

# Cogent

CHARTERED PROFESSIONAL  
ACCOUNTANTS LLP

July 27, 2017

Confidential

Town of Radisson  
P.O. Box 69  
Radisson, SK S0K 3L0

Attention: Council

Dear Council

Re: Town of Radisson

During the course of our review of Town of Radisson for the year ended December 31, 2016, we identified matters that may be of interest to management. The objective of a review is to obtain reasonable assurance whether the financial statements are free of material misstatement and it is not designed to identify matters that may be of interest to management. Accordingly, a review would not usually identify all such matters.

The matters identified were as follows:

## **Insufficient Appropriate Audit Evidence**

### **Land for Resale**

Same as of last year we were unable to perform the necessary audit procedures to obtain sufficient appropriate audit evidence.

### **Implications**

As a result, we have issued a qualified opinion in the Independent Auditor's Report.

## **Recommendations**

That an accurate and timely listing of properties held as tax title property and land for resale be created and valued at their cost which includes the acquisition cost (amount paid or tax value of lot when taken back), any additional costs incurred to acquire the property (tax enforcement costs and costs to prepare land for resale) as well as costs owing to other entities (school taxes).

## **Other Recommendations**

### **School Tax Liability**

As at Dec 31, 2016 the balance of collected but unremitted school tax to the school division is \$195,383. School Tax is to be remitted by the 10th day of the month following the month the tax was collected as in accordance with paragraph 291(1)(b) of the Education Act, 1995.

### **Implications**

If the school division were to call the liability the town would have insufficient funds to pay the debt.

### **Battleford**

PO Box 2512, 71-22nd Street

Battleford, SK S0M 0E0

Tel: 306-937-7001 • Fax: 306-937-7014

### **Meadow Lake**

PO Box 1257, 227 Centre Street

Meadow Lake, SK S9X 1Y9

Tel: 306-236-5675 • Fax: 306-236-4170

Toll Free: 1-877-211-8123

#### Recommendations

In accordance with paragraph 291(1)(b) of the Education Act, 1995, school tax must be remitted to the school division by the 10th day of the month following the month it was collected. In addition, the Town of Radisson should collaborate with the school division to determine a re-payment plan for the current past-due balance.

This communication is prepared solely for the information of management and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

We trust you will implement our recommendations; however, should you require further clarification or information, please contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "Gerald Pohl, CPA, CGA". The signature is stylized with a series of diagonal strokes at the beginning.

Gerald Pohl, CPA, CGA

Partner

Cogent Chartered Professional Accountants LLP

ACTUAL  
APPLICATION  
SUBMITTED

What are you looking for?



**Residents and Visitors**  
(<https://www.saskatchewan.ca:443/residents>)

**Business and Industry**  
(<https://www.saskatchewan.ca:443/business>)

**Government**  
(<https://www.saskatchewan.ca:443/government>)

Home (<https://www.saskatchewan.ca:443/>) > Government (<https://www.saskatchewan.ca:443/government>)  
> Municipal Administration (<https://www.saskatchewan.ca:443/government/municipal-administration>)  
> Funding, Finances, and Asset Management (<https://www.saskatchewan.ca:443/government/municipal-administration/funding-finances-and-asset-management>)  
> Funding for Municipalities (<https://www.saskatchewan.ca:443/government/municipal-administration/funding-finances-and-asset-management/funding>)  
> Apply for Funding Under PTIC and CWWF Programs (<https://www.saskatchewan.ca:443/government/municipal-administration/funding-finances-and-asset-management/funding/nbcf>)  
> Apply for PTIC CWWF

## PTIC CWWF FORM - DRINKING WATER INFRASTRUCTURE

LINE NO.	APPLICANT INFORMATION	
1.	Legal Name:	Town of Radisson
2.	Applicant Type Code:	A-Municipal/Regional Government
3.	Street or P.O. Box No.:	P.O. Box 69
4.	Town/City: Radisson	Postal Code: S0K 3L0 Province: SK
5.	Contact Given/Family Name: Darrin Beaudoin	Contact Position: Administrator
6.	Telephone Number: 306-827-2218	Fax Number: 306-827-4747
7.	Email Address:	tradisson@sasktel.net
LINE NO.	SPONSOR INFORMATION	
8.	Sponsor Type Code:	No Sponsor Type Code selected
9.	Legal Name:	

LINE NO.

PROJECT INFORMATION - See lines 10 to 16 in the Application Guide

10.

Project Title:

Water Treatment Plant Upgrade

11.

Nature of Project:

Material Enhancement

12.

This Project will be:

☒ Publicly Owned ☐ Privately Owned

13.

Is this Project a Joint Project Application?

☐ Yes ☒ No

(If Yes, describe in Project Description in Line 17)

Project Infrastructure Address and Legal Land Location:

200 Goodrich Street, Lots 11 & 12, Block 5, Plan G1466, Radisson, Saskatchewan

14.

422 Characters Remaining of Maximum 500

15.

Project Category: Drinking Water

Sub-Category - Please select one:

16.

☒ Drinking water treatment infrastructure.

☐ Drinking water distribution system (may include metering as part of a larger project).

LINE NO.

PROJECT DESCRIPTION AND OUTCOMES - See lines 17 to 23 in the Application Guide

Enter a brief description of 1) the objective 2) the scope (physical works) and 3) the main output of the project

17.

The Town is looking at upgrading the water treatment plant by adding a new fire pump/generator. New electronics for the water plant and a new set of Variable Frequency Drive Water Distribution Pumps. The Main output of this project is to provide a Safety Valve for increased fire protection and for Decreased chance of Boil water advisories with better generator.

136 Characters Remaining of Maximum 500

Select one or more Outcomes:

☐ Improving the quality of drinking water.

☐ Increasing the number of households, industries, commercial establishments, and institutions provided with access to safe drinking water.

18.

☒ Improving the efficiency and service reliability of water treatment facilities and/or distribution systems, as demonstrated by outcomes such as: a reduction in water leakage or loss, use of treatment chemicals, energy use and/or number of boil water advisories; replacement of assets which have reached the end of serviceable life, etc.

☐ Improving water conservation (i.e. increased number of households equipped with residential metering, and decreased daily per capita water use).

☐ Supports economic growth and development.

☐ Improving the protection and/or management of drinking water sources.

The response to the following five questions can include a reference to the Outcomes selected for the project. Only respond to the questions that apply to y project.

Describe how this project will:

1. Support Economic Growth For the Future

19.

The Variable Frequency Drive Pumps will allow for a greater capacity for growth in the community by allowing more pressure to the system allowing the community to service a larger population, via new subdivisions, without the need for a new water treatment plant.

237 Characters Remaining of Maximum 500

2. Provide a Cleaner and Improved Environment

20.

With a new electronic controls and panel for the running of the water treatment plant, a more efficient use of electricity with better Variable Frequency Drive Pumps. Also with new electronics chemicals can be managed with less chemical being used and still receiving a safe potable water. With the new electronics allowing for a more efficient use of pumps the need for one less treatment plant removes the need for heating and power not another piece of infrastructure in the community.

12 Characters Remaining of Maximum 500

### 3. Strengthen and Support Sustainable Communities

21.

With the increased capabilities of an upgraded water treatment plant the Town of Radisson could look forward to approximately 20 years of technology that would be capable of tackling any new innovative treatment processes and a water treatment plant that could meet the needs of the expanding community.

**197 Characters Remaining of Maximum 500**

### 4. Facilitate Growth in Export and Trade

22.

The community by upgrading the water treatment plant could meet new export or trade situations that may arise in the future.

**375 Characters Remaining of Maximum 500**

### 5. Meet the Opportunities and Challenges of Growth

23.

The Towns electrical panels are currently the original panel from the 1960's and a serious upgrading is required to bring the water treatment to a modern situation thereby able to meet the needs of future technologies. This would allow for increased capacities of population increase or businesses requiring higher volume capacities or new technologies for water treatment. With new Variable Frequency Drive Pumps the increase pressure will allow increased capacity in the water system.

**12 Characters Remaining of Maximum 500**

LINE NO.

TIMELINE COMPONENT - See Lines 24 to 28 in the Application Guide

24

Start the engineering design of the project: 04/01/2017 MM/DD/YYYY

25

Complete the engineering design: 06/15/2017 MM/DD/YYYY

26

Start construction: 01/02/2018 MM/DD/YYYY

27

Finish construction: 02/28/2017 MM/DD/YYYY

28

Start operation of the project: 03/01/2017 MM/DD/YYYY

LINE NO.

PROJECT FINANCIAL - See Lines 29 to 32 in the Application Guide

29

Total Estimated Project Cost (excluding GST if exempt): \$328,000

30

Total Estimated Eligible Project Cost (excluding GST if exempt): \$313,000

#### BREAKDOWN OF REQUESTED ELIGIBLE FUNDING AS PER LINE 30

31

Amount of partners/joint funds \$0

Amount of other federal funds (ex. Gas Tax Funds)

32

How will the applicant fund their share of project costs? (List borrowing, reserves, other fund sources and amounts)

Approximately 50% of Towns Share will be borrowing with some money from Reserves and a about 45% out of 2017/2018 Current Revenues.

LINE  
NO. TEN YEAR CAPITAL PLAN

		Project 1	Project 2	Project 3	Project 4	Project 5
33	Project Title	Construction of Roadway from Noack Avenue to	Water Treatment Plant	Backhoe Zero Turn Mower	Pavement	Sewage Lift Station
34	Project Description	Construct Roadway, Excavate and Add Base and Gravel to Roadway.	Upgrade Electronics, Variable Frequency Pumps and Fire Pump/Generator	Trade in Backhoe for newer and or new backhoe. Purchase of New Zero Turn.	Seal Coat Pavement On Main Street & Richard Avenue from 2nd Ave - Hwy 16	Install New Lift Station and Piping on North Side of Highway for Commercial
		12/75 Characters Remain	6/75 Characters Remain	2/75 Characters Remain	3/75 Characters Remain	0/75 Characters Remain
35	Infrastructure Category Code	LR	WA	ME	LR	SW
36	2017 (\$)	\$12,500	\$272,500	\$0	\$0	
37	2018 (\$)		\$272,500	\$0		
38	2019 (\$)			\$95,000	\$0	
39	2020-2026 (\$)				\$75,000	\$500,000
40	Total Funding Required	\$12,500	\$208,500	\$95,000	\$75,000	\$500,000
41	Source of Financing Code	C	D - PTIC	C	C	C
42	Source of Other Financing - Specify		C & E			A
43	Source of Cost Estimate Code	C - Contractor	A - Professional Engineer	D - Local Internal Personnel	A - Professional Engineer	A - Professional Engineer
44	Other Comments	Cost of Base estimated by Contractor	Bullee Consulting will do the engineering cost estimate and Engineering.	No Engineering or cost estimate required.	Professional Engineering firm will provide cost estimate and Engineering	Bullee Consulting has done preliminary plan and will provide updated plans.
		39/75 Characters Remain	2/75 Characters Remain	34/75 Characters Remain	2/75 Characters Remain	0/75 Characters Remain

LINE  
NO. 10 YEAR CAPITAL PLAN

		Project 6	Project 7	Project 8	Project 9	Project 10
33	Project Title	Replace One Ton Truck and 1/2 ton.				
34	Project Description	Replacement of Trucks that will be nearing anticipated end of lifespan.				
		4/75 Characters Remain	75/75 Characters Remain	75/75 Characters Remain	75/75 Characters Remain	75/75 Characters Remain
35	Infrastructure Category Code	ME	WA	WA	WA	WA
36	2017 (\$)					
37	2018 (\$)					
38	2019 (\$)					
39	2020-2026 (\$)	\$85,000	\$0			

40	Total Funding Required	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
41	Source of Financing Code	C	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
42	Source of Other Financing - Specify	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
43	Source of Cost Estimate Code	D - Local Internal Personnel	A - Professional Engineer	A - Professional Engineer	A - Professional Engineer	A - Professional Engineer
44	Other Comments	Upgrading of Municipal Personnel Vehicles.				
		33/75 Characters Remain	75/75 Characters Remain	75/75 Characters Remain	75/75 Characters Remain	75/75 Characters Remain

Applicant Representative Signature (Type Name)

After you submit this online application form, within three working days you will receive an email from [infra@gov.sk.ca](mailto:infra@gov.sk.ca) asking you to attach and send required documents such as a resolution, engineering design reports, and cost reports.

*The application deadline for these two infrastructure funding programs has been extended to 12:00 p.m. noon on Wednesday, February 1, 2017 to ensure eligible recipients have adequate time to complete applications*

Print this form for your records

Signature Required

After the application is submitted, you will receive an email that includes a copy of the submitted application. This email serves as notification that your application has been received.

#### Residents and Visitors

(<https://www.saskatchewan.ca/443/residents-and-visitors>)

Births, Deaths, Marriages, and Divorces  
(<https://www.saskatchewan.ca/443/residents-and-visitors/births-deaths-marriages-and-divorces>)

Education and Learning  
(<https://www.saskatchewan.ca/443/residents-and-visitors/education-and-learning>)

Emergency  
(<https://www.saskatchewan.ca/443/residents-and-visitors/emergency>)

Housing and Renting  
(<https://www.saskatchewan.ca/443/residents-and-visitors/housing-and-renting>)

Environment, Public Health, and Safety  
(<https://www.saskatchewan.ca/443/residents-and-visitors/environment-public-health-and-safety>)

Family and Social Support  
(<https://www.saskatchewan.ca/443/residents-and-visitors/family-and-social-support>)

First Nations, Métis, and Northern Citizens  
(<https://www.saskatchewan.ca/443/residents-and-visitors/first-nations-metis-and-northern-citizens>)

Health  
(<https://www.saskatchewan.ca/443/residents-and-visitors/health>)

Jobs, Working, and Training  
(<https://www.saskatchewan.ca/443/residents-and-visitors/jobs-working-and-training>)

#### Business and Industry

(<https://www.saskatchewan.ca/443/business-and-industry>)

Agriculture, Natural Resources, and Industry  
(<https://www.saskatchewan.ca/443/business-and-industry/agriculture-natural-resources-and-industry>)

Doing Business with Government  
(<https://www.saskatchewan.ca/443/business-and-industry/doing-business-with-government>)

Employment Standards  
(<https://www.saskatchewan.ca/443/business-and-industry/employment-standards>)

Entrepreneurs Start or Exit a Business  
(<https://www.saskatchewan.ca/443/business-and-industry/entrepreneurs-start-or-exit-a-business>)

Environmental Protection and Sustainability  
(<https://www.saskatchewan.ca/443/business-and-industry/environmental-protection-and-sustainability>)

First Nations, Métis, and Northern Community Businesses  
(<https://www.saskatchewan.ca/443/business-and-industry/first-nations-metis-and-northern-community-businesses>)

Hire, Train, and Manage Employees  
(<https://www.saskatchewan.ca/443/business-and-industry/hire-train-and-manage-employees>)

Housing Development, Construction, and Property Management  
(<https://www.saskatchewan.ca/443/business-and-industry/housing-development-construction-and-property-management>)

#### Government

(<https://www.saskatchewan.ca/443/government>)

Budget, Planning, and Reporting  
(<https://www.saskatchewan.ca/443/government/budget-planning-and-reporting>)

Government Data  
(<https://www.saskatchewan.ca/443/government/government-data>)

Cabinet, Ministries, Agencies, and Other Governments  
(<https://www.saskatchewan.ca/443/government/cabinet-ministries-agencies-and-other-governments>)

News and Media  
(<https://www.saskatchewan.ca/443/government/news-and-media>)

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Find People and Listings for Government Offices  
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#### Services

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Residents Services  
(<https://www.saskatchewan.ca/443/services?audience=residents>)

Business Services  
(<https://www.saskatchewan.ca/443/services?audience=business>)

Government Services  
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Services Directory  
(<https://www.saskatchewan.ca/443/services/directory>)

# PTIC Application Update

*Email Jan 22/18  
6:08 pm*

New Review

**2.**

**Applicant Name**

- Radisson - Town

**Project Name**

- Water Treatment Plant Upgrade

**Estimated Eligible Project Cost**

- 313,000

**Do you still want to go forward with this project?**

- Yes

**Would you like to withdraw your project application?**

**3.**

**Have engineering costs been incurred for this project?**

- No

**Has further planning/engineering been done since the application was submitted?**

- No

**Please describe the further planning/engineering completed:**

**Has construction begun for this project?**

- No

**How complete is the construction for this project?**

**Has the scope of the project changed?**

- No

**Please describe the change of project scope:**

**Has the cost of the project changed? Please note that the total estimated project costs provided on the application are what are used to determine project funding.**

- Yes

**If the project receives PTIC funding, how will you fund your portion of the project?**



- Gas Tax Fund
- Financing/Loan
- Municipal Reserves

**Partner - Please specify:**

**Other - Please specify:**

**Other Comments:**

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75%





January 31, 2017  
File #225.00-2

Town of Radisson  
P.O. Box 69  
Radisson, Saskatchewan  
S0K 3L0

**Attention: Mr. Darrin Beaudoin,  
Administrator**

**Re: Town of Radisson  
Water Treatment Plant Upgrade**

As requested, we are pleased to provide a summary of the scope of work and estimated project costs for the Water Treatment Plant Upgrades project.

