

**REGULAR MEETING OF DALMENY TOWN COUNCIL
MONDAY, APRIL 28, 2025, 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. April 7, 2025, Regular Council Meeting

BUSINESS ARISING FROM THE MINUTES:

- a.

ACCOUNTS FOR APPROVAL

- a. Approval of Current Accounts
- b. Approval of Payroll
- c. Approval of MasterCard Payment for March

FINANCIALS

- a. Financial Statement for the Period Ending March 31, 2024 (Proposed Budget Figures Included)

CORRESPONDENCE

- a. Communities in Bloom – Grow your Community
- b. Johnson Shoyama – Governance Essentials for the Municipal Sector
- c. Johnson Shoyama – Signs of an Effective Council
- d. Johnson Shoyama – Question for the Administrator of Chief Financial Officer
- e. Johnson Shoyama – Questions for the Auditor
- f. Rosthern Community School's Truth and Reconciliation Committee
- g. SaskWater Public – SaskWater Saskatoon Potable Water Supply System – 2024 Notification to Consumers

DELEGATION

- a. Communities in Bloom – Melissa Wuschke and Allysha Smith – 7:20 p.m.
- b. Batting Cage and Dressing Room Upgrades – Kyle Rathgeber – 7:40 p.m.

REPORTS

- a. EMO Coordinator's Report
- b. Recreation Manager's Report
- c. Chief Administrative Officer's Report

NEW BUSINESS

- a. Dalmeny Daycare – Non-School Days
- b. Policy No. 1-2025 – Community Donation Policy
- c. Policy No. 2-2025 – Condolence and Congratulations Policy
- d. Policy No. 3-2025 – Snow Removal from Streets & Sidewalks
- e. Policy No. 4-2025 – Naming/Renaming or Dedicating of Municipal Property, Buildings and Park Elements
- f. Policy No. 5-2025 – Access to Information and Checklist
- g. Rural Municipality of Corman Park – 1980 Recreation Funding Agreement

BYLAWS

- a.

ROUND TABLE DISCUSSION/IN CAMERA

ADJOURN

Next Regular Meeting: May 12, 2025

2025 Regular Council Meeting Schedule: May 12,26; June 9,23; July 7,28; August 25;
September 8,22; October 6,20; November 3,24;
December 8,22

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: April 28, 2025, commencing at 5:00 p.m.

2025 Dalmeny Police Commission Meeting Schedule: May 26; June 16; September 15;
October 20; November 17; and December 15

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, APRIL 7, 2025
DALMENY TOWN OFFICE

PRESENT: Mayor Jon Kroeker, Councillors Ed Slack, Anna-Marie Zoller, Eric Desnoyers, and Matt Bradley. Also present was CAO Jim Weninger. Councillor Amy McNeil was present via Video Conferencing.

ABSENT: Councillor Aaron Peters.

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

101/25 – Desnoyers/Slack – That the agenda for the Regular meeting of Council of the Town of Dalmeny for April 7, 2025 be adopted as presented.

Carried.

MINUTES

102/25 – Slack/Bradley – That the Minutes of the March 24, 2025 Regular Council meeting be approved as circulated.

Carried.

ACCOUNTS PAYABLE

103/25 – Bradley/Zoller – That the accounts as detailed on the attached cheque listing and amounting to \$110,725.29 for the period ending April 3, 2025, and representing cheque numbers 20131 to 20164 be approved by Council.

Carried.

PAYROLL

104/25 – McNeil/Zoller – That the payroll and per diems listing in the amount of \$27,047.35 for the pay period ending March 31, 2025, be approved by Council.

Carried.

FIRE RESCUE PAYROLL

105/25 – Bradley/Slack – That the fire rescue payroll listing in the amount of \$12,941.40 for the pay period ending March 31, 2025, be approved by Council.

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, APRIL 7, 2025
DALMENY TOWN OFFICE

PER DIEMS

106/25 – Bradley/Zoller – That the per diems listing in the amount of \$3,617.94 for the pay period ending on April 30, 2025, be approved by Council.

Carried.

OUTSTANDING TAX COMPARISONS

107/25 – McNeil/Zoller – 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.

Fire Chief Tom Moody arrived at the meeting at 7:13 p.m.

Public Works Manager Jeff Johnson arrived at the meeting at 7:14 p.m.

STATUS OF RESERVES AND SURPLUS ACCOUNTS

108/25 – Slack/Desnoyers – That the Report to Town Council regarding the Status of Reserves and Surplus Accounts at December 31, 2024, be accepted by Council.

Carried.

Librarian Bonnie Furi arrived at the meeting at 7:15 p.m.

FIRE CHIEF'S QUARTERLY REPORT

109/25 – Bradley/Zoller – That the Fire Chief's Quarterly Report for the period ending March 31, 2025, as presented by the Fire Chief Tom Moody be accepted by Council.

Carried.

LIBRARIAN'S QUARTERLY REPORT

110/25 – Slack/Bradley – That the Librarian's Quarterly Report for the period ending March 31, 2025 as presented by Librarian Bonnie Furi be accepted by Council.

Librarian Bonnie Furi and Fire Chief Tom Moody left the meeting at 7:21 p.m. and did not return.

PUBLIC WORKS MANAGER'S QUARTERLY REPORT

111/25 – Desnoyers/Bradley – That the Public Works Manager's Quarterly Report for the period ending March 31, 2025 as presented by the Public Works Manager Jeff Johnson be accepted by Council.

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, APRIL 7, 2025
DALMENY TOWN OFFICE

Public Works Manager Jeff Johnson left the meeting at 7:25 p.m. and did not return.

CAO REPORT

112/25 – Desnoyers/Bradley – That the Chief Administrative Officer's Report as presented by the Chief Administrative Officer Jim Weninger for April 7, 2025, be accepted by Council.

Carried.

COMMUNITIES IN BLOOM PROGRAM

113/25 – Bradley/Slack – That the Town of Dalmeny participate in the 2025 Provincial Communities In Bloom Program at a cost of \$200.00 and that Melissa Wuschke and Allysha Smith be advised of the same.

Carried.

2025 CONFIRMED EDUCATION MILL RATES

114/25 – Bradley/Slack – That the 2025 Confirmed Education Property Tax Mill Rates be acknowledged by Council.

- Agricultural Property – 1.07 mills
- Residential Property – 4.27 mills
- Commercial/Industrial Property – 6.37 mills
- Resource Property – 7.49 mills

Carried.

DALMENY LIBRARY AGM MINUTES

115/25 – Slack/Desnoyers – That the Minutes of the March 19, 2025, Dalmeny Annual Library General Meeting be accepted by Council.

Carried.

DALMENY LIBRARY BOARD MEMBER RESIGNATION

116/25 – Zoller/Bradley – That Joan Krohn's resignation from the Dalmeny Library Board be accepted by Council, with regret.

Carried.

DALMENY LIBRARY BOARD MEETING MINUTES

117/25 – Zoller/Slack – That the Minutes of the March 19, 2025, Dalmeny Library Board Meeting be accepted by Council.

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, APRIL 7, 2025
DALMENY TOWN OFFICE

OCCUPATIONAL HEALTH COMMITTEE MINUTES

118/25 – McNeil/Bradley – That the Minutes of the February 4, 2025, Town of Dalmeny Occupational Health Committee Meeting be accepted by Council.

Carried.

IN-CAMERA

119/25 – Slack/Zoller – That Council move into the Committee of the Whole and that the session be “in camera” at 7:44 p.m.

Carried.

RECONVENE

120/25 – Zoller/McNeil - That Council reconvene and report at 8:47 p.m.

Carried.

MINISTRY OF HIGHWAYS AGREEMENT

121/25 – Zoller/McNeil – That the Agreement between the Town of Dalmeny and the Government of Saskatchewan represented by the Minister responsible for the Ministry of Highways be accepted by Council.

Carried.

MEDIA CONSULTANT AGREEMENT

122/25 – Zoller/Bradley – That the Independent Contractor Agreement between Media Consultant Lacy Boisvert and the Town of Dalmeny be accepted by Council.

Carried.

U22 SASKATCHEWAN JUNIOR FEMALE HOCKEY LEAGUE

123/25 – Slack/Zoller – That Council approve in principle an application for a U22 Saskatchewan Junior Female Hockey League (SJFHL) Team, who would play and practice at the Dalmeny Arena, pending further discussions with Team officials.

Carried.

TOWN OF DALMENY
REGULAR COUNCIL MEETING
MONDAY, APRIL 7, 2025
DALMENY TOWN OFFICE

ADJOURN

124/25 – Desnoyers/Zoller – That the meeting be adjourned. Time 8:52 p.m.

Carried.

(seal)

Mayor

Chief Administrative Officer

Dalmeny
Accounts for Approval
Batch: 2025-00017 to 2025-00020

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
20131	3/31/2025	AMSC Insurance Services Ltd				
		APRIL 2025		APRIL GROUP INSURANCE	11,353.57	11,353.57
20132	3/31/2025	M.E.P.P.				
		MARCH 2025		MARCH MEPP PAYMENT	17,632.68	17,632.68
20133	3/31/2025	Minister of Finance				
		MARCH 2025		MARCH SCHOOL TAXES COLLE	29,507.33	29,507.33
20134	4/7/2025	102134800 Sask LTD				
		46		FIRE- DG AWARENESS CLASS	172.13	172.13
20135	4/7/2025	Asphalt Kingdom Canada				
		20000025280		ASPHALT FILL MACHINE/FILLER	6,128.68	6,128.68
20136	4/7/2025	Andrew Sheret Limited				
		30-054309		OFFICE-FURNACE FILTERS	183.29	183.29
20137	4/7/2025	Basic Plus First Aid Training				
		2025203		DANA FIRST AID	155.40	155.40
20138	4/7/2025	Bell Mobility Inc.				
		APR 2025		AERATION BUILDING AUTODIAL	33.39	33.39
20139	4/7/2025	C73 Fire Truck Mechanical				
		1054		FIRE-E21/T25- SERVICE/SUPPLI	1,878.66	1,878.66
20140	4/7/2025	Canadian National Railways				
		91785420		SIGNAL MAINTENANCE	1,096.50	1,096.50
20141	4/7/2025	Centaur Products Inc.				
		34072		ARENA SCOREBOARD SUPPLY	397.38	397.38
20142	4/7/2025	Clark's Supply & Service				
		INV458097		PW-HOSTY SUPPLIES	587.44	587.44
20143	4/7/2025	Courtesy Plumbing and Heating				
		45342-1		ARENA-WATER HEATER REPAIR	421.65	421.65
20144	4/7/2025	Eecol Electric Corp.				
		1020888		OFFICE -LIGHTS	196.81	196.81
20145	4/7/2025	First Filter Service				
		338381		PW-AIR COMPRESSOR FILTER	16.05	16.05
20146	4/7/2025	Gregg Distributors LP				
		035-486060		FIRE-CONSUMABLES	677.26	677.26
20147	4/7/2025	Jensen Stromberg				
		2356		CCBF FUNDING	610.50	610.50
20148	4/7/2025	Lacy Boisvert				
		44		SOCIAL MEDIA CONSUT-FEB 11	1,079.53	1,079.53
20149	4/7/2025	Loblaws Inc.				
		1759487/84790		ARENA BOOTH SUPPLIES	428.78	428.78
20150	4/7/2025	Loraas Disposal North Ltd				
		MAR 2025		MARCH GARBAGE/COMPOST/RI	17,246.82	17,246.82
20151	4/7/2025	Minister of Finance				
		824254/24254		FIRE/POLICE RADIO LICENSE	2,164.50	2,164.50
20152	4/7/2025	MuniCode Services Ltd.				
		59176		BUILDING INSPECTIONS	412.13	412.13
20153	4/7/2025	Pacific Fresh Fish				
		725228		ARENA BOOTH SUPPLIES	97.00	97.00
20154	4/7/2025	Princess Auto				
		5879576/113		PW-GAS PUMP/HOTSY/SUPPLIE	658.18	658.18
20155	4/7/2025	Rajwinder Luthra				

Dalmeny
Accounts for Approval
Batch: 2025-00017 to 2025-00020

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			1	JJ RENTAL REFUND	262.50	262.50
20156	4/7/2025	Reed Security	1711198/5517	SECURITY CAMERAS	1,101.28	1,101.28
20157	4/7/2025	Richard Fischer	15	FIRE-TRAINING MEALS	455.00	455.00
20158	4/7/2025	Sask Research Council	3012347/2652	WATER LAB TESTING	67.72	67.72
20159	4/7/2025	SaskTel CMR	482	SASKTEL PMT	913.48	913.48
20160	4/7/2025	S.U.M.A.	24351519/2	SUMA BANQUET TICKETS	222.00	222.00
20161	4/7/2025	Thiessen Bros. Construction	7852/7851	ROSS-MAIN VALVE REPAIR/SNC	9,084.24	9,084.24
20162	4/7/2025	Trans-Care Rescue	A1-S0-3088/3117	FIRE-STORZ CAPS X12/R22 SUF	4,192.05	4,192.05
20163	4/7/2025	Twin River Music Festival	25	2024/25 COMMUNITY GRANT	1,200.00	1,200.00
20164	4/7/2025	Zak's Home Hardware	45443/1	MACK TRUCK/SHOP SUPPLIES	91.36	91.36
Total Computer Cheque:						110,725.29

Total AP: 110,725.29

Certified Correct This Thursday, April 3, 2025

Mayor

Administrator

Payor/Payee's List Ready for Manual Release

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Payor/Payee Name	Amount	Authorized By
<u>Berrecloth, Colleen</u>	549.90	
<u>Berrecloth, Donald</u>	607.03	
<u>Bolld, Tai</u>	1371.51	
<u>Bolld, Quin</u>	248.46	
<u>Bonin, Ed</u>	1655.79	
<u>Boyle, Lenora</u>	1097.95	
<u>Dorner, Tyler</u>	1635.45	
<u>Dovell, Beverley</u>	386.20	
<u>Dyck, Bradley</u>	1913.62	
<u>Furi, Bonnie</u>	389.85	
<u>Halcro, Mathew</u>	1775.42	
<u>Hollingshead, Jayson</u>	1906.94	
<u>Janzen, Kelly</u>	1757.87	
<u>Janzen, Jaryn</u>	328.32	
<u>Johnson, Jeffrey</u>	2092.76	
<u>Keet, Cindy</u>	144.35	
<u>Meyers, Morgan</u>	40.92	
<u>Moody, Thomas</u>	2103.56	
<u>Perkins, Dana</u>	468.54	
<u>Roberts, Karen</u>	93.64	
<u>Rowe, Scott</u>	3095.14	
<u>Ruedger, Olivia</u>	227.03	
<u>Van-Vuuren, Micaella</u>	61.37	
<u>Weninger, Jim</u>	3034.36	
<u>Wiebe, Morgan</u>	61.37	

27,047.35

Payor/Payee's List Ready for Manual Release

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Payor/Payee Name	Amount	Authorized By
<u>Baxter, Thomas</u>	731.91	
<u>Bell, Alicia</u>	188.58	
<u>Donegan, Jason</u>	968.02	
<u>Eckes, Chad</u>	318.26	
<u>Fire Association, Dalmeny</u>	575.00	
<u>Francis, James</u>	663.52	
<u>Hay, Nolan</u>	155.00	
<u>Hyland, Brian</u>	878.65	
<u>Hyland, Nikki</u>	1115.59	
<u>Hyland, Morgyn</u>	746.12	
<u>Janzen, Jayce</u>	636.87	
<u>Klassen, Darlene</u>	460.12	
<u>Klassen, Connie</u>	623.26	
<u>Klassen, Wade</u>	866.46	
<u>Laing, Adam</u>	110.00	
<u>Lange, Walker</u>	155.00	
<u>McHale, Melissa</u>	628.15	
<u>Paul, Keelan</u>	75.00	
<u>Sargent, Tyler</u>	445.00	
<u>Scheller, Carson</u>	392.01	
<u>Thiessen, Mykenzie</u>	1012.88	
<u>Turner, Mark</u>	200.00	
<u>Vodden, Patrick</u>	996.00	

12,941.40

Payor/Payee's List Ready for Manual Release

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Payor/Payee Name	Amount	Authorized By
<u>Baxter, Thomas</u>	291.68	
<u>Bell, Alicia</u>	291.68	
<u>Bradley, Matt</u>	356.40	
<u>Desnoyers, Eric</u>	356.40	
<u>Klassen, Wade</u>	111.95	
<u>Kroeker, Jonathan</u>	784.23	
<u>Mcneil, Amy</u>	356.40	
<u>Peters, Aaron</u>	356.40	
<u>Slack, Edward</u>	356.40	
<u>Zoller, Anna-Marie</u>	356.40	

