

**REGULAR MEETING OF DALMENY TOWN COUNCIL
MONDAY, APRIL 29, 2019, 7:00 P.M.
DALMENY TOWN OFFICE – TOWN COUNCIL CHAMBERS**

AGENDA:

CALL TO ORDER – 7:00 p.m.

ADOPTION OF AGENDA – additions/deletions

MINUTES OF THE PREVIOUS MEETING

- a. April 15, 2019 Regular Council Meeting

BUSINESS ARISING FROM THE MINUTES:

- a. Amendment to UBAS Regs- Energy Codes
- b. Approval of Plan of Proposal of Subdivision – Dalmeny Daycare
- c. K3 Contracting – Payment of Invoice (no correspondence)

ACCOUNTS FOR APPROVAL

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

FINANCIALS

- a.

CORRESPONDENCE

- a. Bill C-68 – Cheryl Gallant – Member of Parliament
- b. Regional Explore Card - Carly Ford
- c. Annual Vegetation Management Program

DELEGATION

- a. EMO Coordinator Alicia Anderson – 7:15 p.m.

REPORTS

- a. Chief Administrative Officer's Report

NEW BUSINESS

- a.

BYLAWS

- a.

QUESTIONS FROM THE PUBLIC

ROUND TABLE DISCUSSION/IN CAMERA

ADJOURN

Next Regular Meeting: May 13, 2019

2019 Regular Council Meeting Schedule: January 14,28; February 11;25; March 11,25;
April 15,29; May 13,27; June 10,24; July 15; August 12;
September 9,23; October 7,21; November 4,18; December 2,16.

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:

Dalmeny Police Commission: May 27, 2019 commencing at 5:00 p.m.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, APRIL 15, 2019
DALMENY TOWN OFFICE

PRESENT: Mayor Jon Kroeker, Councillors Ed Slack, Jon Redekop, Anna-Marie Zoller, and Christa-Ann Willems. Also present was CAO Jim Weninger.

ABSENT: Karly Russin.

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

147/19 – Redekop/Willems – That the agenda for the Regular meeting of Council of the Town of Dalmeny for April 15, 2019 be adopted as presented.

Carried.

MINUTES

148/19 – Zoller/Slack – That the Minutes of the March 25, 2019 Regular Council meeting be approved as circulated.

Carried.

EAST STORMWATER DIVERSION PROJECT

149/19 – Zoller/Redekop – That the East Stormwater Diversion Project – Application and Approval as prepared by Senior Technologist Adam Antoine for the Water Security Agency, Northwest Regional Services be accepted by Council, with changes, as outlined by the Chief Administrator Officer Jim Weninger.

Carried.

WATER AND SEWER UTILITY RATE INCREASE

150/19 – Willems/Zoller – That the letter of March 29, 2019 pertaining to the water and sewer utility rate increases from Financial Analyst Roman Matviichuk of the Local Government Committee Saskatchewan Municipal Board be accepted by Council.

Carried.

Councillor Greg Bueckert arrived at the meeting at 7:12 p.m.

PARK SIGN LOCATIONS

151/19 – Willems/Slack – That the proposed Sign Locations of the Park signs for Centennial Park, Gerald Funk Park, Prairie Park and Tooke Park be accepted by Council.

Carried.

TOWN OF DALMENY
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Fire Chief Rick Elder, Public Works Manager Jeff Johnson, and EMO Coordinator Alicia Anderson arrived at the meeting at 7:20 p.m.

ACCOUNTS PAYABLE

152/19 – Redekop/Willems – That the accounts as detailed on the attached cheque listing and amounting to \$156,814.43 for the period ending April 12, 2019 and representing cheque numbers 14497 to 14558 be approved by Council.

Carried.

PAYROLL

153/19 – Willems/Slack – That the payroll listings in the amounts of \$23,924.06 and 21,895.74 for the periods ending March 25, 2019 and April 8, 2019 respectively be approved by Council.

Carried.

FIRE RESCUE PAYROLL

154/19 – Slack/Willems – That the fire rescue payroll in the amount of \$11,054.56 for the quarterly pay period ending March 31, 2019 be approved by Council.

Carried.

PER DIEMS

155/19 – Slack/Willems – That the per diems in the amount of \$2,578.93 for the pay period ending April 30, 2019 be approved by Council.

Carried.

BANK RECONCILIATION AND STATEMENT OF REVENUES AND EXPENDITURES

156/19 – Redekop/Zoller – That the Bank Reconciliation and Statement of Operating Revenues and Expenditures be accepted by Council for the period ending March 31, 2019.

Carried.

Librarian Bonnie Furi arrived at the meeting at 7:23 p.m.

OUTSTANDING TAX COMPARISONS

157/ 19 – Redekop/Willems – That the listing of outstanding municipal and school property tax comparisons, along with frontage taxes for the month of March be accepted by Council.

Carried.

TOWN OF DALMENY
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2017 STATUS OF RESERVES AND SURPLUS

158/19 – Redekop/Willems – That the Status of Reserves and Surplus Accounts for the period ending December 31, 2017 be accepted by Council.

Carried.

CORRESPONDENCE

159/19 – Zoller/Willems – That the following correspondence be filed:

- A. SaskWater – Invoice Rate Components Box
- B. Municipal Potash Tax Sharing Administration Board

Carried.

EMO QUARTERLY REPORT

160/19 – Zoller/Willems – That the EMO Coordinator's Quarterly Report for the period ending March 31, 2019 as presented by the EMO Coordinator Alicia Anderson be accepted by Council.

Carried.

Recreation Manager Mat Halcro arrived at the meeting at 7:30 p.m.

FIRE QUARTERLY REPORT

161/19 – Slack/Redekop – That the Fire Chief's Quarterly Report for the period ending March 31, 2019 as presented by Fire Chief Rick Elder be accepted by Council.

Carried.

LIBRARY QUARTERLY REPORT

162/19 – Slack/Zoller – That the Librarian's Quarterly Report for the period ending March 31, 2019 as presented by Librarian Bonnie Furi be accepted by Council.

Carried.

PUBLIC WORKS QUARTERLY REPORT

163/19 – Willems/Redekop – That the Public Works Managers Quarterly Report for the period ending March 31, 2019 as presented by the Public Works Manager Jeff Johnson be accepted by Council.

Carried.

RECREATION QUARTERLY REPORT

164/19 – Zoller/Redekop – That the Recreation Manager's Quarterly Report for the period ending March 31, 2019 as presented by Recreation Manager Mat Halcro be accepted by Council.

Carried.

TOWN OF DALMENY
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DALMENY TOWN OFFICE

Recreation Manager Mat Halcro, Public Works Manager Jeff Johnson, EMO Coordinator Alicia Anderson, Fire Chief Rick Elder, and Librarian Bonnie Furi left the meeting at 7:45 p.m. and did not return.

CAO REPORT

165/19 – Willems/Redekop – That the Chief Administrative Officer Report as presented by the Chief Administrative Officer Jim Weninger for April 15, 2019 be accepted by Council.

Carried.

UMAAS CONVENTION

166/19 – Redekop/Willems – That the Chief Administrative Officer Jim Weninger be given permission to attend the 2019 Urban Municipal Administrator's Association of Saskatchewan (UMAAS) Convention to be held at the Travelodge Hotel in Saskatoon, SK from Tuesday, June 4 to Friday, June 7, 2019. Expenses to be paid in accordance with Town of Dalmeny Policies and Procedures.

Carried.

LIBRARY MINUTES

167/19 – Redekop/Willems – That the Minutes of the March 26, 2019 Library Annual Meeting and Library Annual Report be accepted by Council.

Carried.

DALMENY LIBRARY BOARD

168/19 – Willems/Redekop – That Katrina Funk, Christa-Ann Willems, Bev Eberle, Karen Lukey and Ronda Farrow be appointed to the Dalmeny Library Board until the date of the 2020 Library Board Annual General Meeting.

Carried.

BYLAW 8-2019- AMEND ZONING BYLAW

169/19 – Willems/Redekop – That Bylaw 8-2019, a Bylaw of the Town of Dalmeny to Amend Bylaw 2-2016 known as the Town of Dalmeny Zoning Bylaw be introduced and read a first time.

Carried.

The CAO read Bylaw 8-2019 for a first time.

IN-CAMERA

170/19 – Slack/Redekop – That Council move into the Committee of the Whole and that the session be "in camera" at 8:13 p.m.

Carried.

TOWN OF DALMENY
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RECONVENE

171/19 – Zoller/Willems - That Council reconvene and report at 9:35 p.m.

Carried.

214 FIRST STEET PENALTY AND INTEREST SWITCHES

172/19 – Slack/Zoller – That due to the costs for the completion of the Nuisance Order being applied to Lot 13, Block 8, Plan 77S31898 and civically known as 214 – First Street, that the penalty and interest switches be turned off a period of 6 months to allow the property owner an opportunity to satisfy their outstanding municipal property tax amount.

Carried.

MORRIS INTERACTIVE DOCUMENTS

173/19 – Willems/Redekop – That Council accept the following documents as prepared by Morris Interactive:

- ◆ The Town of Dalmeny Employment Guide;
- ◆ Respectful Workplace Policy;
- ◆ Substance Use, Abuse and Impairment Policy; and the
- ◆ Information Technology and Social Media Policy

Carried.

CAO JOB DESCRIPTION

174/19 – Zoller/Willems – That the Job Description for the Chief Administrative Officer be accepted by Council.

Carried.

SUBDIVISION CONSENT AGREEMENT

175/19 – Willems/Zoller – That the Subdivision Consent Agreement prepared by Kim Anderson of Robertson Stromberg regarding Block BB, Plan 101678969, Extension 126 and its subdivision to create proposed Parcel A be accepted by Council.

Carried.

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SEASONAL PARKS AND RECREATION EMPLOYEE

176/19 – Zoller/Willems - That Paige Spence be hired seasonally as a Parks and Recreation Maintenance Technician from May 1, 2019 to August 31, 2019 upon the following term and condition:

1. Acceptable Criminal Record Check

Carried.

SEASONAL BALL HOCKEY LABOURERS

177/19 – Slack/Zoller – That Seasonal Labourers Jayce Janzen and Kierden Brown be hired for the Ball Hockey Program at the Arena with employment to commence on April 29, 2019 to June 30, 2019 upon the following terms and condition:

1. Acceptable Criminal Record Check
2. Bondable

Carried.

TOWN OFFICE CUSTODIAN RESIGNATION

178/19 – Zoller/Willems – That the resignation of the Town Office Complex Custodian Angela Slack effective April 30, 2019 be accepted by Council, with regret.

Carried.

FIRE WATER TENDER/PUMPER

179/19 – Willems/Zoller – That the Water Tender/Pumper as per the specifications prepared by the Dalmeny Fire Rescue Department be tendered at this time and that Fire Chief Rick Elder be advised of the same.

Carried.

DEPARTMENT CREDIT CARD LIMITS

180/19 – Zoller/Slack – That the Affinity Credit Union be advised to increase the Town's card limit to \$20,000, with the following credit limits per department-

- Arena Concession Manager: \$2,500.00 - no change
- General Government: \$3,500.00 - from \$1,000.00
- Arena: \$3,500.00 – from \$1,000.00
- Public Works: \$3,500.00 – from \$1,000.00
- Fire Rescue: \$3,500.00 – from \$1,000.00
- Police Services: \$3,500.00 – from \$1,000.00

And furthermore, any purchases in excess of \$1,000.00 require the approval of the Chief Administrative Officer.