The water treatment plant and distribution system were constructed in 1964. Upgrades to the plant since construction included a treated water storage reservoir expansion and the addition of two new filters in 2012 - 2013. The treatment system is typical for a Saskatchewan groundwater treatment plant, as it includes manganese greensand filtration and chlorination for disinfection.

The treated water distribution system consists primarily of 150 mm diameter asbestos cement water mains. Recent system upgrades and new water main construction have consisted of PVC pipe. The distribution system is fed by three end-suction distribution pumps. Two pumps are 5 hp Goulds pumps, each with an estimated capacity of 7.54 L/s. The third is a Berkeley pump, with an estimated capacity of 1.74 L/s. A natural gas fuelled engine driven standby pump is located within the treatment plant, however the pump is no longer operational. Therefore, the community is not able to provide fire protection through the distribution system, which is a significant health and safety risk.

There is no source of backup power for the water treatment plant in the event of a power outage. Coupled with the standby pump not being operational, in the event of a power outage, depressurization of the distribution system may occur. In this event, a precautionary drinking water advisory may be issued, and the mains would have to be disinfected and flushed prior to being put back into service.

In 2014, BCL analysed the existing distribution pumping capacity versus the anticipated demand on the system during the peak hour of operation, based on population and per capita water consumption data for 2014. Table 1 summarizes the current and future demand on the distribution system in 5 year growth periods to the 20 year design period.

<b>Table 1: Demand Requirements 2014 - 2034</b>						
	Existing	2014	2019	2024	2029	2034
<b>Population (1.5% growth)</b>		505	544	586	631	680
<b>Water Demand:</b>						
Consumption (Lcd)		396	418.5	441	463.5	486
Total Demand (L/d)		199,980	227,676	258,458	292,639	330,559
Total Demand (L/s)		2.31	2.64	2.99	3.39	3.83
<b>Distribution Pumping (P.F. = 4.0)</b>	7.54	<b>9.26</b>	<b>10.54</b>	<b>11.97</b>	<b>13.55</b>	<b>15.30</b>

As shown, the distribution pumps require immediate upgrades, with respect to capacity.

The majority of the electrical equipment in the plant is from the original construction and the distribution system is controlled by pressure switches and tanks. As part of the upgrade, more modernized controls and automation equipment should be installed, including variable frequency drives (VFDs) on the distribution pumps. This will allow the distribution pumps to run at the speed required to maintain a pre-determined pressure in the system, which generally results in significant operation cost savings, with respect to power consumption and the replacement frequency of pump motor starters.

Based on the above, the proposed upgrade should include the following:

- Installation of a standby generator set and transfer switch to provide power to the building in the event of a power outage. It is assumed that the generator will be installed in a weather-proof enclosure directly adjacent to the building. Therefore, a building expansion will not be required;
- Replacement of the existing natural gas standby pump with a new electrical vertical turbine standby pump to provide fire protection for the community;
- Replacement of the existing distribution pumps with two new vertical turbine pumps, with capacity to meet the existing and future demands shown in Table 1;
- Controls and automation upgrades, including VFDs for the distribution pumps.



Town of Radisson  
January 31, 2017  
Page 3

Following are the estimated project costs to complete the upgrades described herein:

**Water System Upgrades**

Standby Generator and Transfer Switch	\$90,000
Distribution Pumps (2 with VFDs)	80,000
Standby Pump	50,000
Piping Modifications	25,000
Controls and Automation Upgrade	<u>50,000</u>
<b>Subtotal Cost of Construction</b>	<b>\$295,000</b>
Contingency and Engineering (~25%)	<u>75,000</u>
<b>Total Estimated Project Cost</b>	<b>\$370,000</b>

Please note that the above does not include an allowance for a power service upgrade. It is assumed at this time that the existing service will be adequate for the new equipment installations.

We trust the above is adequate for your needs at this time. If you have any questions, or require further information, please do not hesitate to contact our office.

Yours truly,

BULLÉE CONSULTING LTD.

L. F. Lukey, P.Eng.

**From:** tradisson@sasktel.net  
**To:** PS-RCE-CC.MA  
**Cc:** tradisson@sasktel.net  
**Subject:** PTIC CWWF FORM SUBMISSION - DRINKING WATER INFRASTRUCTURE - From: Town of Radisson  
**Date:** Tuesday, January 31, 2017 1:44:45 PM

Thank you for submitting this application. You will receive an email from [infra@gov.sk.ca](mailto:infra@gov.sk.ca) asking you to attach and send required documents such as a resolution, engineering design reports, and cost reports.

Ministry of Government Relations  
 Government of Saskatchewan  
[infra@gov.sk.ca](mailto:infra@gov.sk.ca)  
 306-787-1262

**PTIC CWWF FORM SUBMISSION - DRINKING WATER INFRASTRUCTURE - From: Town of Radisson**

User has 1 application(s) to submit. This application is priority item 1

LINE NO.	APPLICANT INFORMATION	
1.	<b>Legal Name:</b>	Town of Radisson
2.	<b>Applicant Type Code:</b>	A-Municipal/Regional Government
3.	<b>Street or P.O. Box No.:</b>	P.O. Box 69
4.	<b>Town/City:</b> Radisson <b>Postal Code:</b> S0K 3L0 <b>Province:</b> SK	
5.	<b>Contact Given/Family Name:</b> Darrin Beaudoin	<b>Contact Position:</b> Administrator
6.	<b>Telephone Number:</b> 306-827-2218	<b>Fax Number:</b> 306-827-4747
7.	<b>Email Address:</b> tradisson@sasktel.net	
LINE NO.	SPONSOR INFORMATION	
8.	<b>Sponsor Type Code:</b> No Sponsor Type Code selected	
9.	<b>Legal Name:</b>	
LINE NO.	PROJECT INFORMATION	
10.	<b>Project Title:</b> Water Treatment Plant Upgrade	
11.	<b>Nature of Project:</b> Material Enhancement	
12.	<b>This Project will be:</b> Publicly Owned	
13.	<b>Is this Project a Joint Project Application?</b> No	
14.	<b>Project Infrastructure Address and Legal Land Location:</b> 200 Goodrich Street, Lots 11 & 12, Block 5, Plan G1466, Radisson, Saskatchewan	
15.	<b>Project Category:</b> Drinking Water	
16.	<b>Sub-Category:</b> Drinking water treatment infrastructure.	
LINE NO.	PROJECT DESCRIPTION, BENEFITS AND OUTCOMES	
17.	<b>Project Description:</b> The Town is looking at upgrading the water treatment plant by adding a new fire pump/generator. New electronics for the water plant and a new set of Variable Frequency Drive Water Distribution Pumps. The Main output of this project is to provide a Safety Valve for increased fire protection and for Decreased chance of Boil water advisories with better generator.	
18.	<b>Select one or more Outcomes:</b> - Improving the efficiency and service reliability of water treatment facilities and/or distribution systems, as demonstrated by outcomes such as: a reduction in water leakage or loss, use of treatment chemicals, energy use and/or number of boil water advisories; replacement of assets which have reached the end of serviceable life, etc.	
	<b>Support Economic Growth For the Future:</b> The Variable Frequency Drive Pumps will allow	

19.	for a greater capacity for growth in the community by allowing more pressure to the system allowing the community to service a larger population, via new subdivisions, without the need for a new water treatment plant.					
20.	<b>Provide a Cleaner and Improved Environment:</b> With a new electronic controls and panel for the running of the water treatment plant, a more efficient use of electricity with better Variable Frequency Drive Pumps. Also with new electronics chemicals can be managed with less chemical being used and still receiving a safe potable water. With the new electronics allowing for a more efficient use of pumps the need for one less treatment plant removes the need for heating and power not another piece of infrastructure in the community.					
21.	<b>Strengthen and Support Sustainable Communities:</b> With the increased capabilities of an upgraded water treatment plant the Town of Radisson could look forward to approximately 20 years of technology that would be capable of tackling any new innovative treatment processes and a water treatment plant that could meet the needs of the expanding community.					
22.	<b>Facilitate Growth in Export and Trade:</b> The community by upgrading the water treatment plant could meet new export or trade situations that may arise in the future.					
23.	<b>Meet the Opportunities and Challenges of Growth:</b> The Towns electrical panels are currently the original panel from the 1960's and a serious upgrading is required to bring the water treatment to a modern situation thereby able to meet the needs of future technologies. This would allow for increased capacities of population increase or businesses requiring higher volume capacities or new technologies for water treatment. With new Variable Frequency Drive Pumps the increase pressure will allow increased capacity in the water system.					
LINE NO.	TIMELINE COMPONENT		DATE			
24	Start the engineering design of the project:		04/01/2017			
25	Complete the engineering design:		06/15/2017			
26	Start construction:		01/02/2018			
27	Finish construction:		02/28/2017			
28	Start operation of the project:		03/01/2017			
LINE NO.	PROJECT FINANCIAL					
29.	Total Estimated Project Cost (excluding GST if exempt): \$328,000.00					
30.	Total Estimated Eligible Project Cost (excluding GST if exempt): \$313,000.00					
	BREAKDOWN OF REQUESTED ELIGIBLE FUNDING AS PER LINE 30					
31.	Partners/ Joint Share \$0.00	Other Federal				
32.	<b>Other Capital Funding Sources and Amounts</b> Approximately 50% of Towns Share will be borrowing with some money from Reserves and a about 45% out of 2017/2018 Current Revenues.					
A						
LINE NO.	10 YEAR CAPITAL PLAN					
		Project 1	Project 2	Project 3	Project 4	Project 5
33	Project Title	Construction of Roadway from Noack Avenue to Dickenson Avenue	Water Treatment Plant	Backhoe Zero Turn Mower	Pavement	Sewage Lift Station
		Construct Roadway, Excavate	Upgrade Electronics,	Trade in Backhoe for newer	Seal Coat Pavement On Main Street &	Install New Lift Station and Piping

34	<b>Project Description</b>	and Add Base and Gravel to Roadway.	Variable Frequency Pumps and Fire Pump/Generator	and or new backhoe. Purchase of New Zero Turn.	Richard Avenue from 2nd Ave - Hwy 16	on North Side of Highway for Commercial
35	<b>Infrastructure Category Code</b>	LR	WA	ME	LR	SW
36	<b>2017 (\$)</b>	\$12,500.00	\$25,000.00	\$0.00	\$0.00	
37	<b>2018 (\$)</b>		\$288,000.00	\$0.00		
38	<b>2019 (\$)</b>			\$95,000.00	\$0.00	
39	<b>2020-2026 (\$)</b>				\$75,000.00	\$500,000.00
40	<b>Total Funding Required</b>	\$12,500.00	\$208,500.00	\$95,000.00	\$75,000.00	\$500,000.00
41	<b>Source of Financing Code</b>	C	D - PTIC	C	C	c
42	<b>Source of Financing - Specify</b>		C & E			
43	<b>Source of Cost Estimate Code</b>	C - Contractor	A - Professional Engineer	D - Local Internal Personnel	A - Professional Engineer	A - Professional Engineer
44	<b>Other Comments</b>	Cost of Base estimated by Contractor	Bullee Consulting will do the engineering cost estimate and Engineering.	No Engineering or cost estimate required.	Professional Engineering firm will provide cost estimate and Engineering	Bullee Consulting has done preliminary plan and will provide updated plans.

LINE NO.	<b>10 YEAR CAPITAL PLAN</b>					
	Project 6	Project 7	Project 8	Project 9	Project 10	
33	<b>Project Title</b>	Replace One Ton Truck and 1/2 ton.	Construct New Community Centre	Noack Avenue Water & Sewer Line Construction	Town Shop	Water Irrigation System for South End of Town
34	<b>Project Description</b>	Replacement of Trucks that will be nearing anticipated end of lifespan.	Aging Community Hal I is in need of replacement multi purpose facility.	Extend Water & Sewer Line from Noack Avenue to Dickenson Avenue	Construct New Town Shop as Shop Current Shop is too small for Public Works	Constructing Irrigation System for Lawns and Gardens Soft Water
35	<b>Infrastructure Category Code</b>	ME	MB	WA	MB	GE

36	<b>2017 (\$)</b>		\$0.00	\$0.00	\$300,000.00	\$65,000.00
37	<b>2018 (\$)</b>	\$0.00				
38	<b>2019 (\$)</b>					
39	<b>2020-2026 (\$)</b>	\$85,000.00	\$2,000,000.00	\$60,000.00	\$300,000.00	\$65,000.00
40	<b>Total Funding Required</b>	\$85,000.00	\$1,000,000.00	\$60,000.00	\$300,000.00	\$65,000.00
41	<b>Source of Financing Code</b>	C	C & F & A	c	C & A	C
42	<b>Source of Financing - Specify</b>					
43	<b>Source of Cost Estimate Code</b>	D - Local Internal Personnel	A - Professional Engineer	A - Professional Engineer Engineering	A - Professional Engineer	D - Local Internal Personnel
44	<b>Other Comments</b>	Upgrading of Municipal Personnel Vehicles.	Engineering of New Multi Purpose Municipal Facility and Cost Estimate	of Extension of Water and Sewer Mains from Noack to Dickenson	Design of and Cost Estimate for New Public Works Shop	Local Staff will do construction and Design.
<b>Applicant Representative Signature:</b> Darrin Beaudoin						



## **Town of Radisson**

---

**From:** "Education Property Tax GR" <educationpropertytax2@gov.sk.ca>  
**Date:** Friday, October 20, 2017 4:30 PM  
**To:** <tradisson@sasktel.net>  
**Subject:** Education Property Tax Collected and Unremitted Follow-up - Radisson-Town/Living Sky

Hi Pat,

Thank you for the chat earlier this afternoon. As promised, below is the correspondence I had with Darrin regarding the large 'collected but unremitted' amounts indicated on the Village of Radisson's 2016 annual return (Part IV, items 17). The expectation is that whatever a municipality collects in Education Property Tax (EPT) each month is remitted that same month to the school division. Such a large amount in item 17 indicates this hasn't happened in past. As we discussed on the phone, one of the changes coming to EPT reporting come January 2018 is the Ministry of Finance will have the authority to charge fines and penalties. They will be targeting non-compliance (failure to submit reports by the deadlines), as well as any amounts collected but unremitted. The Village of Radisson's 2017 interim report shows the collected but unremitted amount has increased to \$179,814.33 which could mean large penalties and fines for the Village once the new authorities are enforced. I would strongly suggest getting this money to the school division as soon as possible to avoid these charges. The Ministry of Finance will be forwarding information regarding all the changes in the very near future.

Also, here is the link to the information currently available online for completing the EPT forms (<http://www.saskatchewan.ca/government/municipal-administration/taxation-and-service-fees/municipal-forms-for-education-property-tax>). This monthly information is to be used until your December 2017 report, due by January 10, 2018. This annual form should still be used when completing your 2017 annual return.

