized By |
|-----------------------------|---------|---------------|
| <u>Berrecloth, Donald</u> | 738.02 | |
| <u>Bold, Tai</u> | 1174.00 | |
| <u>Bold, Quin</u> | 276.91 | |
| <u>Bonin, Ed</u> | 1618.47 | |
| <u>Brabant, Addison</u> | 245.05 | |
| <u>Clare, Mackenzie</u> | 1589.57 | |
| <u>Dorner, Tyler</u> | 1928.69 | |
| <u>Dovell, Beverley</u> | 372.71 | |
| <u>Dyck, Bradley</u> | 1762.11 | |
| <u>Furi, Bonnie</u> | 352.34 | |
| <u>Halcro, Mathew</u> | 1550.81 | |
| <u>Hollingshead, Jayson</u> | 1850.05 | |
| <u>Honeker, Sheila</u> | 300.13 | |
| <u>Janzen, Kelly</u> | 1449.81 | |
| <u>Johnson, Jeffrey</u> | 2009.99 | |
| <u>Keet, Cindy</u> | 940.11 | |
| <u>Klein, Marlys</u> | 258.91 | |
| <u>Kroeker, Jackson</u> | 288.53 | |
| <u>LeNora, Boyle</u> | 434.02 | |
| <u>Mcneil, Amy</u> | 70.80 | |
| <u>Meyers, Morgan</u> | 245.05 | |
| <u>Moody, Thomas</u> | 1624.66 | |
| <u>Peters, Aaron</u> | 70.80 | |
| <u>Roberts, Karen</u> | 365.86 | |
| <u>Roberts, Jvey</u> | 158.10 | |
| <u>Rowe, Scott</u> | 2549.40 | |
| <u>Ruedger, Olivia</u> | 134.38 | |
| <u>Splawinski, Scott</u> | 2205.31 | |
| <u>Thiessen, Addisyn</u> | 189.72 | |
| <u>Van-Vuuren, Micaella</u> | 466.40 | |
| <u>Van-Vuuren, Wikus</u> | 249.01 | |
| <u>Weninger, Jim</u> | 3063.61 | |
| <u>Wiebe, Morgan</u> | 328.06 | |
| <u>Wiebe, Brooklyn</u> | 268.77 | |

payroll =
 30,988.56
 Nov per Diem -
 141.60

 31,130.16

October MasterCard

| | Description | GST | Cost |
|-------------|--|----------|-------------|
| 510-410-140 | Office-Stationery | \$4.78 | \$112.70 |
| 510-410-140 | Office-Supplies | | \$10.06 |
| 570-410-100 | Mats Computer Program | | \$33.29 |
| 510-210-120 | Budget Meeting Food | \$2.57 | \$66.83 |
| 560-600-300 | Christmas Pole Lights adapter | \$8.33 | \$177.17 |
| 520-220-100 | Police- Meeting Meal | \$2.90 | \$67.92 |
| 540-210-300 | Loraas Garbage Cost-Town Shop-Billed out | | \$168.21 |
| 530-410-100 | PW- Small Tools | \$32.34 | \$646.72 |
| 585-430-130 | Lagoon- Rope | \$2.75 | \$58.20 |
| 580-230-100 | PW- Jeff- SWWA Parking | | \$12.00 |
| 530-410-120 | PW- Shop Supplies | \$1.07 | \$22.78 |
| 570-450-146 | Arena- Building Supplies | \$17.45 | \$349.09 |
| 570-450-146 | Arena- Building Supplies | \$6.17 | \$130.85 |
| 570-400-150 | JJ Weather Stripping Supplies | | \$243.40 |
| 570-450-146 | Arena Weather Stripping Supplies | \$22.90 | \$243.40 |
| 570-450-146 | Arena- Water Bottle Filler-returned credit October | | -\$1,036.24 |
| 570-430-176 | Rec Truck Supplies | \$4.85 | \$102.78 |
| 570-400-150 | JJ- Supplies | \$1.70 | \$36.00 |
| 570-410-100 | Mats Computer Program | | \$116.54 |
| 570-435-177 | Rec- Tools | \$1.80 | \$35.96 |
| 570-450-141 | Arena Booth Supplies | \$37.46 | \$1,492.07 |
| 420-400-120 | Battle of the Badge- Sponsored- Jersey 2/2 Pmt | \$158.90 | \$1,688.10 |
| 520-220-100 | Police-Vehicle Rental | \$37.75 | \$800.19 |
| 520-440-100 | Police-Halloween Candy | \$2.30 | \$48.72 |
| 525-420-110 | Fire-Trunk or Treat | \$9.00 | \$190.72 |
| 525-420-110 | Fire-Public Ed Open house | \$6.87 | \$176.15 |
| 525-455-100 | Fire-Batteries | \$2.76 | \$58.30 |
| 525-420-100 | Fire-White Boards/Supplies | \$32.38 | \$700.29 |
| 525-460-100 | Fire-Medical Supplies | \$3.50 | \$107.46 |

| | | | |
|----------|------------|--|-------------------|
| | | | Total |
| \$400.53 | \$6,859.66 | | \$7,260.19 |