Carried.

TOWN OF DALMENY
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FIRST ST. CROSSING GEOTECHNICAL INVESTIGATION

181/19 – Slack/Redekop – That the Geotechnical Investigation completed by P. Machibroda Engineering Ltd. for the proposed Watermain and Culvert Crossing at the First Street CNR Crossing be accepted by Council.

Carried.

ADJOURN

182/19 – Slack/Willems – That the meeting be adjourned. Time 9:49 p.m.

Carried.

Mayor

(seal)

Chief Administrative Officer

Report Date
4/12/2019 11:57 AM

Dalmeny
Accounts for Approval
As of 4/12/2019
Batch: 2019-00018 to 2019-00020

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
14497	3/31/2019	AMSC Insurance Services Ltd 53	APRIL GROUP INSURANCE	6,326.10	6,326.10
14498	3/31/2019	M.E.P.P. 194	MARCH MEPP PAYMENT	10,112.52	10,112.52
14499	3/31/2019	Minister of Finance 14	MARCH SCHOOL TAXES COLLECTED	26,862.98	26,862.98
14500	3/31/2019	Sask. Tel 328	SASKTEL PAYMENT	752.70	752.70
14501	3/31/2019	SaskEnergy Corp. 207	STREET LIGHT POWER	1,588.74	1,588.74
14502	4/15/2019	Accu-Sharp Inc. 230130/131/132	DDCC-ZAMBONI ICE KNIFE	173.16	173.16
14503	4/15/2019	ALL-NET.ca Inc. 101202	WEBSITE SECURITY CERTIFICATE	222.00	222.00
14504	4/15/2019	Anna Zoller 7	YOUTH NIGHT FOOD	22.94	22.94
14505	4/15/2019	Arianne Lueke 1	SPRAY & PLAY WREATH REFUND	80.00	80.00
14506	4/15/2019	B&E ELECTRONICS LTD SAS707222 a	BRUSH TRUCK SUPPLIES	25.42	25.42
14507	4/15/2019	Bell Mobility Inc. 21	AERATION BUILDING AUTODIALER	106.84	106.84
14508	4/15/2019	Canadian National Railways 91447602	SIGNAL MAINTENANCE	248.00	248.00
14509	4/15/2019	Clark's Supply & Service 333203	HOTSYS HOSE	529.65	529.65
14510	4/15/2019	Dalmeny Cooperative Playschool 25	2018-2019 COMMUNITY GRANT	500.00	500.00
14511	4/15/2019	Dalmeny Minor Baseball 11	2018-2019 COMMUNITY GRANT	800.00	800.00
14512	4/15/2019	Dalmeny Skating Club 19	2018-2019 COMMUNITY GRANT	3,000.00	3,000.00
14513	4/15/2019	Dana Ball 1	WREATH NIGHT REFUND	40.00	40.00
14514	4/15/2019	DC Fusion Services 2019-03-28	TRUCK 22 ALTERNATOR/BATTERIES	749.86	749.86
14515	4/15/2019	Earthworks Equipment Corp S55509	BOBCAT TIRE CHAINS	287.83	287.83
14516	4/15/2019	Eecol Electric Corp. 41787/41786/785	LED LIGHTING UPDATES	26,531.55	26,531.55

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
14517	4/15/2019	First Aid For Life 9370	ARENA AED BATTERY	193.14	193.14
14518	4/15/2019	GMR Electric Motors 560870	FIRE T22-REPAIR	179.00	179.00
14519	4/15/2019	Greenline Hose & Fittings S5401104/540253	SWEEPER PARTS	58.09	58.09
14520	4/15/2019	Jenson Publishing 50931	NOTICE OF ASSESSMENT AD	139.21	139.21
14521	4/15/2019	Jim Weninger 52	MEAL/TRAVEL EXPENSE	197.39	197.39
14522	4/15/2019	Judy Tarnes 1	WREATH NIGHT REFUND	40.00	40.00
14523	4/15/2019	Lacy Boisvert 15	SPRAY AND PLAY EXPENSES	856.26	856.26
14524	4/15/2019	Loblaws Inc. 697/618/738/172	ARENA BOOTH SUPPLIES	800.36	800.36
14525	4/15/2019	Loraas Disposal Services 112	MARCH GARBAGE PICKUP	13,856.96	13,856.96
14526	4/15/2019	M3 Contracting Ltd. 1903675	PRAIRIE PARK WOOD CHIPS	5,400.15	5,400.15
14527	4/15/2019	Martensville Plumbing/Heating 15435/KOSKIE	JJ DUCT REPAIR/SEWER REPAIR	689.32	689.32
14528	4/15/2019	McGill's Industrial Service 19-0444/19-0882	FROZEN MAIN LINE	2,087.84	2,087.84
14529	4/15/2019	Millsap Fuel Distributors Ltd. 517519-517566	PW-GAS/DIESEL	4,002.85	4,002.85
14530	4/15/2019	Moody's Equipment 48894/49537/049	FIRE- PARTS/SPITFIRE FOAM	816.40	816.40
14531	4/15/2019	Mr. Rooter 9739/0865/49190	FROZEN LINE REPAIRS	1,213.00	1,213.00
14532	4/15/2019	MuniCode Services Ltd. 48045/48128	BUILDING INSPECTIONS	1,809.79	1,809.79
14533	4/15/2019	Nicole Thiessen 1	WREATH NIGHT REFUND	80.00	80.00
14534	4/15/2019	Nikki Hyland 44	FIRE-FOOD SUPPLIES	226.04	226.04
14535	4/15/2019	Nor-Tec Linen Services 175696/175447	ARENA/OFFICE/POLICE MATS	201.59	201.59
14536	4/15/2019	Operator Certification Board 11	JEFFS CERT RENEWAL- 2021	150.00	150.00
14537	4/15/2019	Petty Cash 190	PETTY CASH REPLENISH	374.93	374.93
14538	4/15/2019	Praxair Distribution			

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		88493587	PW-OXYGEN	104.94	104.94
14539	4/15/2019	RDK Transportation 67083	BRUSH TRUCK SUPPLY FREIGHT	525.00	525.00
14540	4/15/2019	Reed Security 124640	SECURITY CAMERAS	471.75	471.75
14541	4/15/2019	Robertson Stromberg 611386...	TAX ENFORCEMENT LEGAL	1,864.72	1,864.72
14542	4/15/2019	Roto Rooter F-9818	FROZEN WATER LINE REPAIR	252.19	252.19
14543	4/15/2019	S.U.M.A. 88625	POSTAGE FOR WATER SAMPLES	342.91	342.91
14544	4/15/2019	SAFC 7	DEVIN K WILDFIRE SEMINAR	472.50	472.50
14545	4/15/2019	Sask Research Council 80104/80303/457	WATER LAB TESTING	82.68	82.68
14546	4/15/2019	Sask Water SW062019	BULK WATER	29,573.46	29,573.46
14547	4/15/2019	Sask. Assoc. of Chiefs 2019-12	2020 MEMBERSHIP/ASSESSMENT	370.00	370.00
14548	4/15/2019	Sask. Government Insurance 131	2007 GMC INSURANCE	1,318.80	1,318.80
14549	4/15/2019	Sask. Tel 329	SASKTEL PAYMENT	1,304.14	1,304.14
14550	4/15/2019	Saskatoon CO-OP 2438	FIRE-GAS/DIESEL	482.84	482.84
14551	4/15/2019	SPI Health and Safety Inc. 10445708-00/01	FIRE-MEDICAL SUPPLIES	331.71	331.71
14552	4/15/2019	Superior Propane 4554/511/64527	ARENA PROPANE	350.21	350.21
14553	4/15/2019	The Bolt Supply House Ltd. 6561396-00	MASONRY BITS/OFFICE SHELF	49.03	49.03
14554	4/15/2019	The Bolt Supply House Ltd. 6541585-00	FIRE EQUIPMENT SUPPLIES	305.54	305.54
14555	4/15/2019	Trans-Care Rescue EST/743/769/753	FIRE-TRAINING/BRUSH TRUCK SUPP	3,921.62	3,921.62
14556	4/15/2019	Twin River Music Festival 19	2018-2019 COMMUNITY GRANT	1,500.00	1,500.00
14557	4/15/2019	Warman Home Centre CN2846	FIRE BRUSH TRUCK DECKING	721.73	721.73
14558	4/15/2019	Wilbur Hueser 42	WILDLAND TRAINING PROPS	136.05	136.05
				Total for AP:	156,814.43

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Certified Correct This April 12, 2019

Mayor

Administrator



Customer Automated Funds Transfer

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SID:87618157 Current System Date: 2019-Mar-25 UserID: CUPSSD3380

Payor/Payee's List Ready for Manual Release

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

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Anderson, Scott
Attwater, Dylan
Berrecloth, Colleen
Bonin, Edmund
Brown, Kierdin
Cowley, Cody
Cynthia, Keet
Dyck, Bradley
Elder, Rick
Elder, Jenelle
Fraser, David
Furi, Bonnie
Halcro, Mathew
Hoare, Danni
Honeker, Sheila
Janzen, Kelly
Johnson, Jeffrey
Johnson, Phoebe
Johnson, Marina
Klein, Marlys
Mossop, Edward
Roberts, Karen
Robinson, Makayla
Rowe, Scott
Slack, Angela
Sonmor, Rick
Trayhorne, Laurelea
Van Meter, Christine
Weninger, Jim

C	1457.50
C	47.13
C	442.94
C	1208.10
C	50.28
C	954.29
C	191.67
C	1689.01
C	1053.25
C	81.70
C	834.03
C	350.76
C	1283.99
C	87.99
C	233.60
C	1315.71
C	1621.75
C	59.71
C	56.57
C	804.04
C	1875.03
C	215.11
C	40.86
C	1700.76
C	245.44
C	1679.16
C	489.12
C	1444.06
C	2410.50

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23,984.06



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SID:252266542 Current System Date: 2019-Apr-01 UserID: CUPSSD3380

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

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Anderson, Alicia

C 170.69

Bueckert, Greg

C 301.94

Hueser, Wilbur

C 170.69

Kroeker, Jonathan

C 661.26

Redekop, Jonathan

C 301.94

Russin, Karly

C 301.94

Slack, Edward

C 301.94

Willems, Christa-Ann

C 66.59

Zoller, Anna-Marie

C 301.94

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2578.93



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SID:417227808 Current System Date: 2019-Apr-08 UserID: CUPSSD3380

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Anderson, Scott
Bonin, Edmund
Cowley, Cody
Dyck, Bradley
Elder, Rick
Fraser, David
Furi, Bonnie
Halcro, Mathew
Honeker, Sheila
Janzen, Kelly
Johnson, Jeffrey
Klein, Marllys
Mossop, Edward
Rowe, Scott
Sonmor, Rick
Trayhorne, Laurelea
Van Meter, Christine
Weninger, Jim