Please don't hesitate to give me a call if you have any questions. We can work together so you understand what's up and you don't get into a pinch with the collected but unremitted amount and the upcoming changes.

Hope you have a great weekend,  
Lisa

Lisa Bereti

Government of Saskatchewan

Property Tax Analyst

Policy and Program Services, Government Relations

1540-1855 Victoria Avenue

Regina, Canada S4P 3T2

Bus: 306-787-1086

10/20/2017

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**From:** Town of Radisson [mailto:tradisson@sasktel.net]  
**Sent:** Wednesday, June 07, 2017 11:49 AM  
**To:** Education Property Tax GR  
**Subject:** Re: Education Property Tax Collected and Unremitted Follow-up - Radisson-Town/Living Sky

Hi Lisa

I will be sending him the January, February and March remittances immediately, meeting last night once mayor signs cheque will send that away, upon receiving revenue sharing(which should be within two to three weeks at the latest) will catch up on april & may payments. sorry

darrin

**From:** Education Property Tax GR  
**Sent:** Monday, May 29, 2017 10:32 AM  
**To:** tradisson@sasktel.net  
**Subject:** Education Property Tax Collected and Unremitted Follow-up - Radisson-Town/Living Sky

Our records indicate the Town of Radisson/Living sky school division had a substantial amount (\$141,899.91) of collected but unremitted Education Property Tax (EPT) and/or Tax Title Property (TTP) as of December 31, 2016.

It is expected that all EPT and TTP collected in a given month is remitted to the school division by the 10<sup>th</sup> day of the following month. Although we recognize this is not always possible, analysis of the monthly EPT Returns we have received for the first quarter of 2017 (January, February, March) show consistent remittance but there is still a large amount outstanding.

This is a concern and will need to be addressed immediately. Please ensure all collected but unremitted amounts are remitted to the school division with your June 2017 remittance, which is due by the 10<sup>th</sup> of the month. The cheque amount should be clearly indicated on your monthly report so we are aware that it was paid. If there is a reason you are not able to compile, our information is incorrect, or you have already negotiated a payment plan with the school division, please advise by telephone at (306) 787-1086, or email to [ept@gov.sk.ca](mailto:ept@gov.sk.ca), by June 15, 2017.

Your timely attention to this issue is greatly appreciated,  
Lisa

Lisa Bereti  
Government of Saskatchewan  
Property Tax Analyst  
Policy and Program Services, Government Relations  
1540-1855 Victoria Avenue  
Regina, Canada S4P 3T2  
Bus: 306-787-1086

10/20/2017



Town of Radisson  
January 31, 2017  
Page 3

Following are the estimated project costs to complete the upgrades described herein:

**Water System Upgrades**

Standby Generator and Transfer Switch	\$90,000
Distribution Pumps (2 with VFDs)	80,000
Standby Pump	50,000
Piping Modifications	25,000
Controls and Automation Upgrade	<u>50,000</u>
<b>Subtotal Cost of Construction</b>	<b>\$295,000</b>
Contingency and Engineering (~25%)	<u>75,000</u>
<b>Total Estimated Project Cost</b>	<b>\$370,000</b>

Please note that the above does not include an allowance for a power service upgrade. It is assumed at this time that the existing service will be adequate for the new equipment installations.

We trust the above is adequate for your needs at this time. If you have any questions, or require further information, please do not hesitate to contact our office.

Yours truly,

BULLÉE CONSULTING LTD.

L. F. Lukey, P.Eng.

Also in Part II, the total of the left column does not calculate based on the amounts provided (see the screen shot below of the same numbers entered into our template). Please review your records and ensure Part II is completed and the totals match.

Also attached are the instructions, and an excel version of the 2017 Annual Return in case you need them.

Let me know if you have any questions. Your revised report(s) should be emailed to [ept@gov.sk.ca](mailto:ept@gov.sk.ca), or fax to 306-787-5822, as soon as possible.

Much appreciated,

**Michelle Karwandy**  
Property Tax Analyst  
Policy and Program Services  
Government Relations  
1540-1855 Victoria Avenue  
REGINA SK S4P 3T2  
Phone: (306) 787-1086 Fax: 787-5822  
[michelle.karwandy2@gov.sk.ca](mailto:michelle.karwandy2@gov.sk.ca)

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Government  
of  
Saskatchewan

# EDUCATION PROPERTY TAX RETURN - FORM H

## Annual Education Property Tax Return for the Year 2017

REVISED

Authority: Pursuant to section 274 of The Cities Act, section 311 of The Municipalities Act, section 330 of The Northern Municipalities Act, 2010, and clause 23(1)(d) of The Interpretation Act, 1995.

RADISSON-TOWN

in account with the LIVING SKY SD

202

(Name of municipality)

(Name of school division)

(# of school division)

Pat Peacock

306-827-2218

306-827-4747

tradisson@sasktel.net

Administrator's name

Phone #

Fax #

Email Address

### PART I: Taxable Assessments and Mill Rates

		Taxable Assessment
Non-arable (Range)	N	
Other Agricultural	A	79,420
Residential	R	24,457,920
Multi-Unit Residential	M	450,640
Seasonal Residential	S	
Commercial/Industrial - Other	CO	4,021,600
Resource	CR	
Elevators	E	
Railway Rights of Way	RW	118,700
Pipeline (CR Education mill rate)	PL	
<b>TOTAL</b>		<b>29,128,280</b>

*Exempt Assessment	Net School Assessment	Mill Rate	**Current School Levy
	0	1.43	0.00
	79,420	1.43	113.57
	24,457,920	4.12	100,766.63
	450,640	4.12	1,856.64
	0	4.12	0.00
	4,021,600	6.27	25,215.43
	0	9.68	0.00
	0	6.27	0.00
	118,700	6.27	744.25
	0	9.68	0.00
0	29,128,280	equale item #9	128,696.52

\* Only include local exemptions that affect the school portion of property taxes pursuant to sections 295 and 298 of The Municipalities Act; sections 315 and 318 of The Northern Municipalities Act, 2010; or subsection 262(3) and section 263 of The Cities Act. All local exemptions granted under the above sections of the Acts must also be reported in Part V.

\*\*Current School Levy must equal #9 in Part II.

### PART II: Tax Collection Information

1. Due from School Division January 1

2. Monthly payments to School Division

J		F	
M		A	5,000.00
M		J	3,045.00
J	3,747.35	A	4,073.34
S	20,000.00	O	17,633.44
N	3,851.77	D	11,567.40

(total payments)

68,918.30

3. Loss on Sale of Tax Title Property

4. Share of Approved Tax Collection Costs

5. Taxes Cancelled/Abated

6. Due to School Division December 31

Total

352.02

374,164.63

443,434.95

7. Due to School Division January 1

8. Gross Penalty Added to Tax Arrears

9. Current Levy

10. Penalty on Current Year Taxes

11. Share of Trailer Licence Fees

12. Share of Grants-in-Lieu of Taxes:

- Federal Gov't/Agencies

- Prov. Gov't/Agencies

- C.P.R.

- Housing Authorities

13. Adjustments: Throughout Year

14. Due from School Division December 31

Total

272,533.04

10,973.90

128,696.52

257.07

30,974.42

0.00

443,434.95

15. Total Cash Received (Collected) on Behalf of this School Division for the Year

# EDUCATION PROPERTY TAX RETURN - FORM H 2017

## PART III: Detailed Statement of School Taxes Cancelled/Abated as of December 31<sup>st</sup>

Name	Pt./Sec.	Lot/ Twp.	Block/ Range	Plan/ W. of Mer.	Amount of Taxes Cancelled	Years (which cancelled taxes were levied)	Explanation or Reason
Piwowar		22	1	G1466	81.74	2017	SAMA error
Piwowar		A	4	BY2239	126.24	2017	SAMA error
Piwowar		21	7	68-B-01817	144.04	2017	SAMA error
16. Total Taxes Cancelled/Abated					352.02	(equal to Item #5)	

## PART IV: Details of Balance of Liability as of December 31<sup>st</sup>

17. Due on Account of Collections of School Taxes, Trailer Licence Fees, and Grants-in-Lieu of Taxes (collected but unremitted)	274,115.23
18. Due on Account of Uncollected Taxes (current and arrears)	84,014.79
19. Due on Account of Tax Title Property:	
Sold and Collections not Remitted	
Unsold	16,034.61
20. Total (equal to Item #6 or #14 if negative)	374,164.63
21. Estimated Amount of Uncollectable Tax Arrears	

## PART V: Local Exemptions (Must also be reported in Part I.)

Include ALL local exemptions granted by council resolution or bylaw, including economic development agreements.

Name	Explanation	Effective Term (e.g. 2011-2014)	Property Class (commercial classes to be separated)	Taxable School Assessment Exempted	Education Property Tax Mill Rate	Foregone Education Property Tax
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
Total				0.00		0.00

I hereby certify that the above statement is correct.

Dated this 19 day of DECEMBER, 2018.

**REVISED**

Muriel Rosser-Swift

Contract Administrator

(Electronic signature is accepted.)

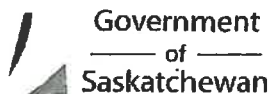
**This Return must be filed no later than January 15 each year with:**

- The School Division
- Ministry of Education, Education, Finance and Facilities: email: [EducationPropertyTax@gov.sk.ca](mailto:EducationPropertyTax@gov.sk.ca) or Fax: (306) 787-5059  
or Mail: Ministry of Education, 7th Floor - 2220 College Avenue, Regina SK S4P 4V9
- Ministry of Government Relations: email: [ept@gov.sk.ca](mailto:ept@gov.sk.ca) or Fax: (306) 787-5822  
or Mail: Ministry of Government Relations, 1540-1855 Victoria Avenue, Regina SK S4P 3T2
- Retain a copy for your Municipal Auditor.

REMEMBER: You can fill in this form, save it to your computer and then email it to the email addresses above.

Published June 27, 2017





**EDUCATION PROPERTY TAX RETURN - FORM H**  
**Annual Education Property Tax Return for the Year 2017**

Authority: Pursuant to section 274 of The Cities Act, section 311 of The Municipalities Act, section 330 of The Northern Municipalities Act, 2010, and clause 23(1)(d) of The Interpretation Act, 1995.

**RADISSON-TOWN** in account with the **LIVING SKY SD** **202**  
(Name of municipality) (Name of school division) (# of school division)  
**Pat Peacock** **306-827-2218 306-827-4747 tradisson@sasktel.net**  
Administrator's name Phone # Fax # Email Address

**PART I: Taxable Assessments and Mill Rates**

		Taxable Assessment	*Exempt Assessment	Net School Assessment	Mill Rate	**Current School Levy
Non-arable (Range)	N			0	1.43	0.00
Other Agricultural	A	79,420		79,420	1.43	113.57
Residential	R	24,457,920		24,457,920	4.12	100,766.63
Multi-Unit Residential	M	450,640		450,640	4.12	1,856.64
Seasonal Residential	S			0	4.12	0.00
Commercial/Industrial - Other	CO	4,021,600		4,021,600	6.27	25,215.43
Resource	CR			0	9.68	0.00
Elevators	E			0	6.27	0.00
Railway Rights of Way	RW	118,700		118,700	6.27	744.25
Pipeline (CR Education mill rate)	PL			0	9.68	0.00
<b>TOTAL</b>		<b>29,128,280</b>	<b>0</b>	<b>29,128,280</b>	<b>equale item #9</b>	<b>128,696.52</b>

\* Only include local exemptions that affect the school portion of property taxes pursuant to sections 295 and 298 of The Municipalities Act; sections 315 and 318 of The Northern Municipalities Act, 2010; or subsection 262(3) and section 263 of The Cities Act. All local exemptions granted under the above sections of the Acts must also be reported in Part V.

\*\*Current School Levy must equal #9 in Part II.

**PART II: Tax Collection Information**

1. Due from School Division January 1		7. Due to School Division January 1	272,533.04
2. Monthly payments to School Division		8. Gross Penalty Added to Tax Arrears	10,973.90
J	F	9. Current Levy	128,696.52
M	A 5,000.00	10. Penalty on Current Year Taxes	
M	J 3,045.00	11. Share of Trailer Licence Fees	
J 3,747.35	A 4,073.34	12. Share of Grants-in-Lieu of Taxes:	
S 20,000.00	O 17,633.44	- Federal Gov't/Agencies	
N 3,851.77	D 11,587.40	- Prov. Gov't/Agencies SaskTel	257.07
	(total payments)	- C.P.R.	
	68,918.30	- Housing Authorities	
3. Loss on Sale of Tax Title Property		13. Adjustments: Tax Levy Adjustment	(0.15)
4. Share of Approved Tax Collection Costs			
5. Taxes Cancelled/Abated	352.02		
6. Due to School Division December 31	342,847.85	14. Due from School Division December 31	0.00
<b>Total</b>	<b>412,460.38</b>	<b>Total</b>	<b>412,460.38</b>
15. Total Cash Received (Collected) on Behalf of this School Division for the Year			

Amended Jan 18/17  
Q



# EDUCATION PROPERTY TAX RETURN - FORM H 2017

## PART III: Detailed Statement of School Taxes Cancelled/Abated as of December 31<sup>st</sup>

Name	Pt./Sec.	Lot/ Twp.	Block/ Range	Plan/ W. of Mer.	Amount of Taxes Cancelled	Years (which cancelled taxes were levied)	Explanation or Reason
G & A Piwowar		22	1	G1466	81.74	2017	SAMA error
G & A Piwowar		A	4	BY2239	126.24	2017	SAMA error
G & A Piwowar		21	7	68-B-01817	144.04	2017	SAMA error
16. Total Taxes Cancelled/Abated					352.02	(equal to item #5)	

## PART IV: Details of Balance of Liability as of December 31<sup>st</sup>

17. Due on Account of Collections of School Taxes, Trailer Licence Fees, and Grants-in-Lieu of Taxes (collected but unremitted)	238,393.87
18. Due on Account of Uncollected Taxes (current and arrears)	88,419.37
19. Due on Account of Tax Title Property:	
Sold and Collections not Remitted	
Unsold	16,034.61
20. Total (equal to item #6 or #14 if negative)	342,847.85
21. Estimated Amount of Uncollectable Tax Arrears	

## PART V: Local Exemptions (Must also be reported in Part I.)

Include ALL local exemptions granted by council resolution or bylaw, including economic development agreements.

Name	Explanation	Effective Term (e.g. 2011-2014)	Property Class (commercial classes to be separated)	Taxable School Assessment Exempted	Education Property Tax Mill Rate	Foregone Education Property Tax
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
Total				0.00		0.00

I hereby certify that the above statement is correct.

Dated this 18 day of January, 2018.

pat peacock

(Administrator's Signature)

(Electronic signature is accepted.)

**This Return must be filed no later than January 15 each year with:**

- The School Division
- Ministry of Education, Education, Finance and Facilities: email: EducationPropertyTax@gov.sk.ca or Fax: (306) 787-5059  
or Mail: Ministry of Education, 7th Floor - 2220 College Avenue, Regina SK S4P 4V9
- Ministry of Government Relations: email: ept@gov.sk.ca or Fax: (306) 787-5822  
or Mail: Ministry of Government Relations, 1540-1855 Victoria Avenue, Regina SK S4P 3T2
- Retain a copy for your Municipal Auditor.

REMEMBER: You can fill in this form, save it to your computer and then email it to the email addresses above.

## **Town of Radisson**

---

**From:** "Brule, Francine GR" <francine.brule@gov.sk.ca>  
**Date:** Monday, June 25, 2018 3:04 PM  
**To:** <tradisson@sasktel.net>  
**Cc:** "RS-BCF-CC GR" <bcf-cc@gov.sk.ca>  
**Attach:** EA DTC Questionnaire-Radisson-20170269.doc; Sask Proponent Handbook Voluntary Engagement.pdf  
**Subject:** PTIC SCF Conditional Approval - Radisson 20170269

Dear Darrin Beaudoin:

**RE: Project Title:** Water Treatment Plant Upgrade  
**Project No.:** 20170269  
**Project Description:** Construct emergency pump, standby generator and appx two distribution pumps at water plant, and all associated works.  
**Recipient Name:** Radisson - Town

The Ministry of Government Relations recently received approval from Canada for the recommended New Building Canada Fund – Provincial Territorial Infrastructure Component (PTIC) Small Communities Fund (SCF) projects. Your project, titled "Water Treatment Plant Upgrade" with total eligible project cost of \$313,000 is now *conditionally* approved for SCF funding.