3617.94

Dalmeny
Proposed - Accounts for Approval
Batch: 2025-00021 to 2025-00022

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
20165- Man	4/8/2025	Sask. Parks & Rec. Assoc.	15	COMMUNITIES IN BLOOM REGIS	200.00	200.00
20166	4/28/2025	Accu-Sharp Tooling LTD	7164	ARENA-ZAMBONI ICE KNIFE	43.29	43.29
20167	4/28/2025	Aquifer Distribution Ltd	S100649789.001	PW-SHOP SUPPLIES	7.42	7.42
20168	4/28/2025	Brian Hyland	44	FIRE-PANCAKE B-FAST MEAT	468.64	468.64
20169	4/28/2025	Catalis Technologies Canada LTD	INV308333007	WEBSITE-CONTENT SYSTEM FE	190.68	190.68
20170	4/28/2025	Courtesy Plumbing and Heating	45342-1/44047-1	RED BARN/ARENA PLUMBING	641.36	641.36
20171	4/28/2025	Dalmeny Seniors Association	35	2024/25 COMMUNITY GRANT	3,300.00	3,300.00
20172	4/28/2025	Dalmeny Mayhem	1	ARENA ICE RENTAL REFUND	231.25	231.25
20173	4/28/2025	Delco Automation Inc.	M45187	WATER PUMPHOUSE TROUBLE	1,182.15	1,182.15
20174	4/28/2025	Ed Bonin	48	ARENA MILEAGE- 1652 KMS	925.45	925.45
20175	4/28/2025	Entandem	01053821-00-05	2025 JJ MUSIC LICENCE	247.25	247.25
20176	4/28/2025	ERFM Training and Supplies LTD	08092476	FIRE-MACHINE VS MAN TRAININ	450.00	450.00
20177	4/28/2025	Flatland Metalworks	25120	JJ-NEW GRILL TOP	1,665.00	1,665.00
20178	4/28/2025	GFL Environmental	2750874/772415	LINE FLUSH/FROZEN CULVERT	2,444.89	2,444.89
20179	4/28/2025	Greenline Hose & Fittings	88958/86916	HOTSYS/MOBILE PUMP SUPPLY	39.52	39.52
20180	4/28/2025	Gregg Distributors LP	035-490929	PW-MOBILE PUMP OIL	158.24	158.24
20181	4/28/2025	Jaryn Janzen	9	STAFF CHRISTMAS FOOD VOUC	100.00	100.00
20182	4/28/2025	Jensen Stromberg	2753	2024 TOWN AUDIT	10,323.00	10,323.00
20183	4/28/2025	Jim Weninger	131	RRSP CONTRIBUTION	6,201.58	
			132	SUMA EXPENSES/JAYSONS ME.	137.09	6,338.67
20184	4/28/2025	Karen Roberts	43	CHRISTMAS FOOD VOUCHER	100.00	100.00
20185	4/28/2025	LB Creations	642371	JJ REPAIR/PAINT	471.75	471.75
20186	4/28/2025	Levon Fleming	2	ICE RENTAL REFUND	205.00	205.00
20187	4/28/2025	Merlin Ford Lincoln	2025 FORD	POLICE-2025 FORD PURCHASE	65,617.26	65,617.26
20188	4/28/2025	Millsap Fuel Distributors Ltd.	321190	PW- GRADER OIL	543.48	543.48

Dalmeny
Proposed - Accounts for Approval
Batch: 2025-00021 to 2025-00022

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
20189	4/28/2025	MuniCode Services Ltd.				
		60466		BUILDING INSPECTIONS	105.00	105.00
20190	4/28/2025	Nor-Tec Linen Services				
		RI-906542		ARENA/OFFICE/POLICE MATS	162.39	162.39
20191	4/28/2025	Northern Factory Workwear				
		326979		PW-SUPPLIES	6.98	6.98
20192	4/28/2025	PRE Labs Inc.				
		7472		POLICE-UNIFORMS	435.12	435.12
20193	4/28/2025	Princess Auto				
		5924755/81391		PW-SHOP SUPPLIES/LAGOON F	268.57	268.57
20194	4/28/2025	Rocky Mountain Phoenix				
		IN0150769		FIRE-SELF CONTAINED BREATH	3,058.04	3,058.04
20195	4/28/2025	Roto Rooter				
		F-17159		SEWER LINE CLEAN	254.19	254.19
20196	4/28/2025	SaskEnergy Corp.				
		APRIL 2025		APRIL SASKPOWER/ENERGY PR	19,812.65	19,812.65
20197	4/28/2025	Sask Research Council				
		3098/3394/3632		WATER LAB TESTING	101.58	101.58
20198	4/28/2025	Sask Water				
		SW090906		BULK WATER	47,777.40	47,777.40
20199	4/28/2025	Saskatoon CO-OP				
		597		PW/POLICE/REC/FIRE FUEL	3,151.30	3,151.30
20200	4/28/2025	Sigma Safety Corp				
		22460		POLICE-2025 FORD EQUIPMENT	239.32	239.32
20201	4/28/2025	Southern Irrigation				
		S-INV0721080/CR		DRAINAGE -HOSE FIXING SUPP	313.56	313.56
20202	4/28/2025	SPI Health and Safety Inc.				
		12243130-00		PW-SAFETY SUPPLIES	115.40	115.40
20203	4/28/2025	STAT Emergency Medical Supply				
		6168		FIRE-MEDICAL SUPPLIES	68.58	68.58
20204	4/28/2025	Stevenson Industrial				
		51952		ARENA- ICE PLANT SHUTDOWN	1,935.07	1,935.07
20205	4/28/2025	SVP Envoyer paiement a				
		7066605		LAGOON METER	7,087.42	7,087.42
20206	4/28/2025	Swish-Kemsol				
		J044546		ARENA JANITORIAL	278.45	278.45
20207	4/28/2025	The Bolt Supply House Ltd.				
		8887600-00		PW-SHOP SUPPLIES	9.20	9.20
20208	4/28/2025	Thomas Baxter				
		36		FIRE-TRAINING REIMBURSE	2,190.00	2,190.00
20209	4/28/2025	Trans-Care Rescue				
		AI-SO-3178		FIRE-CONSUMABLES	286.66	286.66
20210	4/28/2025	Tyco Integrated Fire/Security				
		52662657		ARENA SPRINKLER REPAIR	5,339.10	5,339.10
20211	4/28/2025	Univerus Software Canada Inc				
		IV-2949		ARENA -BOOK KING ANNUAL	2,791.15	2,791.15
20212	4/28/2025	Leonhardt, Wayne F.				
		1		SEWER LINE CLEANING	319.10	319.10
Total Computer Cheque:						192,000.53

Payor/Payee's List Ready for Manual Release

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Payor/Payee Name	Amount	Authorized By
<u>Bolld, Tai</u>	1141.05	
<u>Bolld, Quin</u>	17.13	
<u>Bonin, Ed</u>	1655.79	
<u>Boyle, Lenora</u>	1029.92	
<u>Dorner, Tyler</u>	1838.55	
<u>Dovell, Beverley</u>	386.20	
<u>Dyck, Bradley</u>	1733.11	
<u>Furi, Bonnie</u>	364.84	
<u>Halcro, Mathew</u>	1584.48	
<u>Hollingshead, Jayson</u>	1871.57	
<u>Janzen, Kelly</u>	1531.95	
<u>Johnson, Jeffrey</u>	1834.09	
<u>Moody, Thomas</u>	1616.90	
<u>Perkins, Dana</u>	325.61	
<u>Rowe, Scott</u>	2937.13	
<u>Ruedger, Olivia</u>	34.27	
<u>Weninger, Jim</u>	2802.43	

22,705.02

March MasterCard

	Description	GST	Cost	
510-410-140	Office-Supplies	\$9.12	\$193.38	
570-410-100	Mats Computer Program		\$33.29	
510-400-110	Postage Ink	\$13.70	\$290.42	
510-400-110	Postage	\$0.85	\$16.95	
510-210-120	Council- Budget meeting	\$5.18	\$104.80	
570-440-130	Library- Grant Material	\$9.05	\$180.92	
530-420-124	International Truck part	\$0.45	\$9.53	
530-410-120	PW- Shop Supplies	\$15.20	\$219.25	
530-290-118	GMC 1- repair	\$7.17	\$54.79	
530-420-120	GMC 2 Supply		\$54.59	
530-420-122	Sand Spreader chain	\$3.70	\$78.42	
585-430-110	Lift 1-Circuit board	\$19.31	\$409.47	
570-450-142	Arena-Janitorial	\$1.70	\$36.01	
570-435-177	Rec-Job Ad	\$2.61	\$52.16	
570-410-100	Mats Computer Program		\$28.85	
570-400-150	JJ Supplies	\$0.28	\$5.91	
570-435-170	Red Barn Supplies	\$4.00	\$84.78	
570-450-141	Arena Booth Supplies	\$21.20	\$715.85	
520-440-110	Police- Uniforms	\$20.22	\$412.75	
520-420-100	Police-Office Supplies	\$8.92	\$189.05	
520-450-100	Police-Firearms	\$55.31	\$1,169.74	
520-240-100	Police-Subscriptions-Transcriptions		\$145.46	
520-410-100	Police-Postage	\$2.19	\$43.77	
520-420-100	Police-Star Phoenix -Archive		\$13.04	
525-439-110	Fire-R22 Supply	\$19.93	\$422.32	
525-430-120	Fire-Uniforms	\$43.75	\$927.45	
525-437-100	Fire-C21 Grab Handle	\$0.63	\$85.43	
525-440-100	Fire-Small tools	\$3.30	\$88.14	
525-410-100	Fire-Postage	\$1.96	\$39.26	
525-210-110	Fire-Training Supplies	\$2.95	\$121.16	
525-433-100	Fire-E23 Gas Shock/Supplies	\$11.20	\$237.44	
525-420-100	Fire-Office Supplies	\$8.38	\$177.63	
525-436-100	Fire-T22 Supplies	\$11.18	\$236.99	
525-460-100	Fire-Medical Supplies		\$24.33	
525-430-135	Fire-Hall 2 Supplies	\$8.95	\$189.63	
470-120-100	MasterCard Point Redemption		-\$3,437.63	
				Total
		\$312.39	\$3,655.33	\$3,967.72

Bank Reconciliation For the Month of March, 2025

Bank Reconciliation - General Account

Bank Balance Beginning of Month (As per our Records)				\$ 1,021,031.90
Add:	Deposits			\$ 439,374.15
	JE's	29	\$2,765.83	\$ 2,886.58
	Reversed Chq #20085		\$120.75	
			\$2,886.58	<u>\$ 1,463,292.63</u>
Less:	Total Payments as per Cash Book - includes School Cheque			\$ 261,115.75
	Total Payroll			\$ 89,371.50
	Mastercard Payment	\$	8,521.29	
	Revenue Canada Pmt	\$	40,754.60	
	General Ledger Entries:			
		21	\$ 2,142.15	
		22	\$ 157.84	
		23	\$ 690.20	
		24	\$ 1,574.60	
		27	\$ 43,876.94	
		28	\$ 2,392.95	
	Total		<u>\$ 100,110.57</u>	\$ 100,110.57
	Sub-Total			<u>\$ 450,597.82</u>
Balance End of Month				<u><u>\$ 1,012,694.81</u></u>
Guaranteed Investment Certificate- Maturing on 05-Feb-2026 at 3.65 Percent				<u><u>\$ 1,250,000.00</u></u>
Balance End of Month with Guaranteed Investment Certificate				<u><u>\$ 2,262,694.81</u></u>
Bank Statement Balance End of Month				\$ 1,251,846.98
Add:	Outstanding Deposits (In Transit)			\$19,621.05
	Adjustments			\$34.26
	Sub-Total			<u>\$1,271,502.29</u>
Less:	Outstanding Cheques (Per List)		\$ 219,130.56	
	Revenue Canada Payment		\$ 12,629.57	
	Payroll paid in April		\$ 27,047.35	
	Sub-Total			<u>\$258,807.48</u>
Balance End of Month Reconciled				<u><u>\$ 1,012,694.81</u></u>
Guaranteed Investment Certificate- Maturing on 05-Feb-2026 at 3.65 Percent				<u><u>\$ 1,250,000.00</u></u>
Balance End of Month with Guaranteed Investment Certificate				<u><u>\$ 2,262,694.81</u></u>

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OPERATING REVENUES				
Taxation				
General Municipal Tax Levy				
410-110-100 - General Municipal Levy		2,023,350.00	(2,023,350.00)	
Net Municipal Taxes	0.00	2,023,350.00	(2,023,350.00)	0.00
410-200-100 - Potash Tax Share		50,410.00	(50,410.00)	
410-400-210 - Penalty on Mun Taxes Arrears - Property	2,384.21	21,000.00	(18,615.79)	744.94
410-500-100 - Local Impr Levy - Reconstruction		19,871.00	(19,871.00)	
530-700-120 - TS - Frontage Principal Repayment		(16,064.00)	(16,064.00)	
450-110-100 - Unconditional - Revenue Sharing		531,933.00	(531,933.00)	
450-500-100 - GIL - Federal-Can. Post		2,906.00	(2,906.00)	
450-650-100 - GIL - Prov - Sask Tel		4,729.00	(4,729.00)	
450-800-100 - GIL - Other - SPC Surcharge	14,292.93	70,000.00	(55,707.07)	7,112.21
450-800-200 - GIL -Other -SaskEnergy Surcharge	10,415.33	33,000.00	(22,584.67)	5,213.77
480-170-100 - Housing Authority Surplus		800.00	(800.00)	
Total Taxation:	27,092.47	2,741,935.00	(2,714,842.53)	13,070.92
Fees & Charges				
420-200-500 - F&C - HANDI-VAN Fees		600.00	(600.00)	
420-300-100 - F&C - Rentals - Land Lease		2,700.00	(2,700.00)	
420-300-200 - F&C - Sign Corridor Fees	300.00	900.00	(600.00)	
420-400-110 - F&C - Policing Fees - Fines	3,319.25	8,500.00	(5,180.75)	275.00
420-400-120 - F&C - Police - Programs/Grants	4,995.00	5,000.00	(5.00)	4,995.00
420-400-300 - F&C - Fire Fees	4,705.42	52,000.00	(47,294.58)	4,705.42
420-400-350 - F&C-Fire/EMS - Fundraising		2,500.00	(2,500.00)	
420-500-151 - ICE RENTAL REVENUE. - Local	36,086.95	100,000.00	(63,913.05)	35,734.57
420-500-152 - ARENA-KITCHEN REVENUE	52,311.25	85,000.00	(32,688.75)	13,421.25
420-500-153 - ARENA - Off-Season Rental Fees		2,000.00	(2,000.00)	
420-500-154 - ARENA - Sign Advertising	7,700.00	12,750.00	(5,050.00)	2,700.00
420-500-155 - ICE RENTAL REVENUE - Non-Local	22,790.03	65,000.00	(42,209.97)	3,239.34
420-500-156 - ARENA -Ball Hockey		2,500.00	(2,500.00)	
420-500-157 - ARENA- Rink Board Advertise	5,800.00	7,000.00	(1,200.00)	3,100.00
420-500-158 - ARENA - Zamboni Advertisement Contract	4,000.00	4,000.00		
420-500-900 - R&C - Rec Fees - Parks/Playgrounds-CENT		3,600.00	(3,600.00)	
420-520-600 - P & R - Programs - Garage Sale		100.00	(100.00)	
420-520-700 - R&C - Rec -Dalmeny Days Fees		8,000.00	(8,000.00)	
420-500-200 - F&C - Rec. Fees - Curling Rink		2,600.00	(2,600.00)	
420-530-100 - LIBRARY - Fees/-Donations		500.00	(500.00)	
420-530-200 - R&C - JJ LOEWEN Hall Fees	8,000.00	20,000.00	(12,000.00)	2,525.00
420-700-200 - F&C - Licenses - Business	4,200.00	7,500.00	(3,300.00)	700.00
420-700-210 - F&C - Licenses - Dogs	45.00	1,225.00	(1,180.00)	45.00
420-710-100 - F&C -Building Permits		17,000.00	(17,000.00)	
420-710-200 - F&C-Development Permits		1,500.00	(1,500.00)	
420-800-100 - F&C - Tax Certificate	235.00	500.00	(265.00)	125.00
420-800-160 - F&C-Building Info. Abstracts	300.00	650.00	(350.00)	75.00
420-800-200 - F&C - General Office Services Provided	10.00	250.00	(240.00)	5.00
420-850-120 - F&C - Waste Collection Fees	35,098.52	211,208.00	(176,109.48)	(6.12)
420-850-130 - F&C - Sale of Scrap Metal		750.00	(750.00)	