C	1410.50
C	1208.10
C	744.73
C	1408.15
C	1171.77
C	834.03
C	403.85
C	1283.99
C	223.96
C	1315.71
C	1621.75
C	804.04
C	1875.03
C	1700.76
C	1545.69
C	489.12
C	1444.06
C	2410.50

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21,895.74



Customer Automated Funds Transfer

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SID:594487836 Current System Date: 2019-Apr-09 UserID: CUPSSD3380

Payor/Payee's List Ready for Manual Release

Originator ID: 2288964070 Originator Name: Town of Dalmeny Fire Dept Currency: CAD

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Anderson, Alicia
Baxter, Thomas
Croteau, Terry
Dylan, McGregor
Eckes, Chad
Elder, Joanne
Finch, Ed
Fire Association, Dalmeny
Hueser, Wilbur
Hyland, Brian
Hyland, Nikki
King, Devin
Klassen, Darlene
Klassen, Connie
Moody, Thomas
Paul, Keelan
Peters, Colten
Pollock, Brandon
Rathgeber, Kyle
Rodwin, Will
Ross, Collin
Sawyer, Derek
Shand, Frank
Villafuerte, Carlos
Vodden, Patrick
Woodland, Duwayne

C	95.00
C	318.74
C	1108.52
C	235.00
C	118.64
C	629.45
C	175.70
C	680.00
C	1515.38
C	566.34
C	583.42
C	1010.26
C	374.54
C	534.08
C	711.64
C	87.74
C	480.13
C	50.00
C	140.65
C	405.85
C	185.00
C	88.64
C	76.28
C	168.26
C	659.60
C	55.70

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11,054.56

Business Arising "A" ready for Council
April 29/19

From: Building Standards GR [<mailto:BuildingStandards@gov.sk.ca>]

Sent: April-23-19 5:01 PM

To: undisclosed-recipients:

Subject: Amendment to UBAS Regs - Energy Codes

The Government of Saskatchewan has clarified the application of energy efficiency requirements for existing buildings.

Effective immediately, Section 9.36. of the National Building Code (NBC 9.36.) and the National Energy Code of Canada for Buildings (NECB) do not apply to the renovation, repair, alteration, or relocation of any building to which building standards apply and for which construction began prior to January 1, 2019. Buildings that began construction after January 1, 2019, which are renovated, repaired, altered, or relocated are expected to maintain the energy efficiency standard that existed when they were first constructed.

For example:

- If a building constructed in the summer of 2011 undergoes a renovation in the summer of 2019, the building and any renovations to the building are not required to conform with either NBC 9.36. or the NECB.
- If a building constructed in the summer of 2011 has an addition added in the summer of 2019, the addition would be required to conform with NBC 9.36. or the NECB but the remainder of the building would not be required to be renovated in order to conform with NBC 9.36. or the NECB.
- If a building began construction in February 2019, it is required to conform with either NBC 9.36. or the NECB, whichever code is applicable.
- If a building began construction in February 2019 and is then renovated in the fall of 2020, it would be expected that all renovations would continue either the NBC 9.36. or the NECB that is applicable to that building and which was in force at the time of initial construction.

This clarification is a result of recent amendments to *The Uniform Building and Accessibility Standards Regulations* and is intended to ensure a more uniform application of energy efficiency standards across different local authorities. These amendments do not affect the application of any other section of either the NBC or NECB.

If you have any questions or would like to discuss the new regulations, please contact Building Standards and Licensing Branch at buildingstandards@gov.sk.ca or (306) 787-4113.

Promoting construction of

safe, healthy, habitable buildings

William N. Hawkins

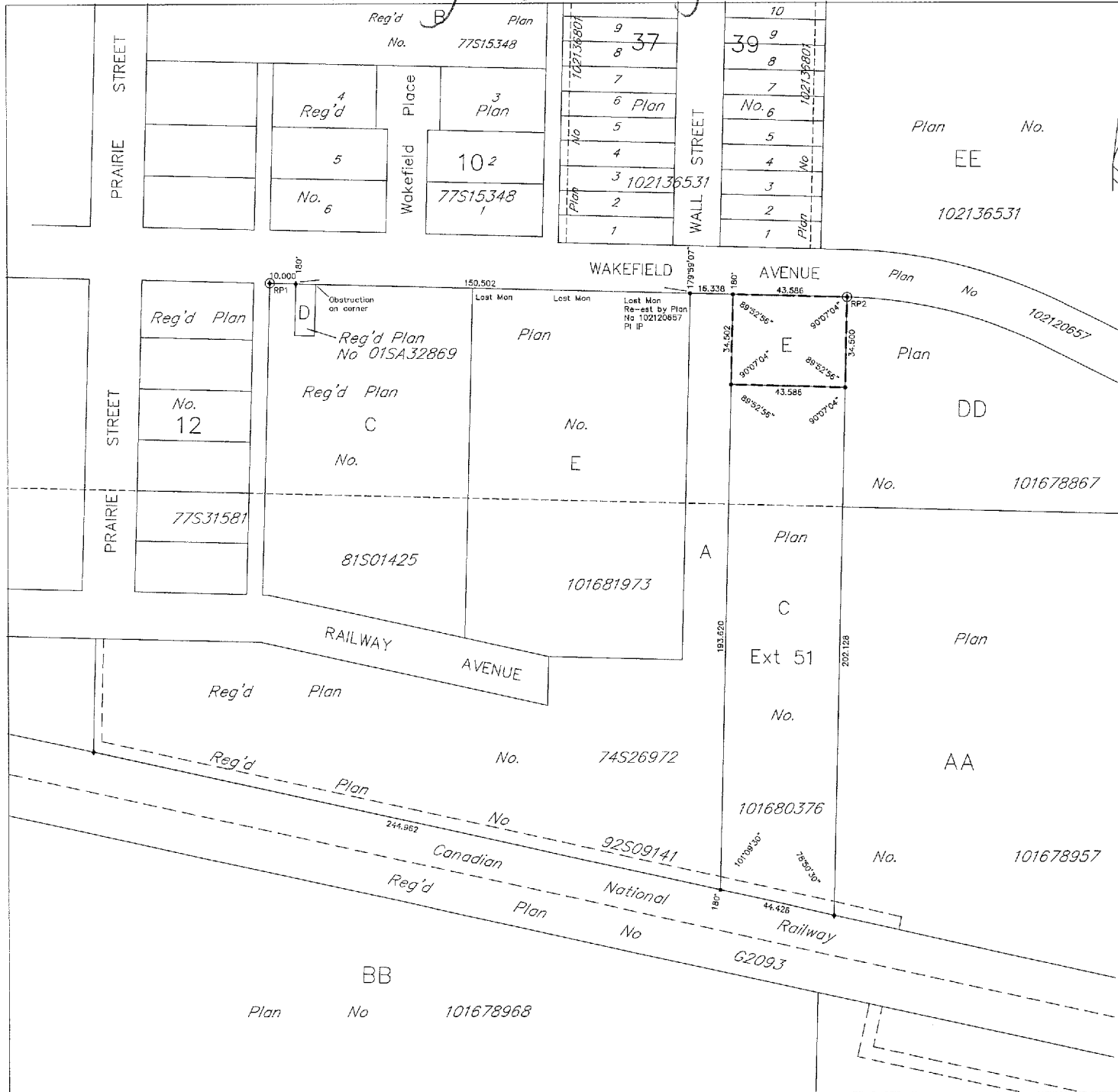
Executive Director

Building Standards and Licensing Branch

Saskatchewan Ministry of Government Relations

Business Arising "B" ready for Council April 29/19

PPS #102308688
Approved: 23-Apr-2019



PLAN OF SURVEY SHOWING
SURFACE SUBDIVISION OF
PART OF PARCEL C,
PLAN NO 101680376
NW 1/4 SEC. 11-TWP. 39-
RGE. 6-W. 3RD MER.
DALMENY, SASKATCHEWAN
BY: T.R. WEBB, S.L.S.
DATE: FEBRUARY-APRIL 2019
SCALE 1:1000

Measurements are in metres and decimals thereof.
Area to be approved is outlined with a heavy dashed line.
The Unique Identifier of S020 for this survey firm has been stamped
on all established standard iron posts.
Standard iron posts found are shown thus unless otherwise indicated ...
Standard iron posts planted are shown thus ...
Parcels within the line of approval have an Extension D.
Datum used: NAD83 (CSRS)
Projection used: UTM Zone 13N Extended
Reference points are shown thus: RP1 ○ RP2 ○
Georeferenced points are derived from GNSS observations.
RP coordinates are current as of February 28, 2019.

Report Date
4/26/2019 11:03 AM

Proposed

Dalmeny
Accounts for Approval
As of 4/26/2019
Batch: 2019-00022

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
14559	4/29/2019	101224767 Sask. Ltd. 19087/19084	FIRE HOSE/DETERGENT	733.71	733.71
14560	4/29/2019	Alicia Anderson 4	FIRE-FOOD SUPPLIES	138.59	138.59
14561	4/29/2019	Christa Willems 11	WHEATLAND AGM	112.15	112.15
14562	4/29/2019	Clark's Supply & Service IN33566	LIFT RENTAL FOR LED LIGHTS	1,083.92	1,083.92
14563	4/29/2019	Dalmeny Heavy Iron 011247	T25 ENGINE MOUNTS	1,092.03	1,092.03
14564	4/29/2019	Dalmeny Minor Hockey 29	2018-2019 COMMUNITY GRANT	3,000.00	3,000.00
14565	4/29/2019	Done Wright Contracting Inc. 3708	JJ-REPAINT UPPER/BACK WALL	840.00	840.00
14566	4/29/2019	Earthworks Equipment Corp S56847	BOBCAT-INSURANCE REPLACE	679.11	679.11
14567	4/29/2019	Fer-Marc Equipment Limited 94936	ZAMBONI SUPPLIES	98.81	98.81
14568	4/29/2019	Jon Kroeker 11	POLICE COMMISSION MEETING	360.10	360.10
14569	4/29/2019	Lacy Boisvert 16	SRAY AND PLAY- AD DATE NIGHT	33.99	33.99
14570	4/29/2019	Meadow Lake Fire Department 1	WILDFIRE SEMINAR-RICK/DEVIN	800.00	800.00
14571	4/29/2019	Minister of Finance 237443	2019 NOTICE OF ASSESSMENT	30.00	30.00
14572	4/29/2019	Nikki Hyland 45	FIRE-FOOD SUPPLIES	247.45	247.45
14573	4/29/2019	Nor-Tec Linen Services 175909	ARENA/POLICE/OFFICE MATS	111.12	111.12
14574	4/29/2019	Pinnacle Dist. S266843-00	BALL HOCKEY SUPPLIES	346.72	346.72
14575	4/29/2019	Pitney Bowes of Canada Ltd. 171800/2091499	OFFICE POSTAGE MACH SUPPLIES	447.67	447.67
14576	4/29/2019	Princess Auto 1789478....	SHOP SUPPLIES/SWEEPER PART	210.58	210.58
14577	4/29/2019	Richelle Mogdan 36384	SPRAY & PLAY- PLAQUE	33.30	33.30
14578	4/29/2019	SAFC 7	FIRE-MEMBERSHIP	183.75	183.75

