

# VILLAGE OF THEODORE

Regular Meeting of Council  
Theodore Council Chambers in Village Office

January 15, 2020

**Present:** Mayor Kevin Urbanoski  
Councillor Barb Hutzul  
Councillor Jennifer Ross  
Councillor Danielle Knorr  
Councillor Dorothy Oliver  
CAO Lyndon Stachoski  
Public Works Foreman Dwayne Tobin  
Public Works Assistant/Arena Operator Jeffrey MacKay

With quorum present, Mayor Urbanoski called the meeting to order at 7:00 p.m.

## Agenda

2020-001 Knorr/Ross  
That Council accepts and approves the revised Agenda, by adding items;  
13. (n) Appointments for 2020  
(o) Tax Enforcement – Motion to Take Title  
(p) Declaration of Eligibility  
(q) 2020 Rates & Fees Schedule  
(r) CAO Vacation  
  
Carried Unanimously

## Minutes

2020-002 Ross/Oliver  
That the Minutes of December 11, 2019 Regular Council Meeting be accepted as presented.  
  
Carried Unanimously

2020-003 Ross/Oliver  
That the Minutes of December 19, 2019 Special Council Meeting be accepted as presented.  
  
Carried Unanimously

## Delegations

Jason Dutchak, attended the meeting to request that Council consider removing the interest accrued on his property tax arrears. He suggested that paying just the levies for prior years and then (in exchange for reversing the interest on arrears) he would prepay the 2020 levy.

Council thanked Mr. Dutchak for presenting his case and informed him that a decision will be forwarded to him in due course and he left the meeting at 7:20 p.m.

Arrears Interest 2020-004 Ross/Oliver  
That the request submitted by delegate Jason Dutchak to have interest removed from arrears on his property taxes be denied.

Carried Unanimously

**Reports**

The general consensus of Council was to accept the verbal reports as presented by the Public Works Foreman and the Public Works Assistant/ Arena Operator noting the following information;

Public Works

- Street sanding is ongoing.
- Snow clearing continues, including the cemetery, well site, lagoon and transfer station.
- The blue shop furnace couldn't keep up with the cold snap and the toilet water froze.
- Concerns expressed regarding waste and recycling containers left on the street and also vehicles parked on road sides while clearing snow.

**In-Camera/Out-Camera**

In-Camera 2020-005 Knorr/Urbanoski  
That Council go in-camera to discuss human resources matters at 7:45 pm.

Carried Unanimously

Out 2020-006 Urbanoski/Knorr  
That Council return from in-camera to open session at 8:28 pm.

Carried Unanimously

**Proclamations**

**Public Hearings**

**Financial**

Accounts 2020-007 Ross/Urbanoski  
That Council accepts the List of Accounts Payable as presented, and to authorize the 2019 year-end payments represented by cheque #16671 to #16708; and online payment #9164 to #9186; #993831; #20191206; #20191220; #20191230 and #20191231 – totaling \$69,698.11;  
and further to authorize 2020 payments represented by cheque #16709 to #16714; and online payment #413294389 – totaling \$6,220.28, both lists are attached hereto and form part of these minutes.

Carried Unanimously

Statement 2020-008 Hutzul/Ross  
That Council accepts the Statement of Financial Activities for the month of December 2019 as presented.  
Carried Unanimously

2019 Budget Control 2020-009 Ross/Hutzul  
That Council accepts the 2019 Budget Control Report as at December 31, 2019.  
Carried Unanimously

### Correspondence

2020-010 Knorr/Hutzul  
That Council accepts the Correspondence as presented and authorize filing of the documents entitled as follows:

- a) SUMA
  - SUMAdvantage News – December 23, 2019
  - SUMAdvantage News – January 10, 2020
  - President’s Update – December 11, 2019
  - Urban Update – December 16, 2019
  - Urban Update – December 30, 2019
  - Urban Update – January 13, 2020
  - SUMAssure – December 20, 2019
  - SUMA East Region Newsletter – December 19, 2019
  - Capacity Building – January 9, 2020
- b) Parkland Valley Sport, Culture & Recreation District
  - Newsletter – December 10, 2019
  - Newsletter – January 7, 2020
- c) SK WCB
  - Newsletter – December 11, 2019
- d) SK Parks & Recreation – Newsletter January 7, 2020
- e) NEATPC – Draft Meeting Agenda January 16, 2020
- f) Canadian Agricultural Partnership – January 28, 2020 Invitation
- g) Good Spirit School Division – December Newsletters
- h) Multi-Material Stewardship Western – Happy Holidays
- i) Parkland College – Social School Workshop
- j) Municipal World – Speaking Truth to Power

Carried Unanimously

## Reports

Council 2020-011

Ross/Knorr

That Council accepts the verbal report from council members, with the information noted as follows;

Councillor Hutzul

- Information (confidential) provided to Council during in-camera session.