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	Year to Date	Annual Budget	Budget Remaining	Current Month
Total Fees & Charges:	189,896.42	625,833.00	(435,936.58)	71,639.46
Utilities				
440-110-100 - Water - Water Sales	119,333.76	711,211.00	(591,877.24)	114.58
440-130-100 - Water - BULK Sales	9,568.04	48,000.00	(38,431.96)	3,408.18
440-140-100 - Water-Turn off/Connection fee	210.00	750.00	(540.00)	140.00
440-160-400 - Water - Arrears Charges	2,343.78	10,150.00	(7,806.22)	756.71
440-220-100 - Sewer - Flat Rate Rev	93,076.68	550,000.00	(456,923.32)	103.32
440-240-100 - Sewer - Connection Fees		200.00	(200.00)	
420-850-110 - F&C - Sewer Line Cleaning	331.88		331.88	
Total Utilities:	224,864.14	1,320,311.00	(1,095,446.86)	4,522.79
Grants				
Grants				
450-140-100 - Unconditional - GAS TAX/Comm Bld	54,930.50	112,202.00	(57,271.50)	54,930.50
450-230-100 - Conditional - Federal - Student Emp		1,654.00	(1,654.00)	
450-315-200 - Conditional - Prov - SPRA- DDCC	5,000.00	5,000.00		5,000.00
450-340-100 - Conditional - Prov - Transit Disabled		285.00	(285.00)	
450-350-115 - Cond - MHI - Hwy 305 Culvert Maintenance		500.00	(500.00)	
450-355-100 - Cond-Other-MMSW Recycling Prog Grant		33,304.00	(33,304.00)	
450-400-050 - Conditional - Local - LIBRARY-Wheatland		6,232.00	(6,232.00)	
480-130-100 - Comm. Grant/Corman Park		22,479.00	(22,479.00)	
450-440-205 - Conditional- local RM Fire Truck Grant		80,000.00	(80,000.00)	
Total Grants:	59,930.50	261,656.00	(201,725.50)	59,930.50
Total Grants:	59,930.50	261,656.00	(201,725.50)	59,930.50
Other Revenue				
480-150-100 - Donations - Misc.		750.00	(750.00)	
480-155-100 - Donations - Fire Dept	300.00		300.00	300.00
480-165-100 - Donations - Spray Park		10,000.00	(10,000.00)	
Total Other Revenue:	300.00	10,750.00	(10,450.00)	300.00
Capital Asset Sales-Gain (Loss)				
460-210-500 - PS- Gain/loss on Sale	10,000.00		10,000.00	
Total Capital Asset Sales-Gain (Loss):	10,000.00	0.00	10,000.00	0.00
Investment Income & Commissions				
470-100-100 - Interest Revenue	15,157.96	75,000.00	(59,842.04)	2,765.83
470-120-100 - Dividends Revenue	1,949.05	1,500.00	449.05	
Total Investment Income & Commissions:	17,107.01	76,500.00	(59,392.99)	2,765.83

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TOTAL OPERATING REVENUES:	529,190.54	5,036,985.00	(4,507,794.46)	152,229.50
OPERATING EXPENDITURES				
General Government Services				
Wages/Salaries/Benefits				
510-110-230 - GG - Salaries - Admin.-Jim	34,453.30	102,375.00	67,921.70	14,765.70
510-110-330 - GG - Salaries - Asst-Bev	3,276.64	6,956.00	3,679.36	1,428.13
510-110-340 - GG-Salaries-Sec-Laurelea		21,590.00	21,590.00	
510-110-350 - GG Salaries - Kelly	19,109.44	42,586.00	23,476.56	8,189.76
510-110-360 - GG Salary- Lenora	10,006.34	5,700.00	(4,306.34)	4,560.35
510-130-230 - GG - Benefits - Jim	6,742.02	23,443.00	16,700.98	1,737.47
510-130-231 - GG- Jim Phone Allowance	390.00	1,560.00	1,170.00	130.00
510-130-234 - GG - Worker Compensation Fees-ALL	27,510.62		(27,510.62)	
510-130-340 - GG - Benefits - Laurelea	3,157.02	7,451.00	4,293.98	987.54
510-130-350 - GG - Benefits -Kelly	5,219.93	12,369.00	7,149.07	1,890.20
510-140-330 - GG - Benefits - Bev	214.15	1,346.00	1,131.85	93.75
510-140-360 - GG - Benefits- Lenora	1,703.15	2,043.00	339.85	826.23
Total Wages/Salaries/Benefits:	111,782.61	227,419.00	115,636.39	34,609.13
Council Remuneration				
510-110-110 - GG - Council - Per Diem - All	9,067.88	35,075.00	26,007.12	3,022.63
510-120-110 - GG - Council - Payroll Benefits	234.51	4,700.00	4,465.49	54.60
510-210-120 - GG - Council -TRAVEL Meetings	583.00	7,500.00	6,917.00	583.00
Total Council Remuneration:	9,885.39	47,275.00	37,389.61	3,660.23
Contract Assessment				
510-200-150 - GG - Cont. - Assessment - SAMA	19,105.00	19,105.00		
510-200-160 - GG-Assessment Costs	434.59	435.00	0.41	434.59
Total Contract Assessment:	19,539.59	19,540.00	0.41	434.59
Other Contract Services				
510-200-110 - GG - Cont. - Legal		8,000.00	8,000.00	
510-200-130 - GG - Cont. - Audit/Accounting		12,530.00	12,530.00	
510-200-140 - GG - Cont. - Appraisal Contract		4,000.00	4,000.00	
510-200-170 - GG - Advertising		2,000.00	2,000.00	
510-200-180 - GS-Cont.Maint.-Website		10,800.00	10,800.00	
510-220-100 - GG - Cont-Office Caretaking -Jaryn	1,009.53	4,271.00	3,261.47	336.51
510-210-160 - GG - OFFICE-Travel, Meals		3,000.00	3,000.00	
510-210-170 - GG -Office - Training/Education	815.14	1,500.00	684.86	815.14
510-230-100 - GG - Cont. - Insurance - General & Bond	10,587.30	15,894.00	5,306.70	
510-240-100 - GG - Cont. - Memberships & Subscriptions	4,336.44	10,171.00	5,834.56	420.00
510-280-100 - GG - Cont. - Service Agreements	7,114.57	12,500.00	5,385.43	283.95
510-130-235 - GG-Benefits -Office Clean-Jaryn	31.20	649.00	617.80	10.40
510-270-100 - GG - Cont. - Maint-office-new		5,000.00	5,000.00	
510-270-110 - GG - Cont. Maint - Computer Support		8,000.00	8,000.00	
Total Other Contract Services:	23,894.18	98,315.00	74,420.82	1,866.00

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Utilities				
510-300-110 - GG - Utility - Heat	989.57	1,400.00	410.43	286.02
510-300-120 - GG - Utility - Power	1,432.57	3,400.00	1,967.43	406.04
510-300-140 - GG - Utility - Telephone	1,986.49	6,925.00	4,938.51	491.88
Total Utilities:	4,408.63	11,725.00	7,316.37	1,183.94
Materials/Supplies				
510-410-140 - GG - Office Supplies/Stationery	1,933.15	5,000.00	3,066.85	697.55
510-410-145 - GG - Cleaning Supplies - Office	215.12	1,100.00	884.88	215.12
510-410-160 - GG - Christmas Celebrations/other	192.28	3,400.00	3,207.72	192.28
510-410-170 - GG- Special Events	125.00	1,000.00	875.00	125.00
510-400-110 - GG - Postage	1,582.20	3,500.00	1,917.80	982.20
510-490-100 - GG - Maint. - Repairs/Maint-		2,000.00	2,000.00	
510-490-120 - GG - Maint. - CAN. LIN/Repairs	108.69	440.00	331.31	36.23
Total Materials/Supplies:	4,156.44	16,440.00	12,283.56	2,248.38
Capital Outlay from Operations				
510-600-110 - GG - Purchase of Cap Assets - Land		11,000.00	11,000.00	
Total Capital Outlay from Operations:	0.00	11,000.00	11,000.00	0.00
Debt Service				
510-290-100 - GG - Bank Charges	2,437.25	16,000.00	13,562.75	662.20
Total Debt Service:	2,437.25	16,000.00	13,562.75	662.20
Total General Government Services:	176,104.09	447,714.00	271,609.91	44,664.47
Protective Services				
Police Protective Services				
Wages/Salaries/Benefits				
520-110-120 - PS-Police-Salary- Constable Scott	17,916.47	95,000.00	77,083.53	3,916.47
520-110-125 - PS-Police-Salary-Police Chief Scott	33,893.06	111,500.00	77,606.94	15,667.51
520-110-135 - PS - Police - Salary Constable Mackenzie	14,066.00	62,753.00	48,687.00	2,872.40
520-110-140 - PS-Police- Salary-Overtime		20,000.00	20,000.00	
520-110-145 - PS - Police - On Call Monthly Compens		13,000.00	13,000.00	
520-120-120 - PS-Police Benefits- Constable Scott	4,706.09	25,817.00	21,110.91	752.44
520-120-125 - PS-Police-Benefits-Police Chief Scott	8,526.32	31,220.00	22,693.68	3,405.28
520-120-130 - PS-Police-Benefits- Constable Christine	1,538.46	17,717.00	16,178.54	
520-120-135 - PS-Police-Benefits- Constable Mackenzie	3,547.16	19,580.00	16,032.84	578.65
520-120-140 - PS-Police-Benefits-Overtime		1,692.00	1,692.00	
Total Wages/Salaries/Benefits:	84,193.56	398,279.00	314,085.44	27,192.75
Professional/Contractual Services				
520-210-110 - PS - Police - Contracted Services	688.10	7,000.00	6,311.90	628.10
520-220-100 - PS - Police - Travel /Meals	394.34	1,500.00	1,105.66	394.34
520-221-100 - PS - Police-Meetings		1,000.00	1,000.00	
520-230-100 - PS - Police - Insurance-Veh-ALL.	848.00	6,500.00	5,652.00	

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520-240-100 - PS - Police - Memberships & Subscription	224.60	3,000.00	2,775.40	224.60
520-250-100 - PS - Police - Vehicle Contracted Repairs	597.91	15,000.00	14,402.09	
520-260-100 - PS - Police - Training		8,500.00	8,500.00	
520-260-110 - PS - Police - Contracted Security Camera	1,051.68	6,200.00	5,148.32	
Total Professional/Contractual Services:	3,804.63	48,700.00	44,895.37	1,247.04
Utilities				
520-300-110 - PS - Police - Utility - Heat		280.00	280.00	
520-300-120 - PS - Police - Utility - Power		750.00	750.00	
520-300-140 - PS - Police - Utility - Telephone	1,863.71	7,500.00	5,636.29	537.32
Total Utilities:	1,863.71	8,530.00	6,666.29	537.32
Materials/Supplies				
520-410-100 - PS - Police - Postage		200.00	200.00	
520-420-100 - PS - Police - Office Supplies/Stationery	416.41	3,000.00	2,583.59	375.51
520-430-100 - PS - Vehicle Supplies/Materials		2,000.00	2,000.00	
520-430-110 - PS - Police - Oil & Gas	2,574.92	15,000.00	12,425.08	1,144.47
520-440-100 - PS - Police - Small Tools/Equipment		11,000.00	11,000.00	
520-440-110 - PS - Police-Uniforms	784.40	3,000.00	2,215.60	784.40
520-450-100 - PS - Police - Firearms		2,500.00	2,500.00	
520-455-100 - PS - Police -Tazer Annual Fee	3,102.71	4,200.00	1,097.29	3,102.71
520-460-100 - PS - Police-Communications	181.08	4,500.00	4,318.92	
520-465-100 - PS - Public Relations		600.00	600.00	
520-465-105 - PS - Police - RMS Annual Fee		10,000.00	10,000.00	
520-465-110 - PS - Police SGI Grant Expense	4,770.00	3,000.00	(1,770.00)	
520-470-100 - PS - Police-Other		400.00	400.00	
Total Materials/Supplies:	11,829.52	59,400.00	47,570.48	5,407.09
Capital Outlay from Operations				
520-600-130 - PS - Police - Pur of Cap Assets - Machin	22,187.43	27,796.00	5,608.57	22,187.43
Total Capital Outlay from Operations:	22,187.43	27,796.00	5,608.57	22,187.43
Total Police Protective Services:	123,878.85	542,705.00	418,826.15	56,571.63
Fire Protective Services				
Wages/Remuneration				
525-110-120 - PS - Fire - Salaries - Fire Chief	18,586.81	56,511.00	37,924.19	8,539.71
525-110-130 - PS - Fire - Salaries - Deputy Fire Chief	875.04	3,500.00	2,624.96	291.68
525-110-135 - PS - Fire - Salaries- EMO	1,210.89	4,843.00	3,632.11	403.63
525-110-140 - PS - Fire - Salaries - Meetings		17,698.00	17,698.00	
525-110-160 - PS-Fire-Incidents-Out of Town		31,050.00	31,050.00	
525-110-170 - PS- Paid Medical Calls		11,551.00	11,551.00	
525-120-120 - PS - Fire - Benefits - Fire Chief	6,882.99	24,681.00	17,798.01	1,601.60
525-120-125 - PS- Fire -Benefits- Deputy Chief		217.00	217.00	
525-120-126 - PS - Fire EMO- Benefits		300.00	300.00	
525-140-140 - PS - Fire - Benefits - Fire Fighters		954.00	954.00	
525-140-145 - PS - Fire-Benefits- Out of Town Incident		1,617.00	1,617.00	
525-140-146 - PS - Fire-Benefits- Medical Calls		550.00	550.00	

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Total Wages/Remuneration:	27,555.73	153,472.00	125,916.27	10,836.62
Professional/Contractual Services				
525-210-100 - PS - Fire - EMS - 911 Dispatch		4,000.00	4,000.00	
525-210-110 - PS - Fire - Training	2,439.77	15,000.00	12,560.23	1,602.85
525-210-120 - PS - Fire - Software Renewals		4,000.00	4,000.00	
525-210-122 - PS-Fire-Licenses-Radio	867.16	3,500.00	2,632.84	
525-215-100 - Fire - Mutual Aid Agree.		1,500.00	1,500.00	
525-230-100 - PS - Fire - Insurance-ALL	40,454.80	40,455.00	0.20	4,805.80
525-230-110 - Fire -Contracted Repairs		2,500.00	2,500.00	
525-240-100 - PS - Fire - Memberships/Subscriptions	200.00	3,500.00	3,300.00	200.00
525-250-100 - PS - Fire - Contract Hall Building Maint	3,778.90	2,000.00	(1,778.90)	
525-260-100 - PS - Fire - Truck #21-E671J-		3,000.00	3,000.00	
525-262-100 - PS-Fire-Truck #23 -E672-Rural Pumper		3,000.00	3,000.00	
525-263-100 - PS-Fire-Truck #24-R671J-Rescue		3,000.00	3,000.00	
525-265-100 - PS-Fire-Rescue R22		2,000.00	2,000.00	
525-266-100 - PS - Fire - Truck-C671J-Mobile Command		2,000.00	2,000.00	
525-267-100 - PS- Fire- Chief Truck Repair		2,000.00	2,000.00	
525-268-100 - PS - Brush Truck-Contracted Repairs		2,000.00	2,000.00	
525-269-100 - PS - Cont Maint New Pumper Tender		3,000.00	3,000.00	
525-270-100 - PS - Fire Hall 2 Cont Repair		1,500.00	1,500.00	
525-420-110 - PS-Fire-Pub. Education		2,000.00	2,000.00	
Total Professional/Contractual Services:	47,740.63	99,955.00	52,214.37	6,608.65
Utilities				
525-300-110 - PS - Fire - Utility - Heat-N.Gas	1,418.01	2,100.00	681.99	310.93
525-300-115 - PS - Fire- Fire Storage- Gas		5,000.00	5,000.00	
525-300-120 - PS - Fire - Utility - Power	733.93	3,000.00	2,266.07	199.20
525-300-125 - PS - Fire- Fire Storage- Power		4,600.00	4,600.00	
525-300-140 - PS - Fire - Utility - Telephone	2,139.23	5,900.00	3,760.77	352.51
525-300-145 - PS - Fire - Fire Storage- Phone	331.44	1,700.00	1,368.56	97.50
Total Utilities:	4,622.61	22,300.00	17,677.39	960.14
Materials/Supplies				
525-410-100 - PS - Fire - Stationary & Postage	100.00	550.00	450.00	100.00
525-420-100 - PS - Fire - Office Supplies	212.13	6,800.00	6,587.87	136.91
525-420-115 - PS - Fire - Meals/Travel/Awards	2,923.45		(2,923.45)	
525-425-100 - PS-Fire-Radios-Rep/Main.	260.09	5,000.00	4,739.91	
525-430-100 - PS - Vehicle/Equip. Repair/Parts		5,000.00	5,000.00	
525-430-110 - PS - Fire - Oil & Gas	735.39	7,500.00	6,764.61	87.40
525-430-120 - PS-Fire-Uniforms	2,049.42	12,000.00	9,950.58	1,904.42
525-430-130 - PS-Fire-Building Maint. -1 Hall	81.87	8,000.00	7,918.13	
525-430-135 - PS- Fire- 2 Hall Building Maint.	174.89	3,000.00	2,825.11	132.50
525-431-100 - PS-Fire-Repair-Truck #21-E671J-New truck	325.00	1,200.00	875.00	
525-432-100 - PS-Fire-Truck #22-U671J -1 Ton		1,200.00	1,200.00	
525-433-100 - PS-Fire-Truck #23-E672 -Rural Pumper	207.55	1,200.00	992.45	207.55
525-434-100 - PS-Fire-Truck #24-R671J- Rescue		1,200.00	1,200.00	
525-436-100 - PS - Brush Truck	174.48	1,200.00	1,025.52	174.48
525-437-100 - PS - Fire - Truck- C671J- Mobile Command	689.73	1,200.00	510.27	539.34
525-438-100 - PS-Fire-New Trailer Supplies		1,200.00	1,200.00	
525-439-100 - PS-Fire-Chief Truck Repair		1,200.00	1,200.00	