Report Date
4/26/2019 11:03 AM

Proposed

Dalmeny
Accounts for Approval
As of 4/26/2019
Batch: 2019-00022

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
14579	4/29/2019	Sask. Tel 330	SASKTEL PMT	131.95	131.95
14580	4/29/2019	SaskEnergy Corp. 208	SASKPOWER/ENERGY	15,681.58	15,681.58
14581	4/29/2019	South Side Auto & Fabrication 1890	T25 REPAIR	279.72	279.72
14582	4/29/2019	South Side Auto & Fabrication 1800-B	BRUSH TRUCK TOOL BOXES	3,829.50	3,829.50
14583	4/29/2019	Stevenson Industrial 17203	SHUTDOWN ICE PLANT	1,459.66	1,459.66
14584	4/29/2019	Surge Ahead Electrical 208	TOWN BUILDING LED INSTALL	9,617.66	9,617.66
14585	4/29/2019	Ted Mossop 62	POLICE-NEW SUV LAPTOP	905.64	905.64
14586	4/29/2019	Wig's Pumps & Waterworks Ltd. 789965	PUMPING LINE BALL VALVES	50.96	50.96
				Total for AP:	42,539.67



Customer Automated Funds Transfer

[Main Menu](#) [Log off](#) [Help](#)

SID:39159445 Current System Date: 2019-Apr-18 UserID: CUPSSD3380

Payor/Payee's List Ready for Manual Release

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

Page 1 of 1

[Back to Manual Release](#)

Anderson, Scott
Berrecloth, Colleen
Bonin, Edmund
Cowley, Cody
Dyck, Bradley
Elder, Rick
Fraser, David
Furi, Bonnie
Halcro, Mathew
Honeker, Sheila
Janzen, Kelly
Johnson, Jeffrey
Klein, Marlys
Mossop, Edward
Rowe, Scott
Slack, Angela
Sonmor, Rick
Trayhorne, Laurelea
Van Meter, Christine
Weninger, Jim

C	1276.27
C	442.94
C	1208.10
C	900.14
C	1515.14
C	916.75
C	834.03
C	382.08
C	1283.99
C	258.79
C	1315.71
C	1621.75
C	804.04
C	1875.03
C	1700.76
C	245.44
C	1385.54
C	489.12
C	1444.06
C	2410.50

Page [1]

22,310.18



Cheryl Gallant

Member of Parliament
Renfrew-Nipissing-Pembroke
Member of Standing Committee on National Defence
Member of Standing Committee on Industry, Science and Technology

Correspondence 'A'

*Ready for
Council
April 19/19*



HOUSE OF COMMONS
OTTAWA, CANADA

April 5th, 2019

Dalmeny Township
Po Box 400 301 Railway Ave.
Dalmeny, Saskatchewan
S0K 1E0

Dear Dalmeny Township,

This letter is to alert you to Bill C-68, another piece of interventionist federal legislation that will have a negative impact on your municipality, and on the property rights of your ratepayers.

Bill C-68, which is currently before the Senate, reverses changes to the Fisheries Act – changes which municipalities similar to yours requested our previous Conservative government to make.

Specifically, we amended the "HADD" provisions of the Act, (Harmful Alteration Disruption or Destruction of fish habitat).

One of the most significant problems identified by municipalities about the HADD provision was its broad application and restrictive nature, which ended up costing property taxpayers thousands of dollars, with no real or apparent benefit to the environment.

Municipalities which needed to install culverts or other flood mitigation work were in too many cases faced with negative enforcement after work was completed, with inconsistent guidance when they sought direction for compliance.

In addition to repealing our amendments, the current Federal Government has expanded the definition of "habitat," and added a new concept to the Act, "water flow."

By explicitly adding in the concept of water flow, which was not in the old legislation, the scope of offences municipalities can be charged with, have been greatly expanded.

Worst of all, rather than specifically listing what is and is not an offence under this legislation, including fines or jail, this power has been handed over to the unelected technocrats, to determine by regulation, what the penalties for non-compliance will be, after they have determined what is non-compliance.

As the longest consecutive serving Conservative MP in Ontario, representing a predominantly rural riding, I am very aware of the challenges rural and small-town municipalities have faced dealing with the Federal government.

PARLIAMENTARY OFFICE
Room 604, Justice Building
House of Commons
Ottawa, ON K1A 0A6
Tel.: (613) 992-7712
Fax: (613) 995-2561

CONSTITUENCY OFFICE
2nd Floor, 84 Isabella St.
Pembroke, ON K8A 5S5
Tel.: (613) 732-4404
Fax: (613) 732-4697
Toll Free: 1-866-295-7165
Website: www.cherylgallant.com

All municipalities should be demanding the Federal Government provide regulatory certainty before this legislation is passed into law.

Clear regulatory certainty is necessary to prevent the return of conflicted interpretations, and inconsistencies in enforcement of the Fisheries Act which happened in the past.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Gallant". The signature is written in dark ink and is positioned below the word "Sincerely,".

Cheryl Gallant, M.P.
Renfrew—Nipissing—Pembroke
CG:mm

Correspondence "B"

Ready for
Council
April 29/19

Hello Everyone,

Discover more, close to home!

The Regional Explore Card is gaining traction. Municipalities and vendors are excited to become a part of something new that will encourage people to travel to visit their communities.

As our deadline is quickly approaching, we are wrapping up our planning. We need an email from each municipality/vendor by April 26, 2019 with confirmation that you are joining this exciting new venture, please include your logo and permission to use the logo.

We have a major sponsor and many municipalities/vendors on board. Let's get people out to the hidden treasures in our area.

We have a local graphic designer working on the Regional Explore Cards, they are coming along very nicely.

Reminder of the perks you will get from partnering with this program:

- Increased traffic through and a heavy social media marketing presence on Facebook.

There will be a Facebook page where folks can sign up to buy the cards. The Facebook page would do marketing for your community and your vendors. We will be offering contests throughout the year to gain interest.

- We will be offering "Regional Explore Cards" for sale through Facebook at a price of \$15. This would be a family card for a full year (May through April).

- This would be a revenue neutral program with the monies re-invested into marketing, advertising and contests/prizes.

- The plastic cards will be professionally printed with a fun map on the front and your vendors name with their discount offering on the back.

- We are hoping for at least 12 vendors (2 per community area).

- We would like to highlight other places as well that have interesting features such as the Crooked Trees, museums, geocaching, etc. to add more excitement and travel in the area. We could offer smaller monthly or quarterly prizes for visits to these worthwhile locations.

- Initial investment is \$200/municipality per year and \$50/vendor per year. The municipal investments will go to purchase a grand prize to get and hold people's interest in the program (thinking of a kayak or camping package). The \$50/vendor would fund the purchase of the cards, posters and some administrative costs (postage/envelopes).

The preliminary thought list for vendors includes:

Dalmeny - Curling Rink & Fitness Center

Langham - Curling Rink & Arena

Borden - Action Bowl, The Gold Jacket Golf Simulator, Golf Course & Horse Lessons

Radisson - Swimming Pool & Arena

Maymont - Glenburn Regional Park

Hafford - Redberry Regional Park

RM of Round Hill - Blue Mountain Adventure Park

We will be rolling out the Regional Explore Card in time for May long weekend.

We look forward to teaming up with you,

Carly Ford

Correspondence "C"

Ready for Council
April 29/19



COMMUNITY NOTICE
Annual Vegetation Management Program

CN is required to clear its rights-of-way from any vegetation that may pose a safety hazard. Vegetation on railway rights-of-way, if left uncontrolled, can contribute to trackside fires and impair proper inspection of track infrastructure.

As such, for safe railway operations, the annual vegetation control program will be carried out on CN rail lines in the province of Saskatchewan. A certified applicator will be applying herbicides on and around the railway tracks (mainly the graveled area/ballast). All product requirements for setbacks in the vicinity of dwellings, aquatic environments and municipal water supplies will be met.

At this time, we expect that the program will take place from June 24, 2019 to July 31, 2019.

Visit www.cn.ca/vegetation to see the list of cities as well as the updated schedule.

For more information, you may contact the CN Public Inquiry Line at 1-888-888-5909.



Annual Vegetation Management Program

FAQ'S

Where can I get more information about CN's vegetation management program?

For more details about CN's Annual Vegetation Management Program, please visit our website at www.cn.ca/vegetation

Why does CN need to remove vegetation along its train tracks annually?

Safety at CN is one of our most important core values, and part of maintaining and operating a safe railway is ensuring vegetation is managed along our corridor. CN also has an obligation, pursuant to the *Rules Respecting Track Safety*, adopted under the *Railway Safety Act*, to ensure that vegetation on or immediately adjacent to the railway roadbed is controlled. More specifically, the Rules require federal railways to ensure the track is free of vegetation that could create fire hazards, affect the track integrity or obstruct visibility of operations and inspections. Separate regulations also require removal of vegetation to ensure every grade crossing meets sightline requirements.

Where does CN remove vegetation?

Please note that for the management of vegetation, CN divides its corridor into two components: the ballast and the right of way. The ballast section (graveled area) covers a 16ft width (4.9m). The right of way section covers a 42ft width (13m) on each side of the ballast (graveled area).



Vegetation in the right of way section needs to be controlled to protect sight lines for train crews to see signal systems and at road crossings, prevent trees from fouling the track during storms, reduce fuel loading to prevent fires, minimize wildlife mortality, ensure



Annual Vegetation Management Program

good drainage along ditches and culverts, amongst other safety requirements and is primarily controlled mechanically, through mowing and cutting of vegetation. Certain herbicide products are used (excluding glyphosate) to encourage grasses and small plants rather than shrubs and trees.

The ballast section, on the other hand, is the most critical area as it supports the track infrastructure which supports the movement of freight and passengers; this section also provides an area for train crew to safely inspect their train. Given the crucial role it plays in ensuring the safety and integrity of rail operations, this section must be devoid of all vegetation. The only proven way to effectively remove vegetation in the ballast section is through chemical application.



How will you manage dry plants and herbs left once the spraying is complete?

Ensuring vegetation is controlled on an annual basis is the best method to reduce larger volumes of dead and dry plants. This is because it kills plants when they are smaller which reduces the amount and volume of dead plant material. CN's 2019 program has been developed specifically with this in mind. Most plants, once dead, will naturally decay leaving little debris. As for the right of way, the herbicides used are selective and the grass cover will remain intact while any broadleaved species or noxious weeds will be controlled.

Will you be using Glyphosate. If so, is it dangerous for us or my pets ?

All pesticides used in Canada must be registered by Health Canada's Pest Management Regulatory Agency (PMRA) and CN only uses pesticides that have been approved for use in Canada and in the Province within which they are applied. Protection of human health and the environment is Health Canada's primary



Annual Vegetation Management Program

objective in the regulation of pesticides and all pesticides must undergo rigorous science-based assessments before being approved for sale in Canada. The PMRA also re-evaluates registered pesticides on a cyclical basis to ensure they continue to meet modern health and environmental standards. In this regard, the PMRA re-evaluated glyphosate in 2017 and reaffirmed its conclusions that products containing glyphosate do not present risks of concern to human health or the environment when used in accordance with revised label directions. CN's vegetation control contractor uses glyphosate in accordance with label directions.

Has CN tried any non-chemical weed control options in the past, such as weed whacking? Have they worked?