Councillor Knorr

- Safe snow clearing on streets is difficult for Public Works when vehicles are parked on the street, so the traffic bylaw should be amended to address this concern.
- The street light near 121 Peterson Street isn't working.
- The Cemetery Bylaw needs to be reviewed and amended to better reflect current pricing.

Councillor Oliver

- Nothing to report.

Councillor Ross

- The Christmas decorations on our streets need repairs and/or replacing.

Mayor Urbanoski

- The Theodore Economic Committee (TEC) requires some seed money in order to proceed with its mandate, so this initiative will be considered during 2020 budget deliberations.
- The next TEC meeting will be held in Council's Chamber on January 23<sup>rd</sup> at 7:30 p.m.
- Cole of Access7 will be attending Theodore to spotlight our village by taking pictures/videos and interviewing me on the January 23, 2020.
- A website upgrade is available that will provide the option of running videos showcasing the village's features and events estimated to cost \$145 per year.

Carried Unanimously

## Business Arising

*Declaring a conflict of interest, Mayor Urbanoski left Council's Chamber at 8:40 pm.*

Web-Site 2020-012 Hutzul/Oliver  
2020 That Council renews the Village of Theodore Website maintenance contract with Kevin Urbanoski for the 2020 annual fee of \$500.00 and that additional fees for website upgrades and features or Facebook Campaigns authorized by Council will be reimbursed to the contractor when receipts are submitted to the office.

Carried Unanimously

*Mayor Urbanoski returned to Council's Chamber at 8:45 pm.*

CAO Report 2020-013 Urbanoski/Ross  
That Council accepts the CAO's verbal report as presented.

Carried Unanimously

**Business Arising**

Grant 2020-014 Ross/Hutzul  
Workshop That Council authorizes the Administrative Assistant to attend the Grant Writing Workshop in Yorkton on January 22<sup>nd</sup> and that such time be paid at regular wages, plus travel and meals.

Carried Unanimously

**Mayor/Councilor Forum**

**New Business**

RCMP 2020-015 Knorr/Ross  
That Council accepts the December 2019 Occurrence Summary Report prepared and submitted by the Yorkton RCMP.

Carried Unanimously

Insurance 2020-016 Ross/Urbanoski  
2020 That Council accepts and acknowledges viewing the 2020 Insurance Certificate provided through SUMAssure under AON Reed Stenhouse.

Carried Unanimously

SK WCB 2020-017 Knorr/Oliver  
2020 Rates That Council accepts the Saskatchewan WCB Premium Rates for 2020.

Carried Unanimously

Auditor Letter	2020-018	Urbanoski/Knorr That Council authorizes signing of the audit engagement letter with Miller, Moar, Grodecki, Kreklewich & Chorney to perform the 2019 year-end audit and to accept the correspondence from same with respect to the interim 2019 audit.	Carried Unanimously
SUMA Membership	2020-019	Hutzul/Knorr That Council renew membership with the Saskatchewan Urban Municipal Association for 2020.	Carried Unanimously
UMAAS 2020	2020-020	Knorr/Urbanoski That Council authorize payment of the 2020 Urban Municipal Administrator Association of Saskatchewan (UMAAS) membership fee in the amount of \$210.00.	Carried Unanimously
Arena Advertisement	2020-021	Ross/Oliver That Council authorizes the advertising of the Theodore Re/Max Arena in <i>Yorkton This Week</i> for the package cost of \$424.56 to promote the facility and our competitive hockey tournament rates.	Carried Unanimously
RCMP Crime Watch	2020-022	Knorr/Hutzul That Council acknowledges the importance of security in arena facilities, given the RCMP Crime Watch announcement concerning the recent break and enter at the Alida, SK arena.	Carried Unanimously
East Central Health	2020-023	Urbanoski/Ross That Council declines the request for funding of the East Central Health Foundation for 2020, noting that Council will consider their request in 2021.	Carried Unanimously
Gas Tax Fund	2020-024	Hutzul/Urbanoski That Council accepts the MGTFAs Amending Agreement No. 1 and authorizes the Village of Theodore signing officials to execute the agreement.	Carried Unanimously
Arena Assistant	2020-025	Ross/Knorr That Council authorizes the Village of Theodore Signing Officials to execute the Arena Assistant Agreement with contractor Gary Woroniuk, noting the hourly rate set at \$15.00.	Carried Unanimously