**Please Note:**

- Construction cannot start until a Contribution Agreement is in place for the project.
- The conditional approval of this project to Canada must remain confidential. Public announcements of projects may only be done in collaboration with provincial and federal partners.

The next step in the approval process is the development of a Contribution Agreement for your project. To do this two items are required:

1. **Environmental Assessment and Duty to Consult** - All projects being considered for funding must undergo an environmental review, under the terms of *The Canadian Environmental Assessment Act* and *The Environmental Assessment Act* (Saskatchewan). Attached is the provincial Environmental Assessment and Aboriginal Consultation Questionnaire. This form relates to questions on the environment, aboriginal consultation and project location for your project. Also attached, is the provincial handbook titled "Proponent Handbook: Voluntary Engagement with First Nations and Métis Communities to Inform Government's Duty to Consult Process."

*Please complete the attached questionnaire and email this completed form to: [infra@gov.sk.ca](mailto:infra@gov.sk.ca) as soon as possible and no later than August 1, 2018.*

2. **Project Outcomes Survey**

7/4/2018

Information on your project's expected start and completion date, anticipated 2018/19 project costs, and outcomes and outputs are also required to develop a contribution agreement. *Please visit the following link to provide this information by August 1, 2018 or sooner.*

**Survey Link:** <https://s-b83985-i.sgizmoca.com/s3/i-k2mxGAF8RRNVUAXmPZ-7613?sguid=k2mxGAF8RRNVUAXmPZ>

**Password: Radi70269**

Once these two items are received and environmental assessment requirements are met a Contribution Agreement will be drafted and sent to the municipality for review and potential revisions. The Contribution Agreement can then be signed by both the municipality and the Province and the project can proceed.

Please feel free to share a copy of this email and attachments with design consultants and project managers as they may be able to assist in gathering this information.

If you have any questions, or require further information, please contact the Ministry of Government Relations at [infra@gov.sk.ca](mailto:infra@gov.sk.ca).

Sincerely,

Francine Brûlé  
Director, Grants Administration  
Government of Saskatchewan  
Municipal Infrastructure and Finance, Government Relations  
410 - 1855 Victoria Avenue  
Regina, Canada S4P 3T2  
Bus: 306-787-7994

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7/4/2018



**TOWN OF RADISSON**

**PUBLIC MEETING AGENDA**

**November 29, 2017, 7:30 P.M.**

1. Call meeting to order.
  2. Borrowing \$225,000.
  3. Garbage Carts schedule
  4. Questions? Please state your name before presenting as Administrator Pat Peacock, is not aware of everyone by name yet!!
- 5. Adjourn.**

PUBLIC MEETING

NOVEMBER 29, 2017

at the Senior Citizen's Centre, 310 Albert Street

Radisson, SK

**Present:** Mayor Dave Summers, Councillors Kirk Maxwell, Marion Fehr-Stead

RCMP Cpl Erin Charabin and Cpl Kim Nording (part of the meeting)

**Staff:** Foreman Kyle Gage, Administrator Pat Peacock

Approximately 70 residents were in attendance (the signature sheet attached does not represent the attendance)

**Absent:** Councillors Michelle Dubyk, Darren Harris, Suren Chetty

Mayor Dave Summers called the meeting to order at 7:32 pm. Everyone was welcomed and thanked for attending. Questions will be taken after the presentation.

Mayor Dave explained to everyone that \$180,000 is needed to pay back Education Taxes to the school board, as with the new changes in Government of Saskatchewan. The funds which should have been remitted to the school board monthly were used to pay operating expenses; because of the huge over expenditure with the water treatment plant. There is no concern of missing funds. The remittances will now be submitted directly to the Government of Saskatchewan.

The Town Office furnace issues, the fixing of fire hydrants which will be fixed this winter, are creating a burden larger than the existing line of credit can bear. Mayor Dave also, encouraged residents to vote no to the school at the bi-election on December 6<sup>th</sup> as there are other more urgent issues.

Mayor Dave then switched the presentation to the garbage and recycle carts question. The Town of Radisson is the only municipality within the 16 to 43 Waste Management program that has weekly garbage pickup and the question was could you work with a biweekly collection. He suggested that additional carts could be provided at an additional cost.

The meeting was then opened to the residents.

Gerald Piwovar: Thought at a previous meeting that additional carts were free to residents.

*Response: Yes, Councillor Marion Fehr-Stead agreed that previous administrator Darrin Beaudoin did say that. An apology was issued to the crowd and were assured that the previous agreement would stay valid.*

Sara Lynds: Would we decrease the costs by half with biweekly collection

*Response: It would; the exact amount is unknown at this time*

Kathy Allen: Instead of borrowing money, what about collecting the back taxes and overdue utility bills.

*Response: That's a wonderful suggestion but collecting these amounts is not as easy as it sounds.*

Don Harris: Concerns with adding utilities to taxes, why not shut the services off.

*Response: There is legislation that utilities cannot be turned off until spring.*

Gerald Wiebe: Municipal Council can act on these areas by the Municipalities Act.

*Response: Yes, Gerald there is.*

Kathy Allen: In regard to the extra costs of the Water Treatment Plan – Why wasn't the public informed.

*Response: It wasn't kept a secret; perhaps Council could have made it more aware but instead they were dealing with the problems.*

?? : Should the residents pay the school tax directly to the school board

Gerald Wiebe: re: mailout letter, with regard to the fire pump replacement this winter and the generator. Is Council undertaking the proper process?

*Response: Yes, Gerald; Council is doing the proper process. There is an Engineering firm coming out soon to do the reporting required by legislation and advise Council of all the changes necessary.*

Gerald Piwowar: Explain fire pump and generator.

Response: Regarding the fire pump – In the case of fire, the fire pump would ensure the residents and fire department would have adequate water supply.

Presently, in the case of fire; the fire department would take all the water from the houses but the system would not be able to keep up so firemen would experience pressure loss as well.

Generator – In the case of a power outage, the water plant would keep running and avoid any water advisory conditions.

Larry Raynard: Garbage pickup only biweekly in the summer? What about the smell.

*Response: If that becomes an issue, we will look at it again at that time.*

Brad Penno: Concerns that slipped through the cracks. What will happen in the future? Going forward the Council is between a rock and a hard spot.

*Response: Thanks Brad*

Rob Gust: Can garbage and recycle be in the same week, so its isn't so confusing.

Response: Thanks Rob, that's a great suggestion

Larry Raynard: What is the cost of pickup?

Response: IT works out to \$14.00 per person. Its on a per capita base.

Robin Baker: There is a generation gap at this meeting, the mostly affect by garbage pickup are not present here tonight. Suggest the question goes on Facebook. She has frustration with the misappropriation of funds! Why isn't Council doing an Audit? What is the plan for repayment.

*Response: Council has additional help in the office from a retired Administrator and at this time, we do not feel an audit is necessary.*

Gerald Piwowar: How far behind are school taxes?

*Response: The past 2 years, while we were dealing with the additional water plant costs.*

Brad Penno – Council has a responsibility to transparency.

*Response: That's true*

Art Flath – stay away from Gen X for a generator

*Response: Duly noted; thanks for that tidbit.*

Kathey Allen: Where does it go from here?

*Response: Council and staff are working toward getting it all fixed, either by borrowing or doing an agreement with Government of Saskatchewan to clean up the past due and it is being paid monthly the past few months.*

Brad Penno: Negotiate with the government, see what the penalties and interest is compared to the costs of borrowing.

*Response: Yes, we will do that. Pat has been a little busy getting to know our community and working alone in the office but with the addition of Sharon; it will all get done.*

Sarah Lynds: costs of long and short term borrowing. What are the ramifications? This shouldn't affect the tax rate at this moment.

*Response: Council hopes that it can be figured out without a great impact on the resident but also reminds you that taxes have not increased for a few years other than the addition of a minimum tax.*

Donna Ridgewell: The minimum tax was raised this year.

*Response: This year was a re-evaluation year and the increases or decreases were related to the SAMA assessment changes.*

Barb Leschyshn: What are the options being explored. This bill needs to be a priority.

*Response: We are exploring all the options we can.*

Duncan Stead: In regard to the pump and generator; can an infrastructure charge be added to water billing.

*Response: That is a very real possibility since the utilities are to stand alone and be self-sufficient.*

Barb Leschyshn: Concerned about the amount the \$225,000 will cost including interest.

*Response: Again we are looking to do this as cheaply as possible.*

Gerald Wiebe: Commented that infrastructure is aging – has anyone thought about costs or repair and placement.



*Response: Yes, Gerald, Council is aware that the infrastructure is aging. Council has some of the lines inspected by camera often. We know that it's the connectors that are failing not the pipe. Again we will need to keep increasing utility costs to cover these repairs.*

Terri Mitchler: Brought to everyone's attention that the Transfer Station is located in the old recycle building and is now being operated by her son, Shawn and that people can come Wednesday 1-5 pm or Saturday 1-6pm.

*Response: Thank you Terri, we should have had that on the agenda for tonight as well.*

Robin Baker: Where do we throw light bulbs? Suggests once every 6 months a place to get rid of glass at the transfer station.

*Response: The 16 to 43 Waste Management Site by Hafford will take them, it is believed there are no costs for dropping them there.*

Don Harris: Complimented the Council on the great job they do to look after the town, with a job to take care of as well.

Fern Raynard: Wanted clarification on the Town Hall.

*Response: Yes, this should have been on the agenda as well. The Hall report says it is at the end of its life. Council knows there are several organizations with things in the hall and will allow everyone to get their things out. Council wants to shut the utilities off to the hall by the end of December as this will save the town \$20,000 in expenses.*

Terri Mitchler: Request that the Town hall be used for storage. Suggested Council consider adding on to the Communiplex to make it a more multi-functional place and have the town hall there.

*Response: The hall is unsafe and therefore cannot be used as storage; for liability reasons people could not safely enter it willy nilly. The Communiplex could be a consideration; it would need to be looked at down the road. The land under the hall belongs to the Town so once the hall is demolished that could be a future location for another hall. There would have to be consideration for a parking lot there as well.*

Mayor Dave adjourned the meeting at 8:42 pm. He advised that Council will remain in the building to further discuss issues with individuals should anyone wish a more private conversation. He thanked everyone for attending and for the orderly input and respect everyone showed during the meeting.

  
\_\_\_\_\_  
Mayor David Summers  
\_\_\_\_\_  
Administrator Pat Peacock

Public Meeting November 29, 2017

Terri Mitchell

Shawn Mitchell

Dan Ridgwell

John Ridgwell

Art ~~Flatt~~

Gary Leschynyn

Gabe Leschynyn

Russell Fountain

Rob Gurst

~~Ken Cook~~

Fran Cook

Marilyn Jensen

Phyllis Blakeney

Mervin Bilanski

John Raymond

~~Larry Hansen~~

Robin Baker

Shirley Hasegawa

Shirley Hansen

Gerald W. Gabe

~~Paul Jones~~

Vi Kyliant

Belle Nelson

Lina Hessel

Sarah Lynds

Leona Bennett

Willy Robinson

Wylke van der Wal



Government  
— of —  
Saskatchewan

**Ministry of Government Relations**

**Municipal Infrastructure and Finance**  
410 – 1855 Victoria Avenue  
Regina, Canada S4P 3T2  
Phone: (306) 787-7994  
Fax: (306) 787-3641

Ms. Tracey Johnstone, Administrator  
Town of Radisson  
Box 69  
RADISSON SK S0K 3L0

Dear Ms. Johnstone,

RE: New Building Canada Fund, Provincial Territorial Infrastructure Component – Small Communities Fund – Project No. 20170269

I am writing to inform you the Ministry of Government Relations has withdrawn approval for the Town of Radisson Water Treatment Plant Upgrade project. Approval is being withdrawn due to concerns regarding municipal sustainability and ability to finance the municipal portion of the project. In addition, a response from the Town of Radisson in regards to Council's support for proceeding with the project has not been received. The funding that was allocated for the project will be reallocated to an alternate Small Communities Fund project.

The Investing in Canada Infrastructure Program (ICIP) will be the next opportunity through the Ministry of Government Relations for federal-provincial-municipal infrastructure funding. Under ICIP, the Green Infrastructure stream includes water and wastewater projects as eligible projects. Work is underway in anticipation of an ICIP application intake in the early 2019 pending direction from Cabinet on provincial priorities and the municipal funding allocation. As information becomes available, the Ministry of Government Relations will be in contact with municipalities through email communications and the Saskatchewan.ca website.

If you would like to discuss this decision or have any questions, please contact the Municipal Infrastructure and Finance Branch at 306-787-1262.

Sincerely,

Francine Brule  
Director, Grants Administration



**Hafford, Saskatchewan:**

*A natural place to visit and a great place to live!*

## **Town of Hafford**

*Office of the Administrator*

Box 220

Hafford, SK S0J 1A0

Tel: 306-549-2331 Fax: 306-549-2338

Email: [town.administrator@hafford.ca](mailto:town.administrator@hafford.ca)

Website: [www.hafford.ca](http://www.hafford.ca)

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August 17, 2015

To Council

This letter is the formal request for funding of the 16 to 43 Waste Management Corporation. The initial \$5,000 from each organization should be issued to the 16 to 43 Waste Management Corporation. Thank you for your attention to this matter. If you require any further information please feel free to contact me at 549-2331.

Yours truly,

John Sawyshyn  
Administrator



## Municipal Compliance

Under the federal Gas Tax Fund (GTF), municipalities are required to fulfil a number of requirements as outlined in their Municipal Gas Tax Fund Agreement (Agreement). Failure to comply with these requirements can and has resulted in a municipality's payment being withheld until compliant. This page provides details on the Municipal Compliance Strategy (Strategy) and a brief description of the requirements municipalities must fulfil in order to ensure payments are not put on hold.

### The Strategy

The oversight committee for the GTF implemented the Strategy to ensure municipalities comply with the significant terms and conditions (T&C) in their Agreement. The committee includes representatives from the federal and provincial governments, the Saskatchewan Urban Municipalities Association, the Saskatchewan Association of Rural Municipalities and New North.

The intention of the Strategy is to:

- ensure fair treatment of all municipalities;
- ensure an appropriate level of accountability;
- ensure municipalities have sufficient time to understand terms and conditions; and
- mitigate any unnecessary risk to the GTF.

Each municipality is required to enter into an Agreement with the province in order to receive their gas tax funding allocation. Under the Agreement, municipalities are required to fulfil a number of significant T&C including:

Significant T&C	Agreement Reference	Deadline

1	Submit Infrastructure Investment Plan under new Agreement	Annex B, Section 3.1	June 1, 2015
2	Have an approved Infrastructure Investment Plan in place under new Agreement	Annex B, Section 3.3	March 31, 2016
3	Spend:	Schedule A:	December 31, 2018 December 31, 2023
	• its Unspent Funds	Section 3.3(a)	
	• its estimated five year allocation from 2014-15 to 2018-19	Section 3.3(b)	December 31, 2024
	• its estimated five year allocation from 2019-20 to 2023-24	Section 3.3(c)	
4	Submit Municipal Annual Expenditure Report	Schedule D, Section 1	March 31
5	Submit incrementality report (if population > 2,000)	Schedule D, Section 2	March 31, 2015  March 31, 2020  March 31, 2025
6	Submit Capital Plan annually (cities and population > 5,000)	Schedule D, Section 3	March 31
7	Submit outcomes report on completed project	Schedule D, Section 4	Annually (municipalities will be advised of date)
8	Submit asset management reports (i.e., surveys, progress reports)	Schedule D, Section 5.2	Various (municipalities will be advised of date)

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9	Submit financial statements annually*	Recommended by Oversight Committee	September 1 ( <i>cities</i> )  July 1 ( <i>all other municipalities</i> )
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\*The following financial statements are not acceptable:

- financial statements with a denied opinion;
- financial statements with no opinion;
- financial statements with an adverse opinion; and
- financial statements that are non-compliant with PSAB 3150 -Tangible Capital Assets

The Ministry has implemented a two-step process where funds are first placed on hold and, after three consecutive payments have been held for non-compliance with any T&C, the municipality will be required to repay funds and will be removed from the program.