CN has used weed cutting in the past to control vegetation, but this does not remove the roots, and actually encourages more growth, therefore it is not an effective long-term solution for vegetation removal along railway tracks. The application of steam injection has also been investigated; however they have proven ineffective in killing the roots, which could compromise the integrity of the rail bed.

CN has also explored other options, such as high concentrate vinegar (acetic acid), however this was deemed not a viable option as the acid reacts negatively with steel and the sensitive electronic monitoring equipment used to regulate safe movement and operation of trains.

I am an organic farmer adjacent to your tracks, should I be worried?

Most of the vegetation control focuses on the ballast section (graveled area) which is 16ft (4.9 meters) wide, leaving about 13 meters of right of way on each side of the ballast. The equipment used for application is a shrouded boom which focuses the spray downward to reduce potential drift. Application must also be done during appropriate weather conditions, including low wind levels.

Can I request my area not be sprayed?

Safety is of utmost importance to CN and vegetation control is a key component of keeping our employees and the communities in which we operate safe. Ensuring vegetation is kept clear of our infrastructure, signals, road crossing sight lines and enabling our teams to inspect and maintain the track is critically important. As a result, we cannot choose to have a reduced safety management process in some areas and so all areas of the CN ballast section must be treated to control vegetation.

Correspondence "D"

ready for
Council
April 29/19

AGENDA

**Saskatoon North Communities Association
April 25th, 2019 at 6:00 pm
Osler Pioneer Centre, 208 2nd Ave, Osler**

1. Call to Order
2. Additions and Approval of Agenda
3. Approval of Previous Minutes – January 16, 2019
4. Keri Rolles, Emergency Services Officer – Regional EMO Coordinator?
5. Business Arising from Minutes/Old Business
 - 5.1. Regional Wastewater
 - 5.2. Possible Shared Services:
 - 5.2.1. Fire Training / Facilities
 - 5.2.2. Bylaw Enforcement
 - 5.2.3. Board of Revision
6. New Business
7. Round Table Discussion
8. Date of Next Meeting
9. Adjournment

SNCA Meeting – Jon Kroeker's notes

EMO Stuff

- When do we declare and what do we declare?
- Regional emo coordinator
- We keep Alicia as our EOC director
- Bob is going to start a discussion with CoS
- Keri Rolles is a good resource

Fire training

- Before we spend more money on our training facility, let's make sure the CoS isn't looking to build a regional training centre

Bylaw Enforcement

- We might be interested.
- Jim needs to be in on that conversation

Board of revision

- Jim to contact Bob S if we have any interest. They have a firm that does it for them.

Water Rates

- Nobody is happy
- Adam Tittlemore has looked into this and has some interesting ideas about what he thinks might be going on. Contact RM of Corman Park for some info.

Bridge at Warman ferry? Maybe? Better location?

Fire Bans in place?

Next Meeting

- October 24
- In Borden?

Council Emergency Plan



Your Community Name Here

This document describes the methodology and general process that the municipality will use to respond to emergency events.

Community

[Type the company address]

[Type the phone number]

[Type the fax number]

[Pick the date]

Council Emergency Plan

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Council Emergency Plan

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Council Emergency Plan

City/Town/Rural Municipality of "Your Community name here" Emergency Plan

The City/Town/Rural Municipality of "Your Community name here" has an emergency plan that coordinate the community's response to any major event or emergency. The plan, which is constantly evolving, goes hand in hand with the Saskatchewan Emergency Management and Fire Safety (EMFS) Provincial Emergency Management Plan.

There are six main components to the plan. These are:

- The Public Emergency Management Plan – It describes the methodology and general process that the municipality will use to respond to emergency events as well as the bylaw that established the planning process, but contains no confidential information. This section also contains information that individuals can use to create a personal/family/business plan to assist in emergency situations.
- **Council Emergency Plan – This plan is specific for Municipal Mayors/Reeves and Councilors. It describes their roles and responsibilities, how to declare a local emergency and provides background information on emergency management in general.**
- Emergency Response Plan – This plan is for the Emergency Management Organization Coordinator and the Emergency Operations Center Team members. It describes roles and responsibilities of the Emergency Operations Center Team members as well as outlining how to establish and operate the Emergency Operation Centre.
- Emergency Information Plan – This is the crisis communications plan. It outlines the how information will be shared, including public notification and media releases.
- Evacuation Plan – This plan is for emergency services staff who are in tactical command of an incident site(s). Their tactical operations achieve the goals and priorities of the Emergency Operations Centre and Council. This plan provides direction for escalating events from day-to-day emergencies to fully supported major disasters.
- Plan reference section – containing contact list information for people and resources as well as forms and other emergency operations center documentation.

Council Emergency Plan

INTRODUCTION & APPROVAL

The contents, of this Emergency Response Plan, provide guidance for "*your community name here*" to respond effectively to an incident or major emergency.

This document will not prevent nor reduce the possibility of an incident or emergency occurring. It will aid in providing a prompt and coordinated multi-agency response, thereby reducing human suffering and loss or damage to property or the environment.

For this plan to be effective, it is important that all concerned are made aware of its provisions and that every official, agency and department be prepared to carry out their assigned functions and responsibilities in an emergency.

The public must be informed about the Emergency Plan and educated as to certain elements (i.e., Warning and Evacuation Procedures).

The Emergency Response Plan is a living document that will be amended as necessary.

Joe Smith – Mayor/Reeve – Community name

Date

Council Emergency Plan
COMMUNITY PROFILE

"your community's information here including your map/maps"

Council Emergency Plan

AIM

The aim of this plan is to provide a mechanism to handle any major emergency that threatens the health, safety and welfare of the citizens, or the environment, or property within the "your community name here".

EXCEPTION

This Emergency Response Plan does not apply to those day-to-day situations which can be handled by the responsible municipal service(s) on its (their) own.

AUTHORITY

This Emergency Response Plan is authorized in accordance with:

- Bylaw No XX-XXX
- *The Emergency Planning Act* - Chapter 8 E-8.1 of the Statutes of Saskatchewan

EMERGENCY DEFINITION

An emergency is defined as any abnormal or unique event which occurs with some degree of surprise to demand unusual, extensive and demanding response effort, however caused, which has resulted in or may result in:

- the loss of life; or
- serious harm or damage to the safety, health or welfare of people; or
- widespread damage to property or the environment.

A major emergency is a further escalation with the potential to exceed the community's emergency response capabilities. A major emergency will require resources from other communities and the province.

The most likely major emergencies that could occur within the "your community name here" are:

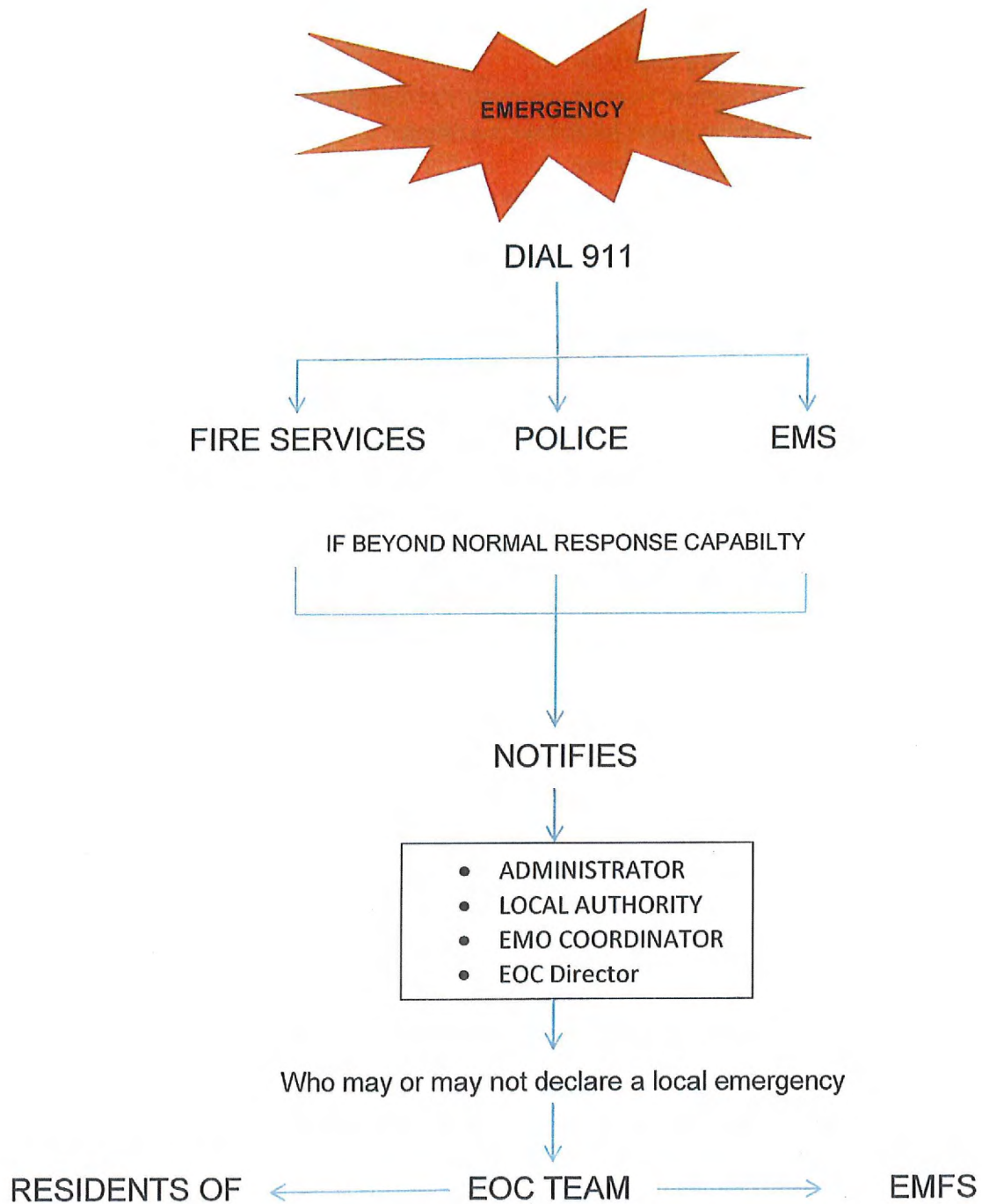
- Fire (Structural/Forest/Grass)
- Dangerous Goods or Hazardous Materials release
- Epidemic/Pandemic or Health (Contaminated Water or Air Quality)
- Extended Utility Outage (Power, Natural Gas, water)
- Public Infrastructure Failure (transportation routes, sanitary septic, etc)
- Severe Weather (Blizzard, Wind Storm, Tornado, Hail)
- Mass Transit Incident (Road, Rail)
- Major Aircraft Crash
- Flood
- Pipeline Leak/ Explosion
- Terrorism (Bomb, Shooting)
- Lost Person (Search and Rescue)

Council Emergency Plan

BYLAW

"Insert your communities Emergency Management By-law here"

Council Emergency Plan



Emergency Information Flow Chart

Council Emergency Plan

Local Authority Roles and Responsibilities

- Provides overall policy direction
- Authorizes “declaration” of local emergency as well as policy directives
- Provides direction on public information activities
- May act as official spokesperson
- Notify Council, the population affected and Saskatchewan Government Relations Branch of the declaration.
- On the recommendation of the EOC Control Group declare that the emergency has terminated.
 - Note: Council may also terminate the emergency
- Approve announcements and media releases prepared by the Public Information Officer, in consultation with the EOC Team.
- Maintain a record of all action taken.
- See checklist for position in appendix

Municipal Administrator/Manager Roles and Responsibilities

- Act as the administrative head of the municipality.
- Keep Council informed of the operations and affairs of the municipality as well as ensuring that the decisions and the policy direction set out by Council are implemented.
- Authorize activation of The “*your community name here*” Emergency Plan in whole or in part.
- Activate the emergency notification process
- Advise the Mayor/Reeve and Council on legislation and procedures.
- Call out additional community staff to provide assistance, as required.
- Ensure the continuity of day-to-day services to the unaffected portion of the community.
- Maintain a record of all action taken

Council Emergency Plan

Emergency Management Organization (EMO) Coordinator Responsibilities

- Ensuring that the Emergency Operation Center (EOC) is ready for use on short notice
- Prepare and maintain annually – EOC Kits.
- Co-ordinate all EOC activities, including the scheduling of regular meetings training and training exercises.
- Ensure the Emergency Management/Response Plan is current and reviewed annually.
- Activate the emergency notification system through the fan-out list.
- Open the master event record and ensure that it is maintained for the duration of the emergency.
- Provide technical assistance about the Emergency Management/Response Plan, its procedures and resources.
- Ensure all directions from the Mayor/Reeve and Council are carried out.
- Maintain a record of all action taken.