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525-439-110 - PS-Fire- Truck R22	105.98	1,200.00	1,094.02	105.98
525-439-115 - PS - Fire- Pumper Tender		2,000.00	2,000.00	
525-440-100 - PS - Fire - Small Tools/Equipment	868.64	1,000.00	131.36	36.44
525-440-120 - PS-Fire-Air/Foam-Tank Refills		2,500.00	2,500.00	
525-440-130 - PS-Fire-Consumables	130.93	5,500.00	5,369.07	130.93
525-455-100 - PS-Fire-Supplies-Misc. All		3,000.00	3,000.00	
525-460-100 - PS-Fire-Medical Supplies	61.48	3,000.00	2,938.52	61.48
Total Materials/Supplies:	9,101.03	75,650.00	66,548.97	3,617.43
Capital Outlay From Operations				
525-600-140 - PS - Fire - Pur of Cap Assets - Equip	164,228.04		(164,228.04)	
525-600-150 - PS - Fire - Pur of Capital Assets - Gear	5,790.99	5,791.00	0.01	
Total Capital Outlay From Operations:	170,019.03	5,791.00	(164,228.03)	0.00
Total Fire Protective Services:	259,039.03	357,168.00	98,128.97	22,022.84
EMO Protective Services				
EMO Services - Materials				
525-920-110 - PS -EMO -Services All		1,500.00	1,500.00	
Total EMO Services - Materials:	0.00	1,500.00	1,500.00	0.00
Total EMO Protective Services:	0.00	1,500.00	1,500.00	0.00
Total Protective Services:	382,917.88	901,373.00	518,455.12	78,594.47
Transportation Services				
Wages/Salaries/Benefits				
530-110-145 - TS - Maint. - Salaries - Jeff	22,429.47	41,655.00	19,225.53	9,612.63
530-110-146 - TS - Maint.- Salaries- Brad	20,094.76	41,050.00	20,955.24	8,612.04
530-110-147 - TS - Maint. Salaries- Jayson	19,747.00	11,001.00	(8,746.00)	8,463.00
530-110-148 - TS - Maint - Salaries- Tyler	19,747.00	29,338.00	9,591.00	8,463.00
530-110-149 - TS - Maint - Salaries- Tai	11,592.00	15,177.00	3,585.00	4,968.00
530-110-150 - TS - Maint. - Salaries - Casual/P.T.		7,663.00	7,663.00	
530-110-160 - TS -Overtime-All		12,420.00	12,420.00	
530-120-145 - TS - Maint. -Benefits -Jeff	5,868.36	11,651.00	5,782.64	2,151.11
530-120-146 - TS - Maint. Benefits -Brad	5,491.08	11,574.00	6,082.92	2,062.27
530-120-147 - TS - Maint - Benefits - Jayson	3,908.51	2,443.00	(1,465.51)	1,575.92
530-120-148 - TS - Maint- Benefits- Tyler	5,399.84	8,393.00	2,993.16	2,028.45
530-120-149 - TS - Maint- Benefits - Tai	2,788.03	4,194.00	1,405.97	1,049.14
530-120-150 - TS - Maint. - Benefits - Casual/PT		827.00	827.00	
530-120-160 - TS-Benefits-Overtime All	236.01	1,301.00	1,064.99	122.89
Total Wages/Salaries/Benefits:	117,302.06	198,687.00	81,384.94	49,108.45
Professional/Contractual Services				
530-200-110 - TS - Maint. - Engineering		3,000.00	3,000.00	
530-210-110 - TS - Contracted - St. Sweeping		12,000.00	12,000.00	

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530-210-140 - TS -RAILWAY Leases/Crossings	1,096.50	4,800.00	3,703.50	
530-210-160 - PW-Contracted-Service-Drainage		4,000.00	4,000.00	
530-250-100 - TS - Maint. - Travel, Meal		1,860.00	1,860.00	
530-260-100 - TS - Maint. - Insurance/Vehicle -ALL	13,676.98	15,000.00	1,323.02	
530-260-500 - TS- Maint- Insurance-Retention Pond	160.00	160.00		
530-260-510 - TS-Maint-Insurance-South Retention Pond	5,134.00	5,134.00		
530-280-100 - TS - Maint. - Membership/Training-Subsci		2,000.00	2,000.00	
530-290-103 - TS - Maint. - Cont. Repairs -Grader		8,000.00	8,000.00	
530-290-105 - TS-Cont. Rep -Rlding Mowers/Cutters		300.00	300.00	
530-290-108 - TS-Contract Rep-JD Riding Mower		500.00	500.00	
530-290-111 - TS-Cont. Rep- Bobcat		4,000.00	4,000.00	
530-290-112 - TS- Cont. Repair - Curbs		1,000.00	1,000.00	
530-290-115 - TS - Cont. Gravel Mack Truck		2,150.00	2,150.00	
530-290-116 - TS - Cont Repair- Hustler Mower 104		600.00	600.00	
530-290-117 - TS - Cont Repair - Hustler Mower 72		600.00	600.00	
530-290-118 - TS - Cont. Repair - GMC Sierra- Unit 1	58.81	1,500.00	1,441.19	58.81
530-290-119 - TS - Cont. Repair - GMC Sierra - Unit 2		600.00	600.00	
530-290-120 - TS - Cont. Repair- Air Compressor		500.00	500.00	
530-290-130 - TS - Cont. 2014 International Truck	7,610.36	9,000.00	1,389.64	5,945.13
530-290-131 - TS - Cont Maint- Kubota Tractor +loader		2,700.00	2,700.00	
530-295-100 - TS-Cont. Serv.- Shop Repairs		6,500.00	6,500.00	
530-295-112 - Contract Repairs - Hotsy		600.00	600.00	
537-210-100 - TS - Snow - Contracted Removal		6,500.00	6,500.00	
Total Professional/Contractual Services:	27,736.65	93,004.00	65,267.35	6,003.94
Utilities				
530-300-115 - TS - Maint. - Utility- New PW Shop- Gas	6,148.57	5,000.00	(1,148.57)	2,359.41
530-300-121 - TS - Maint. - PW New Shop- Power	1,957.29	4,600.00	2,642.71	
530-300-125 - TS - Maint - Utility - Jim Tooke Power	132.31	300.00	167.69	44.45
530-300-140 - TS - Utility - Telephone	268.47	1,800.00	1,531.53	87.69
530-310-100 - TS - Maint. - Utility - Street Lights	6,998.18	28,000.00	21,001.82	2,334.10
530-310-110 - TS - Maint - Utility-Fountain-Power	137.49	3,500.00	3,362.51	45.83
530-310-120 - TS - Maint - Util -South Pumping - Power	351.06	2,500.00	2,148.94	96.29
Total Utilities:	15,993.37	45,700.00	29,706.63	4,967.77
Materials/ Supplies				
530-410-100 - TS - Maint. - Small Tools	158.99	12,000.00	11,841.01	
530-410-110 - TS - Maint - Shop Admin-Stationary/Supp		2,000.00	2,000.00	
530-410-120 - TS - Maint. - Shop Supplies-Misc.	483.65	4,000.00	3,516.35	298.81
530-410-121 - TS - Maint Public Works Uniforms		1,500.00	1,500.00	
530-410-130 - TS - Maint. Safety Supplies		1,000.00	1,000.00	
530-420-103 - TS - Maint. - Repair/Parts-Grader		8,000.00	8,000.00	
530-420-105 - TS-Maint/Repairs/Parts- Mower/Cutters		550.00	550.00	
530-420-106 - TS-Maint/Repairs/Parts-Bobcat	236.74	3,000.00	2,763.26	144.96
530-420-113 - TS - Maint.- Mack Truck	10.93	1,000.00	989.07	
530-420-116 - TS - Maint - Hustler 104		1,800.00	1,800.00	
530-420-117 - TS - Maint - Hustler 72		1,450.00	1,450.00	
530-420-118 - TS - Repair/Parts- JD Riding Mower		1,050.00	1,050.00	
530-420-119 - TS - Maint. - GMC Sierra - Unit 1	136.74	200.00	63.26	
530-420-120 - TS - Maint. - GMC Sierra - Unit 2	44.50	200.00	155.50	44.50
530-420-121 - TS - Maint - Air Compressor		600.00	600.00	

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530-420-122 - TS - Maint - Sand Spreader		500.00	500.00	
530-420-123 - TS - Maint - Road Boss		600.00	600.00	
530-420-124 - TS - Maint. - International Gravel Truck		1,000.00	1,000.00	
530-420-125 - TS - Maint- 2021 Kubota Tractor + Loader	1,450.37	2,200.00	749.63	1,071.54
530-420-126 - TS - Maint - Repair/Parts-Bobcat Sweeper		600.00	600.00	
530-420-127 - TS - Maint -Repair/Parts -Drainage Pumps		1,500.00	1,500.00	
530-420-128 - TS - Maint - Shulte Mower		1,400.00	1,400.00	
530-420-129 - TS - Maint - Shulte Snowblower		500.00	500.00	
530-420-130 - TS - Maint - Shulte Front Mount		500.00	500.00	
530-425-110 - TS - Oil & Gas	7,416.61	35,000.00	27,583.39	2,501.57
530-425-112 - TS - Maint. Kubota Side x Side		750.00	750.00	
530-430-130 - TS - Maint. - Tree Trimming		1,500.00	1,500.00	
530-440-100 - TS - Maint. - Gravel/Sand	1,383.99	11,000.00	9,616.01	1,383.99
530-450-100 - TS - Maint. - Culverts/Drainage		1,500.00	1,500.00	
530-460-100 - TS - Maint. - Asphalt/Surfacing Material		26,500.00	26,500.00	
530-460-110 - TS - Maint. - Dust Control		18,500.00	18,500.00	
530-460-115 - TS - Maint -Supplies/Maint - Sprayer		750.00	750.00	
530-470-100 - TS - Road/Street Signs		3,000.00	3,000.00	
530-480-100 - TS- Maint. Hotsy Repair		500.00	500.00	
Total Materials/ Supplies:	11,322.52	146,150.00	134,827.48	5,445.37
Handi-Van				
530-900-110 - TS - HANDI-VAN-Expenses		2,600.00	2,600.00	
Total Handi-Van:	0.00	2,600.00	2,600.00	0.00
Capital Outlay from Operations				
530-600-205 - TS - Cap - Kubota Tractor	6,426.45		(6,426.45)	2,142.15
Total Capital Outlay from Operations:	6,426.45	0.00	(6,426.45)	2,142.15
Long Term Debt Charges				
530-700-115 - TS - Interest LTD Town Shop Loan	7,027.81	28,273.00	21,245.19	2,392.95
Total Long Term Debt Charges:	7,027.81	28,273.00	21,245.19	2,392.95
Total Transportation Services:	185,808.86	514,414.00	328,605.14	70,060.63
Environmental Health Services				
Wages/Salaries				
540-110-113 - EH-Salary-Brad		3,731.00	3,731.00	
540-110-116 - EH - Salary- Jayson		3,667.00	3,667.00	
540-110-117 - EH - Salary- Tai		5,059.00	5,059.00	
540-120-113 - EH-Benefits-Brad		1,052.00	1,052.00	
540-120-116 - EH - Benefits - Jayson		814.00	814.00	
540-120-117 - EH - Benefits- Tai		1,398.00	1,398.00	
Total Wages/Salaries:	0.00	15,721.00	15,721.00	0.00
Professional/Contractual Services				
540-200-110 - EH - Cont. - Waste Disposal Fee	26,608.96	159,405.00	132,796.04	13,093.25

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540-210-300 - EH - Cont. - Compost	7,556.00	45,584.00	38,028.00	3,778.00
Total Professional/Contractual Services:	34,164.96	204,989.00	170,824.04	16,871.25
Total Environmental Health Services:	34,164.96	220,710.00	186,545.04	16,871.25

Environmental Development Services

Wages/Salaries

560-110-110 - P&D - Salary-Jim		25,593.00	25,593.00	
560-120-110 - P&D - Benefits-Jim		5,860.00	5,860.00	
Total Wages/Salaries:	0.00	31,453.00	31,453.00	0.00

Professional/Contractual Services

560-200-115 - P&D-Contr-Building Inspector		16,130.00	16,130.00	
560-200-125 - P&D-Contr-Engineering Services		22,500.00	22,500.00	
560-230-100 - P&D - Cont. - Insurance - Town Sign	285.00	285.00		
560-250-100 - P&D - Cont. - Planning Services	2,129.00	10,000.00	7,871.00	
560-250-305 - P&D - Contracted- Town Sign		500.00	500.00	
560-260-200 - P&D - Cont- Asset Management Plan		2,500.00	2,500.00	
560-260-300 - P&D - Cont- Stay Local Campaign		5,000.00	5,000.00	
560-260-305 - P&D - Town Sign Supplies		1,200.00	1,200.00	
560-260-400 - P&D - Cont.- Social Media Consultant	1,209.00	11,400.00	10,191.00	300.00
Total Professional/Contractual Services:	3,623.00	69,515.00	65,892.00	300.00

Materials/Supplies

560-410-100 - P&D - Town Beautification Supplies	278.78		(278.78)	
Total Materials/Supplies:	278.78	0.00	(278.78)	0.00

Capital Outlay from Operations

560-600-300 - P&D- Capital-Land	25,000.00	25,000.00		25,000.00
Total Capital Outlay from Operations:	25,000.00	25,000.00	0.00	25,000.00
Total Environmental Development Services:	28,901.78	125,968.00	97,066.22	25,300.00

Recreation & Cultural Services

Administration

Wages/Salaries

570-110-105 - R&C- Salaries- Rec Manager-Mat	18,059.58	67,079.00	49,019.42	7,739.82
570-120-105 - R&C- Benefits- Rec -Mathew	5,131.21	19,811.00	14,679.79	1,852.64
Total Wages/Salaries:	23,190.79	86,890.00	63,699.21	9,592.46

Professional/Contractual Services

570-240-100 - R&C - Memberships/Subscriptions		225.00	225.00	
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Total Professional/Contractual Services:	0.00	225.00	225.00	0.00
Materials/Supplies				
570-400-110 - R&C - Postage		100.00	100.00	
570-410-100 - R&C - Rec Supplies/Stationery	124.28	1,000.00	875.72	62.14
Total Materials/Supplies:	124.28	1,100.00	975.72	62.14
Total Administration:	23,315.07	88,215.00	64,899.93	9,654.60
Outdoor Rinks Service				
Professional/Contractual Services				
570-270-100 - R&C - Contracted Maint-Outdoor Rink		1,100.00	1,100.00	
Total Professional/Contractual Services:	0.00	1,100.00	1,100.00	0.00
Materials/Supplies				
570-422-120 - R&C-Out D.Rink-Material/Supplies/Other	201.14	500.00	298.86	
Total Materials/Supplies:	201.14	500.00	298.86	0.00
Capital Expenditures				
570-600-110 - R&C - Purchase of Cap - Buildings		22,568.00	22,568.00	
570-600-120 - R&C - Purch. of Cap Assets-Land		44,280.00	44,280.00	
Total Capital Expenditures:	0.00	66,848.00	66,848.00	0.00
Total Outdoor Rinks Service:	201.14	68,448.00	68,246.86	0.00
Community Hall/Curling Rink Service				
Professional/Contractual Services				
570-270-150 - R&C - Hall/Kitchen-Caretaking-Jodi	1,829.70	7,319.00	5,489.30	609.90
570-280-150 - R&C - Hall-Contracted Repairs	598.90	3,000.00	2,401.10	598.90
570-125-100 - R&C -Hall Benefits-Jodi	42.00	1,340.00	1,298.00	14.00
570-230-150 - R&C-Insurance-Hall-ALL-P&R	8,075.00	8,075.00		
570-280-155 - R&C - Curling Rink-Contracted Repairs	1,680.10	2,000.00	319.90	1,563.50
570-280-160 - R&C - Cont Rep. Curling Rink- Ice Field		1,500.00	1,500.00	
570-230-100 - R&C-Insurance-Curling Rink	8,212.00	8,212.00		
Total Professional/Contractual Services:	20,437.70	31,446.00	11,008.30	2,786.30
Utilities				
570-300-150 - R&C - Utility - Heat - Hall	4,900.32	8,500.00	3,599.68	1,382.02
570-300-155 - R & C - Utility - Heat - Curling Rink	798.24	1,500.00	701.76	139.81
570-310-150 - R&C - Utility - Power - Hall	1,883.34	5,500.00	3,616.66	678.77
Total Utilities:	7,581.90	15,500.00	7,918.10	2,200.60
Materials/Supplies				
570-400-150 - R&C-Hall-Supplies/Maint/Equip.	1,084.61	3,000.00	1,915.39	1,084.61
570-430-120 - R&C - Bldg Mat/Supply - Curling Rink	82.64	1,000.00	917.36	