The following measures will be taken to manage this process to ensure municipalities have sufficient time to understand and become compliant with the T&C:

- Failure to meet any one of these T&C by the required deadline will result in a municipality's Gas Tax payment being placed on hold.
- The municipality will receive a letter from the Ministry stating that the payment has been placed on hold and outlining the T&C in non-compliance.
- Failure to address the non-compliance issue(s) after a payment is put on hold will put the municipality in default under the Agreement. A municipality's funds will remain on hold until all T&C have been met.
- If a municipality remains in default under the Agreement at the time of the second consecutive Gas Tax payment, the Ministry will issue a letter to the municipality outlining the T&C in non-compliance.
- Once two consecutive scheduled Gas Tax payments have been held, the Ministry will issue a letter outlining the T&C in non-compliance and informing them that a request for funds to be repaid will be issued at the next scheduled payment if the requirement is not met.
- When a municipality has been in non-compliance for three consecutive scheduled Gas Tax payments, the province will request repayment of any or all previously transferred Gas Tax funds and will remove the municipality from the program.

- Prior to being removed from the program, if the municipality submits the required information, it will return to full compliance and receive payment of all funds previously held.

Subject to the Strategy, municipalities removed from the program may be allowed to re-enter and participate in the program during Census years when allocations are being calculated. For example, a municipality removed in the first five years from 2014-15 to 2018-19 may be allowed to re-enter and participate in the program in the last half of the Agreement from 2019-20 to 2023-24.

### Significant Terms and Conditions

1. **Submission of Infrastructure Investment Plan** – In order for projects to be approved, municipalities must submit an Infrastructure Investment Plan (IIP) with details of the project. A municipality must submit one or more IIPs outlining the amount of GTF money that will be used for each project. Under the renewed GTF, municipalities must submit at least one IIP by **June 1, 2015**.
2. **Have an Approved Infrastructure Investment Plan in Place** – In order for an IIP to be approved, program staff may request additional information from the municipality to support their IIP submission. If this additional information is not submitted, the IIP cannot be approved and will be considered incomplete. Municipalities were required to have at least one IIP approved under the renewed GTF by **March 31, 2016**.
3. **Unspent Funds** – A municipality must spend:
  - its Unspent Funds, carried forward from the previous agreement, by **December 31, 2018**;
  - its estimated five year allocation from 2014-15 to 2018-19, by **December 31, 2023**; and
  - its estimated five year allocation from 2019-20 to 2023-24, by **December 31, 2024**.
4. **Municipal Annual Expenditure Report** – Municipalities with active projects are required to submit a Municipal Annual Expenditure Report (MAER) each calendar year. The MAER is a form that requires municipalities to provide information on interest earned, approved project expenditures, project status, and estimated completion date. MAERs are due **March 31**.
5. **Incrementality** – All municipalities with a population greater than 2,000 (2011 Statistics Canada Census) are required to provide information on their capital expenditures for municipal infrastructure from its own sources and net of any other grants or funding. This is for the purposes of Annex B, Section 4 - Incrementality of the federal-provincial Administrative Agreement which states that funds provided under the Agreement are to be incremental to municipal own-source infrastructure expenditures. Municipalities will be asked to submit incrementality reports for the five year periods of:



- 2010 to 2014, due **March 31, 2015**;
  - 2015 to 2019, due **March 31, 2020**; and
  - 2020 to 2024, due **March 31, 2025**.
6. **Capital Plan** – All municipalities considered a City or with a population greater than 5,000 (2011 Statistics Canada Census) are required to prepare a five-year Capital Plan approved by Council, beginning in 2015 for the years 2015 through 2019, and continuing on an annual basis. The plans must be submitted annually to the Ministry by **March 31** each year. For example, the Capital Plan for the period 2015 to 2019 would be due March 31, 2015.
  7. **Outcomes Report** – Municipalities are required to provide outcomes information to the Ministry to assist the province in submitting provincial outcomes reports to the federal government. The intent of the report is to provide information respecting project outcomes achieved through the use of GTF funding. The Ministry identifies completed projects through the submission of the MAER, and sends those municipalities "outcomes report surveys" on an annual basis to be filled out for each completed project.
  8. **Asset Management Reporting** – Municipalities are required to make progress towards developing and/or implementing an Asset Management Plan prior to **March 31, 2018**. Municipalities will be required to submit by specified due dates various reports, including surveys, as needed by the Ministry to ensure municipalities meet this requirement.
  9. **Financial Statements** – Under *The Municipalities Act*, *The Northern Municipalities Act* and *The Cities Act*, municipalities are required to submit financial statements. All municipalities, except cities, must submit financial statements by **July 1** each year for the previous calendar year. Cities must submit by **September 1**. Municipalities that submit audited financial statements with a denied audit opinion, no audit opinion, an adverse audit opinion or a qualified audit opinion for PSAB 3150 - Tangible Capital Assets will have their GTF payments placed on hold until audited financial statements with an acceptable audit opinion are submitted.

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## Contact Us

### Gas Tax Program and Financial Management

Phone (306) 787-8912  
 Email [gastaxprogram@gov.sk.ca](mailto:gastaxprogram@gov.sk.ca)

✓ More

[View all contacts in the directory](#)

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***Town of Radisson***  
***Saskatchewan, Canada***

**Box 69**  
**Telephone: (306) 827-2218**

**S0K 3L0**  
**Fax: (306) 827-4747**

**OFFICE OF THE  
TOWN ADMINISTRATOR**

January 29, 2016

Highway 16-43 Management Corporation  
C/o P.O. Box 220  
Hafford, Saskatchewan  
S0J 1A0

Dear Ms./Sir:

Be advised that the following Resolution was passed at the January 5, 2016 Council Meeting of the Town of Radisson;

Moved by Marlane Wenner: That the Town of Radisson authorize joining the Highway 16-43 Waste Management Corporation as a participating Member and with this authorize \$ 30,000.00 towards our funding to Highway 16-43 Waste Management Corporation. Carried.

Yours truly,

  
Darrin Beaudoin  
Administrator

Certified a true copy of Resolution No. 8/16, dated at Radisson, Saskatchewan  
This 29<sup>th</sup> day of January, 2016.

  
Mayor Dave Summers

  
Administrator Darrin Beaudoin





Government  
of  
Saskatchewan

***GAS TAX FUND / FONDS DE LA TAXE SUR L'ESSENCE***

Ministry of Government Relations  
Municipal Infrastructure and Finance

410 – 1855 Victoria Avenue  
REGINA SK S4P 3T2

Phone (306) 787-8912  
Fax (306) 787-3641

September 11, 2017

Darrin Beaudoin, Administrator  
Town of Radisson  
Box 69  
RADISSON SK S0K3L0

Dear Darrin Beaudoin:

**Re: Unspent Funds under the federal Gas Tax Fund**

One of the terms and condition (T&C) of your Municipal Gas Tax Fund Agreement (MGTF) is for the municipality to spend its "Unspent Funds" by December 31, 2018 [Schedule A, section 3.3(a)].

"Unspent Funds" refers to those funds transferred to your municipality under the original gas tax program from 2005 to 2013-14 and not yet expended on eligible projects.

Our records indicate that your municipality has Unspent Funds that will need to be expended by December 31, 2018.

Attached is a municipal summary that identifies:

- your municipality's actual expenditures to December 31, 2016, as reported on approved Municipal Annual Expenditure Reports; and
- the amount of Unspent Funds you are required to spend by December 31, 2018.

Also attached are some frequently asked questions that you may find useful as you work towards meeting this requirement.

If you have any questions or concerns, please call 306-787-8912 or email [gastaxprogram@gov.sk.ca](mailto:gastaxprogram@gov.sk.ca).

Sincerely,

Cathy Moberly, CPA, CMA  
Director

Attachment



**GAS TAX FUND  
FONDS DE LA TAXE SUR L'ESSENCE**



**Unspent Funds - Municipal Summary 2017**

**Municipality:** Radisson, Town of

**Allocations:**

Under original program 2005 to 2014	\$ 170,249.40
Under renewed program 2014 to 2019	\$ 149,783.00
<b>Total allocation available from 2005 to 2019</b>	<b>\$ 320,032.40</b>

**Payments and Expenditures:**

Payments made under original program 2005 to 2014	\$ 170,249.40
Less Actual Expenditures reported to December 31, 2016 (details below)	\$ 143,891.60
<b>Unspent Funds: Amount to spend by December 31, 2018*</b>	<b>\$ 26,357.80</b>

**Summary of Approved Projects:**

IIP #	Plan Title	Approved Project Status	Estimated Project Cost	Gas Tax Allocated to Project	Actual Expenditures to Dec. 31, 2016
0708-001028	Lagoon Expansion	Incomplete	\$250,500.00	\$28,684.00	\$20,291.44
1314-003055	Water and Sewer Main Extension	Complete	\$123,349.98	\$123,349.98	\$123,349.98
1314-003056	Water Reservoir Upgrade	Incomplete	\$100,000.00	\$62,395.00	\$250.18
<b>Total</b>			<b>\$473,849.98</b>	<b>\$214,428.98</b>	<b>\$143,891.60</b>

## ***GAS TAX FUND / FONDS DE LA TAXE SUR LE'ESSENCE***

### **Unspent Funds Municipal Summary 2017 – Q & As**

**Q:** Why do I need to spend these funds by December 31, 2018?

**A:** This requirement is in Section 3.3 a) of Schedule A on page 11 of your Municipal Gas Tax Fund Agreement. The requirement was put into place to ensure that municipalities are utilizing the funds provided under the program.

**Q:** What if I am unable to spend the required amount by December 31, 2018?

**A:** It is a requirement to spend those funds in order to be compliant with the terms and conditions of your Municipal Gas Tax Fund Agreement. Non-compliance may result in future GTF funding being withheld and may require repayment of previously transferred Gas Tax Funds. More information on the Municipal Compliance Strategy can be found on the Government of Saskatchewan [website](#).

**Q:** Do I need to get in touch with Gas Tax Fund program staff?

**A:** Only if you believe there is a discrepancy with the information on the Unspent Summary. The summary is being sent for information purposes only, so the municipality is aware and has time to spend prior to December 31, 2018. Please note, however, if you wish to spend funds on a project not yet approved, you will need to submit an Infrastructure Investment Plan (IIP).

**Q:** Why would my records on expenditures be different?

**A:** Our information is based on spending to December 31, 2016 as reported by the municipality on your approved Municipal Annual Expenditure Reports. Any amounts you have expended since then are not included on this summary.

**Q:** I have sent in other Infrastructure Investment Plans (IIPs), why are they not included?

**A:** The Unspent Summary includes approved projects only. IIPs with a status of Received, Pending Further Information, Pending Approval or Withdrawn are not included on the summary.

**Q:** Will you be sending another Unspent Summary next year?

**A:** We hope to send another next year. Right now, our policy is to only send to those that have not yet spent the funds transferred to them under the original agreement. If you spend in excess of this amount, you may not receive another summary next year.

**Q:** According to the Unspent Summary, the total Gas Tax funds allocated to my approved projects is in excess of the actual expenditures. Do I need to do anything more?

**A:** Yes. You must actually spend this allocated amount on eligible expenditures prior to December 31, 2018, and report it no later than on your 2018 MAER.

**GAS TAX FUND**  
**FONDS DE LA TAXE SUR L'ESSENCE**

**DUE: 31-Mar-2018**

**Federal Gas Tax Program - Revision of Estimated Cost for 2017**

Municipality Name: Town of Radisson

**Revision of Estimated Cost**

Has the total estimated cost for your project(s) changed?  
 If yes, you MUST send a detailed explanation of the cost revision by email to [gastaxprogram@gov.sk.ca](mailto:gastaxprogram@gov.sk.ca) or by fax to (306) 787-3641.

IIP #	Plan Title	Cost Change?	If yes, please explain*	Cumulative Gas Tax Funding** to end of Project	Cumulative Municipal Funding to end of Project	Cumulative Other Funding to end of Project	Cumulative Total Project Cost to end of Project	Project Status
0708-001028	Lagoon Expansion		Previous Estimate	\$28,884.00	\$221,818.00	\$0.00	\$250,500.00	
			Revised Estimate				\$0.00	
1314-003056	Water Reservoir Upgrade		Previous Estimate	\$62,305.00	\$37,605.00	\$0.00	\$100,000.00	
			Revised Estimate				\$0.00	

\*If costs have changed, please explain (i.e. Select scope change, revised costs, other funding etc.)

\*\*Only eligible costs may be included for Gas Tax Funding

**Town of Radisson**

---

**From:** "Gas Tax Program" <gastaxprogram@gov.sk.ca>  
**Date:** Wednesday, April 11, 2018 4:35 PM  
**To:** "Administrator" <tradisson@sasktel.net>  
**Cc:** "Gas Tax Program" <gastaxprogram@gov.sk.ca>  
**Attach:** GTF\_Expenditures\_Summary.xlsx  
**Subject:** Town of Radisson - 2017 GTF MAER Review Complete

We have completed our review of the Gas Tax Fund - 2017 Municipal Annual Expenditure Report for your municipality. The attached table shows the expenditures allowed for the year.

Please be advised that, in order to remain compliant with the terms and conditions of your Municipal Gas Tax Fund Agreement (MGTF), your municipality must spend and report its Gas Tax Fund allocation paid under the original agreement (2005-2014) on eligible projects before December 31, 2018. Our records indicate that your municipality has Unspent Funds of \$ 26,357.80 that will need to be expended by December 31, 2018.

If you have any questions or concerns, please call our office at (306) 787-8912.

Yours truly,

Ministry of Government Relations  
Municipal Infrastructure and Finance  
410 - 1855 Victoria Avenue  
Regina, SK, S4P 3T2  
Phone (306) 787-8912  
Fax (306) 787-3641

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4/12/2018



## **Town of Radisson**

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**From:** "Town of Radisson" <tradisson@sasktel.net>  
**Date:** Wednesday, April 11, 2018 4:13 PM  
**To:** "Gas Tax Program GR" <gastax@gov.sk.ca>  
**Subject:** Re: Gas Tax Fund- Municipal Annual Expenditure Report

The Town of Radisson faced some financial problems and did not have money to work on these projects in 2017.

**From:** Gas Tax Program GR  
**Sent:** Wednesday, April 11, 2018 4:10 PM  
**To:** Gas Tax Program GR ; Administrator  
**Subject:** RE: Gas Tax Fund- Municipal Annual Expenditure Report

Thank you for submitting the 2017 MAER for the **Town of Radisson**.  
The amount you claimed for 2017 is \$0.00.

**As a reply to this email please provide a detailed explanation as to why:**

1. There are no expenditures incurred (i.e. invoices to claim) on the approved projects in 2017; and,
2. There is no work completed on the projects.

Also, note that future claims for the projects cannot include invoices dated prior to January 1, 2018.

Regards,

Mike Powell  
Government of Saskatchewan  
Program Auditor  
Municipal Infrastructure and Finance, Government Relations  
410 – 1855 Victoria Avenue  
Regina, Canada S4P 3T2  
Bus: 306-787-2196  
Fax: 306-787-3641

**CONFIDENTIALITY NOTICE:**

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4/11/2018

Canada



Government  
— of —  
Saskatchewan

**GAS TAX FUND / FONDS DE LA TAXE SUR L'ESSENCE**

Ministry of Government Relations  
Municipal Infrastructure and Finance

410 – 1855 Victoria Avenue  
REGINA SK S4P 3T2

Phone (306) 787-8912  
Fax (306) 787-3641

July 27, 2018

Pat Peacock, Administrator  
Town of Radisson  
Box 69  
RADISSON SK S0K3L0

Dear Pat Peacock:

**Re: Unspent Funds under the federal Gas Tax Fund**

One of the terms and condition (T&C) of your Municipal Gas Tax Fund Agreement (MGTFa) is for the municipality to spend its "Unspent Funds" by December 31, 2018 [Schedule A, section 3.3(a)].