Appointments 2020-026  
2020

That Council resolves to appoint the following:

Theodore Public Library Board:	Mayor Kevin Urbanoski
Whitesand Regional Park Board:	Mayor Kevin Urbanoski
Auditor:	Millar, Moar, Grodecki, Kreklewich & Chorney
Legal Counsel:	Shawn Patenaude Law
Building Official:	Ron Gerein
TDRB:	Vacant
Theodore Volunteer Fire Department	Councillor Jennifer Ross
EMO Coordinator	Councillor Danielle Knorr

**DEPUTY MAYORS**

November 1, 2019 – April 30, 2020	Councillor Danielle Knorr
May 1, 2020 – November 9, 2020	Councillor Jennifer Ross

Carried Unanimously

Tax 2020-027  
Enforcement

Urbanoski/Ross  
That TAXervice, on behalf of the Village of Theodore, be authorized to proceed under the *Tax Enforcement Act* to acquire title for the following described land:  
LOT 17 - BLK/PAR 4-PLAN C2810 EXT 0, Title No. 145592477

Carried Unanimously

Declaration 2020-028  
Eligibility

Knorr/Oliver  
That Council acknowledges viewing the Village of Theodore Declaration of Eligibility required by senior governments to be eligible for grant funding including, but not limited to, the annual nonconditional municipal revenue sharing grant.

Carried Unanimously

2020 Fee 2020-029  
Schedule

Knorr/Hutzul  
That Council accepts and approves the 2020 Fees & Charges Schedule as attached to these minutes.

Carried Unanimously

**Bylaws**

**In-Camera/Out-Camera**

In-Camera 2020-030

Ross/Oliver  
That Council go in-camera, at 9:51 pm, to discuss an offer to purchase village owned property.

Carried Unanimously

- Out 2020-031 Ross/Knorr  
That Council return from in-camera to open session at 10:00 pm.  
Carried Unanimously
- Past 10:00 pm 2020-032 Urbanoski/Hutzul  
That Council continues to conduct business past 10:00 pm, in order to deal with the balance of agenda items.  
Carried Unanimously
- Offer to Purchase Council consensus was to accept the offer to purchase village owned property situated at 12 Peterson with the understanding that sale of this property is subject to the condition that it must be cleaned up by the potential new owner in accordance with the Village of Theodore Nuisance Bylaw.  
Carried Unanimously
- CAO Vacation 2020-033 Knorr/Hutzul  
That Council authorized the CAO to take vacation the week of January 20<sup>th</sup> to January 24<sup>th</sup>.  
Carried Unanimously

**Adjournment**

- 2020-034 Hutzul/Urbanoski  
That this meeting be adjourned, the time being 10:30 p.m. Carried

\_\_\_\_\_  
Mayor, Kevin Urbanoski

\_\_\_\_\_  
Administrator (CAO), Lyndon Stachoski





Report Date  
1/12/2020 2:38 PM

Village of Theodore  
**List of Accounts for Approval**  
As of 1/15/2020  
Batch: 2019-00241 to 2019-00275