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570-430-150 - R&C - Bldg Mat/Supply - Hall		2,000.00	2,000.00	
570-420-120 - R&C - Main/Repairs - Curling Rink		2,000.00	2,000.00	
Total Materials/Supplies:	1,167.25	8,000.00	6,832.75	1,084.61
Total Community Hall/Curling Rink Service:	29,186.85	54,946.00	25,759.15	6,071.51

Parks Services

Wages/Salaries

570-111-170 - R&C-Salary-Tyler Park		22,003.00	22,003.00	
570-112-171 - RC - Salary- Brad - Park		22,391.00	22,391.00	
570-112-172 - R&C - Salary- Tai		25,295.00	25,295.00	
570-112-180 - R&C - Parks- Salary- Jayson		22,003.00	22,003.00	
570-113-170 - R&C-Salary-Casual-Park		38,315.00	38,315.00	
570-114-170 - R&C-Parks-Overtime All		776.00	776.00	
570-121-170 - R&C-Park-Benefits-Tyler		6,295.00	6,295.00	
570-122-171 - R&C- Park- Benefits- Tai		6,990.00	6,990.00	
570-123-170 - R&C-Parks-Benefits-Casual/PT		4,137.00	4,137.00	
570-124-175 - R&C - Parks Benefits- Brad		6,313.00	6,313.00	
570-124-180 - R&C - Parks - Benefits - Jayson		4,887.00	4,887.00	
570-124-185 - R&C - Parks Benefits Casual		48.00	48.00	
Total Wages/Salaries:	0.00	159,453.00	159,453.00	0.00

Professional/Contractual Services

570-280-100 - R&C - Parks. - Contracted work/repairs		4,000.00	4,000.00	
570-280-110 - R&C - Parks - Auto Insurance		850.00	850.00	
570-280-120 - R&C - Parks- Cont Maint- 2000 Chevy		1,500.00	1,500.00	
570-230-170 - R&C-Insurance-Parks	9,036.00	9,036.00		
Total Professional/Contractual Services:	9,036.00	15,386.00	6,350.00	0.00

Utilities

570-310-170 - R&C - Utility - Power - Parks	373.19	1,400.00	1,026.81	114.95
570-310-180 - R&C - Utility - Power - Track Pump	129.72	470.00	340.28	43.24
570-310-190 - R&C - Utility- Power - Spray&Play	1,141.78	6,000.00	4,858.22	374.36
570-300-120 - R&C - Utility - Heat -Parks	609.96	1,400.00	790.04	182.41
Total Utilities:	2,254.65	9,270.00	7,015.35	714.96

Materials/Supplies

570-430-170 - R&C - PRAIRIE Park Repairs		4,500.00	4,500.00	
570-430-175 - R&C - Parks- Fuel	32.07	2,500.00	2,467.93	
570-430-176 - R&C - Parks- 2000 Chevy 3/4 Ton		1,000.00	1,000.00	
570-430-177 - R&C - Recreation Mileage		500.00	500.00	
570-420-175 - P&R - Park Landscaping		2,500.00	2,500.00	
570-420-176 - P&R - Parks- Weed Control		500.00	500.00	
570-435-180 - P& Rec-TOOKE Park Expenses/Misc. All		500.00	500.00	
570-435-170 - R&C-CENTENNIALPark Repairs-Maint.		12,000.00	12,000.00	
570-440-170 - R&C-Soccer Field -Repairs		1,000.00	1,000.00	
570-435-171 - R&C - South Park		5,000.00	5,000.00	
570-435-175 - R&C - Gerald Funk Park		4,500.00	4,500.00	

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570-435-176 - R&C - East Pond Supplies		600.00	600.00	
570-435-177 - R&C- Rec. Supplies/Small Tools	93.26	2,000.00	1,906.74	
Total Materials/Supplies:	125.33	37,100.00	36,974.67	0.00
Total Parks Services:	11,415.98	221,209.00	209,793.02	714.96
Spray and Play				
570-435-172 - R&C - Spray and Play Supplies		2,500.00	2,500.00	
570-230-175 - R&C - Insurance- Spray and Play		3,669.00	3,669.00	
570-430-180 - R&C-Fundraising Expense-Play & Spray		10,000.00	10,000.00	
Total Spray and Play:	0.00	16,169.00	16,169.00	0.00
Program Services				
Materials/Supplies				
570-422-180 - R&C-Dalmeny Days All		22,000.00	22,000.00	
570-420-180 - R&C-Misc Programs-Christmas Contest		8,950.00	8,950.00	
Total Materials/Supplies:	0.00	30,950.00	30,950.00	0.00
Grants/Subsidies				
570-500-110 - R&C - Comm. Grants/Contributions	8,900.00	18,000.00	9,100.00	8,900.00
Total Grants/Subsidies:	8,900.00	18,000.00	9,100.00	8,900.00
Total Program Services:	8,900.00	48,950.00	40,050.00	8,900.00
Library Services				
WAGES - LIBRARY				
570-290-101 - R&C - LIBRARY Salary	6,275.12	22,387.00	16,111.88	2,716.11
570-290-102 - R&C - LIBRARY Benefits	947.92	4,319.00	3,371.08	415.57
Total WAGES - LIBRARY:	7,223.04	26,706.00	19,482.96	3,131.68
Professional/Contractual Services				
570-290-160 - R&C - LIBRARY - Levy	7,600.22	15,201.00	7,600.78	
570-290-175 - R&C - Library- Advertising		150.00	150.00	
570-290-100 - R&C - LIBRARY-Insurance	1,896.00	1,896.00		
Total Professional/Contractual Services:	9,496.22	17,247.00	7,750.78	0.00
Utility Services - Library				
570-310-160 - R&C - Utility - Power - LIBRARY		1,600.00	1,600.00	
570-300-160 - R&C - Utility - Heat - LIBRARY		550.00	550.00	
570-330-160 - R&C - Utility - Telephone - LIBRARY	217.20	655.00	437.80	54.30
Total Utility Services - Library:	217.20	2,805.00	2,587.80	54.30
Library - MMS				
570-440-120 - R&C - LIBRARY - Supplies/Stat/All	61.35	1,200.00	1,138.65	20.45
570-440-125 - R&C-Library-Material & Supplies		350.00	350.00	

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570-440-130 - R&C- Library- Prizes/Grants/Programs		1,600.00	1,600.00	
Total Library - MMS:	61.35	3,150.00	3,088.65	20.45
Total Library Services:	16,997.81	49,908.00	32,910.19	3,206.43
Community Center - ARENA				
Wages				
570-112-150 - ARENA - Wages - Ed	18,254.95	47,025.00	28,770.05	7,823.55
570-112-153 - ARENA - Wages -Ball Hockey		2,222.00	2,222.00	
570-112-154 - ARENA-Wages-Cindy- Kitchen	4,508.38	13,476.00	8,967.62	2,401.70
570-112-155 - ARENA-Kitchen -Staff Misc.	15,682.12	19,967.00	4,284.88	4,973.76
570-112-157 - ARENA-Wages-Casual	8,849.21	18,876.00	10,026.79	3,718.18
570-112-160 - Arena - Wages - Jayson		36,673.00	36,673.00	
570-120-122 - R&C-Benefits-ARENA- Cindy	1,081.65	2,642.00	1,560.35	379.51
570-120-123 - R&C-Benefits -ARENA -Ed	419.15	2,916.00	2,496.85	179.63
570-120-126 - R&C-Benefits-ARENA-Jayson		8,146.00	8,146.00	
570-120-127 - R&C-Benefits-ARENA-Ball Hockey		137.00	137.00	
570-120-128 - R&C-Benefits-ARENA-Casual		1,878.00	1,878.00	
570-120-130 - R&C - Benefits - ARENA-Kitchen Staff	876.39	2,047.00	1,170.61	365.27
Total Wages:	49,671.85	156,005.00	106,333.15	19,841.60
Professional/Contractual Services				
570-900-111 - ARENA -Mileage - Misc..	282.77	1,000.00	717.23	282.77
570-270-141 - R&C - ARENA - Cont. Maint - Licences		100.00	100.00	
570-270-144 - R&C - ARENA Cont. Maint. - Zamboni		500.00	500.00	
570-270-145 - R&C - ARENA - Cont. Maint. - Ice Plant	4,389.76	10,000.00	5,610.24	3,382.22
570-270-146 - R&C - ARENA - Cont. Maint. - Building	2,258.69	15,000.00	12,741.31	1,641.43
570-230-140 - R&C-Insurance-ARENA	40,443.00	40,443.00		
Total Professional/Contractual Services:	47,374.22	67,043.00	19,668.78	5,306.42
Utilities				
570-300-110 - R&C - Utility - Heat ARENA- Rink	5,406.15	9,000.00	3,593.85	1,527.77
570-310-120 - R&C - Utility - Power ARENA- Rink	22,386.33	52,000.00	29,613.67	7,040.70
570-330-170 - R&C - Utility - Telephone - Skating Rink	1,232.48	3,800.00	2,567.52	325.93
570-330-180 - R&C - Arena Cable		350.00	350.00	
Total Utilities:	29,024.96	65,150.00	36,125.04	8,894.40
Materials/Supplies				
570-450-140 - R&C- ARENA - Office	50.59	200.00	149.41	
570-450-141 - R&C - ARENA - Kitchen/Booth	16,393.34	45,000.00	28,606.66	6,139.42
570-450-142 - R&C-ARENA - Janitor	2,815.19	3,250.00	434.81	1,523.96
570-450-144 - R&C-ARENA -Zamboni	496.08	1,000.00	503.92	165.36
570-450-145 - R&C-ARENA -Ice Plant		1,300.00	1,300.00	
570-450-146 - R&C-ARENA -Building	3,871.92	16,000.00	12,128.08	1,801.99
570-450-148 - R&C- ARENA -First Aid/OH&S		1,000.00	1,000.00	
570-450-149 - R&C - Parks and Recreation- Training	64.90	600.00	535.10	
570-410-105 - R&C - Annual Rec Software		2,350.00	2,350.00	

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Total Materials/Supplies:	23,692.02	70,700.00	47,007.98	9,630.73
Total Community Center - ARENA:	149,763.05	358,898.00	209,134.95	43,673.15
Total Recreation & Cultural Services:	239,779.90	906,743.00	666,963.10	72,220.65

Utility Expenditures

Wages/Salaries

580-110-111 - UT-Water-Wage-Tyler		22,003.00	22,003.00	
580-110-113 - UT-Water-Wage-Brad		7,463.00	7,463.00	
580-110-115 - UT-Water-Wage-Tai		5,059.00	5,059.00	
580-110-116 - UT-Water-Overtime All	2,873.26	13,196.00	10,322.74	1,490.20
580-110-117 - UT-Water-Wage-Kelly		28,391.00	28,391.00	
580-110-118 - UT-Water-Wage-Jeff		41,655.00	41,655.00	
580-110-119 - UT- Water- Wage- Laurelea		16,287.00	16,287.00	
580-110-120 - UT - Water - Wage- Bev		4,637.00	4,637.00	
580-110-121 - UB - Water - Wage-Lenora		4,300.00	4,300.00	
580-120-111 - UT-Water-Benef-Tyler		6,295.00	6,295.00	
580-120-113 - UT-Water-Benef.-Brad		2,104.00	2,104.00	
580-120-115 - UT-Water-Benefit Tai		1,398.00	1,398.00	
580-120-116 - UT-Water-Benefits-Overtime All		1,395.00	1,395.00	
580-120-117 - UT-Water-Benefits-Kelly		8,246.00	8,246.00	
580-120-118 - UT-Water-Benefits-Jeff		11,651.00	11,651.00	
580-120-119 - UT- Water- Benefits- Laurelea		5,621.00	5,621.00	
580-120-121 - UT - Water -benefits-Bev		897.00	897.00	
580-120-122 - UT - Water -Benefits- Lenora		1,541.00	1,541.00	
Total Wages/Salaries:	2,873.26	182,139.00	179,265.74	1,490.20

Professional/Contractual Services

580-230-100 - UT - Water -TRAINING/Travel/Meals		4,000.00	4,000.00	
580-240-100 - UT - Water - Insurance -Claims-ALL	20,698.00	20,698.00		
580-285-130 - UT - Water - Cont. Rep- Reg Water Supply		2,300.00	2,300.00	
580-285-150 - UT - Water - Cont. Repairs - Line Repair		15,000.00	15,000.00	
580-290-100 - UT - Water - Laboratory Testing	515.98	4,200.00	3,684.02	354.73
585-430-120 - UT - Sewer - Cont.-Sewer Flushing		15,000.00	15,000.00	
585-285-130 - UT - Sewer - Cont Repairs - Lagoon		7,500.00	7,500.00	
580-200-120 - UT - Water-Cont-Service Agreement	4,002.90	4,003.00	0.10	
580-285-100 - UT - Cont. Repairs - Water Plant		4,000.00	4,000.00	
585-285-100 - UT - Sewer - Cont Repairs /Camera- Lines		10,080.00	10,080.00	
585-285-110 - UT - Sewer -Cont. Repairs - Lift Stn #1		1,500.00	1,500.00	
585-285-115 - UT - Sewer - Cont- Repairs - Lift Stn #2		5,475.00	5,475.00	
585-200-110 - UT - Sewer - Legal Fees /Taxes		750.00	750.00	
585-240-100 - UT - Sewer - Insurance - General /Claims	20,533.00	20,533.00		
Total Professional/Contractual Services:	45,749.88	115,039.00	69,289.12	354.73

Utilities

580-300-125 - UT - Water - Power -Pumphouse	5,146.94	14,000.00	8,853.06	1,775.64
580-300-115 - UT - Water - Heat-Water Pumphouse	720.82	3,000.00	2,279.18	234.94
585-300-120 - UT - Sewer - Power	8,495.55	36,000.00	27,504.45	3,047.47

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585-300-130 - UT- Sewer - Phone - Autodialer	540.22	1,900.00	1,359.78	196.48
580-300-141 - UT - Water - New Pumphouse Phone	518.20	1,800.00	1,281.80	154.11
580-300-145 - UT - Water-Phone Allowance	864.00	3,500.00	2,636.00	288.00
585-100-100 - UT-Sewer-Gas-New Lift 1	755.20	1,115.00	359.80	181.36
585-100-110 - UT-Sewer-Power- New Lift 1	2,841.94	8,000.00	5,158.06	796.72
585-100-140 - UT-Sewer-Gas-New Lift 2	363.98	1,282.00	918.02	121.76
585-100-150 - UT-Sewer-Power-New Lift 2	2,654.57	8,200.00	5,545.43	804.93
Total Utilities:	22,901.42	78,797.00	55,895.58	7,601.41
Materials/Supplies				
580-400-110 - UT - Water - Postage		3,800.00	3,800.00	
580-420-100 - UT - Water - Gravel/Sand		4,000.00	4,000.00	
580-430-110 - UT - Water - SASK. WATER	96,892.81	574,515.00	477,622.19	49,963.70
580-430-120 - UT - Water - Mats & Suppl -		4,100.00	4,100.00	
580-430-130 - UT - Water-Mats&Suppl-Water Treat Plant	2,671.20	4,100.00	1,428.80	
580-430-140 - UT - Water - Mats & Suppl - Lines		3,000.00	3,000.00	
580-430-145 - UT-Water-METERS-Parts	4,043.32	7,500.00	3,456.68	
580-440-155 - UT - Water - Hydrants		3,000.00	3,000.00	
580-450-100 - UT - Water - Chemicals		500.00	500.00	
585-430-110 - UT - Sewer - Mat/Supplies Lift Station 1	149.99	1,000.00	850.01	149.99
585-430-115 - UT - Sewer-Mat/Supplies - Lift Station 2	735.31	1,000.00	264.69	735.31
585-430-130 - UT - Sewer - Lagoon SUPPLIES	160.91	10,000.00	9,839.09	61.56
585-430-150 - UT- Sewer- All Pumps Maint/Supply		3,700.00	3,700.00	
585-440-100 - UT - Sewer - MISC.- Supplies		200.00	200.00	
Total Materials/Supplies:	104,653.54	620,415.00	515,761.46	50,910.56
Debt Services				
585-700-120 - UT - Lift Station - Interest		15,723.00	15,723.00	
585-700-130 - UT - Lagoon - Interest		21,900.00	21,900.00	
585-700-140 - UT- Loan Interest -Lift #2	3,035.81	3,036.00	0.19	3,035.81
Total Debt Services:	3,035.81	40,659.00	37,623.19	3,035.81
Total Utility Expenditures:	179,213.91	1,037,049.00	857,835.09	63,392.71
TOTAL OPERATING EXPENDITURES:	1,226,891.38	4,153,971.00	2,927,079.62	371,104.18
SURPLUS/DEFICIT				
Revenues	529,190.54	5,036,985.00	(4,507,794.46)	152,229.50
Expenditures	1,226,891.38	4,153,971.00	2,927,079.62	371,104.18
Surplus (Deficit)	(697,700.84)	883,014.00	(1,580,714.84)	(218,874.68)

Correspondence A

*Ready for (win?)
April 25/25*



**Communities
in Bloom**

**Collectivités
en fleurs**

Saskatchewan

Grow **your Community** with **Communities in Bloom**

Develop your community and civic pride in six areas:

- Community Appearance
- Environmental Action
- Tree Management
- Plant and Floral Displays
- Landscape
- Heritage Conservation

For more information, call the Saskatchewan Parks and Recreation Association (SPRA) at **1-800-563-2555**.