"Unspent Funds" refers to those funds transferred to your municipality under the original gas tax program from 2005 to 2013-14 and not yet expended on eligible projects.

Our records indicate that your municipality continues to have Unspent Funds remaining that will need to be expended by December 31, 2018.

Attached is a municipal summary that identifies:

- your municipality's actual expenditures to December 31, 2017, as reported on approved Municipal Annual Expenditure Reports; and
- the amount of Unspent Funds you are required to spend by December 31, 2018.

Also attached are some frequently asked questions that you may find useful as you work towards meeting this requirement.

Municipalities that have not spent these funds will be subject to the Municipal Compliance Strategy.

If you have any questions or concerns, please call 306-787-8912 or email [gastaxprogram@gov.sk.ca](mailto:gastaxprogram@gov.sk.ca).

Sincerely,

Cathy Moberly, CPA, CMA  
Director

Attachment

\*emphasis to maintain water system  
flushing



**GAS TAX FUND**  
**FONDS DE LA TAXE SUR L'ESSENCE**  
**Unspent Funds - Municipal Summary 2018**



**Municipality:** Radisson, Town of

**Allocations:**

Under original program 2005 to 2014  
Under renewed program 2014 to 2019, including legacy  
**Total allocation available from 2005 to 2019**

\$ 170,249.40  
\$ 149,783.00  
\$ 320,032.40

**Payments and Expenditures:**

Payments made under original program 2005 to 2014  
Less Actual Expenditures reported to December 31, 2017 (details below)  
Unspent Funds: Amount to spend by December 31, 2018\*

\$ 170,249.40  
\$ 143,641.42  
\$ 26,607.98

**Summary of Approved Projects:**

IP #	Plan Title	Approved Project Status	Estimated Project Cost	Gas Tax Allocated to Project	Actual Expenditures to Dec. 31, 2017
0708-001028	Lagoon Expansion	Incomplete	\$250,500.00	\$28,684.00	\$20,291.44
1314-003055	Water and Sewer Main Extension	Complete	\$123,349.98	\$123,349.98	\$123,349.98
<b>Total</b>			<b>\$373,849.98</b>	<b>\$152,033.98</b>	<b>\$143,641.42</b>

***GAS TAX FUND / FONDS DE LA TAXE SUR L'ESSENCE***

Ministry of Government Relations  
Municipal Infrastructure and Finance

410 – 1855 Victoria Avenue  
REGINA SK S4P 3T2

Phone (306) 787-8912  
Fax (306) 787-3641

July 6, 2018

Pat Peacock, Administrator  
Town of Radisson  
Box 69  
RADISSON SK S0K 3L0

Dear Pat Peacock:

**Re: First Payment Being Held for Municipal Non-Compliance under the federal Gas Tax Fund**

Effective April 1, 2014, the provincial and federal governments entered into an administrative agreement on the renewal of the federal Gas Tax Fund (GTF) for a ten year term, 2014-15 through 2023-24. Saskatchewan municipalities were required to enter into a Municipal Gas Tax Fund Agreement (Agreement) with the province in order to be eligible to receive funding from the GTF.

Under the GTF, municipalities must fulfill a number of significant terms and conditions (T&C) as outlined in their Agreement. Failure to do so can result in a municipality's payment being withheld until compliant.

To date, your municipality has not complied with the following T&C:

- Submission of 2017 Municipal Financial Statements with a satisfactory audit opinion

Failure to address the T&C listed above puts your municipality in default of the Agreement. As a result your municipality's payments have been placed on hold. The required information must be submitted by **August 10, 2018** to ensure your municipality receives its 2018-19 Installment 1 payment as scheduled. All future payments will be placed on hold until compliance with the significant T&C are met.

Please submit the required information by August 10, 2018 via email, fax, or mail to:

Ministry of Government Relations  
Municipal Infrastructure and Finance  
Email: [gastaxprogram@gov.sk.ca](mailto:gastaxprogram@gov.sk.ca)  
Fax: (306) 787-3641  
Mail: 410 – 1855 Victoria Avenue REGINA SK S4P 3T2

Pat Peacock, Administrator

Page 2

July 6, 2018

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Upon full compliance, your municipality will receive payment of all funds previously held. However, if your municipality remains non-compliant after three consecutive Gas Tax payments have been held, the province will request repayment of any or all previously transferred Gas Tax funds.

Further information on the compliance strategy is available on our website at [www.saskatchewan.ca/government/municipal-administration/funding-finances-and-asset-management/funding/federal-gas-tax-program/municipal-compliance](http://www.saskatchewan.ca/government/municipal-administration/funding-finances-and-asset-management/funding/federal-gas-tax-program/municipal-compliance).

If you have any questions or concerns, please call (306) 787-8912 or email [gastaxprogram@gov.sk.ca](mailto:gastaxprogram@gov.sk.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "C. Moberly", with a stylized flourish at the end.

Cathy Moberly, CPA, CMA  
Director

cc: Jean-Marc Nadeau, CEO, Saskatchewan Urban Municipalities Association

**tradisson@sasktel.net**

---

**From:** Toniello, Shelly GR <Shelly.Toniello@gov.sk.ca> on behalf of Gas Tax Program GR <gastax@gov.sk.ca>  
**Sent:** Thursday, February 7, 2019 8:40 AM  
**To:** tradisson@sasktel.net  
**Cc:** Kessler, Garth GR  
**Subject:** RE: Attn Garth

Good morning John. Payments that are being held will be released once the municipality becomes fully compliant. If that happens by March 4<sup>th</sup>, Radisson will receive its March payment as scheduled. If that happens after March 4<sup>th</sup>, the payment will be made outside of the scheduled timeframe for that installment.

March will be the second consecutive payment held for Radisson. If the municipality remains non-compliant after three consecutive Gas Tax payments have been held, the province will request repayment of any or all previously transferred Gas Tax funds.

Shelly

Shelly Toniello  
Government of Saskatchewan  
Senior Program and Policy Analyst  
Municipal Infrastructure and Finance, Government Relations  
410-1855 Victoria Avenue  
Regina, Canada S4P 3T2  
Bus: 306-787-4607  
Fax: 306-787-3641

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**From:** tradisson@sasktel.net <tradisson@sasktel.net>  
**Sent:** Tuesday, February 05, 2019 1:48 PM  
**To:** Gas Tax Program GR <gastax@gov.sk.ca>  
**Subject:** Attn Garth

Hi Garth;

The Town of Radisson has received a Municipal non-compliance letter Dated Jan 30 for Gas Tax Reporting. The 2017 audit will be conducted February 13, 2019, so I doubt we will be able to meet the March 4<sup>th</sup> deadline. What is the next required time? The Town has undergone administrative changes, I'm here temporarily and a new administrator is tentatively scheduled to start March 1<sup>st</sup>. Can we meet the next deadline and will all payable funds be then released upon compliance?

Cheers  
John Sawyshyn  
Temporary Administrator

**tradisson@sasktel.net**

---

**From:** Gas Tax Program <gastaxprogram@gov.sk.ca>  
**Sent:** Friday, February 8, 2019 2:51 PM  
**To:** Administrator  
**Cc:** Gas Tax Program  
**Subject:** Town of Radisson - 2018 GTF MAER Review Complete  
**Attachments:** GTF\_Expenditures\_Summary.xlsx

We have completed our review of the Gas Tax Fund - 2018 Municipal Annual Expenditure Report for your municipality. The attached table shows the expenditures allowed for the year.

As per our phone conversation with you (John Swyshen), the claimed amount for the 2018 MAER is \$32,197.50. This amount is for IIP 1819-004563. For IIP 0708-001028, the claimed amount is \$0.00. As mentioned, you are unsure of the status of this project at this time.

If you have any questions or concerns, please call our office at (306) 787-8912.

Yours truly,

Ministry of Government Relations  
Municipal Infrastructure and Finance  
410 - 1855 Victoria Avenue  
Regina, SK, S4P 3T2  
Phone (306) 787-8912  
Fax (306) 787-3641

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***GAS TAX FUND / FONDS DE LA TAXE SUR L'ESSENCE***

Ministry of Government Relations  
Municipal Infrastructure and Finance

410 – 1855 Victoria Avenue  
REGINA SK S4P 3T2

Phone (306) 787-8912  
Fax (306) 787-3641

January 30, 2019

Her Worship Leona Bennett, Mayor of Radisson  
Town of Radisson  
Box 69  
RADISSON SK S0K 3L0

Dear Mayor Bennett:

**Re: Second Consecutive Payment Being Held for Municipal Non-Compliance  
under the federal Gas Tax Fund**

Effective April 1, 2014, the provincial and federal governments entered into an administrative agreement on the renewal of the federal Gas Tax Fund (GTF) for a ten year term, 2014-15 through 2023-24. Saskatchewan municipalities were required to enter into a Municipal Gas Tax Fund Agreement (Agreement) with the province in order to be eligible to receive funding from the GTF.

Under the GTF, municipalities must fulfill a number of significant terms and conditions (T&C) as outlined in their Agreement. Failure to do so can result in a municipality's payment being withheld until compliant.

To date, your municipality has not complied with the following T&C:

- Spending of original gas tax funds (2005 to March 31 2014) by December 31, 2018;
- Submission of 2017 Municipal Financial Statements with a satisfactory audit opinion; and
- Submission of 2018 asset management questionnaire\*

\*Contact program staff for link to online survey

Failure to address the T&C listed above puts your municipality in default of the Agreement. As a result, your municipality's payments have been placed on hold. The required information must be submitted by **March 4, 2019** to ensure your municipality receives its 2018-19 Installment 2 payment as scheduled. All future payments will be placed on hold until compliance with the significant T&C are met.





***Town of Radisson***  
***Saskatchewan, Canada***

OFFICE OF THE  
TOWN ADMINISTRATOR

Box 69  
Telephone: (306) 827-2218

S0K 3L0  
Fax: (306) 827-4747

January 29, 2016

Highway 16-43 Management Corporation  
C/o P.O. Box 220  
Hafford, Saskatchewan  
S0J 1A0

Dear Ms./Sir:

Be advised that the following Resolution was passed at the January 5, 2016 Council Meeting of the Town of Radisson;

Moved by Marion Fehr-Stead: That the Town of Radisson will hereby guarantee its portion in the amount of \$ 334,437.00, of the 1.5 Million Dollar Loan, over a 15 year payment period, being requested by the Highway 16-43 Waste Management Corporation from Innovation Credit Union. Carried.

Yours truly,

  
Darrin Beaudoin  
Administrator

Certified a true copy of Resolution No. 7/16, dated at Radisson, Saskatchewan  
This 29<sup>th</sup> day of January, 2016.

  
Mayor Dave Summers

  
Administrator Darrin Beaudoin



**TOWN OF RADISSON**

**BYLAW NO.5-2017**

**A BYLAW TO AMEND A BYLAW TO GUARANTEE A PORTION OF LINE OF CREDIT  
TO BE ADVANCED BY INNOVATION CREDIT UNION TO 16 TO 43 WASTE  
MANAGEMENT CORPORATION AND TO GRANT SECURITY THEREFOR**

**WHEREAS:**

- A. Innovation Credit Union (herein "Innovation CU") has approved a line of credit in the amount of \$ 250,000.00 to 16 to 43 Waste Management Corporation (herein "the Corporation") to be used for operational costs of a regional landfill facility to serve the member municipalities of the Corporation (herein "the said line of credit").
- B. As a condition of advancing the said line of credit, Innovation CU requires each of the member municipalities of the Corporation to provide a limited guarantee of the said line of credit and a limited specific security interest in municipal taxes and grants.
- C. Pursuant to sections 181 and 183 of *The Municipalities Act*, The Council of the Town of Radisson deems it desirable and necessary to provide a guarantee of a portion of the said line of credit.
- D. The taxable assesment as shown by the last revised assessment roll, being that for the year 2016, is the sum of **\$ 23,471,250.00**.
- E. The amount of the existing long-term debt of the Town of Radisson is **\$ 379,569.00**.
- F. Pursuant to Sections 162 and 163 of *The Municipalities Act*, The Town of Radisson referred the matter of the loan guarantee requested by Innovation CU to the Saskatchewan Municipal Board for approval.
- G. The Saskatchewan Municipal Board has authorized the Town of Radisson to grant the loan guarantee requested by Innovation CU.

**Bylaw of The Town of Radisson**

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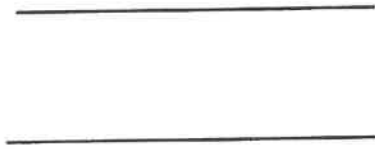
NOW THEREFORE, the Council of the Town of Radisson, in the Province of Saskatchewan, enacts as follows:

1. The following paragraphs in this Bylaw No. 4-2016 on April 19, 2016.
2. The Town of Radisson be and is hereby authorized to guarantee the indebtedness of the Corporation to Innovation CU for a maximum amount of **\$334,437.00**, (herein "the Guaranteed amount"), plus interest thereon from the date of demand for payment at the rate or rates applicable to the said loan plus the costs and expenses incurred by Innovation CU in enforcing and collecting upon the guarantee as between solicitor and client.
3. As additional security for the repayment of the said loan and as collateral security on the guarantee in the event that Innovation CU, should find it necessary to enforce the guarantee, the Town of Radisson hereby grants to innovation CU security in its municipal grants and taxes to a maximum amount of **\$133,800.00**
4. To enable the Corporation to meet its commitments under the said loan, the Town of Radisson agrees to contribute to the Corporation the maximum amount of the Guaranteed Amount, payable over 15 years (July 2016- June 2031 inclusive), in monthly installments of **\$1858.00**. Interest on the declining balance of the Guaranteed Amount shall be paid by the Town of Radisson to the Corporation at the rate of 5% per annum, payable at least annually.
5. The source or sources of money to be used to pay the principal and interest amounts payable under this bylaw will be revenue derived from the annual tax levy. Any other available source of revenue may be used, if required.
6. The proper signing officer(s) for the Town of Radisson be and are hereby authorized to sign such documentation as may be required to carry out the intent of this bylaw.
7. This bylaw shall come into force and take effect on the date that Bylaw No. 4-2016 came into effect, namely April 19, 2016.

SEAL

Certified a true copy of Bylaw No. 11-2016 passed by the Council of the Town of Radisson at Radisson, Saskatchewan, this 5<sup>th</sup> day of July, 2016.