November MasterCard

| | Description | GST | Cost | |
|-------------|---------------------------------|----------|-------------|--------------------|
| 510-410-145 | Office-Janitorial | \$0.50 | \$10.58 | |
| 510-410-140 | Office-Supplies | | \$17.81 | |
| 570-410-100 | Mats Computer Program | | \$33.29 | |
| 560-410-100 | Tree Lights | \$16.25 | \$344.45 | |
| 510-410-170 | Award Frames | \$9.00 | \$190.78 | |
| 510-260-100 | ISC Payment | | \$500.00 | |
| 510-410-160 | Christmas Event Supplies | \$24.98 | \$1,138.42 | |
| 510-400-110 | Purolator- payments | \$4.99 | \$99.76 | |
| 570-440-125 | Library- Supplies-Grant | \$13.67 | \$273.42 | |
| 530-410-115 | Shop Weatherstrip repair | \$16.74 | \$177.48 | |
| 525-430-135 | Fire-Hall 2 Weatherstrip repair | | \$177.48 | |
| 570-400-150 | JJ Clean Up fee | \$16.25 | \$325.00 | |
| 580-230-100 | PW- Jeff- SWWA Parking | | \$20.00 | |
| 530-410-120 | PW- Shop Supplies | \$17.11 | \$375.92 | |
| 570-450-146 | Arena- Building Supplies | \$3.20 | \$123.71 | |
| 570-450-146 | Arena- Building Supplies | \$2.94 | \$62.27 | |
| 560-410-100 | Community Christmas Decorations | \$21.99 | \$466.28 | |
| 510-410-160 | Christmas Event Supplies | \$12.27 | \$276.87 | |
| 570-400-150 | JJ- Tables/Supplies | \$26.03 | \$520.55 | |
| 570-410-100 | Mats Computer Program | | \$28.85 | |
| 570-450-141 | Arena Booth Supplies | \$37.69 | \$2,996.94 | |
| 520-410-100 | Police-Postage | \$2.11 | \$42.20 | |
| 525-430-120 | Fire-Uniform Supplies | \$13.89 | \$277.76 | |
| 525-420-115 | Fire-Awards | | \$168.00 | |
| 525-210-110 | Fire- Training Supplies | \$3.97 | \$174.17 | |
| 525-440-100 | Fire-Small Tools | \$18.12 | \$384.12 | |
| 525-430-135 | Fire-Hall 2 Supplies | \$13.39 | \$283.83 | |
| 525-440-100 | Fire-Small Tools | \$8.70 | \$184.42 | |
| 525-260-100 | E21- Brads | \$20.80 | \$465.97 | |
| 525-431-100 | E21-Interstate Battery | \$11.20 | \$237.44 | |
| 525-420-100 | Fire-Hangers/Filters | \$15.00 | \$317.98 | |
| | | | | Total |
| | | \$330.79 | \$10,695.75 | \$11,026.54 |



Correspondence 'A'

*Ready for
Council
Dec 20/24*

CN Police want you to Stay Safe this Winter

No matter where you live, chances are you will face some challenging driving conditions in the months ahead. Freezing rain, snow, sleet and whiteouts can make winter driving downright dangerous.

In fact, according to the Transportation Safety Board, there's a spike in railway crossing incidents during the winter months. This is due to many factors, including:

- Ice and snow making it harder for drivers to stop and manoeuvre their vehicles;
- Snowy roads that hide pavement markings;
- Blowing snow, fog, and sleet that reduce visibility;
- Snowbanks and snow in trees reducing sight lines;

Reducing the likelihood of being in a serious car accident in winter starts with proper planning and knowing your rail-safety basics.

Following these simple tips can help keep you safe when you encounter train tracks this winter:

Plan ahead and check the weather forecast before travelling—not only for your current location, but also for your final destination. If conditions deteriorate while you're on the road, stop at the nearest town or rest area and wait until it's safe to continue driving.