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-General Oper</b>					
Computer Cheques:					
16671	12/11/2019	<b>Access 2000 Elevator &amp; Lift In</b>			
		2021166	HALL LIFT MAINTENANCE	411.28	
		2021159	HALL LIFT KEYS	54.58	465.86
16672	12/11/2019	<b>R.M. Of Insinger</b>			
		2019-69	2019 ROAD GRADING	862.50	
		2019-68	GRAVEL ON DUMP ROAD	2,325.20	3,187.70
16673	12/11/2019	<b>Rob's Truck &amp; Trailer</b>			
		275	WATER TRUCK CLUTCH	467.84	467.84
16674	12/11/2019	<b>ULINE Canada Corporation</b>			
		6097258	PPE SAFETY GEAR	322.21	322.21
16675	12/16/2019	<b>Theodore ABC Daycare Ltd</b>			
		190083-004	DONATION REMITTED	60.00	60.00
16676	12/17/2019	<b>Petty Cash - Lyndon Stachoski</b>			
		DEC . 2019	XMAS GIFTS & FAMILY EVENT	324.94	324.94
16677	12/18/2019	<b>ECO Engineering Ltd.</b>			
		DEC 2019	WTP UPGRADE PRE-DESIGN	4,817.14	4,817.14
16678	12/18/2019	<b>The Bank of Nova Scotia</b>			
		M # 4321581	REFUND DUPLICATE TAX PMT	1,432.92	1,432.92
16679	12/20/2019	<b>Baranesky, Betty</b>			
		DEC 2019	HALL JANITORIAL CONTRACT	200.00	
		FINAL PMT	PAYOUT CANCELED CONTRACT	150.00	350.00
16680	12/20/2019	<b>Thompson, Jeannine</b>			
		DEC 2019	HALL JANITORIAL CONTRACT	400.00	
		FINAL PMT	PAYOUT CANCELED CONTRACT	150.00	550.00
16681	12/23/2019	<b>Theodore ABC Daycare Ltd</b>			
		084-005 & 006	DONATION REMITTED	1,020.00	1,020.00
16682	12/31/2019	<b>St-Hilaire, Francine</b>			
		DEC 2019	MUNICIPAL BLDG JANITORIAL	160.54	160.54
16683	12/31/2019	<b>ERROR IN AMOUNT</b>			
16684	12/31/2019	<b>ERROR IN AMOUNT</b>			
16685	12/31/2019	<b>Woroniuk, Gary</b>			
		DEC 2019	ARENA ASSISTANT DEC 2019	281.25	281.25
16686	12/31/2019	<b>Ministry of Finance</b>			
		DEC EPT	DECEMBER EPT REMITTANCE	2,837.95	2,837.95
16687	12/31/2019	<b>Christ the Teacher RCSSD # 212</b>			
		DEC EPT	DECEMBER EPT REMITTANCE	2,394.49	2,394.49
16688	12/31/2019	<b>All Season Rentals &amp; Sales</b>			
		134892	ARENA JANITORIAL SUPP	242.83	
		134910	ARENA JANITORIAL SUPP	97.41	340.24
16689	12/31/2019	<b>All-Stat Electric Ltd.</b>			
		12395	BALLAST/LAMPS	348.13	348.13

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16690	12/31/2019	<b>Barry's Excavating</b> 552159	DIG GRAVE - ZUNZYAK	1,055.00	
		552160	DIG GRAVE - G. COBB	840.00	1,895.00
16691	12/31/2019	<b>CanOps</b> 0010611	2019 FIRE DISPATCH FEE	444.13	444.13
16692	12/31/2019	<b>Canadian Linen &amp; Uniform</b> 6001239311	Mats and Laundry	103.61	103.61
16693	12/31/2019	<b>COLLABRIA</b> DEC 2019	AED UNIT & POSTAGE	2,410.33	2,410.33
16694	12/31/2019	<b>Canadian Pacific Railway</b> 11117784	RAILWAY FLASHER AGMT	296.00	296.00
16695	12/31/2019	<b>Home Hardware - A. Myrowich</b> 707926	ARENA PAPER ROOM LOCKS	56.59	
		707583	HALL BATHRM TOILET PARTS	58.22	
		706414	FAUCET FOR HALL	94.35	209.16
16696	12/31/2019	<b>Kooler Refrigeration</b> 1828	HOT WTR TANK MOVE/INSTALL	1,266.33	1,266.33
16697	12/31/2019	<b>Legacy Co-operative Assoc. Ltd</b> 0916	FUEL - JOHN DEERE	136.74	
		1633	FUEL - ICE EDGER	22.22	
		1126	FUEL - EMERG GEN	29.79	
		1323	FUEL - BURN PILE	17.09	
		1325	FUEL - BURN PILE	26.06	
		1132	FUEL - BURN PILE	23.97	
		1148	FUEL - BACK HOE	94.57	
		0009	FUEL - PICK UP TRUCK	106.70	
		035467650	FUEL ADDITIVE JHN DEER	17.64	
		0354718101	ARENA PROPANE & VALVE	58.64	
		02570729B	ZAMBONI ROOM HOSE REPAIR	57.71	591.13
16698	12/31/2019	<b>Mun Employee Pension Plan</b> DEC A 2019	DECEMBER 'A' REMITTANCE	721.58	
		DEC B 2019	DEC 'B' REMITTANCE	706.30	
		DEC C 2019	DEC 'C' REMITTANCE	729.86	2,157.74
16699	12/31/2019	<b>Munisoft Limited</b> 2019/20-04223	2019/20 COMPUTER HDW MAINT	199.80	
		2019/20-03680	2020 SOFTWARE MAINT FEE	3,019.20	3,219.00
16700	12/31/2019	<b>Newton Landscaping</b> 7932	LIFTSTN CLN & THAW F HYDRNT	982.35	982.35
16701	12/31/2019	<b>Ottenbreit Sanitation Service</b> 0000159109	NOV WASTE/RECYCLE	5,370.64	
		0000160430	DECEMBER WASTE/RECYCLE	6,041.83	11,412.47
16702	12/31/2019	<b>Pattison Agriculture</b> 2395380	GLASS DOOR REPLACED	600.16	600.16
16703	12/31/2019	<b>SK Health Authority</b> 3340845	WATER SAMPLE LAB FEE	23.00	