SEAL



TOWN OF RADISSON  
BYLAW NO. 4-2016

A BYLAW OF THE TOWN OF RADISSON IN THE PROVINCE OF SASKATCHEWAN,  
TO PROVIDE FOR INCURRING A DEBT IN THE SUM OF THREE HUNDRED THIRTY  
FOUR THOUSAND FOUR HUNDRED THIRTY SEVEN DOLLARS (\$334,437.00) FOR  
THE PURPOSE OF GUARANTEEING A PORTION OF THE REPAYMENT OF A ONE  
MILLION FIVE HUNDRED THOUSAND DOLLAR (\$1,500,000.00) LOAN ON BEHALF  
OF 16 TO 43 WASTE MANAGEMENT CORPORATION

---

WHEREAS the Council of the Town of Radisson deems it desirable and necessary to incur a debt as set out in Section 162 and 163 of *The Municipalities Act*, in the amount of THREE HUNDRED THIRTY FOUR THOUSAND FOUR HUNDRED THIRTY SEVEN DOLLARS (\$334,437.00), for the purpose of guaranteeing a portion of the repayment of a loan in 2016 on behalf of the 16 to 43 Waste Management Corporation to be used for the purchase of land, equipment and start-up costs of a regional landfill facility to serve the member municipalities of the corporation; and

WHEREAS the taxable assessment as shown by the last revised assessment roll thereof, being that for the year 2015 is the sum of TWENTY THREE MILLION FOUR HUNDRED SEVENTY EIGHT THOUSAND THREE HUNDRED NINETY DOLLARS (\$23,478,390.00); and

WHEREAS the amount of the existing long term debt of the Town of Radisson is the sum of FIVE HUNDRED TWENTY THOUSAND TWO HUNDRED SIXTY THREE DOLLARS (\$520,263.00); no part of which, either principal or interest, is in arrears; and

WHEREAS the guaranteeing of this loan is pursuant to Sections 162 and 181 of *The Municipalities Act*;

NOW, THEREFORE, Council of the Town of Radisson in the Province of Saskatchewan enacts as follows:

THAT pursuant to Sections 162 and 163 of *The Municipalities Act*, the Town of Radisson requires Saskatchewan Municipal Board approval to incur a debt in the form of a loan guarantee in the amount of THREE HUNDRED THIRTY FOUR THOUSAND FOUR HUNDRED THIRTY SEVEN DOLLARS (\$334,437.00); and

1. The amount of said debt shall be payable as follows:

**"The maximum amount of the guaranteed payment shall be payable in 15 years in monthly instalments of \$1858.00 in the years 2016 to 2031 inclusive, with interest at a rate of 5% per annum, payable at least annually.)"**

2. The source or sources of money to be used to pay the principal and interest owing under this bylaw will be revenue derived from the annual tax levy.

In any event, any other available source of revenue may be used.

3. THIS bylaw shall come into force and take effect on the date of approval being issued by the Saskatchewan Municipal Board, Local Government Committee.

**SECURITY SUMMARY - MEMBERS OF 16 TO 43 WASTE MANAGEMENT CORPORATION**

<b>MUNICIPALITY</b>	<b>GUARANTEE</b>	<b>SECURITY IN TAXES &amp; GRANTS</b>	<b>MONTHLY CONTRIBUTION</b>
BLAINE LAKE	337,748.00	135,000.00	1,876.38
RADISSON	334,437.00	133,800.00	1,858.00
HAFFORD	262,914.00	105,000.00	1,461.00
R.M. OF DOUGLAS	219,205.00	87,600.00	1,271.81
MAYMONT	96,689.00	38,400.00	537.00
	<b>1,250,993.00</b>	<b>499,800.00</b>	<b>7,004.19</b>

## Brecklin Strilaeff

---

**From:** tradisson@sasktel.net  
**Sent:** May 15, 2019 4:36 PM  
**To:** Brecklin Strilaeff  
**Subject:** FW: Gas Tax Fund Information T of Radisson  
  
**Importance:** High

---

**From:** Kessler, Garth GR <Garth.Kessler@gov.sk.ca>  
**Sent:** Wednesday, May 15, 2019 2:00 PM  
**To:** 'tradisson@sasktel.net' <tradisson@sasktel.net>  
**Subject:** Gas Tax Fund Information T of Radisson  
**Importance:** High

Brenda Lockhart, Administrator  
Town of Radisson;

The following information concerns the status of the Town of Radisson:

Total payments since the original Funding Agreement was signed Feb/Mar 2009 (including back payments to the inception of the program 2005) are: \$288,419.40  
Expenditures on completed projects (IIP 1314-003055 Water & Sewer Main Extension; IIP 1819-004563 Upgrade Water Distribution System) total \$155,547.48  
Expenditures on incomplete project (IIP0708-001028) to date total \$20,291.44

The last payment made to the Town of Radisson was March 19, 2018 in the amount of \$15,049.00 (included in above total payments)

There are two payments being held at this time:  
2018-2019 Installment 1 from August 2018 in the amount of \$15,806.50  
2018-2019 Installment 2 from March 2019 in the amount of \$15,806.50

Total of two payments being held is \$31,613.00

If the third payment is held, that amount would be about \$15,000.00

The third payment to be held has an approximate payment date (depending on Federal transfer) of August 20, 2019.  
Soon after the third payment is held, the Gas Tax Fund will send out a 30 Day Notice advising of removal from the program if full compliance is not reached within those 30 days.

Please keep in mind that the 2018 Financial Statements are due July 1, 2019. At that time (without an extension of time bylaw) there would be another Hold place on the payments along with the 2017 Financial Statements and the 2018 Asset Management Sub-Survey.

If the Town of Radisson does not meet full compliance by the end of the 30 day period mentioned above, we would request a repayment of previously transferred funding in the amount of \$132,871.92

This amount is derived from:

Total transferred to municipality	\$288,419.40
Total Expensed on Completed Projects	<u>\$155,547.48</u>
Variance	\$132,871.92

If you have any additional questions, feel free to contact me.

Garth B. Kessler  
Government of Saskatchewan  
Program & Policy Advisor  
Gas Tax Program, Ministry of Government Relations  
410 - 1855 Victoria Avenue, Regina SK Canada S4P 3T2  
Phone 306-787-6452  
Fax 306-787-3641  
E-mail: [garth.kessler@gov.sk.ca](mailto:garth.kessler@gov.sk.ca)

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**Town of Radisson**

**BYLAW NO. 07-2018**

**A BYLAW OF THE TOWN OF RADISSON IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR GUARANTEEING A DEBT**

---

WHEREAS the Council of the Town of Radisson (the Town) passed Bylaw No. 07-2018 on the 17th day of April, 2018, which provides for incurring a debt in the amount Sixty-seven Thousand, Five Hundred Dollars (\$67,500.00) for the purpose of guaranteeing the repayment of its proportionate share of a Two Hundred Fifty Thousand Dollars (\$250,000.00) loan incurred in the year 2018 by 16 to 43 Waste Management Corporation, a public utility controlled by five municipalities, including the Town of Radisson, to be used for turning the operating line of credit into a loan for a regional landfill;

WHEREAS 16 to 43 Waste Management Corporation has not issued securities for the loan guaranteed pursuant to Bylaw No. 07-2016 and is required to undertake borrowing for a greater amount;

WHEREAS the Council of the Town of Radisson (the Town) deems it desirable and necessary to guarantee a debt as set out in Sections 181 of *The Municipalities Act*, in the amount of Sixty-Seven Thousand Five Hundred Dollars (\$67,500.00) to provide 16 to 43 Waste Management Corporation, (a public utility controlled by five municipalities, of which we are one), the ability to borrow a total sum of Two Hundred Fifty Thousand Dollars (\$250,000.00) over a ten year period to term out operating line of credit and reduce line of credit limit to Twenty Thousand Dollars (\$20,000.00).

And

WHEREAS the guaranteeing of this loan is pursuant to Sections 162 and 181 of *The Municipalities Act*.

NOW, THEREFORE, Council of the Town Radisson in the Province of Saskatchewan enacts as follows:

1. The Town guarantees the amount Sixty-Seven Thousand Five Hundred Dollars (\$67,500.00), plus applicable interest owing, which is their share by population of the 16 to 43 Waste Management Corporation loan of Two Hundred Fifty Thousand Dollars (\$250,000), as set out in Schedule "D".
2. The 16 to 43 Waste Management Corporation will be borrowing Two Hundred Fifty Thousand Dollars (\$250,000) over a ten year period from the Innovation Credit Union.
3. The amount of said debt shall be payable only for the years 2018 to 2028 inclusive at a rate of monthly principal and interest payments.
4. The source or sources of money to be used to pay the annual funding share owing under this bylaw will be revenue derived from the operations of the 16 to 43 Waste Management Corporation.
5. Should the municipality be required to pay the principal and interest guaranteed by them for this loan, the source or sources of money to be used to pay the amount owing under this bylaw will be revenue derived from the annual tax levy. In any event, any other available source of revenue may be used.

*Handwritten signature*

6. THIS bylaw shall come into force and take effect on the date of approval being issued by the Saskatchewan Municipal Board, Local Government Committee.
7. Bylaw No. 07-2016 is hereby repealed.



Read a third time and adopted  
this \_\_\_\_\_ day of \_\_\_\_\_,  
2015.

\_\_\_\_\_  
Chief Administrative Officer

M. J. McLeod  
Mayor

[Signature]  
Chief Administrative Officer

## **TOWN OF RADISSON**

### **MEETING AGENDA**

**April 17, 2018 7:00 P.M.**

1. Call meeting to order.
2. Approve the Agenda
3. Adopt minutes of regular meeting April 10, 2018 and Special Meeting April 12, 2018.
  - Errors or Omissions
4. Delegations:
  - 1)
5. Unfinished Business
  - 1) Foreman Update –
  - 2) Rental rates for Hotsy & snake
  - 3) Commissionaires for Bylaw Enforcement
  - 4) False Alarm Bylaw 4-2018 Third Reading
  - 5) District Development Appeals Board Bylaw 5-2018 Third Reading
  - 6) Pat's revaluation.
  - 7)
6. New Business
  - a) Mervin Bilanski letter
  - b) 16-43 Expression of Interest
  - c) 16 to 43 Guarantee Bylaw 7-2018 First Reading
  - d) 16 to 43 Guarantee Bylaw 7-2018 Second Reading
  - e) Unanimous consent for Third Reading
  - f) 16 to 43 Guarantee Bylaw 7-2018 Third Reading
  - g) Appoint New Administrative Assistant
  - h) Village of Borden ? Sector meeting May 9-10/18
  - i) Foreman and Seasonal position rate increases
  - j) Set an election date
  - k) Property Pin Locator Policy
  - l) Liquor Permit Policy
  - m) Proposed Repayment Structure
  - n) Administrative Bylaw 8-2018 First Reading
  - o) Administrative Bylaw 8-2018 Second Reading
  - p) Unanimous Consent for Third Reading
  - q) Administrative Bylaw 8-2018 Third Reading
  - r) Airport
7. Reports of Administration and Committees
  - a) Administrator's Report
8. Mayor and Councillor Reports



**9. Communication**

- a) PECC – Dispatch Reports
- b) Gas Tax Program
- c) Mechanical Mel
- d) Loomex
- e)

**10. Next meeting May 1, 2018**

**12. Adjourn.**

A handwritten signature in blue ink, located in the bottom right corner of the page. The signature is stylized and appears to be a cursive name.

**MINUTES OF THE MEETING OF THE COUNCIL OF THE TOWN OF RADISSON AS  
HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL ADMINISTRATION  
BUILDING AT 329 MAIN STREET ON TUESDAY APRIL 17, 2018**

**PRESENT:** Councilors: Marion Fehr-Stead, Michelle Dubyk, Bradley Penno, Kirk Maxwell, Suren Chetty and Darren Harris

**STAFF:** Foreman Kyle Gage, Administrator Pat Peacock

Acting Mayor Marion Fehr-Stead called the meeting to order at 7:00 pm

**AGENDA APPROVAL**

**165/18** Kirk Maxwell/Suren Chetty: THAT the agenda for April 17, 2018 be approved as attached. **CARRIED**

**MINUTES**

**166/18** Bradley Penno/Suren Chetty: THAT the minutes of the council meeting held on Tuesday, April 10, 2018 in the council chambers of the Municipal Administration building at 329 Main Street be adopted as presented. **CARRIED**


**167/18** Suren Chetty/Bradley Penno: THAT the minutes of the special council meeting held on Thursday, April 12, 2018 in the council chambers of the Municipal Administration building at 329 Main Street be adopted as presented. **CARRIED**

**FOREMAN KYLE GAGE REPORT**

**168/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees to table this item until later in this meeting. **CARRIED**

**RENTAL RATES FOR STEAMER AND SNAKE**

**169/18** Bradley Penno/Suren Chetty: THAT Council agrees to set the rental rate for the snake or the Hotsy Steamer at \$30.00/per half day or \$60.00/per full day and FURTHERMORE instruct Administrator Pat Peacock to create a waiver policy for these rentals. **CARRIED**



**FALSE ALARM BYLAW 4-2018 THIRD READING**

**170/18** Darren Harris/Michelle Dubyk: THAT Bylaw No. 4-2018 being a bylaw to set fees for false alarms for the Town of Radisson is hereby read a third time and adopted. **CARRIED**

**DISTRICT DEVELOPMENT APPEALS BOARD BYLAW 5-2018 THIRD READING**

**171/18** Kirk Maxwell/Suren Chetty: THAT Bylaw No. 5-2018 being a bylaw to create a joint district development appeals board with Rural Municipality of Great Bend No. 405 and the Town of Borden for the Town of Radisson is hereby read a third time and adopted. **CARRIED**

**ADMINISTRATOR PAT PEECOCK REVALUATION**

**172/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees to be tabled to the in-camera session later tonight. **CARRIED**

**FOREMAN KYLE GAGE REPORT**

**173/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees to be tabled to the in-camera session later tonight. **CARRIED**

**MERVIN BILANSKI LETTER**


**174/18** Kirk Maxwell/Darren Harris: THAT Council acknowledges the letter received from Mervin Bilanski and agree to allow a Seacan container on residential property. **DEFEATED**

**16-43 GUARANTEE BYLAW 7-2018 FIRST READING**

**175/18** Suren Chetty/Darren Harris: THAT Bylaw No. 7-2018 being a bylaw to guarantee a debt for 16 to 43 Waste Management Corporation is hereby introduced and read a first time. **CARRIED**

**16-43 GUARANTEE BYLAW 7-2018 SECOND READING**

**176/18** Michelle Dubyk/Darren Harris: THAT Bylaw No. 7-2018 being a bylaw to guarantee a debt for 16 to 43 Waste Management Corporation is hereby read a second time. **CARRIED**



**UNANIMOUS CONSENT TO READ BYLAW 7-2018 A THRID TIME AT THIS MEETING**

**177/18** Kirk Maxwell/Suren Chetty: THAT Council agree unanimously to hearing Bylaw No. 7-2018 being a bylaw to guarantee a debt for 16 to 43 Waste Management Corporation be read a third time. CARRIED

**16-43 GUARANTEE BYLAW 7-2018 THIRD READING**

**178/18** Darren Harris/Suren Chetty: THAT Bylaw No. 7-2018 being a bylaw to guarantee a debt for 16 to 43 Waste Management Corporation is hereby read a third time and adopted. CARRIED

**APPOINT NEW ADMINISTRATIVE ASSISTANT**

**179/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees this be tabled to the in-camera session later tonight. CARRIED

**BORDEN LETTER RE: SECTOR MEETING MAY 9-10, 2018**

**180/18** Michelle Dubyk/Bradley Penno: THAT Council agrees to defer the decision on this until the next meeting when additional information is available. CARRIED

**FOREMAN AND SEASONAL POSITION RATE INCREASES**


**181/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees to table this discussion until a later time tonight when the meeting goes In-Camera. CARRIED

**MAYORAL ELECTION DATE**

**182/18** Darren Harris/Kirk Maxwell: THAT Council approves of the June 27, 2018 election date for the mayoral election and instructs Administrator Pat Peacock to organize and advertise for the upcoming election. CARRIED

**PROPERTY PIN POLICY**

**183/18** Bradley Penno/Suren Chetty: THAT Council has read and approves of the property pin policy for the policy manual and instructs it to be filed accordingly. CARRIED



**LIQUOR PERMIT POLICY**

**184/18** Darren Harris/Suren Chetty: THAT Council has read and approves of the liquor permit policy for the policy manual and instructs it to be filed accordingly.

CARRIED

**PROPOSED REPAYMENT STRUCTURE FOR EDUCATION PROPERTY TAXES**

**185/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees to table this discussion until a later time tonight when the meeting goes In-Camera.

CARRIED

**ADMINISTRATIVE BYLAW 8-2018 FIRST READING**

**186/18** Darren Harris/Suren Chetty: THAT Bylaw No. 8-2018 being a bylaw to establish the duties and powers of the Administrator and designated officers is hereby introduced and read a first time.

CARRIED

**ADMINISTRATIVE BYLAW 8-2018 SECOND READING**

**187/18** Michelle Dubyk/Kirk Maxwell: THAT Bylaw No. 8-2018 being a bylaw to establish the duties and powers of the Administrator and designated officers is hereby read a second time.