For checklist for elected officials see appendix

Emergency Operation Centre

An Emergency Operation Centre (EOC) is a designated site that provides emergency site support such as additional resources to the site(s), coordination of responding agencies, policy direction, communications and public information. When an EOC is activated, local authorities may establish a policy group comprised of the head of the local authority (e.g., Mayor/Reeve/Chief) and other elected officials and senior executive officers in order to provide the EOC Director with policy direction. An example of this level of policy direction is the declaration of a local emergency.

The EOC contains information display materials, telecommunications and any additional supporting equipment, documents, and supplies required to ensure efficient operations and effective emergency management.

Council Emergency Plan

EOC Activation Levels

There are three levels of potential activation. The term “Event” is used to describe an occurrence based on the jurisdictions pre-identified hazards. An “incident” describes one or more occurrences that happen as the direct result of an event.

Examples include:

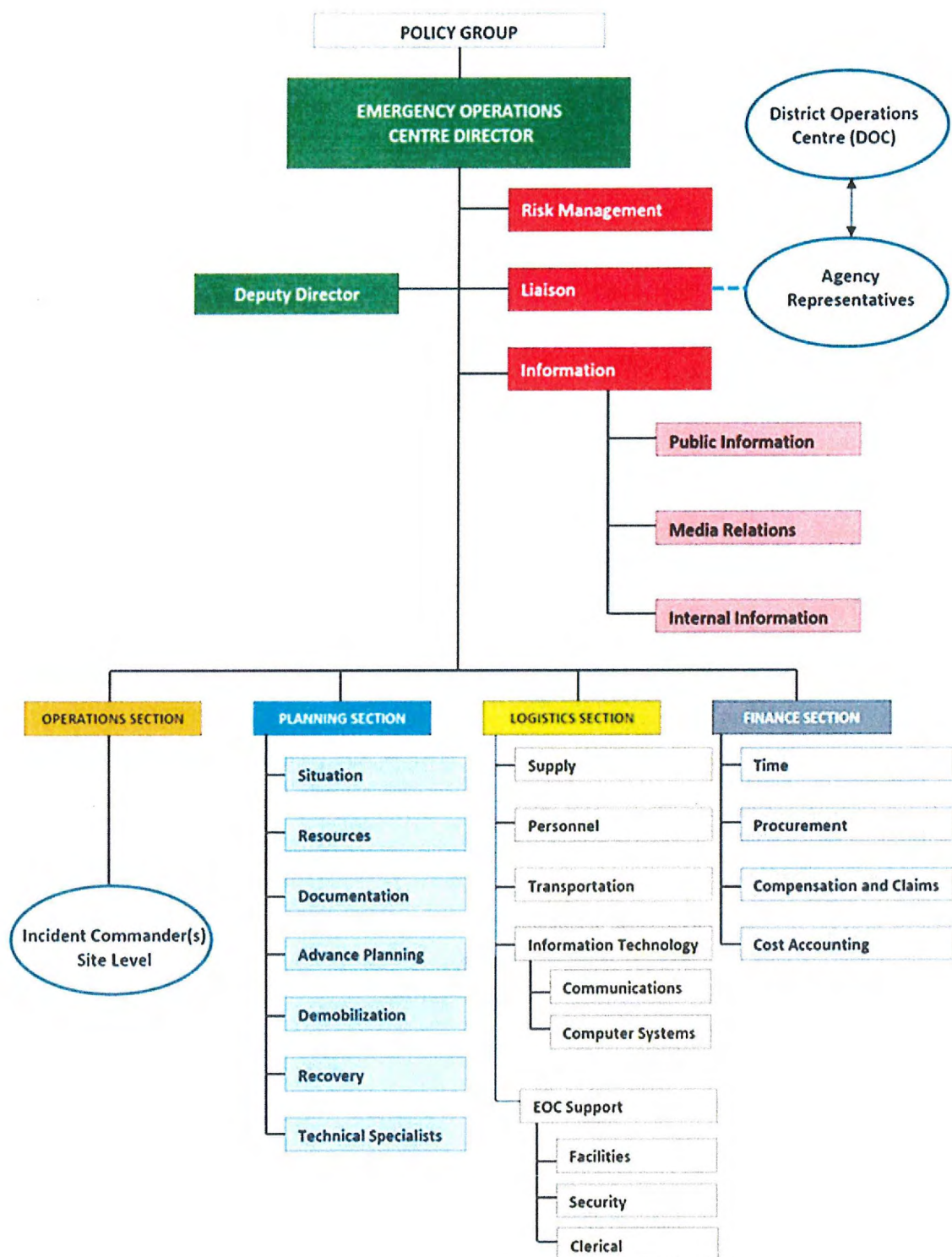
- A flood is an event; any resulting dike breaches or water contamination are incidents within the flood event.

The level of EOC activation is determined by the magnitude, scope and stage of the event. **Only those EOC functions and positions that are required to meet current response objectives need to be activated. Non-activated functions and positions will be the responsibility of the next highest level in the EOC organization.** Each EOC function must have a person in charge.

The EOC Organizational structure should be flexible enough to expand and contract as needed. EOC staff may be required to take on more than one position (role), as determined by the nature of the emergency event, availability of resources and / or as assigned by a Supervisor.

EOC ACTIVATION LEVELS

EOC Activation Level	Event / Situation	Minimum Staffing Requirements
One	<ul style="list-style-type: none"> • Small event • One site • Two or more agencies involved • Potential threat of: <ul style="list-style-type: none"> ✓ flood ✓ severe storm ✓ interface fire 	<ul style="list-style-type: none"> • EOC Director • Operations Section Chief • EMFS Notified
Two	<ul style="list-style-type: none"> • Moderate Event • Two or more sites • Several agencies involved • Major scheduled event (e.g., conference or sporting event) • Limited evacuations • Some resources / support required 	<ul style="list-style-type: none"> • EOC Director • Section Chiefs (as required) • EMFS / DOC limited activation
Three	<ul style="list-style-type: none"> • Major event • Multiple sites • Regional disaster • Multiple agencies involved • Extensive evacuations • Resources / support required 	<ul style="list-style-type: none"> • All EOC functions and positions (as required) • Policy Group • DOC activation



EOC Functions (core positions)

- **Director**
 - Responsible for overall emergency policy and coordination; public information and media relations; agency liaison; and proper risk management procedures, through the joint efforts of local government agencies and private organizations.
- **Operations**
 - Responsible for coordinating all jurisdictional operations in support of the emergency response
- **Planning**
 - Responsible for collecting, evaluating, and disseminating information; developing the jurisdiction's Action Plan and Situational Status in coordination with other functions; maintaining all EOC documentation.
- **Logistics**
 - Responsible for providing facilities, services, personnel, equipment and materials.
- **Finance / Administration**
 - Responsible for financial activities and other administrative aspects.

Declaring a Local Emergency

Declaration Not Needed For...

A Local Authority or the province NEED NOT declare a local emergency for the following:

- To implement part or all of their Emergency Plan
- To qualify for disaster financial assistance from the Provincial Disaster Assistance Program (PDAP).

Steps in Declaring a Local Emergency

Section 20 (1) of the Emergency Planning Act allows Local Authority, or head of a Local Authority (Municipal Council or Mayor; or Reeve) to declare a Local Emergency if extraordinary powers are required to deal with the effects of an emergency or disaster. Steps to consider:

- The Local Authority must be satisfied that an emergency exists or is imminent.

Declarations can be made in two ways:

- By bylaw or resolution if made by a Local Authority (e.g., Municipal Council that has powers granted under the Act)
- By order, if made by the head of the Local Authority (e.g., Mayor or Reeve or designate).

Before issuing a Declaration by order, the Mayor or Reeve must use their best efforts to obtain the consent of the other members of Council to the Declaration.

The Declaration of Local Emergency form must identify the nature of the emergency and the area where it exists or is imminent. The Mayor or Reeve, immediately after making a Declaration of Local Emergency, must forward a copy of the Declaration to Emergency Management and Fire Safety, and publish the contents of the Declaration to the population of the affected area. A coordinated public information communications plan should be available for immediate implementation, following the declaration.

A Declaration of Local Emergency automatically exists for seven (7) days unless cancelled earlier or extended.

Cancelling a Declaration of Local Emergency

A Declaration of Local Emergency is cancelled when:

- It expires after 7 days or any 7-day extension
- The Lieutenant Governor in Council cancels it
- It is superseded by Provincial State of Emergency; or
- It is cancelled by bylaw, resolution or order.

Once it is apparent to the head of the response organization that extraordinary powers are no longer required and that the Declaration of Local Emergency may be cancelled, they should advise the Mayor or Reeve as soon as possible. If the Declaration is cancelled by resolution or order, the Minister must be promptly notified.

The Mayor or Reeve must cause the details of the termination to be published by a means of communication most likely to make the contents of the termination known to the population of the affected area.

DECLARATION OF LOCAL EMERGENCY

Legislative authority for Declaration of Local Emergency is contained in the Saskatchewan Emergency Planning Act. This guide directs readers to the most commonly used sections of the Act.