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		3341923	WATER SAMPLE LAB FEE	23.00	46.00
<b>16704</b>	<b>12/31/2019</b>	<b>Staples/BD#167 Yorkton</b>			
		2639191	OFFICE SUPPLIES	131.49	131.49
<b>16705</b>	<b>12/31/2019</b>	<b>Swish-Kemsol</b>			
		265731	FLOOR CLEANING SOLUTION	35.21	35.21
<b>16706</b>	<b>12/31/2019</b>	<b>TAXervice</b>			
		2358526	TAX ENF FEE ROLL #314	365.40	
		2358527	TAX ENF FEE ROLL #029	121.80	
		2358528	TAX ENF FEE ROLL #069	121.80	
		2358529	TAX ENF FEE ROLL #126	121.80	
		2358538	TAX ENF FEE ROLL #203	97.65	828.45
<b>16707</b>	<b>12/31/2019</b>	<b>The Safety Warehouse 991 Inc.</b>			
		23040	ARENA LIGHT BULB & SAF-T SUP	232.30	232.30
<b>16708</b>	<b>12/31/2019</b>	<b>Village Variety</b>			
		43.1	COFFEE/WATER/SUGAR/CREA	87.91	87.91
Other:					
<b>9164-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 01	DECEMBER CURLING RINK HEAT	180.91	180.91
<b>9165-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 02	DECEMBER LIFT STN GAS/HEAT	43.10	43.10
<b>9166-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 03	DECEMBER SHOP GAS/HEAT	242.92	242.92
<b>9167-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 04	DECEMBER WTP GAS/HEAT	196.97	196.97
<b>9168-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 05	DECEMBER SKATING RINK HEAT	930.56	930.56
<b>9169-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 06	DECEMBER MUNICIPAL BLDG HEAT	362.20	362.20
<b>9170-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 07	DECEMBER WELL HOUSE HEAT	77.51	77.51
<b>9171-Man</b>	<b>12/28/2019</b>	<b>Saskenergy</b>			
		DEC 2019 08	DECEMBER MUSEUM HEAT	243.62	243.62
<b>9172-Man</b>	<b>12/28/2019</b>	<b>Saskpower</b>			
		DEC 2019 05	DECEMBER ST. LIGHTS	1,155.79	1,155.79
<b>9173-Man</b>	<b>12/28/2019</b>	<b>Saskpower</b>			
		DEC 2019 03	DEC LIFT STATION ELECTRIC	305.52	305.52
<b>9174-Man</b>	<b>12/28/2019</b>	<b>Saskpower</b>			
		DEC 2019 07	DEC ARENA COMPRESSOR	2,155.68	2,155.68
<b>9175-Man</b>	<b>12/28/2019</b>	<b>Saskpower</b>			
		DEC 2019 01	DECMBR ELECTRIC MUN. BLDG	179.03	179.03
<b>9176-Man</b>	<b>12/28/2019</b>	<b>Saskpower</b>			
		DEC 2019 09	DEC ARENA/HALL ELECTRIC	1,558.83	1,558.83
<b>9177-Man</b>	<b>12/28/2019</b>	<b>Saskpower</b>			