Reduce your speed when road conditions are poor. Always slow down well in advance of a railway crossing. The more time you have to react, the better chance you have of avoiding a collision.

Avoid distractions when approaching railway crossings turn off your radio and heating fans so you can listen for trains. Reduced visibility and sounds from a storm can make it more difficult to see and hear if a train is coming. Roll down your window—especially if it's frosty or foggy—and look both ways before crossing the tracks.

Look for railway warning signs and signals snow may cover train tracks at a crossing, making them look like the road. Look for warning signs and other indications that there is a railway crossing ahead so you can prepare to stop, especially when driving at night.

Use winter tires they have treads designed to grip ice and snow, so you will be less likely to slide on the road or into the side of a train. All-season tires can begin to lose their traction when the temperature drops below 7°C.

Don't drive impaired alcohol and drugs such as marijuana reduce your ability to pay attention, react quickly and make safe driving choices.

Remember "any time is train time". Be rail-smart this winter: Look. Listen. Live.

A CN Police Service Community Resource Officer (CRO) is available to provide additional safety information as well as an in-person safety presentation to your staff. To contact the closet CRO please contact the CN Tip line www.cn.ca/en/safety/cn-police-service/ and request contact with a CNPS CRO

Correspondence B7

*Ready for Council
Dec 20/24*



A message from FCM and SUMA

Dear elected officials and members of SUMA,

The SUMA-FCM Small Communities Travel Fund provides critical support to partially offset travel costs for Saskatchewan municipal representatives from small communities to participate in FCM's Board of Directors meetings. The travel fund is intended to ensure that smaller communities' voices are heard at the FCM table.

SUMA members sustain this fund through voluntary dues contributions collected by FCM and administered by SUMA.

To qualify for the reimbursement of travel expenses, recipients must meet the following criteria:

- A local government elected official from a SUMA member municipality;
- From a community outside Regina, Saskatoon, Moose Jaw and Prince Albert;
- From a community that contributed to the fund in the year the expense was occurred; and
- Elected to FCM's Board, not those on standing committees.

Ensuring small Saskatchewan communities have a voice at the FCM table depends on voluntary contributions from members like you.

SUMA and FCM encourage all members to make this small, voluntary contribution to maintain our united and inclusive voice at the national municipal table.

Thank you.

Handwritten signature of Randy Goulden in black ink.

Randy Goulden
President, SUMA

Handwritten signature of Rebecca Bligh in black ink.

Rebecca Bligh
President, FCM

TO DELAY OR NOT DELAY: Dangers of Deferring Maintenance or Replacement

Kevin Madden — SUMAssure Insurance Reciprocal Principal Attorney and Vice-President with Aon



All municipal councils face budget restraints and restrictions due to a variety of reasons. Multiple projects are reviewed, and decisions must be made to allow certain items, decline certain items, and defer certain items to a later date. One of the most common budget items is to replace or repair existing facilities or municipal equipment. Frequently, a decision is made to defer maintenance or replacement with the intention to save costs in favor of other projects.

With respect to deferred maintenance, while it might seem simple enough to deal with it later, without a consistent, proactive approach to asset management, there could be financial impacts: things such as costly emergency repairs, reduced equipment efficiency, or even entire system failure. Downtime is a costly factor often

overlooked when employees are faced with reduced productivity.

Perhaps the most important consideration is the safety issues to employees or the public that could result from the decision to defer or decline to repair or replace an asset. There could be health risks associated with poor air quality, mold, and mildew. A municipality may also face severe fines and penalties for non-compliance to health issues or occupational health and safety measures for improperly maintained equipment. There is no better example of this than the death of three individuals in an ammonia leak at an arena in Fernie, BC, in 2017.

Normal life expectancy of an asset should also be considered. Life expectancy is simply the amount of time an asset is expected to be utilized before it needs to be

replaced. All assets have a life expectancy, and several factors are used to determine it.

In all cases, the assumption is made that regular maintenance and repairs are done on an asset to maintain the expected life use of the asset. Less maintenance means reduced life expectancy. For example, the average life expectancy for an asphalt shingle roof is 22 years. With little to no maintenance on the roof, you can expect that issues will arise.

Take for example, a 30-year asphalt shingle roof has sprung a small leak and will require \$1,000 to repair or \$25,000 to replace the shingles. A decision is made to defer the repair/replacement due to budgetary reasons. During the next rainstorm, the leak has turned into a serious problem and there is water coming down through the ceiling inside the building. Now that an inspection is done, it is discovered

the entire ceiling needs to be replaced, insulation needs to be replaced, and there are damaged light fixtures as well as flooring that needs to be replaced in the area of the water damage. The estimated costs of repair are now between \$50,000 to \$100,000 — plus the roof needs to be replaced.