**More than
planting
flowers...**

Provincial Partner



Saskatchewan Parks
and Recreation
Association

FUNDED BY

SASK LOTTERIES

Inviting all Saskatchewan Communities

Communities that look successful are the most likely to be successful. Whether your goals are to increase tourism, stimulate your economy, or build civic pride, the look your community presents to residents and visitors is a key factor in achieving your goals.

Communities in Bloom is a program offered by SPRA that inspires communities to enhance and sustain the visual appeal of neighbourhoods, public spaces, parks and streetscapes through the imaginative use of flowers, plants, trees and landscaping, the preservation of heritage and cultural assets, and environmental stewardship.

Friendly competition is a core part of this popular program, engaging citizens of all ages, service groups, businesses and associations in an effort to succeed and be recognized. During the evaluation, our volunteer judges will come up with ideas for your community and help you recognize the great assets you have!

Participants are more successful when they are deeply involved in grassroots community development and have:

- A true desire to participate - based on an appreciation for municipal parks and residential landscapes
- A strong desire to better their community
- A strong environmental consciousness
- A sense of heritage and civic pride
- An understanding that economic benefit is likely to follow
- Support of the Municipal Government

Communities of all sizes from every region of Saskatchewan are invited to participate in Communities in Bloom and gain the social and economic benefits that can result.

It's about Community Development!



Longstanding "B"

*Ready for
Council
April 25/25*

GOVERNANCE ESSENTIALS FOR THE MUNICIPAL SECTOR (GEMS)



ONLINE TRAINING FOR MUNICIPAL OFFICIALS

Your journey to better governance starts here

Municipalities may apply for a grant from the Targeted Sector Support program that may cover up to 75% of approved application costs! Links available on our website:

www.schoolofpublicpolicy.sk.ca

- 100% Online
- Flexible
- Designed for busy municipal leaders across Saskatchewan

REGISTRATION NOW OPEN!

Email us at jsgs.ee@uregina.ca

A program

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GOVERNANCE ESSENTIALS FOR THE MUNICIPAL SECTOR (GEMS)

Upon registering for the **GEMS** program, you will have the opportunity to explore and learn about the following:

- Module 1:** *Municipal Governance in Saskatchewan*
 - Module 2:** *The Council's Role: Setting Direction*
 - Module 3:** *The Council's Role: Monitoring & Reporting*
 - Module 4:** *Financial Stewardship Deeper Dive*
 - Module 5:** *Future Focus & Infrastructure Stewardship*
 - Module 6:** *Risk Management & Mitigation*
 - Module 7:** *Understanding Conflict of Interest & Liability*
 - Module 8:** *Corporate Culture & the Power of Teams*
 - Module 9:** *Council Effectiveness*
- 

GOVERNANCE ESSENTIALS FOR THE MUNICIPAL SECTOR (GEMS)

Signs of an Effective Council

Purpose	The council has a clear understanding of the purpose of the organization and their individual and collective role as council members.
Accountability	Council members clearly understand to whom they are accountable and for what. If members have multiple accountabilities (maybe they sit on multiple boards or own a number of businesses), the council has established mechanisms to monitor and report on those accountabilities.
Council Membership	The attributes of individual councillors are acknowledged and, if necessary, developed through training and education to focus on the best interests of the organization.
Structure	This is the framework in which the council operates. There are clear guidelines established through the core governance documents – number of meetings, how agendas are established, how committees are structured. There are clear terms of reference for committees, conflict of interest guidelines, etc.
Council Culture	How the group interacts, discusses items, debates options and makes decisions has an impact on performance. The mayor/reeve sets the tone, but every member is accountable for their own respectful participation and behaviour.
Information for Decision Making	Councils provide clarity to management regarding the type of information they wish to receive, the timing of the materials, and how it is presented. This is the basis of well-informed decision making.
Education, Training and Evaluation	Councils make time to increase their knowledge in relation to governance issues and are not afraid to evaluate their performance as a group. They also work to gain a solid understanding of their organization. When this is done as a collective, the council learns and grows together resulting in a more cohesive unit or team.
Internal Relationships	Councils have a responsibility to recruit, appoint, and evaluate the CAO or Administrator. Clear lines of authority and responsibility, combined with mutual respect, result in strong working relationships.
External Relationships	There are always several external relationships that need to be maintained and strengthened. Successful councils are intentional about these relationships. Depending on the organization and its purpose these may include community groups, other levels of government, funders/contributors, licensing/regulating bodies, and professional groups, just to name a few.

Governance "D"

Ready for April 23/25

GOVERNANCE ESSENTIALS FOR THE MUNICIPAL SECTOR (GEMS)

Questions for the Administrator or Chief Financial Officer

To most fully understand your municipality's finances you should learn from the experts that work together with council to ensure fiscal responsibility.

Some great questions to ask your administrator or CFO as they consider your municipality's finances are below.

1. What do you feel are the 2 or 3 most pressing long term financial issues our municipality is facing?
2. How are you feeling about our financial performance this year to date – are there any short term actions we should be considering to mitigate potential problems? What is keeping you "awake at night"?
3. What are you hearing from staff about the financial performance and health of their respective departments or divisions?
4. Are there any best practises or strategies that you see other municipalities like ours taking that we should consider?
5. What can we do as a council to help make our role as financial stewards more effective and efficient?
6. If you could change one thing about how we manage and look after the municipality's finances – what would it be?
7. Based on what you are seeing and hearing from our citizens – are there any new areas of focus or priority that we should be considering?

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Correspondence 'E'

*Ready for Council
April 25/25*

GOVERNANCE ESSENTIALS FOR THE MUNICIPAL SECTOR (GEMS)

Questions for the Auditor

To most fully understand your municipality's finances you should learn from the experts that work together with council to ensure fiscal responsibility.

Some great questions to ask your Auditor (these questions will usually be asked in an in-person session without any staff present).

1. Did you get an acceptable level of cooperation and collaboration from our staff during the audit process?
2. Are there any thoughts or advice you might give us that is not already explained in the official audit results?
3. What do you see other municipalities like ours doing in the area of new trends in financial management that we might consider?
4. Did you find any significant differences or anomalies in this year's audit from years past?
5. Are there any potential landmines or deficiencies that you foresee that might impair the financial integrity of our municipality?
6. Have you assessed the effectiveness of our organizational controls? Are you satisfied?
7. What performance indicators should a municipality of our size have so that we are confident that our municipality will receive "value for money" through its services?

REGISTRATION NOW OPEN!

Email us at jsgs.ee@uregina.ca

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Correspondence "F"

*Ready for Council
April 23/25*



Rosthern Community School

Box 820, 401 4th Avenue
Rosthern, SK S0K-3R0
(306) 232 4868

Principal: andrea.foster@spiritsd.ca
Vice-Principal: charmain.laroque@spiritsd.ca

March 11, 2025

Rosthern Community School's Truth and Reconciliation Committee is excited to be working on the development of an Indigenous cultural space to be a hub of intercultural learning and relationship building within our school.

Our school was built with a designated cultural space to be utilized for cultural ceremony, teachings and community building. Over the years we have lacked the resources to bring this reality to fruition. The space is located on the second floor of our school with beautiful floor to ceiling windows that offers exterior and interior views. The room is equipped with a special ventilation system and cultural architecture.

As a committee we have a vision to enhance the space with cultural artifacts, shelving, storage and cultural supplies. With guidance from an elder, we will be following traditional protocol for naming and opening the space during June, which is National Indigenous Peoples month.

Our school is in the heart of Treaty 6 territory that serves Indigenous students within the local community as well as Beardsy's and Okemasis Cree Nation, One Arrow First Nation and the Metis Nation of Saskatchewan. The revitalized cultural space will be utilized for students to have access to their cultural teachings and ceremonies, while ensuring that non-Indigenous students are building an understanding of Indigenous culture.

We would like to invite Prairie Rivers Reconciliation Circle to partner with us as a sponsor to make this vision a reality. Your support will help cover essential costs such as honorariums for Elders, a display case, storage cabinet, appropriate seating, tea and coffee station, signage, supplies, local artwork. The anticipated budget for this project is \$5000.

In appreciation for your sponsorship, you will be invited to the ceremonial opening of this space, your organization's name will be thanked at the opening, and your organization will be recognized on a plaque in the space. To ensure adequate time for preparation, we kindly request your sponsorship commitments by *May 1, 2025*.

By supporting Rosthern Community School's cultural space, your organization will be a part of a significant Reconciliation initiative celebrating diverse cultural heritage and educational opportunities within our school.

For more information or to confirm your sponsorship please contact a member of the RCS Reconciliation Committee:

Allison Esperance allison.esperance@spiritsd.ca
Amber Lehmann amber.lehmann@spiritsd.ca
Zlatan Cilimdzcic zlatan.cilimdzcic@spiritsd.ca



SaskWater

Correspondence "b"

*Ready for review
April 23/25*

April 11, 2025

(306) 221-6702

Town of Dalmeny
PO BOX 400
DALMENY SK S0K 1E0

File: DALMTWN (Letter)
WS3-03-01-700 (Report)

To Whom It May Concern:

**Re: SaskWater Public - SaskWater Saskatoon Potable Water Supply System – North
2024 Annual Notification to Consumer**

Please find enclosed the Drinking Water Quality and Compliance Report for the SaskWater Saskatoon Potable Water Supply System – North 2024 Notification to Consumers. The operating records have been submitted to the Water Security Agency in accordance with The Waterworks and Sewage Works Regulations, 2015.

Please call me at (306) 221-6702 if you have any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Cam Arnold".

Cam Arnold, A. Sc. T.
Manager, District Operations

CA/sm

Enclosure

cc: Kevin Orchard, Supervisor, Regional Systems, SaskWater
Lee Reinhart, Environmental Officer, Water Security Agency



Drinking Water Quality and Compliance
SaskWater Saskatoon Potable Water Supply System - North
Station Number – SK05HH0025
2024 Notification to Consumers

The Water Security Agency (WSA) requires that, at least once each year, waterworks owners provide notification to consumers of the quality of water produced and supplied as well as information on the performance of the waterworks in submitting samples as required by a Permit to Operate a waterworks. The following is a summary of the SaskWater Saskatoon Potable Water Supply System - North water quality and sample submission compliance record for the January 1, 2024, to December 31, 2024, time period. This report was completed on February 1, 2025. Readers should refer to the WSA's Municipal Drinking Water Quality Monitoring Guidelines for more information on minimum sample submission requirements and types of samples. Permit requirements for a specific waterworks may require more sampling than outlined in the Agency's monitoring guidelines. This system is supplied with water by the City of Saskatoon. If consumers need to know more about drinking water in Saskatchewan, more detailed information is available from: <http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/index-eng.php>.

BACTERIOLOGICAL QUALITY

Parameter	Limit	Regular Samples Required	# of Samples Submitted	# of Positive Regular Submitted
Total Coliform	0 Organisms/100mL	208	208	0
E. Coli	0 Organisms/100m/L	208	208	0
Background Bacteria	Less than 200/100mL	208	208	0

Analysis is performed on a single sample for all parameters mentioned above. All waterworks are required to submit samples for bacteriological water quality; the frequency of monitoring depends on the population served by the waterworks.

WATER DISINFECTION

Chlorine Residual for Water in the Distribution System – From Test Results Submitted with Bacteriological Samples

Parameter	Minimum Limit (either/or)	Range (mg/L)	Average (mg/L)	# Tests Required	# Tests Submitted	# Adequate Chlorine
Total Chlorine	0.50 mg/L	1.36 – 1.99	1.71	208	208	208

A minimum of 0.50 mg/L total chlorine residual is required at all times throughout the distribution system. An adequate chlorine residual is a result that indicates that the chlorine level is above the regulated minimum. A waterworks is required to submit chlorine residual test results on every bacteriological sample they submit.

Total Chlorine Residual for Water entering the Distribution System

Parameter	Minimum Limit (mg/L)	Range (mg/L)	Average (mg/L)	# Tests Required	# Tests Performed	% Adequate Chlorine
Total Chlorine	0.50	1.31 – 2.23	1.77	Continuous	Continuous	100

Total chlorine residuals are continuously monitored and recorded.

Saskatoon North Treated Water Supply System

TURBIDITY

Turbidity for Water in the Distribution System – From Test Results Submitted with Bacteriological Samples

Parameter	Limit (NTU)	Range (NTU)	Average (NTU)	# Tests Required	# Tests Performed	# Exceeding Limit
Turbidity	No Standard	0.08 – 0.26	0.15	208	208	0

Turbidity is a measure of water treatment efficiency. Turbidity measures the “clarity” of the drinking water and is generally reported in Nephelometric Turbidity Units (NTU). The turbidity is tested at the same frequency as the bacteriological testing with a bench testing instrument.

CHEMICAL – TRIHALOMETHANES (THM)

Trihalomethanes are formed when chlorine reacts with organic matter in water. The four THM compounds are: chloroform, dibromochloromethane, bromodichloromethane (BCDM) and bromoform. The sum of the concentrations of these four components is referred to as Total Trihalomethanes. The limit for THM is a long-term objective based on an annual average of seasonal samples.

Parameter	Maximum Limit (mg/L)	Average (mg/L)	# Samples Required	# Samples Submitted
Total Trihalomethanes	0.100	0.030	8	8

CHEMICAL – HALOACETIC ACIDS (HAAs)

Haloacetic acids are formed when chlorine reacts with organic matter in water. The five regulated haloacetic acids are: monochloroacetic acid, dichloroacetic acid, trichloroacetic acid, monobromoacetic acid, and dibromoacetic acid. The sum of the concentrations of these five components is referred to as HAA5. The limit for HAA5 is a long-term objective based on an annual average of seasonal samples.

Parameter	Maximum Limit (mg/L)	Average (mg/L)	# Samples Required	# Samples Submitted
Haloacetic Acids 5	0.080	0.015	8	8

More information on water quality and sample submission performance may be obtained from:

SaskWater
200 - 111 Fairford Street East
Moose Jaw SK S6H 1C8
Toll Free: 1-888-230-1111
Fax: 306-694-3207
Email: customerservice@saskwater.com



DALMENY FIRE DEPARTMENT

Alicia Bell, EMO Coordinator
Wade Klassen, Asst EMO Coordinator



April 25, 2025

This quarter we've been focusing on making changes on the Mobile Command Centre with the help of Chief Moody and some very skilled members of the department. This included drilling out locks on the outside cabinets and finding the back steps for the centre, removing obsolete equipment that originally came with the unit, rewiring the inside, and remounting the printer to a more usable and accessible location in the command centre.

The mobile command centre is functional as is, but the little changes we have been making allows for smoother set up and ease during an emergency, and it sure has created some bonding moments with the crew.

Chief Moody and EMO Coordinator Bell met with the RM of Corman Park EMO Coordinator, David Bryden. Was a great informal meeting to discuss communication between the Town and the RM during an emergency, and also to show what resources we have on the department.

Hours for 2025:

January: 8 hours

February: 13 hours

March: 24 hours

April 28, 2025

Dalmeny Arena

The arena closed for the winter season on March 30th. Ice removal and year end maintenance went well. It was a successful season with revenue up, and new events such as the Battle of the Badge and the Sabre Alumni game which were big successes.

Ball hockey is beginning their season in Dalmeny at the beginning of May. This will be our ninth season playing host to the Saskatoon Ball Hockey League at the Dalmeny Arena. Games are held in the evenings Sunday through Thursday.

Diamonds in the Rough are coming back for two Flyball tournaments this year. Tournament dates are April 26-27 and one in September.

Garland Canada is currently overseeing bids for the eavestrough replacement project. Bids should be submitted by next week.

JJ Loewen Centre

Martial Arts and Kincade Archery have continued to proceed with regularly scheduled classes. As well as High Octane Flyball with weekly rentals. I expect there to be another busy wedding season this summer.

Grants

We were approved for the Community Rink Affordability Grant. We received \$2,500 for each indoor single pad ice surface.

Saskatchewan Lotteries Community Grant – Final reports for the grant period 2024/25 are starting to come in.

I am applying for funding through the Green Jobs Initiatives Program to help pay for 50% of one of our summer students wages.

Dalmeny Farmers Market

The farmer's market will be back for another season. It will be every Monday afternoon from 3:00 pm to 6:30 pm. Start date has not been made official yet however most likely the first week in July and run until the end of September.

Parks and Recreation Department
Quarterly Report



Vendors are wanted. If a vendor is selling food, they must have the required paperwork from Public Health. We can provide that for them. Each vendor is responsible for their own table and or tent to display their product. We ask that if people are signing up to be a vendor that they are committed to be there each week or as much as possible. There is no cost to sign up.