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9178-Man	12/28/2019	Saskpower DEC 2019 04	DECEMBER WTP ELECTRIC	265.41	265.41
9179-Man	12/28/2019	Saskpower DEC 2019 02	DEC CANTEEN ELECTRICAL	36.22	36.22
9180-Man	12/28/2019	Saskpower DEC 2019 06	DEC WELL HOUSE ELECTRIC	86.48	86.48
9181-Man	12/28/2019	Saskpower DEC 2019 08	DECEMBER SHOP ELECTRIC	57.64	57.64
9182-Man	12/28/2019	Sasktel DEC 2019 01	DEC WELL HOUSE ALARM	95.15	95.15
9183-Man	12/28/2019	Sasktel DEC 2019 02	DEC FAX INTERNET LINE	55.91	55.91
9184-Man	12/28/2019	Sasktel DEC 2019 03	DEC MUNICIPAL OFFICE	130.63	130.63
9185-Man	12/28/2019	Sasktel DEC 2019 04	DEC ARENA/HALL PHONE	51.85	51.85
9186-Man	12/28/2019	Sasktel DEC 2019 05	DEC FIRE HALL PHONE	62.41	62.41
993831-Man	12/17/2019	Sasktel DEC 2019 06	DEC MUSEUM PHONE LINE	55.91	55.91
20191206-Man	12/17/2019	Sasktel DEC 2019 06.1	DEC MUSEUM PHONE LINE	174.60	174.60
20191206-Man	12/06/2019	Jeffrey MacKay DEC A 2019	DECEMBER 'A' 2019 PAYROLL	1,124.15	1,124.15
20191206-Man	12/06/2019	Patricia Pidlesny DEC A 2019	DECEMBER 'A' PAYROLL	387.46	387.46
20191206-Man	12/06/2019	Lyndon Stachoski DEC A 2019	DECEMBER 'A' 2019 PAYROLL	1,719.09	1,719.09
20191206-Man	12/06/2019	Dwayne Tobin DEC A 2019	DECEMBER 'A' PAYROLL	1,350.18	1,350.18
20191220-Man	12/20/2019	Jeffrey MacKay DEC B 2019	DECEMBER 'B' 2019 PAYROLL	1,124.15	1,124.15
20191220-Man	12/20/2019	Patricia Pidlesny DEC B 2019	DECEMBER 'B' PAYROLL	330.91	330.91
20191220-Man	12/20/2019	Lyndon Stachoski DEC B 2019	DECEMBER 'B' 2019 PAYROLL	1,735.95	1,735.95
20191220-Man	12/20/2019	Dwayne Tobin DEC B 2019	DECEMBER 'B' PAYROLL	1,350.18	1,350.18
20191230-Man	12/30/2019	Jeffrey MacKay DEC C 2019	DECEMBER 'C' 2019 PAYROLL	1,124.50	1,124.50
20191230-Man	12/30/2019	Patricia Pidlesny DEC C 2019	DECEMBER 'C' PAYROLL	418.39	418.39
20191230-Man	12/30/2019	Lyndon Stachoski DEC C 2019	DECEMBER 'C' 2019 PAYROLL	1,701.32	1,701.32

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
20191230-Man	12/30/2019	Dwayne Tobin DEC C 2019	DECEMBER 'C' PAYROLL	1,350.24	1,350.24
20191231-Man	12/31/2019	Hutzul, Barb DEC 2019	COUNCIL INDEMNITY	150.00	150.00
20191231-Man	12/31/2019	Knorr, Danielle DEC 2019	COUNCIL INDEMNITY	150.00	150.00
20191231-Man	12/31/2019	Jeffrey MacKay DEC 2019	DECEMBER FIRE CHIEF INDEM	196.76	196.76
20191231-Man	12/31/2019	Oliver, Dorothy DEC 2019	DECEMBER COUNCIL INDEMN	100.00	100.00
20191231-Man	12/31/2019	Ross, Jennifer DEC 2019	COUNCIL INDEMNITY	150.00	150.00
20191231-Man	12/31/2019	Kevin Urbanoski DEC 2019	DECEMBER COUNCIL INDEMN	220.00	220.00
				Total for AP:	69,698.11



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Mayor



\_\_\_\_\_  
Administrator

Report Date  
1/12/2020 2:41 PM

Village of Theodore  
**List of Accounts for Approval**  
As of 1/15/2020  
Batch: 2020-00002 to 2020-00004

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-General Oper</b>					
Computer Cheques:					
16709	1/15/2020	<b>Canadian Linen &amp; Uniform</b> 6001244246	Mats and Laundry	103.54	103.54
16710	1/15/2020	<b>Clartech Industries Inc.</b> 193760 ANJ 818676	CONTAINER RETURN CREDIT WATER CHEMICALS	273.00- 856.70	583.70
16711	1/15/2020	<b>Munisoft Limited</b> 2019/20-04561	ADDITIONAL SOFTWR LICENSE	2,442.00	2,442.00
16712	1/15/2020	<b>SK Health Authority</b> 3342830	WATER SAMPLE LAB FEE	23.00	23.00
16713	1/15/2020	<b>SUMA</b> JAN 2020 INV-000092285 15270793	JANUARY PAYROLL BENEFITS 2020 FIREFIGHTERS INSUR 2020 CONV REGISTRATION X 2	897.77 442.00 945.00	2,284.77
16714	1/15/2020	<b>TAXervice</b> 2358896 2358837 2358836	TAX ENF FEE ROLL #122 TAX ENF FEE ROLL #020 TAX ENF FEE ROLL #030	213.15 132.45 132.45	478.05
Other:					
413294389-Man	1/12/2020	<b>COLLABRIA</b> JAN 2020	PAYROLL OUTSOURCE - E2W	305.22	305.22
				Total for AP:	6,220.28