The first reaction would be to turn to insurance to cover the damage. There may be issues in claiming coverage, depending on your insurance policy. In many cases, insurance policies will have exclusions, such as wear and tear or improper maintenance: an exclusion that states normal deterioration or improper maintenance of an asset is not covered by the insurance policy — meaning there will be no financial relief for this loss.

This also creates an impact on your insurability going forward. Insurance companies often require regular updates on key factors such as heating, plumbing electrical, and roofing. When an inspection is completed and it is discovered the roof is beyond life expectancy, the insurer will likely start to restrict, impose much higher deductibles, and in some cases decline to write the building any longer. The municipality will then be faced with a growing problem of inadequate insurance or hard to place insurance. While this may sound extreme, this is a very common problem faced by municipalities and their insurance carriers.

A strong risk management plan should be developed, and this plan should include:

- An asset management plan.
- Appraisals.
- A life expectancy review.
- Established maintenance and replacement budgets for each asset.
- A maintenance plan for facilities and equipment, which includes annual and/or semi-annual inspections and reports on each facility that address at a minimum the following items:
 - electrical
 - plumbing
 - heating and air conditioning
 - boilers
 - chilling and refrigeration systems
 - roofing
 - foundation
 - building envelope
 - windows and doors

- sprinklers and other fire suppression equipment
- emergency equipment
- maintaining maintenance logs and records

You are not alone. While many of the items noted above can be developed by your facility maintenance staff, you may want to reach out for assistance from outside sources, such as appraisal companies, your insurance brokers, insurance companies, and

contractors. A budget should be established to access each of these resources if your staff does not have the expertise or resources to achieve each of them.

The next time you see a report sitting in front of you from your facility manager or public works manager requesting a new furnace, take a minute to think beyond the budget in front of you and consider some of the other factors that might arise from this decision. ■



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of a fatality.**

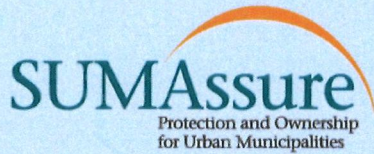
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Correspondence "D"

*File for
Coburn
Dec 20/24*



RISK MANAGEMENT BULLETIN

March 2022

BOILER AND MACHINERY INSURANCE



Boiler and machinery insurance, also known as equipment breakdown insurance, has long been puzzling—the name alone causes confusion! We're here to help with all the details you need to know.

Recently SUMAssure has seen an increase in boiler and machinery/equipment breakdown losses. This risk management bulletin will provide a summary of what is not covered, why you need boiler insurance, and how these types of losses can be prevented or mitigated.

What is boiler and machinery insurance?

Boiler and machinery insurance is a specialized form of property insurance that provides coverage for the physical and financial damage caused by equipment breakdowns. It was initially created to provide coverage in the event of an explosion caused by "objects," which is a fairly standard exclusion in all property policies.

I don't have a boiler. Why do I need boiler insurance?

At first, boilers and similar equipment were the "objects" that were covered, but over time the policy has been broadened and covers much more. If you have any of the following equipment, it would also be covered:

- Pressure vessels
- Air conditioning and refrigeration units
- Air compressing units
- Hot water piping
- Miscellaneous electrical apparatus (switchboards, cables, circuit breakers)
- Transformers

What is **not** covered in a boiler and machinery policy?

Insurance is not intended to cover maintenance. The following are not considered to be accidental losses:

- Deterioration
- Corrosion
- Wear and tear
- Functioning of a safety device
- Leakage at any valve, fitting, shaft seal, joint, or connection

What can I do to prevent or mitigate the loss of equipment?

Improper maintenance and unsafe operation lead to many accidents and losses. Here are a few tips to help your municipality mitigate or prevent losses that can result from human error:

- Use equipment properly and only for uses for which it was intended.
- Keep electrical equipment clean and clear; don't let dust or dirt to build up.
- Protect equipment from vehicle impact.
- Don't bypass "automatic" safety devices.

What types of boiler and machinery losses have been covered under SUMAssure?

It can be tough to imagine risks until the worst has happened, so we're sharing some examples of losses your fellow members have already suffered so you can watch out for these types of risks in your own operations.