Authority.....	Section 9
Declaration of Authority.....	Section 20(1)
Protection of Elected Officials.....	Section 15
Declaration - Procedures.....	Section 20 (3) (4) (5)
Cancellation of Declaration.....	Section 22
Termination of Declaration.....	Section 23

CHECKLIST for a Local Emergency Declaration

Check off each box when done



Step 1	Have the appropriate member of the Administration / EOC brief Council on the appropriate EOC situation summary form.	
Step 2	Review the emergency powers outlined in Section 21 of the Act for usefulness in the current situation.	
Option 2A	If none of the powers are, or will be useful, a declaration is not required.	
Option 2B	If one or more powers may be useful, proceed to Step 3.	
Step 3 or	If Quorum of Council available – Pass a resolution declaring a local emergency outlining the affected area and nature of the emergency. Complete and sign the emergency declaration 400A form.	
Step 3A	If Quorum is not available – Have available member of Council complete and sign the emergency declaration form outlining the affected area and nature of the emergency. Complete and sign the emergency declaration 400B form.	
Step 3B	Inform the public of the local emergency declaration using any (or all): <input type="checkbox"/> SaskAlert <input type="checkbox"/> Social Media <input type="checkbox"/> Radio <input type="checkbox"/> TV <input type="checkbox"/> Door to Door	
Step 4	Call, fax, or email the Province and inform them of the declaration. The Province will notify the appropriate Minister. Email: ProvEOC@gov.sk.ca Phone: 1-306-787-9563 Fax: 1-306-787-1694	
Step 5	The Administration / EOC will ensure the effected citizens are aware of the declaration as required by section 20(4) of the Emergency Planning Act.	

Declaring for Evacuation

Once it is apparent to the heads of the local emergency response organization that, in their best judgment, emergency conditions warrant an evacuation, they should advise the heads of the Local Authority. The briefing to the heads of the Local Authority should include a recommendation that they issue a declaration, as well as the nature, extent, probability of loss, resources at risk, and geographic area.

Time permitting; consultation should occur between the local government authorities and the Emergency Management and Fire Safety ESO.

The prior consultation process should include the DOC, if established, and any neighboring local governments that could be impacted.

Evacuation Orders

Evacuation Authority

There are a number of ways to order an evacuation in Saskatchewan and these vary from hazard to hazard. It is very important to understand the various methods and legal authorities. The decision to Evacuate or Shelter in Place is the responsibility of the community leadership and should be based on: 1) The safety of community membership, 2) current situational information from the subject professionals, 3) with the understanding that the timing of the supply deliveries are subject to the conditions of the emergency and 4) that if the situation changes then the Shelter in Place may not be an option. The Province will support the decision of the community leadership and provide the required resources to support that decision.

Legal Authority “Acts”

- Emergency Planning Act (Local Authority and Provincial Government, declarations),
✓ Sections 18(1) i, 21(1) vii
- Fire Safety Act
✓ Section 7 (2) c
- Wildfire Act
✓ Section 43 (2)
- The Public Health Act, 1994

Other legislations also exist for some specific hazards / risks.

In all emergencies, regardless of the threat, the community or jurisdiction is the first line of defence. The Saskatchewan government supports community / jurisdiction response in all areas of the province.

Local Authority Evacuation Orders

To order an evacuation, a Local Authority must declare a Local Emergency,” as enabled under Section 21 of the *Saskatchewan Emergency Planning Act*.

When it is determined that an evacuation is required, the warning must be timely and accurate.

While the main concern is the preservation of life, those displaced from their homes or businesses may be experiencing inconvenience, anxiety and fear.

Removing people from their homes and livelihoods must not be taken lightly. People will already be under duress during an emergency; however, public safety must be first. It is a delicate balancing act.

Evacuation Process

Stage 1 - Evacuation Alert

Authorities will alert the population at risk of the potential for evacuation because of the danger of possible loss of life and they should be prepared to evacuate the area. This warning will be transmitted by:

- Door-to-door campaign with pamphlets/letter delivered
- Radio and/or television broadcast
- Sirens and mobile public address announcements
- Telephone calls
- Electronic media (internet/social media)

Note: even at this stage, plans will be in place to move handicapped persons, vacationers, and voluntary evacuees. You should also consider readying extra supplies (clothes, shoes, sleeping bags or blankets, personal items (toiletries), playing cards and games for children) to supplement your emergency kit.

Stage 2 - Evacuation Order

The population at risk is ordered to evacuate the area specified in a formal written order. This is an order and as such does not allow for any discretionary decision on the part of the population at risk. They must leave the area immediately. The police will enforce the Evacuation Order. This order will be transmitted by:

- Door-to-door campaign with pamphlets/letter delivered
- Radio and/or television broadcast
- Sirens and mobile public address announcements
- Telephone calls
- Electronic media (internet/social media)

The area in question will have controlled access and that a pass may be required to regain access to the area.

Stage 3 - Rescind

An evacuation order or alert is rescinded when it is determined to be safe for residents to return home. An evacuation order may be reinstated if a threat returns. These reentry criteria will be communicated to evacuees by:

- Radio and/or television broadcast
- Telephone calls
- Electronic media (internet/social media)
- Pamphlets, letter or signage at reception centers

Reception Centers

Reception centers are sites where evacuees may be received during an emergency/evacuation. They may be a facility such as a recreation center, community center, church hall or school - it depends on what is available in the community or what is needed.

Reception centers should be flexible for multipurpose use. Space may be required for use as a gathering and information center, a staging site for volunteer disaster relief workers, a site where insurance adjusters can operate, an emergency daycare center, etc.

Reception Centres are set up in order to provide for essential needs of people affected by an emergency/evacuation.

Emergency Reception Centers are located at:

"your community's locations here as well as a contact number"

Shelter-In-Place

In some circumstances - for example, where evacuees would have to travel through a plume of hazardous gases - it may be safer for people to take shelter in their homes, schools or places of work.

If you are advising the residents to shelter in place, some or all of these instructions must be communicated to them depending on the incident:

- Get inside as quickly as possible
- Turn off all heating, ventilation and air conditioning systems. Close vents.
- Close all doors, windows, fireplace flues, vents and other openings. If there are any gaps in the weather stripping, use duct tape, plastic wrap and/or aluminum foil to seal the leaks.
- Close drapes, curtains and shades. Stay away from external windows.
- Use stairwells instead of elevators wherever possible.
- Turn on the radio or television for information. You will be advised what the hazardous material is and what the signs and symptoms of overexposure are.
- Use telephones only if you need immediate emergency assistance. You will be directed how to seek medical help outside the evacuation area.

RE-ENTRY GUIDELINES

It is important for the safety of evacuees that the re-entry process be conducted in an organized manner. The EOC Team must ensure that satisfactory conditions exist and normal day-to-day community needs are functioning properly. An essential service checklist should include but not be limited to:

- Health facilities
- Seniors facilities
- Alternate accommodations available if homes are damaged
- Ambulance service
- Firefighting services
- Mail service
- Water and sewer
- Power/gas and telephone

- Food and personal supplies available in stores
- Medical supplies
- Adequate vehicle fuel and service

Citizens must be informed of dangers in the community
if there is still a threat to life and health

SaskPower Reentry Guidelines

http://www.saskpower.com/wp-content/uploads/floodguidelines_gascontractors.pdf

Saskatchewan Building Standards Flood Recovery Guide

<http://arborfieldsk.ca/arborfield-dwimages/tri-unity/Flood%20Recovery%20Action%20Guide%202014.pdf>

Provincial Disaster Assistance Program (PDAP)

<https://www.saskatchewan.ca/residents/environment-public-health-and-safety/access-funding-through-the-provincial-disaster-assistance-program>

The Provincial Disaster Assistance Program (PDAP) helps residents, small businesses, agricultural operations, First Nations, non-profit organizations and communities recover from natural disasters, including flooding, tornadoes, plow winds and other disasters caused by severe weather. PDAP may help cover the cost of uninsurable essential losses, cleanup, repairs and temporary relocation.

Communicating with the Media

When making media statement, EXPRESS:

1. **Concern** – About health & well-being of those involved
 2. **Action** – Steps/processes being taken to help people
 3. **Commitment** – The goal is to support those impacted
- Avoid blocking cameras or saying “no comment”
 - Stick to the facts – no opinions/ speculation
 - If you don’t know, offer to find answer
 - Don’t comment on investigations of others
 - Only disclose personal/confidential info if authorized
 - Don’t forget the local media – they will be with you for the long haul!
 - Remember, you have the right to end the interview

Helpful Phrases

“The most important point is...”

“That is a matter for...”

“Before we wrap up, I’d like to emphasize...”

“That depends. One thing for certain is...”

“That would be speculation. What I can tell you is...”

“That is true; however, it’s important to remember...”

**QUORUM OF COUNCIL AVAILABLE
DECLARATION OF A LOCAL EMERGENCY**

RESOLUTION NO. _____ **Dated** _____
Time: _____

For the _____ **Of** _____
(Municipal title: e.g. City, Town, Village, RM) (Community name)

Moved by Councillor _____

Seconded by Councillor _____

WHEREAS the (Municipal title) _____ of _____ is
encountering (state problem)

that requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the boundaries, of the _____ of _____ and to prevent damage to property within those boundaries.

THEREFORE BE IT RESOLVED THAT pursuant to Section 20 (1) of *The Emergency Planning Act*, Chapter E-8.1 of the Statutes of Saskatchewan, the Council of the _____ of _____ declares that a local emergency exists, from this _____ day of _____, _____ to the _____ day of _____, _____.

IN WITNESS WHEREOF of the Council of the _____ of _____ has by resolution carried, declared this local emergency this _____ day of _____, _____.

Per: _____
(Signature)

(Printed Name and Title)

Fax to: Emergency Management and Fire Safety

1-306-787-1694

EOC 400

QUORUM OF COUNCIL NOT AVAILABLE

DECLARATION OF A LOCAL EMERGENCY

Dated _____

Time: _____

WHEREAS the _____ of _____ is
(Municipal title) (Community name)
encountering (state problem)

that requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the boundaries, of the _____ of _____ and to prevent damage to property within those boundaries.

THEREFORE, pursuant to Section 20 (2) of *The Emergency Planning Act*, Chapter. E-8.1 of the Statutes of Saskatchewan, the Local Authority of the _____ of _____ declares that a local emergency exists, from this _____ day of _____, _____ to the _____ day of _____, _____.

Local Authority _____
(Signature)

(Printed Name and Title)

TERMINATION OF LOCAL EMERGENCY

PURSUANT to Section 23 of *The Emergency Planning Act, 1989*, The Council of the

The _____ of _____ declares that
(Municipal title: e.g. City, Town, Village, RM) (Community name)

the Local Emergency is terminated in the _____ of _____.

Dated this _____ day of _____, 20____.

Moved by Councillor _____

Seconded by Councillor _____

Per: _____
(Signature)

(Printed name and title)

Fax to Emergency Management and Fire Safety 1-306-787-1694

EOC 400C

EVACUATION PLAN MESSAGE

This is _____
Position Title *Name*

From the _____
Agency / Department

A _____
size / intensity *incident*

_____ *has occurred / is occurring* _____ *in / at* _____ *location*

Because of the potential danger to life and health _____
the authority

_____ *has / have* _____ *ordered / recommended* everyone within _____
*blocks / kilometres / metres*

of that area to _____
evacuate / shelter-in-place _____ *immediately / as soon as possible*

This message will be repeated. Specific instructions and locations for help will be given.

If you are in the following areas, you _____
must / should _____ *leave the area / get inside a building*

_____ *immediately / as soon as possible*

The areas involved are as follows:

_____ *North / South / East / West*

_____ *Location: street, highway or other significant geographical point*

_____ *North / South / East / West*

_____ *Location: street, highway or other significant geographical point*

_____ *North / South / East / West*

_____ *Location: street, highway or other significant geographical point*

_____ *North / South / East / West*

_____ *Location: street, highway or other significant geographical point*

Prepared By: _____

Approved By: _____

EOC 420

For Immediate Release Event:

Date and Time: _____

URGENT EVACUATION PROCEDURES

The (*Local Authority*) Emergency Program and / or Emergency Operations Centre is urging residents affected by the recent (*disaster – whatever it is*) to be prepared to evacuate if ordered to do so by emergency officials in your area.