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator



**Village of Theodore**  
**Statement of Financial Activities - Condensed**  
For the Period Ending December 31, 2019

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
<b>REVENUES</b>			
<b>Taxation</b>			
<b>Municipal Taxes</b>			
General Municipal Levy	5,766.00	372,110.93	369,370.00
Abatements and Adjustments		(4,950.00)	(6,500.00)
Discount on Current Year Taxes		(9,683.58)	(9,500.00)
<b>Net Municipal Taxes</b>	<b>5,766.00</b>	<b>357,477.35</b>	<b>353,370.00</b>
Penalties on Tax Arrears	4,488.35	107,762.07	10,000.00
<b>Total Taxation:</b>	<b>10,254.35</b>	<b>465,239.42</b>	<b>363,370.00</b>
<b>Fees and Charges</b>			
Custom Work	1,875.00	4,952.50	3,200.00
Sale of Supplies and Gravel	3.55	128.88	150.00
Rentals	400.00	1,700.00	1,700.00
Recreation	2,520.00	26,525.00	28,750.00
Cemetery Fees	1,450.00	2,775.00	1,100.00
Licenses and Permits		826.00	800.00
General Office Services	20.00	525.00	325.00
Landfill/Waste Collection Fees	11,642.00	49,583.17	50,500.00
<b>Total Fees and Charges:</b>	<b>17,910.55</b>	<b>87,015.55</b>	<b>86,525.00</b>
<b>Maintenance and Development Charges</b>			
Development Charges		460.00	100.00
<b>Total Maintenance and Development Charges:</b>	<b>0.00</b>	<b>460.00</b>	<b>100.00</b>
<b>Utilities</b>			
Water	18,731.61	83,418.46	84,300.00
Sewer	5,874.00	23,000.34	23,500.00
<b>Total Utilities:</b>	<b>24,605.61</b>	<b>106,418.80</b>	<b>107,800.00</b>
<b>Unconditional Transfers</b>			
Unconditional Transfers		67,930.00	67,930.00
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>67,930.00</b>	<b>67,930.00</b>
<b>Conditional Grants</b>			
Provincial		43,069.00	22,398.00
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>43,069.00</b>	<b>22,398.00</b>
<b>Grants in Lieu of Taxes</b>			
Federal		2,180.33	2,340.00
Local		7,740.12	6,100.00
Other	2,806.77	26,215.63	30,000.00
<b>Total Grants in Lieu of Taxes:</b>	<b>2,806.77</b>	<b>36,136.08</b>	<b>38,440.00</b>
<b>Investment Income and Commissions</b>			
Investment and Income Revenue	30.19	393.82	300.00
<b>Total Investment Income and Commissions:</b>	<b>30.19</b>	<b>393.82</b>	<b>300.00</b>

**Village of Theodore**  
**Statement of Financial Activities - Condensed**  
For the Period Ending December 31, 2019

	Current	Year To Date	Budget
<b>Other Revenues</b>			
Other Revenue	(698.50)	10,711.21	10,400.00
<b>Total Other Revenues:</b>	<b>(698.50)</b>	<b>10,711.21</b>	<b>10,400.00</b>
<b>Total REVENUES:</b>	<b>54,908.97</b>	<b>817,373.88</b>	<b>697,263.00</b>
<b>EXPENDITURES</b>			
<b>General Government Services</b>			
Wages	9,588.95	83,306.11	88,000.00
Benefits	1,175.27	10,013.10	10,450.00
Professional/Contract Services	5,869.99	47,786.33	72,526.00
Utilities	1,404.67	6,864.89	7,600.00
Maintenance, Material and Supplies	3,168.83	8,967.43	6,700.00
Grants and Contributions	(511.02)	1,726.16	1,600.00
Capital Expenditures	(559.99)		
Interest		3,225.08	7,600.00
Allowance for Uncollectibles			7,500.00
Other	1,401.77	1,432.92	
<b>Total General Government Services:</b>	<b>21,538.47</b>	<b>163,322.02</b>	<b>201,976.00</b>
<b>Protective Services</b>			
<b>Police Protection</b>			
Contractual Services		15,016.58	15,000.00
<b>Total Police Protection:</b>	<b>0.00</b>	<b>15,016.58</b>	<b>15,000.00</b>
<b>Fire Protection</b>			
Wages	200.00	2,400.00	2,900.00
Benefits	4.54	52.05	
Professional/Contractual Services	521.81	3,865.56	1,140.00
Utilities	119.03	694.94	700.00
Maintenance, Materials and Supplies	141.94	1,102.66	850.00
<b>Total Fire Protection:</b>	<b>987.32</b>	<b>8,115.21</b>	<b>5,590.00</b>
<b>Total Protective Services:</b>	<b>987.32</b>	<b>23,131.79</b>	<b>20,590.00</b>
<b>Transportation Services</b>			
<b>Maintenance</b>			
Wages	5,640.00	62,654.12	65,760.00
Benefits	1,364.06	17,071.74	20,285.00
Professional/Contractual Services	2,531.92	8,863.58	7,850.00
Utilities	2,917.53	16,381.09	18,800.00
Maintenance, Materials & Supplies	5,143.98	24,305.95	54,900.00
Interest		13,449.84	13,958.00
<b>Total Maintenance:</b>	<b>17,597.49</b>	<b>142,726.32</b>	<b>181,553.00</b>
<b>Total Transportation Services:</b>	<b>17,597.49</b>	<b>142,726.32</b>	<b>181,553.00</b>
<b>Environmental Services</b>			
Professional/Contractual Services	12,674.02	64,456.87	47,350.00
Maintenance, Materials and Supplies		47.68	200.00
<b>Total Environmental Services:</b>	<b>12,674.02</b>	<b>64,504.55</b>	<b>47,550.00</b>