Garage Sales

The annual community garage sale will be taking place on Saturday May 10th. For \$5.00 you can register your address on the Town list. The list of addresses will be available at the Town Office on Friday May 9th. Deadline to register is Thursday May 8th at 12pm. Proceeds go to KidSport to help support all children in Sports, Arts, Culture and Recreation.

Dalmeny Days

June 6th – 8th. List of activities to come. Volunteers wanted for the beer gardens.

Indoor Pickleball

We will be offering indoor pickleball at the arena once again. For times available please contact Recreation Manager Mat Halcro at 306-371-5031. Don't have a racket? No problem, we have everything you need!

Mat Halcro
Recreation Manager

CAO REPORT
April 28, 2025

1. Search for Leak Detection Systems for Municipalities:

At the 2025 SUMA Convention and Tradeshow, the following companies indicated that they have Leak Detection Systems.

- EnvirTRACE Leak Detection
- Enviro Mechanical Solutions Inc.

Public Works Manager Jeff Johnson is presently in discussions with these companies and will be providing a recommendation going forward.

2. Utility Invoices:

The Public Works Staff will be reading all water meters during the week of April 27, 2025.

3. Letter of Support:

I prepared a Letter of Support for the U22 Hockey Team for their application to the Saskatchewan Junior Female Hockey League (SJFHL). This hockey team will play 12 games and have weekly practices at the Dalmeny Arena for the 2025-2026 Season.

4. MasterCard Point Redemption:

During the month of March 2025, the Town redeemed all the MasterCard points, some 3,437,630. The Affinity Credit Union gave the Town \$1.00 for every 1,000 points earned.

5. Saskatchewan Housing Corporation:

The 2024 Annual Report for Saskatchewan Housing Corporation was tabled in the Legislature by Minister Jenson on April 16, 2025, and is now available on their website:

www.publications.saskatchewan.ca/#!/products/126001.

Jim Weninger, Chief Administrative Officer

Wesley B. Bessner "A"

Ready for Council
April 25/25



April 14, 2025

Town Council

We are writing this letter on behalf of the community and families of Dalmeny and area. As you are aware, the Dalmeny Daycare provides a vital service to the families of Dalmeny and area. At this point in time, we are only able to provide service to families of children aged 18 months to 6 years of age.

We are hoping to be able to support the children aged 6- 12 years on non-school days, school breaks, and over the summer months. We currently do not have the facility or space to accommodate these children while providing safe and educational care for the families of our community.

We conducted a quick survey on Facebook in January of 2025 and had 16 responses for approximately 20 children. This is only a sample of the childcare needs of our community and the surrounding area. With advertising, the support of town counsel, and word of mouth, this is a vision we can make a reality for our growing community.

We are hoping to be able to rent the JJ Lowen or the rink at a reduced rental rate.

Community Benefit

This program will:

Provide a safe, supervised environment for children

Offer educational and recreational activities

Support working parents and caregivers

Strengthen community ties and local engagement

Thank you for your time and consideration

Yours truly

The Board, staff, and families of Dalmeny Daycare.

New Business B²

Ready for
Council
April 25/25



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY:	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Community Donation Policy		April 28, 2025	1-2025	Council

The Mayor and Council of the Town of Dalmeny (the Town) desire to establish a policy related to donations from the Town to individuals or groups.

The maximum funds available for donations will be determined by Council and included in the budget each financial year. For the purposes of this policy, the definition of "donation" shall be any direct monetary contribution or provision of Town services, facilities, or equipment requested by the applicant. These provisions or services include facility rental fee, Town staff support, Town owned equipment fee, or use of Town owned materials.

1. Purpose

The policy exists to assist in the administration of annual donations budget and to provide guidance on the allocation of funds to applicants.

- a) provide Council with a consistent response to requests for donations.
- b) provide clear procedures for staff when responding to requests for donations.
- c) provide delegate authority to the Chief Administrative Officer to determine requests for donations up to a value of \$250.00.
- d) set firm deadlines for contributions in excess of \$250.00 so Council may establish priorities and plan accordingly in the annual budget.

2. Guidelines

Donation requests for capital projects will be considered separately by council and included in the budget if approved.

Donations made by the Town do not set precedent, and are not to be regarded as commitment by the Town to continue such donations in the future.

To be eligible for a municipal donation, the applicant must:

- ❖ be based within the Town of Dalmeny;
- ❖ demonstrate the need for the specific request;
- ❖ be an individual or non-profit service;
- ❖ use or distribute the donation wholly within the Town of Dalmeny through the events or activities associated with the donation;
- ❖ not be the recipient of other funds from the Town;
- ❖ not be a Federally or Provincially funded initiative;
- ❖ not be raising funds on behalf of another group who would not otherwise qualify;
- ❖ not be a registered political party, registered constituency association or registered candidate;
- ❖ agree to acknowledge the Town's contribution in all publicity relating to the event or activity to which the donation applies;
- ❖ show outcomes that positively benefit the Town and its citizens.

Preference will be given to applicants:

- ❖ that can demonstrate strong community involvement and strong benefits to the community at large;
- ❖ that can demonstrate a strong need for the specific donation request;
- ❖ holding community events, activities, initiatives, or programming;
- ❖ who have not received previous donations from the Town.

Ineligible Requests:

The following are ineligible for requests for donation:

- ❖ Applications for assistance to attend conferences;
- ❖ Sponsorships of individuals or groups attending or participating in sporting or other events;
- ❖ Waiver of fees for use of any other Town owned facility that is managed by a contractor or a registered society;
- ❖ Waiver of fees for the use of a Town owned facility after the event in question has already taken place;
- ❖ Contributions of any type for an event that has already transpired; Contributions for any initiative that would contravene or conflict with Town Bylaws or Provincial Legislation.

3. Conditions for Donations in excess of \$250.00

To ensure a consistent process for receiving applications, and clear guidelines for granting significant contributions within the community, donation requests exceeding \$250.00 will only be considered using the following system:

- ❖ Without exception, applicants will be required to fill out an Application for Donation and submit it to the Town's Administration no later than November 1st for consideration in the budget for the following calendar year based on Council priorities.

Any unallocated funds from the community donation allotment after Council approves the November 1st intake may be distributed at Council's discretion until it is fully spent, or be reserved as surplus to fund the budget of the following year.

4. Conditions for Donation Requests less than \$ 250.00

- ❖ Council will set a maximum amount for community donations to be reserved in the budget that may be distributed at the Chief Administrative Officer's discretion each year or forwarded to Council with recommendations.
- ❖ Requests for consideration of a donation less than \$250.00 will be accepted on an ongoing basis and must be in writing to the Chief Administrative Officer on the prescribed form.
- ❖ All requests must be received a minimum of 30 days before the event to which they apply.
- ❖ The Chief Administrative Officer and/or Council, at its discretion may or may not approve the donation.
- ❖ The Chief Administrative Officer has the delegated authority to approve a donation for a single event up to a maximum of \$250.00.
- ❖ The Chief Administrative Officer has the delegated authority to approve the donation in the form of waived fees up to the maximum of \$250.00, provided no admittance fees or participation fees are charged for the event.
- ❖ The Chief Administrative Officer may refer the donation application to Council irrespective of the requested amount depending on the circumstances of the application.

5. Conditions for Donations in the form of waived fees or in-kind donations

- ❖ Council will set a maximum amount for community donations to be reserved in the budget that may be distributed at the Chief Administrative Officer's discretion each year or forwarded to Council with recommendations.
- ❖ Any requests for donations in the form of fee waivers for the use of Town-owned facilities will be assigned a dollar value calculated from the established rates for the respective facilities.
- ❖ Requests for in-kind donations in the form of labour or machine time will be assigned a dollar value calculated from the established hourly rates for machine time and labour.
- ❖ Requests for in-kind donations in the form of materials will be assigned a dollar value equal to the cost of materials.
- ❖ All other conditions and deadlines defined in this policy also apply to requests for fee waivers and in-kind donations.

6. General Conditions

Successful applicants must expend the funds as detailed in their application or return any unused funds to the Town within the same calendar year as they are received



Town of Dalmeny Application for Donation

Date of Application: _____ **see note:*

Date of Event: _____ **see note:*

NOTE: All requests **MUST** be received a **MINIMUM of 30 days** before the event to which they apply.

Applicant Information:

Name of Applicant: _____

Address: _____

Contact Person: _____

Phone, Fax, Email: _____

Type of Donation:

- ☐ Financial Assistance
- ☐ Fee Waiver (must indicate total cash value of waiver)
- ☐ Service Provision (explain): _____
- ☐ Other (explain): _____

Amount (value) Requested: \$_____

Details of how the funds will be expended:

Has your organization received a donation from Town Council in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds

What services or activities does your organization provide to the Town of Dalmeny residents?

Describe in broad terms the principal objective of your organization or initiative:

How will your organization acknowledge the Town's donation?

By signing below the applicant acknowledges and agrees to the following:

- ☐ That the application satisfies the guidelines outlined in the policy.
- ☐ That the Town will be acknowledged in all publicity for their donation.
- ☐ That the funds will be expended as detailed above or they will be returned to the Town within the calendar year which they were received.

Witness

Applicant

Date

New Business C2

*Ready for
Council
April 25/25*



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY:	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Condolence and Congratulations Policy		April 28, 2025	2-2025	Council

1. Purpose

The purpose of this policy is to provide Council, Management and Staff with a consistent practice to follow regarding the sending of flowers, gifts, or donation in lieu, using public funds for the following occasions:

2. Condolence

Flowers or an equivalent gift (or donation in lieu) will be sent to employees and members of Council upon the death of an immediate family member. The definition of an immediate family member is as defined below:

- ❖ *Spouse*
- ❖ *Common-law Spouse*
- ❖ *Father*
- ❖ *Mother*
- ❖ *Step-Parent*
- ❖ *Child*
- ❖ *Step-Child*
- ❖ *Grandchild*
- ❖ *Great Grandchild*

In the event of the death of a retired employee or Council member, flowers or an equivalent gift or donation in lieu will be sent to the family of the deceased.

3. Congratulations

A card will be sent to an employee or member of Council experiencing a significant life event. Significant events may include the following:

- ❖ *Birth or Adoption of a child*
- ❖ *Marriage of a Staff member*

4. Amount Allocated

The spending limit would be up to \$75.00 (plus applicable tax and delivery charges).

5. Delegation of Responsibility

The Mayor and/or Administration will advise Council via email/phone call of the request to activate this policy.

The information required to be provided by Administration to prompt the "Condolence and Congratulations Policy" will include:

- ❖ A description of the event, including the employee's name;
- ❖ The approximate date and time for delivery of the flowers/gift.

Administration will arrange for the purchase of the flowers/gift.

Administration will advise Council of the event and the activation of the policy.



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY:	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Snow Removal from Streets & Sidewalks		April 28, 2025	3-2025	Council

1. Snow Removal Process

Snowfall of 10 centimeters (4 inches) or more – all streets as listed below in numbers (1) and (3), should be made passable within 24 hours of cessation of snowfall. Passable condition means to provide a single vehicle width down the center of the streets.

Snowfall of less than 10 centimeters (4 inches) – all streets to be cleared as per priority schedule, in a time as determined by public works manager, with a view to providing at least a single vehicle width access down the center of the streets.

No action is required by the public works manager if the snowfall is less than 5 centimeters (2 inches).

Staff overtime and/or additional contracted equipment may be authorized by public works manager to meet the 24 hours goal.

1.1 Priority Schedule for Snow Removal & Grading/Hauling

- 1st) Arterial roads
- 2nd) Collector roads
- 3rd) Residential streets and back alleys (lanes) which provide primary access to residences
- 4th) Back alleys (lanes) will not be cleared, except to provide primary access to residences and within the C1 – Downtown Commercial District

2. Definitions and Classifications

2.1 Arterial Roads

- ❖ 1st Street from Highway 305 (south) to Powerline Road (north)
- ❖ Railway Avenue from Powerline Road (north) to the lane east of Prairie Street
- ❖ 3rd Street from Railway Avenue to Wakefield Avenue
- ❖ 4th Street from Cedar Avenue to Railway Avenue

2.2 Collector Roads

- ❖ Loeppky Avenue from 1st Street to Bitner Place
- ❖ 3rd Street from Wakefield Avenue to Ross Avenue
- ❖ Ross Avenue from 3rd Street to 1st Street
- ❖ Wall Street from Wakefield Avenue to Loeppky Avenue
- ❖ Wakefield Avenue from Prairie Street to Wall Street
- ❖ School Collectors
 - Wakefield Avenue from 3rd Street to 1st Street
 - Prairie Street from Wakefield Avenue to Ross Avenue
 - Ross Avenue from 1st Street to Prairie Street
 - Wakefield Avenue from 1st Street to Prairie Street

3. Snow Grading and Hauling

All grading shall be by plowing snow onto boulevards and/or windrowed to the middle of the street. After which, the snowblower and/or skid steer will load the snow into the Town trucks.

Any street grading shall be done as time permits, with a desired goal of completion within five days.

Where the public works manager deems it necessary, snow shall be windrowed to the center of street and hauled away, as time permits.

The Public Works Manager shall have authority to use contracted equipment if deemed necessary.

The public works employees shall follow this policy as closely as possible, in order to provide a general benefit to the public.

The public works employees shall not respond to individual public requests outside of the priority schedule, because the general benefit to the public will not be served.

Concurrently, the public works employees will ensure that the snow is removed from all Town owned facilities, beginning with the Fire Hall and the Fire storage area.

Sidewalks at all Town facilities will be cleaned down to the concrete by the respective department, which in some instances with the approval of the Chief Administrative Officer, can be delegated to others.



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY:	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Naming/Renaming or Dedicating of Municipal Property, Buildings and Park Elements		April 28, 2025	4-2025	Council

1. Background

The naming/renaming or dedicating of municipal property, buildings and park elements are important for public awareness, promotion and emergency access. In order to ensure fairness and consistency, naming/renaming or dedicating of municipal property, buildings and park elements will be named according to the following principles:

- ❖ Aid in the geographical identification of the municipal property, buildings and park elements to assist in emergency response situations.
- ❖ Maintain long-standing local area identification understandable to the majority of the towns people.
- ❖ Gives a sense of place, continuity, and belonging to celebrate distinguishing characteristics and uniqueness of Dalmeny.
- ❖ Unique, avoiding confusion, name duplication and similar sounding names.
- ❖ Not discriminatory, derogatory or political in nature. Municipal property, buildings and park amenities will not be named after elected officials currently in office.
- ❖ Where a street is named for a person, the adjacent municipal facility/property or park may not necessarily be named for the person.
- ❖ Corporate names will not be used unless a significant financial or other contribution has been made to the Town. (See Section 1.8 below).

2. Purpose

The purpose of the policy is to ensure consistency and fairness in the naming/renaming or dedicating of municipal property, buildings and park elements under the jurisdiction of the Town of Dalmeny.

3. **Naming/Dedication Criteria**

In keeping with the above principles, administration will recommend to Council which of the following criteria will be used for naming/renaming or dedicating municipal property, buildings and park elements:

- ❖ Geographic location (i.e.,) major road, town district.
- ❖ A group or individual who has contributed towards the development of the Town of Dalmeny.
- ❖ Purchased naming rights through a competitive process.

4. **Definitions**

- ❖ **"Asset Analysis"** is a comprehensive look at the asset's overall value as it relates to corporate sponsorship or naming opportunities.
- ❖ **"Commemorative"** naming is usually bestowed to honour an individual. Streets and parks are often named in this way. This honour is not usually negotiated for a fee.
- ❖ **"Individual"** naming is generally negotiated as recognition for a donor of funds. It can be commemorative, in the sense that it honours an individual, except there is usually a financial transaction involved.
- ❖ **"Corporate"** naming is generally negotiated for a specific fee and time period. In addition to recognition on the building, which may include the corporate name and/or logo, the company may receive other marketing or public relations benefits as part of the agreement.
- ❖ **"Naming rights"** is the right to name a piece of tangible property or an event in exchange for financial considerations, documented in an agreement signed by all parties.
- ❖ **"Municipal property, buildings and park elements"** include Town-owned buildings, rooms and elements within those buildings, parks and elements of parks including walkways, bicycle paths, fountains, squares, gardens, retention ponds, landscape features, bridges, etc.
- ❖ **"Value Assessment"** is a determination of the true value that a sponsor will receive as a purchaser of specified naming rights and may include tangible and intangible benefits.

5. **Responsibility**

Administration is responsible for providing Council with recommendations in regard to the naming/renaming or dedicating of municipal property, buildings and park elements. In all cases, Administration will coordinate naming to ensure fairness and consistency.

All discussions of naming/renaming or dedicating of municipal property, buildings and park elements will be considered initially at a closed meeting, for the purpose of gaining approval in principle of the majority of Council.

In general, Town Administration will bring forward a report for Council containing background information pertinent to one or more suggested names.

Final decision will be made by Council at a closed meeting and reported publicly at the appropriate time.

Council retains the right to change any name, at any time, without notice.