CARRIED

**UNANIMOUS CONSENT TO READ BYLAW 8-2018 A THRID TIME AT THIS MEETING**

**188/18** Suren Chetty/Bradley Penno: THAT Council agree unanimously to hearing Bylaw No. 8-2018 being a bylaw to establish the duties and powers of the Administrator and designated officers is hereby read a third time. CARRIED

**ADMINISTRATIVE BYLAW 8-2018 THIRD READING**

**189/18** Marion Fehr-Stead/Darren Harris: THAT Bylaw No. 8-2018 being a bylaw to establish the duties and powers of the Administrator and designated officers is hereby read a third time and adopted.

CARRIED

**AIRPORT REQUEST**

**190/18** : THAT Council acknowledges the letter from James Ford and instructs Administrator Pat Peacock to contact Mr. Ford and have him present at the next Council meeting on May 1, 2018.

CARRIED



**MAYOR AND COUNCILLOR REPORTS**

**191/18** Darren Harris/Michelle Dubyk: THAT Council acknowledge the verbal reports presented by Acting Mayor Marion Fehr-Stead and Councilors.

CARRIED

**COMMUNICATION ITEMS**

**192/18** Darren Harris/Suren Chetty: THAT Council acknowledges the four communication item and instructs them to be filed accordingly. CARRIED

**IN-CAMERA SESSION**

**193/18** Marion Fehr-Stead/Bradley Penno: That Council meet in an In-Camera session at 8:15 pm.

CARRIED

Present: Acting Mayor Marion Fehr-Stead, Councillors Darren Harris, Michelle Dubyk, Bradley Penno, Kirk Maxwell; Foreman Kyle Gage and Administrator Pat Peacock.

**194/18** Marion Fehr-Stead/Darren Harris: That Council approves that the In-camera session is concluded and regular order of business be resumed at 8:29 pm.

CARRIED

**FOREMAN KYLE GAGE REPORT**

**195/18** Kirk Maxwell/Darren Harris: THAT Council acknowledges the verbal information presented by Foreman Kyle Gage.

CARRIED

**APPOINT NEW ADMINISTRATIVE ASSISTANT**

**196/18** Kirk Maxwell/Suren Chetty: THAT Council agrees to hire Megan Adams as Administrative Assistant with a probation period of three (3) months and benefits to follow at that time.

CARRIED

**CONTACT MR. KEN GORCHINSKI**

**197/18** Bradley Penno/Michelle Dubyk: THAT Council instructs Administrator Pat Peacock to contact Mr. Ken Gorchinski to schedule a telephone conference call with Bradley Penno and Kirk Maxwell.

CARRIED

**ADMINISTRATION REPORT**

**198/18** Darren Harris/Kirk Maxwell: THAT Council acknowledge the April 17, 2018 administration report and instruct the report be filed.

CARRIED



**CANADA DAY PETTING ZOO.**

**199/18** Bradley Penno/Suren Chetty: THAT Council approves of the Canada Day Committee having a petting zone by the Memorial Bench between the Restaurant and Wenner Foods. **DEFEATED**

*Foreman Kyle Gage left Council Chambers at 9:02 pm*

**FOREMAN KYLE GAGE WAGE INCREASE**

**200/18** Kirk Maxwell/Suren Chetty: THAT Council agrees to increase Foreman Kyle Gage's wages as attached. **CARRIED**

Councillor Darren Harris requested it be recorded, he was not in agreement of this increase.

**SEASONAL EMPLOYEE COLIN ARMSTRONG**

**201/18** Bradley Penno/Michelle Dubyk: THAT Council agrees to employee Colin Armstrong as the seasonal worker for 2018, with an increase as attached.

FURTHERMORE; Council instructs Foreman Kyle Gage to contact Colin and have him attend the Council meeting on May 1, 2018. **CARRIED**

**INCIDENT REPORT POLICY AND FORM**

**202/18** Marion Fehr-Stead/Darren Harris: THAT Council agrees to having an incident policy and form created to be passed at the next Council meeting and instructs Foreman Kyle Gage to report any and all incidents to Council at the next meeting. **CARRIED**

**ASSISTANCE WITH ASSET MANAGEMENT PLANNING COURSE**

**203/18** Darren Harris/Michelle Dubyk: THAT Council authorizes Administrator Pat Peacock to use the water plant upgrades for her draft plan in completing the Asset Management Course and instructs Kirk Maxwell or Suren Chetty to assist as required by the Course outline. **CARRIED**

*Administrator Pat Peacock left Council Chambers at 9:34 pm for the following discussion.*

**PAT'S REVALUATION**

**204/18** Marion Fehr-Stead/Michelle Dubyk: THAT Council agrees to increase the Administrator's salary as attached. **CARRIED**

*Administrator Pat Peacock returned to Council Chambers at 9:55 pm.*



**ADJOURN**

**205/18** Darren Harris/Bradley Penno: THAT this meeting be adjourned at 10:00 pm.

Next Council Meeting is at 7:00 pm, May 1, 2018.

  
\_\_\_\_\_  
Acting Mayor Marion Fehr-Stead

  
\_\_\_\_\_  
Administrator Pat Peacock

## **TOWN OF RADISSON**

### **MEETING AGENDA**

**May 16, 2017, 7:00 P.M.**

1. Call meeting to order.
2. Approve minutes of regular meeting May 2, 2017

- Business Arising from Minutes - Staff

### **3. DELEGATIONS:**

- 7:30 P.M. – Kyle Gage

### **4. Accounts**

### **5 NEW BUSINESS:**

6. Esso Fence
7. Library Representative
8. Caretaker - Raise
9. Bus Service – Gone – But Private Individual for Parcels
10. Visit to 16-43 Landfill - Soon
11. Line of Credit Increase – 16-43 - Bylaw
12. Budget
13. Bin Location – Motion to Place
14. Ken Coutts Tools
15. RID Signs in – One small one large – where?
16. 16-43 Landfill Personnel – Driver here for setting up Bin Location
17. Lot 9 & 10, Block 7. Shed
18. Multi Material Stewardship Program
19. Shelving Unit
20. Employment Contracts
21. May 25 – Town Sector Meeting Stoon – Who?
22. May 24 – Advocacy Strategies for Success – Stoon
23. SWANA Conference – May 17 – 19, 2017 Stoon – 16-43
24. NCTPC – Grader Training Workshop – July
25. Water Plant Tour
26. Municipal Management Essentials – Training Schedule
27. Solid Waste Management Feedback – 16-43
28. Disaster Workshop – Lloydminster – Tuesday September 19, 2017
29. Public Alert System – Sask Test – May 10 at 1:55 P.M.
30. Town of Lumsden – Policing Costs
31. 2017 Confirmed Education Mill Rates
32. Rivers West – Upcoming Workshops
33. Sheri Skulmoski – Chairs
34. Culvert By Lagoon
35. Administrator – Ruddell
36. Garbage Campground
37. Kyle & Colin – Split Shift
38. Peter Reddekopp – extra hours

- 39 Bylaw No. 3-2017 – Assessment**
- 40 Permission – Armitstead Security Camera**
- 41 Permission - Lagoon**

**42 Mayor & Council Reports:**

- 1. 16-43 Mayor Report (Garbage Pickup as well)**

**2**

- 43 Adjourn.**

MINUTES OF THE MEETING OF THE COUNCIL OF THE TOWN OF  
RADISSON AS HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL  
ADMINISTRATION BUILDING AT 329 MAIN STREET ON TUESDAY MAY  
16, 2017

PRESENT: Mayor Dave Summers  
Councilor's: Marion Fehr-Stead, Darren Harris, Matt Wenner, Suren  
Chetty and Kirk Maxwell.

STAFF: Darrin Beaudoin, Administrator

Mayor Summers called the meeting to order at 7:05 PM

MINUTES

95/17 Kirk Maxwell: That the minutes of the Council Meeting held on  
Tuesday, May 2, 2017 in the Council Chambers of the Municipal  
Administration Building at 329 Main Street be adopted as presented.  
Carried

ACCOUNTS

96/17 Darren Harris: That the accounts, cheques numbering 8627 to 8634 and  
cheques numbering: 8638, 8641, 8644, 8648, 8650, 8653, 8654, 8655 and  
8660, totaling \$ 15,283.18, as well as debits dated May 16, 2017 totaling  
\$ 374.15 be approved for payment as listed. Carried

16-43 LINE OF CREDIT

97/17 Darren Harris: That the Town of Radisson do guarantee a loan to 16-43  
Waste Management Corporation from Innovation Credit Union in the sum of  
\$ 250,000.00 with interest at the rate specified in the Guarantee and for that  
purpose of securing the said Guarantee and all interest, do execute and  
deliver to the Credit Union the following: Guarantee for \$ 67,500.00,  
(TOWN OF RADISSON'S SHARE), containing such terms and conditions  
as the credit union may require further to this that Dave Summers, Mayor  
and Darrin Beaudoin, Administrator are hereby authorized to sign and  
execute the said documents and affix the seal of the Town of Radisson  
thereto on behalf of the Town of Radisson. Carried

**BUDGET**

- 98/17 Darren Harris: That the Town of Radisson adopt the following budget for 2017 calling for revenues of \$ 778,041.00 with expenditures of \$ 776,260.00, leaving a budgeted surplus of \$ 1,781.00 and setting a municipal mill rate of 9.3 mills for 2017. Carried

**NSRBC MEMBERSHIP**

- 99/17 Suren Chetty: That the Town of Radisson apply for membership in the North Saskatchewan River Basin Council for 2017. Carried


**WELL DECOMMISSIONING**

- 100/17 Matthew Wenner: That the Town of Radisson approach the Rural Municipality of Great Bend No. 405 for applying for funding from the North Saskatchewan River Basin Council for the decommissioning of a well out at the Town of Radisson Well Sites that leaks constantly and interferes with the Town of Radisson Well Building entrance in the winter of whom the ownership of well is not known. Carried.

**WATER & SEWER ASSESSMENT**

- 101/17 Darren Harris: That the Town of Radisson call for proposals from local engineering firms to do a Water and Sewer Assessment as is required by the Provincial Water Security Association with proposals to be returned by 4:00 P.M. local time Monday, July 3, 2017. Carried.

**COMPOST TRAINING**

- 102/17 Kirk Maxwell: That the Town of Radisson register the outside employees Colin Armstrong and Kyle Gage for the composting seminar being hosted by the Saskatchewan Waste Reduction Council on Thursday, June 8, 2017 in Saskatoon with registration fees of \$ 100.00 + tax/employee to be paid by the Town of Radisson. Carried.
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**FINANCIAL STATEMENT**

- 103/17 Darren Harris: That the Town of Radisson approve the May, 2017 financial statement for the Town as presented. Carried

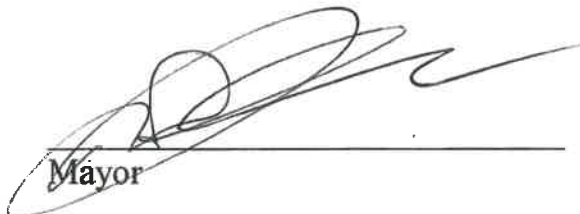
**KIRILENKO PROPERTY**

- 104/17 Darren Harris: That the Town of Radisson authorize cancellation of municipal taxes in the amount of \$ 230.00 in compensation for alleged drainage problems on Lots 18 & 19, Block 19, Plan I5059. Carried.

**ADJOURN**

- 105/17 Marion Fehr-Stead: That this meeting adjourn.

Next Council meeting is at 7:00 PM, Tuesday, June 6, 2017.



Mayor



Administrator



MINUTES OF THE MEETING OF THE COUNCIL OF THE TOWN OF  
RADISSON AS HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL  
ADMINISTRATION BUILDING AT 329 MAIN STREET ON TUESDAY MAY  
16, 2017

PRESENT: Mayor Dave Summers  
Councilor's: Marion Fehr-Stead, Darren Harris, Matt Wenner, Suren  
Chetty and Kirk Maxwell.

STAFF: Darrin Beaudoin, Administrator

Mayor Summers called the meeting to order at 7:05 PM

MINUTES

95/17 Kirk Maxwell: That the minutes of the Council Meeting held on  
Tuesday, May 2, 2017 in the Council Chambers of the Municipal  
Administration Building at 329 Main Street be adopted as presented.  
Carried

ACCOUNTS

96/17 Darren Harris: That the accounts, cheques numbering 8627 to 8634 and  
cheques numbering: 8638, 8641, 8644, 8648, 8650, 8653, 8654, 8655 and  
8660, totaling \$ 15,283.18, as well as debits dated May 16, 2017 totaling  
\$ 374.15 be approved for payment as listed.  
Carried

16-43 LINE OF CREDIT

97/17 Darren Harris: That the Town of Radisson do guarantee a loan to 16-43  
Waste Management Corporation from Innovation Credit Union in the sum of  
\$ 250,000.00 with interest at the rate specified in the Guarantee and for that  
purpose of securing the said Guarantee and all interest, do execute and  
deliver to the Credit Union the following: Guarantee for \$ 67,500.00,  
(TOWN OF RADISSON'S SHARE), containing such terms and conditions  
as the credit union may require further to this that Dave Summers, Mayor  
and Darrin Beaudoin, Administrator are hereby authorized to sign and  
execute the said documents and affix the seal of the Town of Radisson  
thereto on behalf of the Town of Radisson.  
Carried

MINUTES OF THE MEETING OF THE COUNCIL OF THE TOWN OF  
RADISSON AS HELD IN THE COUNCIL CHAMBERS OF THE  
ADMINISTRATION BUILDING ON THURSDAY, OCTOBER 8, 2015

PRESENT: Mayor Summers

Councillors: Marion Fehr-Stead, Marlène Wenner, Darren Harris,  
Leona Bennett Ken Grainger and Bella Armitstead

STAFF: Darrin Beaudoin, Administrator

Mayor Summers called the meeting to order at 7:10 PM

Minutes

247/15 Leona Bennett: That the minutes of the meeting on Sept 15, 2015 be  
adopted as read and now be filed. Carried

Accounts

248/15 Darren Harris: That the Town of Radisson authorize payment of the  
accounts as presented, cheques numbering 7662 to 7697 totaling  
\$108,563.33. Carried

Financial Statement


249/15 Leona Bennett: That the Town of Radisson adopt the September 2015  
Financial Statement as presented. Carried

Delegations

The RM of Great Bend No 405 Christmas Party will be on December 12,  
2015 and the Town of Radisson is invited.

RCMP Corporal attended meeting at 7.20 pm updating council on  
feasibility of Neighbor Hood Crime Watch.

Employee  
Peter Reddekopp attended meeting at 7.50pm and gave a report on  
outside employee activities for the past two weeks.



### Emergency Measures Organization Meeting

- 250/15 Bella Armitstead: That the EMO Meeting be held on October 27, 2015 at 7.30pm in the Town of Radisson Council Chambers. Carried

Council Member Marion Fehr-Stead declared a pecuniary interest in the Albert Street/Noack Street Water and Sewer Contract and left council chambers at 8:45 P.M.

- 251/15 Marlane Wenner: That the Town of Radisson award MRH Excavating the contract for the Albert St/Noack Ave water/sewer extension at a cost of \$42,9700.00 + GST plus \$2,820.00 + GST to disinfect the water main when done totaling \$43,2520.00 + GST. Carried

Marion Fehr-Stead: Returned to meeting at 8.55pm after awarding of tender.

### Public Meeting

- 252/15 Leona Bennett: That the public meeting for the Waste Collection Bylaw will be held on November 5, 2015 at 7.30pm. Carried

### SUMA Convention Delegates

- 253/15 Darren Harris: That the Town of Radisson authorize Mayor Dave Summers, Councillors Bella Armitstead & Marlane Wenner to attend the 2016 Suma convention in Regina. Carried

### Ken Coutts Lay Off

- 254/15 Darren Harris: That the Ken Coutts be laid off on October, 30 2015. Carried
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ADJOURN

255/15 Leona Bennett: That this meeting adjourn.

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Administrator