- Power outage caused damage to the generator
- Power surge at water treatment plant caused damage to pump
- Water condensation in boiler room caused damage to boiler and electrical equipment
- Chiller cracked in arena
- New rink compressor failed

For more information on boiler and machinery insurance, please contact your SUMAssure representative.



Correspondence's

Ready for
Council
Dec 20/24

Local Library Board

Each municipality whose members use the library appoints people to the local library board. The roles and duties of the Local Library Board are outlined in:

- The Saskatchewan Public Libraries Act, 1996
- The Saskatchewan Public Libraries Regulations, 1996
- WRL Policy 5.3: Local Library Board Policy

As per the Public Libraries Act, boards are appointed by the councils of the municipalities whose residents use that local library. The board must consist of between 5 and 15 members.

Officers

The only required positions on the board are the Chairperson and the Secretary, however boards may appoint any positions (such as treasurer) they feel are necessary.

Chairpersons:

- Central must be informed when there is a new board chair. Please include:
 - First and last name
 - Home phone number
 - Email address
- Will receive emailed copies of important information including monthly circulation statistics.
- Will be required to fill out and sign the annual Statutory Declaration for their branch.
- Central will contact the chairperson if there is a concern with a local library staff member or issues with the local library branch that cannot be resolved with branch staff directly.

Secretary:

- As per the Public Libraries Act, the Community Librarian serves as the Secretary to the board. This is a non-voting role, meaning that **the librarian cannot make motions**, move reports or minutes be accepted, or participate in votes.
- The Community Librarian should be at all board meetings. If the board needs to meet about staffing, a motion can be made that the meeting go in camera. The staff, and all guests recuse themselves (are excused from the meeting).

Local Library Boards Quick Reference

- Need to have between 5 and 15 members
- A Chairperson must be elected at the Annual General Meeting each year
- The Community Librarian is the Secretary for the board
- Employees are *non-voting* members and **cannot** move reports, make motions, or participate in votes.
- Libraries are required to have at least 4 regular meetings per year and 1 Annual General Meeting
- Copies of all minutes must be submitted to Central

Minutes should reflect when the meeting resumed, but not the discussions that occurred unless a synopsis was given to the recused attendees when they returned to the meeting.

- Some boards may have another member take the meeting minutes; however, the Community Librarian is still the Secretary to the board and should be present at the meeting to report on the activities of the branch and to act on board direction and priorities.

Board Meetings

Boards are required to have an Annual General Meeting and at least four regular meetings per year. Minutes from each meeting should be signed by the Chair and the Secretary to the Board.

The distribution of minutes is as follows:

- Copies of approved minutes must be sent to Central in the grey tote for filing.
- Copy distributed to the board members
- Copy kept on file at the branch
- Copy for participating municipalities.

Annual General Meeting

The Annual General Meeting (AGM) is a public meeting and should be advertised in advance of the meeting. The AGM must include an approval of last year's AGM minutes and the election of the board chair and other officers as considered necessary. As per the Public Libraries Regulations 17(3), a budget must be presented annually and should be part of your AGM. Boards may choose to include a report on the previous year's achievements or other business as deemed appropriate.

Local library board AGMs must be held before the Regional AGM. Generally, the Wheatland AGM is held the 3rd Saturday in April, but you can always check with Central for the exact date for that year.

In many cases the Annual General Meeting for a local library is held before a regular board meeting. A separate set of minutes should be kept for each meeting.

Regular Board Meetings

Boards are required to meet at least 4 additional times per year to discuss regular business. These meetings do not need to be open to the public.

Meetings Must Include: Attendance including regrets, staff, and any guests who were present, be sure to include first and last names; Approval of the last minutes.

Meetings May Include: Discussion on library and programming direction, Budgeting, Fundraising, and Staffing.

CAO REPORT
December 23, 2024

1. Utility Invoices:

The Public Works Staff will read all water meters during the week of December 29, 2024.

2. 2023-2024 Road Reconstruction Local Improvement Project – Victor Terrace – Deadline for Payment:

Five (5) payments have been received to date for the Victor Terrace 2023-2024 Road Reconstruction Project. The deadline is January 30, 2025, at 4:00 p.m.

3. Yolo Nomads Advertising Campaign:

The Yolo Nomads Advertising Campaign promoting the Town of Dalmeny should be starting shortly, as all of the information has been communicated to them.

4. Merry Christmas and a Happy New Year:

To everyone, I wish you a Merry Christmas and a Happy New Year. It's hard to believe we are going into 2025.

Jim Weninger, Chief Administrative Officer