6. **Considerations**

In the case of commemorative or individual naming, the following factors will be considered:

- ❖ The contribution the group or individual has made to the public life and well being of the Town of Dalmeny.
- ❖ Must be perceived as a role model and open to close scrutiny relative to their character, integrity and values.
- ❖ Community involvement must be outstanding and renowned.
- ❖ This involvement will have had a dramatic influence/impact on the town/residents over an extended period of time.
- ❖ Contribution including length of service, level of commitment, level of responsibility assumed must be extraordinary.
- ❖ Have they earned national/international acclaim?
- ❖ In the case of financial gifts, has the donor participated in a large one-time campaign that consumed a minimum of 3-5 years in support of a public venue, or participated in a fundraising campaign in support of a public venue (10-20 years/lifetime service)?
- ❖ In the case of service clubs, have they contributed through public service activities in Dalmeny over multiple years (ie., 10-20 years)?
- ❖ The significance of the contribution made relative to the construction and/or operating costs of the item being named.
- ❖ The significance of the contribution relative to the market valuation of the naming opportunity.
- ❖ Results of value assessment.
- ❖ The benefits to and obligations of both the purchaser and the Town. The duration of the naming including a specific sunset clause associated with the length of time that the name will be used.
- ❖ Whether the naming agreement can be renewed if a further gift or sponsorship is received.
- ❖ Demonstrated public support for the sale of naming rights of the facility.

New Breakers F²

Ready for
Council
April 25/25



TOWN OF DALMENY COUNCIL POLICY

POLICY TITLE	ADOPTED BY:	EFFECTIVE DATE	POLICY NO.	ORIGIN/AUTHORITY
Access to Information and Checklist		April 28, 2025	5-2025	Council

1. Purpose

The Town of Dalmeny recognizes the right of access by the public to information in the possession or under the control of the Town and is committed to fulfilling its obligations under *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) and *The Local Authority Freedom of Information and Protection of Privacy Regulations* (LA FOIP Regulations).

The purpose of this policy is to establish appropriate controls and guidelines around providing access to information as required to carry out the Town's statutory obligations pursuant to LA FOIP and the Town's legitimate business and public interest mandates, including the principles of open government: transparency, accountability, accessibility and participation.

2. Scope

This policy applies to the head, all employees, contractors and councillors when conducting Town business.

3. Definitions

Access to Information Request – The formal process by which an individual may request access to the Town's records under the provisions of LA FOIP. The term freedom of information request (FOI) is also used to describe an access to information request.

Applicant – any individual who requests access to a record under LA FOIP.

Chief Administrative Officer – the administrator of the Municipality appointed pursuant to section 110 of *The Municipalities Act* (or section 49 of *The Northern Municipalities Act*).

Contractor – an individual or company retained under a contract to perform services for the Town including any information management service providers (IMSP).

Control – is where the Town has the authority to manage the record including restricting, regulating and administering its use, disclosure or disposition.

Duty to Assist – is the Town's obligation to provide assistance to an applicant including responding to a request for access openly, accurately and completely.

Employee – an individual employed by the Town, including an individual retained under a contract to perform services for the Town.

Exemption – a mandatory or discretionary provision under LA FOIP that authorizes the Town to refuse to give access to information contained in a record.

Formal Request – a request for access to information, made in writing or presented on the prescribed Access to Information Request Form that states the applicant wishes to make application under LA FOIP.

Head – the Mayor of the Town. The head may delegate in writing a power granted the head or a duty vested in the head to one or more officers or employees of the Town.

Informal Request – a request for information, which is general in nature, can be easily accessed in a minimal amount of time and can typically be handled by the area, branch or unit responsible for the information.

Information – what a record contains in any format. It is also a term used to refer to the content of an electronic database or application. Regardless of the form, all recorded information in the possession or under the control of the Town is a record.

IPC – Information and Privacy Commissioner

LA FOIP – *The Local Authority Freedom of Information and Protection of Privacy Act.*

Personal Information – means information about an identifiable individual of a personal nature which may include but is not limited to: information about an individual's race; religion; family status; age; birthdate; place of origin; employment or criminal history; financial information; health services number; driver's license number; social insurance number; home address, email address or telephone number; physical or mental condition of an individual; an individual's personal views or opinions except where they are about another individual (LA FOIP s. 23(1)).

Possession – physical possession plus a measure of control of the record.

Privacy – is the right to keep certain information private; freedom from unauthorized access to, use, or disclosure of one's personal information.

Record – means a record of information in any form and includes information that is written, photographed, recorded, digitized or stored in any manner, but does not include computer programs or other mechanisms that produce records (LA FOIP s. 2(1)(j)).

Third Party – means a person or company other than the Municipality or the applicant (LA FOIP s. 2(1)(k)).

Town – means the Municipality/Town of Dalmeny.

4. Policy

LA FOIP and *The Municipalities Act* determine the Municipality's obligations to provide access to information in the Municipality's possession or under its control. Every individual including employee and contractor with access to Municipal information, as a result of their employment or contract with the Municipality, is responsible for managing that information in accordance with this policy. Also, to the extent that an elected official is engaged in carrying out the mandate or functions of the Municipality, then LA FOIP most likely will apply to those records.

4.1 Access to Information

Pursuant to LA FOIP, an individual has the right to request access to any information in the possession or under the control of the Municipality unless specific and limited reasons apply in which it may be withheld.

The Town has a duty to assist in providing as much information as possible to the applicant while ensuring confidential information including personal and third-party information is protected in accordance with LA FOIP.

4.2 Informal/Formal Requests

Informal requests are handled by the employee responsible for the information, in consultation with the Chief Administrative Officer, as necessary.

An applicant who wishes to make a formal request under LA FOIP is to complete the [Access to Information Request Form](#) available on the IPC's website or makes a request in writing by email or letter stating the request is being made under LA FOIP.

The applicant is to send the request confidentially to the Chief Administrative Officer. If an employee receives the formal access request, it should be immediately forwarded to the person with delegated responsibility to process access to information requests.

Formal requests are to be handled confidentially and immediately on receipt. The name of the applicant should be kept confidential and only shared on a need-to-know basis.

Formal access to information requests is subject to an application fee pursuant to LA FOIP Regulations. Presently, the application fee is \$20.00, but may change from time to time, when amended.

Processing fees are determined in accordance with LA FOIP Regs.

The Chief Administrative Officer (or person responsible) will use an access request checklist so as to be sure that all the steps have been taken (sample access request checklist attached).

Employees shall assist the administrator (or person responsible) as necessary in obtaining information responsive to access to information requests in accordance with the timelines legislated under LA FOIP and contained in the access request checklist.

4.3 Duty to Assist

The Municipality has a duty to provide assistance to an applicant including to respond to a request for access openly, accurately and completely; to provide an explanation of any term, code or abbreviation used in the information, or to refer an applicant to a person who is able to supply an explanation if the Municipality is unable to do so.

4.4 Clarifying or Narrowing

If a formal access request is unclear, in other words, the Chief Administrative Officer cannot determine the records being requested, the Chief Administrative Officer should write the applicant asking the applicant to clarify the access request. This should be done as soon as possible upon receipt of the access request.

If the access request is clear as to the records being requested, the Chief Administrator Officer, as part of the duty to assist, can contact the applicant to see if the access request can be further focused. In other words, to see if fewer records might meet the purpose of the applicant and perhaps keep fees down. This should be done as soon as possible upon receipt of the access request.

4.5 Exemptions

LA FOIP provides for the protection of certain information. There are mandatory and discretionary provisions under LA FOIP authorizing the head to refuse to give access to information contained in a record.

When determining whether to apply discretionary exemptions, the head will exercise good faith in balancing the legitimate business or legal concerns of the Municipality and the principles of open government.

4.6 Reviews

An applicant who is not satisfied with how the Municipality has processed an access to information request may apply to the IPC by emailing intake@oipc.sk.ca for a review of the matter.

The Municipality will cooperate with the IPC in the conduct of the review.

The Municipality will work with the IPC, the applicant, and any third parties to come to an acceptable review result, whenever possible.

The head will determine whether to comply or not comply with any recommendations of the IPC following a review, with regard for the requirements of LA FOIP, the public interest, mandate of the Municipality and the principles of open government.

If the applicant and/or third party are not satisfied with the head's decision to comply or not comply with the recommendation of the IPC, they can appeal that decision to the Court of King's Bench.

4.7 Open Government

The Town is committed to supporting the concepts of transparency, accountability, accessibility and participation and as such is committed to proactively providing information.

5. Roles and Responsibilities

The Chief Administrative Officer is responsible for:

- ❖ Corporate information, including personal information in the possession or control of the Municipality of its residents and employees, etc.
- ❖ Providing guidance with respect to this policy and ensuring this policy is followed.
- ❖ Receiving and managing all access to information requests including the application of all exemptions and working with the IPC when a review is undertaken.

Employees are responsible for:

- ❖ Forwarding all access requests to the administrator.
- ❖ Assisting with the search for responsive records.
- ❖ Compliance with this policy and related procedures and guidelines.

6. Related Forms

- [Access to Information Request Form](#):
- Information and Privacy Commissioner, [Sample Access Request Checklist](#)
- [Sample letters](#), Ministry of Justice and Attorney General, Access and Privacy Branch website

7. Reference Material

Legislation

- [*The Local Authority Freedom of Information and Protection of Privacy Regulations, The Cities Act, The Municipalities Act*](#),

Other resources:

- [Publications Centre for the Ministry of Justice and Attorney General](#)
- [City of Saskatoon website](#)

Other IPC resources (www.oipc.sk.ca):

- [Rules of Procedure](#)
- [Best practices for Mayors, Reeves, Councilors, and School Board members in handling records that contain personal information and personal health information](#)
- [What Councillors should know about LA FOIP](#)
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- [Steps to Charging Fees](#)
- [Fee Estimates – Quick Calculation Guide](#)
- [Best Practices for Responding to Access Requests](#)
- [Responsive Records Search Checklist](#)
- [Search Checklist](#) Blog
- [Severing](#) Blog

The Local Authority Freedom of Information and Protection of Privacy Act (LA FOIP)
v.4

Sample Access Request Checklist

There are several key activities involved with processing an Access to Information request and you need to make sure all activities are completed within the legislated timeframes.

The following checklist can be used to ensure that all key tasks are completed, and timelines are met. This is intended as a guideline and can be codified to suit the needs of your local authority. It is not always necessary to use the full 30 days allowed in the Act. A response should be provided sooner whenever possible.

Day 1 (Day After Receipt)		
Key Tasks	Task Completed	LA FOIP Tips
Request received by local authority.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	If local authority charges the \$20 application fee, then ensure it is enclosed, otherwise application not yet fully made unless fee is waived.
Log the request.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Make sure staff are aware of what an Access Request is, the urgency of the request, and where to immediately forward the request if received in their office.
Set up an LA FOIP file	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Begin making notes right away documenting the steps you have taken in processing the request.
Notify Head if required local authority set out in policy.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	When you notify the Head (e.g., Mayor, Reeve) do not disclose the identity of the applicant.
Start thinking about where responsive records might be (make notes).	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Notifying other staff should only be on a need-to-know basis.

Day 2		
30 Calendar Days to Respond	Thirty-day clock starts	The thirty days start the day after the request is received by the local authority. See LA FOIP s. 7
Check to see if a waiver of fees has been requested.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	If a waiver has been requested, need to ensure that the applicant has provided what is needed in order to make a decision to grant. If not, immediately advise the applicant what is needed. See LA FOIP Regulations s. 8.
Develop a search strategy: identify the area(s) of your local authority that may have responsive records and discuss the request with staff in the area(s).	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Do not forget to search for responsive records in the local authority's possession and control (e.g., contractors; storage off site). Remind program/branch areas of the serious nature of access requests and that search efforts should include <u>all</u> responsive records. Only share the identity of the applicant with those with a need-to-know
Determine whether clarification from the applicant will be required to process the request.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	If clarification is required, try to contact the applicant by telephone immediately. If unable to reach the applicant, send a clarification letter outlining the details required to process the request. See LA FOIP s. 5.1 , the duty to assist which requires a local authority to act openly, honestly and accurately with the applicant. This means making phone calls to the applicant to understand or narrow the request.
Consider if request may need to be transferred to another government institution or local authority, in accordance with LA FOIP.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Transfers must occur within 15 days of receipt by the local authority. See LA FOIP ss. 7(1)(b) and s. 11.

Days 3 to 10		
Finalize which program area(s) might have responsive records.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Advise program areas to search for responsive records and keep documentation of direction and responses received.
Program areas retrieve records and forward originals to Head or delegate (Administrator or access and privacy coordinator).	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Keep accurate and complete notes of search on the Access Request file and keep copies of correspondence with all that were engaged.
Consider need for time extension if circumstances in ss. 12(1) are present (e.g. large volume of records or requests, external consultations necessary or third party notice is required) and provide notice to applicant.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Time extensions cannot exceed 30 days past the original 30-day deadline.
Copy retrieved records and return originals to program area.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	See LA FOIP ss. 12(1).
Consider fees and send estimate if applicable with request for deposit. Clock stops until applicant indicates they agree to proceed and fee deposit is received.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	<p>A cost estimate must be provided if the fees will exceed \$100.</p> <p>See LA FOIP Regulations s. 6</p> <p>If a fee estimate will be provided, do not complete search; rather, estimate fees based on representative sample.</p> <p>See LA FOIP s. 9 and LA FOIP Regulations s. 5</p> <p>A local authority can require a deposit of up to 50% of the estimated fees prior to proceeding with work on the access request.</p> <p>If a fee is going to be charged, no further work should be done until the 50% deposit is paid.</p>

If there are third parties and if the head intends to release the records, send notices to third parties.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	See LA FOIP PART V
Days 11 to 17		
If 50% of fee is paid, clock starts again; proceed with work.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Continue consultation with program areas.
Prepare index of records and paginate the record.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	The index of records is a listing of the responsive records.
Detailed line-by-line review of records; apply severance.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Keep accurate and complete records of reasons for each withheld record or severed portion. See LA FOIP s. 8.
Apply exemptions and quote necessary exemptions where there is severing.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Keep accurate records of time spent severing if a fee estimate was issued.
Day 15		
<u>Last day</u> for transferring the request to another government institution or local authority.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	If you are transferring the application, remember to provide a copy of the transfer letter to the government institution or local authority receiving the transfer and the applicant. See LA FOIP s. 11
Day 18 to 24		
Consider whether a time extension is needed, if not already decided.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Ask those involved in consultation process to respond immediately to avoid a time extension. See LA FOIP s. 12

Determine which third parties have consented to release of the records.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Obtain approval for records to be released.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Prepare the record and index of records. It is the administrator's decision as to whether the index of records is shared with the applicant.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Provide the Administrator with recommendations to finalize the request.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Days 25 to 27		
If necessary, finalize actual fee, to incorporate into final letter to applicant. Records are not provided until all fees are paid if any are charged.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	<p>The fees cannot exceed the original estimate.</p> <p>See LA FOIP s. 9 and LA FOIP Regulations s. 5</p>
Send final response letter (called a section 7 decision) to applicant with records (unless access is fully denied, or time extension was warranted).	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	<p>Ensure all correspondence, documentation and notes have been included in the file. It is important that notes of the steps taken be made as the access request is processed.</p> <p>Do not release any third party information that the local authority intends to release in the public interest until the expiry of the request for review period and verification that the third party has not requested a review.</p> <p>See LA FOIP ss. 36(3) and 38(4).</p>

Day 30		
Close file and maintain the file with other LA FOIP files.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	<p>If the section 7 decision is not provided to the applicant by this deadline, it is a deemed refusal and applicant may request a review by the IPC (unless the timeline had been extended).</p> <p>See LA FOIP ss. 7(5) and ss. 38(1)(b).</p>

6. Related Forms

[Access to Information Request Form:](#)

Information and Privacy Commissioner, [Sample Access Request Checklist](#)

[Sample letters](#), Ministry of Justice and Attorney General, Access and Privacy Branch website

7. Reference Material

Legislation

- [*The Local Authority Freedom of Information and Protection of Privacy Act, The Local Authority Freedom of Information and Protection of Privacy Regulations, The Cities Act, The Municipalities Act,*](#)
- [*The Northern Municipalities Act, 2010,*](#)

Other resources:

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- [*Severing*](#) Blog



*Ready for
Council
April 25/25*

April 16, 2025

Sent Via: Email & Post
kjanzen@dalmeny.ca

Town of Dalmeny
Attention: Kelly Janzen and Council
Box 400, 301 Railway Ave.
Dalmeny, SK S0K 1E0

Dear Kelly and Council:

Re: 1980 Recreation Funding Agreement

This notice is to inform you that the R.M. of Corman Park is providing 60 days' notice that the recreation cost share agreement dated July 21, 1980 under our Bylaw 06/80 will be terminated.

This termination will not affect the Community Grant allocation for recreation, provided to you by the R.M.'s Sask Lotteries Grant Funding Program. The Sask Lotteries Community Grant allocation is reviewed by the Council each year and was approved for 2025.

If you have other recreation funding needs, Council will review on a case-by-case basis upon submission of your request.

Please feel free to contact me if you have any questions.

Sincerely,

Eileen Prosser
Legislative Officer
P. 306-975-1652
E. eprosser@rmcormanpark.ca