If you have to evacuate:

- Take an emergency survival kit with you (e.g., battery-operated radio, flashlight, water, food, warm clothing, etc.).
- Make sure you take prescription medicine and identification for the entire family.
- Listen to the radio and follow instructions from local emergency officials.
- Shut off water, gas and electricity, but ONLY if instructed to do so.
- Make arrangements for pets. Local emergency officials will advise you.
- Wear clothes and shoes appropriate to conditions.
- Lock up your home.
- Follow the routes specified by emergency officials. Don't take shortcuts. A shortcut could take you to a blocked or dangerous area.
- If you have time, leave a note telling others when you left and where you went.
- If you are evacuated, register with the local emergency reception center (as advised by emergency officials) so you can be contacted or reunited with your family and loved ones.

Media Contact:

Name

Phone No.

(Local Authority) EOC

EOC Website:

EOC 421

Urgent Evacuation Procedures

AFTER THE DISASTER (SAMPLE MEDIA RELEASE)

Having just experienced the shock and pain of a disaster, you will be very busy for the next few days or weeks. Caring for your immediate needs, perhaps finding a new place to stay, planning for clean-up and repairs, and filing claim forms may occupy the majority of your time. As the immediate shock wears off, you will start to rebuild and put your life back together. There are some normal reactions we may all experience as a result of a disaster. Generally, these feelings don't last long, but it is common to feel let down and resentful many months after the event. Some feelings or responses may not appear until weeks or even months after the disaster.

Some common responses are:

- Irritability / anger
- Fatigue
- Loss of appetite
- Inability to sleep
- Nightmares
- Increase in alcohol or drug consumption
- Fear of storms
- Sadness
- Headaches or nausea
- Hyperactivity
- Lack of concentration

Many people impacted by the disaster will have at least one of these responses. Acknowledging your feelings and stress is the first step in feeling better. Other helpful things to do include:

- ☐ Talk about your disaster experiences. Sharing your feelings rather than holding them in will help you feel better about what happened.
- ☐ Take time off from cares, worries and home repairs. Take time for recreation, relaxation or a favourite hobby. Getting away from home for a day or a few hours with close friends can help.
- ☐ Pay attention to your health, to good diet and adequate sleep. Relaxation exercises may help if you have difficulty sleeping.
- ☐ Prepare for possible future emergencies to lessen feelings of helplessness and bring peace of mind.
- ☐ Rebuild personal relationships in addition to repairing other aspects of your life. Couples should make time to be alone together, both to talk and to have fun.
- ☐ If stress, anxiety, depression or physical problems continue, you may wish to contact the post-disaster services provided by the local mental health contact.
- ☐ Please take this sheet with you today and reread it periodically over the next few weeks and months. Being aware of your feelings and sharing them with others is an important part of recovery.

EOC 425

After the Disaster

SPOKESPERSON MEDIA STATEMENT

Event: _____

Date: _____

Time: _____

My name is _____

My position is _____

This is the information I can give you so far:

At _____ (time: a.m. / p.m.) on _____ (date), a(n)
_____ (fire, flood, explosion, chemical spill, etc.) occurred
at _____ (location)
in _____ (local authority / jurisdiction).

Information on number injured and fatalities is (not) known at this time.

Emergency response procedures to protect the public, responders and the environment is underway.

The _____ (facility or location) has been shut down /
cordoned off / evacuated.

The cause of the _____ (fire, explosion, chemical spill) is under
investigation and no estimate of damage is available at this time. As information becomes available,
news releases will be issued.

Any further inquiries should be directed to _____ (name and
title) at _____ (location) _____ (telephone number).

Prepared By: _____

Authorized By: _____

EOC 422

Spokesperson Media statement

Saskatoon North Communities Association (SNCA)

Meeting Minutes

January 16, 2019

6:30 pm Legends Centre Warman, SK

Board Members Present:

Charlie Clark- Mayor Saskatoon, Sheryl Spence- Mayor Warman, Bob Smith- Warman, Jamie Brandrick- Mayor Borden, Kendal Redhead- Borden, Mark Misquith- Mayor Duck Lake, Donna Piche- Duck Lake, Pat Wagner- Mayor Hague, Reg Pauls- Mayor Waldheim, Chris Adams- Waldheim, Kent Muench- Mayor Martensville, John Hildebrand- Mayor Langham, Abe Quiring- Mayor Osler, Sheila Crawford- Osler, Joe Kroeker- Mayor Dalmeny, Jim Weninger- Dalmeny, Mark Dubkowski- Delisle

Members Absent: Judy Harwood- Reeve RM of Corman Park, Adam Tittlemore- RM of Corman Park, Jeff Peters- Mayor Hepburn, Brad Wiebe- Hepburn, Denis Helmuth- Mayor Rosthern, Nicole Lerat- Rosthern, Martin Penner- Reeve RM of Rosthern, Rochelle Neff- RM of Rosthern, Remi Martin- Reeve RM of Duck Lake, Karen Bayton – RM of Duck Lake, Dave Anderchek- Mayor Delisle, Deanna Braun- Hague, Jamie Paik- Langham, Scott Blevins- Martensville.

Call to Order:

Meeting called to order at 6:35 p.m. by Mayor Sheryl Spence

Notes:

Mayor Spence brought greetings and provided a brief history on the SNCA attached as **Appendix A**.

The purpose of this meeting was to see if there was value in continuing with the Association or if we should disband and wind up the organization including the funds held at Affinity Credit Union in Warman in the amount of \$10,216.

Mayor Spence advised that the Association when formed in 2003 was not formally established as a committee, it was just a group of municipalities with like concerns so gave them an opportunity to discuss, look for synergies, and provide the opportunity to better lobby on behalf of the municipalities in the area.

There were five original communities and in 2007 others started to join right up to 2016 with the last meeting being held in Rosthern in January 2017.

The next meeting was to be held in Waldheim in Spring of 2017, however that meeting never took place due to lack of interest from the other municipalities at the time, and as a result of the municipal election, plus the fracturing of the group due to the formation of more local or focused groups such as Twin Rivers and P4G regional planning organizations.

Membership for each community was \$100 per year and it was up to the host committee to decide what they wanted to do(i.e. supper or have someone in to train or present, etc.

The question was then asked, where do we go from here as an association?

- A roundtable discussion was held in which each community provided their thoughts on the pros and cons of moving forward or disbanding the SNCA.

General comments consisted of:

Saskatoon North Communities Association (SNCA)

Meeting Minutes

January 16, 2019

6:30 pm Legends Centre Warman, SK

- Most felt there was value, however, there would have to be substantive discussion items presented or on the agenda to discuss otherwise there would be little value (no need to meet just to meet).
- Some members felt due to the formation of other groups such as P4G and Twin Rivers the purpose of the SCNA may have become less relevant and with these other groups forming it is more difficult to make time for additional meetings.

It was the consensus after the round table discussion that we should try to redirect the association to see if there is interest before looking at disbanding. However, this would require having the interest from someone in the group who would be willing to take on the Chairperson and Secretary Treasure roles.

The main purpose of these positions would be to collect information from the communities to be presented as items for the meeting agenda and send out the invites as well as taking minutes at the meetings. Also, the bank account at Affinity Credit Union in Warman would require attention. It was mentioned that it would be convenient that the Chair and the Secretary Treasure were from the same community. It was also mentioned that instead of 4 meetings a year that we could look at 2 meetings (April and October) to start, and after the first meeting, the issue of the Association continuing on could be re-assessed. Further that the Chair and Secretary Treasure should be appointed each year so that not just one community ends up performing the function for many years (share the responsibility).

Mayor Abe Quiring of Osler advised that he would be willing to Chair the first meeting as he felt there was merit in seeing the Association continue on and that he would respectfully ask his CAO, Sheila Crawford to perform the function of Secretary Treasure.

Resolutions:

Chairperson Appointment

Moved by Chris Adams and seconded by Kendal Redhead

That Mayor Abe Quiring is appointed as Chairperson of the Saskatoon North Communities Association for 2019.

Carried

Secretary-Treasurer Appointment

Moved by Mark Dubkowski and seconded by Mayor Charlie Clark

That Sheila Crawford is appointed Secretary-Treasure of the Saskatoon North Communities Association for 2019.

Carried

Signing Authority

Moved by Jim Weninger and seconded by Mayor John Hildebrand

That Mayor Abe Quiring, Mayor Sheryl Spence, and Sheila Crawford be appointed signing authorities for the Saskatoon North Communities Association for the funds being held at Affinity Credit Union in Warman, SK.

Carried

Membership Fees

Moved by Mark Dubkowski and seconded by Mayor Pat Wagner that due to the strong financial position of the SNC Association, that the membership fees of \$100 per municipality be waived for 2019 and further that the fee structure is re-evaluated at the end of the year.

Carried

Saskatoon North Communities Association (SNCA)

Meeting Minutes

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Next Meeting Agenda Items:

Mayor Spence inquired if there were any Agenda items that the group would like to see added to the next agenda with the following suggestions being provided:

- Regional EMO Co-Ordinator (Mayor Clark advised that if requested by the ground he could see if his staff could provide some insight as to what the position may look like)
- Fire Training and Facility
- Shared Services such as Bylaw Enforcement or Board of Revision
- Round Table discussion (One positive item from each community)
- The cost to purchase water was brought forward as a discussion item, however, it was felt that a one on one or group of users of the Saskatoon/SaskWater system may be a better course of action.

Next Meeting Date:

April 25, 2019 at 6:30pm, Location TBD

Adjourned:

The meeting was adjourned by Mayor Spence at 8:05 pm.

CAO REPORT

April 29, 2019

1. SREDA Meeting:

Kristen Johannesson, SREDA Manager of Regional Economic Development & Planning has advised that the next SREDA Regional Meeting will be held on Tuesday, April 30, 2019 at the Dundurn Community Hall (214 3rd St. Dundurn, SK) from 9:30-11:30am.

2. Security Camera Grant:

Over the last three years, break and enters to municipal properties have resulted in 29 claims totaling \$236,614.00. To help reduce or eliminate these claims, SUMAssure is providing each subscriber up to \$500.00 to protect municipal buildings. Eligible items for reimbursement may include:

- video surveillance;
- sensors;
- motion detectors;
- access control devices; and
- other related surveillance equipment.

The equipment must be used to protect a building that is included on your statement of values. The grant application for \$500.00 will be submitted prior to the end of April, 2019.

3. Expression of Interest – Investing in Canada Infrastructure Program:

Recreation Manager Mat Halcro completed one Expression of Interest Investing in Canada Infrastructure Program applications and Chief Administrative Officer Jim Weninger completed nine Expressions of Interest Investing in Canada Infrastructure Program applications.

4. Great Plains College Regional Reconciliation Committee:

There have been a number of Regional Reconciliation meetings. What is the position of the Town going forward?

Jim Weninger, Chief Administrative Officer