**Village of Theodore**  
**Statement of Financial Activities - Condensed**  
For the Period Ending December 31, 2019

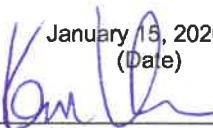
	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
<b>Public Health and Welfare Services</b>			
Professional/Contractual Services			600.00
<b>Total Public Health and Welfare Services:</b>	<b>0.00</b>	<b>0.00</b>	<b>600.00</b>
<b>Planning and Development Services</b>			
Professional/Contractual Services		425.00	800.00
<b>Total Planning and Development Services:</b>	<b>0.00</b>	<b>425.00</b>	<b>800.00</b>
<b>Recreation and Cultural Services</b>			
Wages	5,741.25	30,205.25	24,980.00
Professional/Contractual Services	818.65	39,045.71	24,800.00
Utilities - Heat	2,648.86	9,487.59	12,500.00
Utilities - Power	8,305.18	28,386.99	25,450.00
Utilities - Telephone	321.98	2,136.63	1,960.00
Maintenance, Materials and Supplies	3,123.78	14,265.32	14,850.00
Grants and Contributions			10,000.00
Capital Expenditures	(7,022.50)	3,174.70	
<b>Total Recreation and Cultural Services:</b>	<b>13,937.20</b>	<b>126,702.19</b>	<b>114,540.00</b>
<b>Utilities</b>			
<b>Water</b>			
Professional/Contractual Services	6,462.14	41,010.82	38,000.00
Utilities	1,604.53	9,960.29	9,850.00
Maintenance, Materials and Supplies	3,036.32	10,351.44	12,600.00
Capital Expenditures	(6,898.38)		
<b>Total Water:</b>	<b>4,204.61</b>	<b>61,322.55</b>	<b>60,450.00</b>
<b>Sewer</b>			
Professional/Contractual Services	938.10	5,194.51	6,000.00
Utilities	684.58	3,097.20	2,900.00
Maintenance, Materials and Supplies		2,272.64	5,300.00
Other	161.36	161.36	
<b>Total Sewer:</b>	<b>1,784.04</b>	<b>10,725.71</b>	<b>14,200.00</b>
<b>Total Utilities:</b>	<b>5,988.65</b>	<b>72,048.26</b>	<b>74,650.00</b>
<b>Total EXPENDITURES:</b>	<b>72,723.15</b>	<b>592,860.13</b>	<b>642,259.00</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>			
<b>REVENUES</b>	<b>54,908.97</b>	<b>817,373.88</b>	<b>697,263.00</b>
<b>EXPENDITURES</b>	<b>72,723.15</b>	<b>592,860.13</b>	<b>642,259.00</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(17,814.18)</b>	<b>224,513.75</b>	<b>55,004.00</b>
Change in Non-Financial Assets	15,716.28	15,716.28	
<b>Change in Net Assets</b>	<b>(33,530.46)</b>	<b>208,797.47</b>	<b>55,004.00</b>
<b>Change in Surplus</b>	<b>(33,530.46)</b>	<b>208,797.47</b>	<b>55,004.00</b>

**Village of Theodore**  
**Statement of Financial Activities - Condensed**  
For the Period Ending December 31, 2019

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
<b>Account Balances</b>			
	<u>Current</u>	<u>Year to Date</u>	<u>Balance</u>
<b>Cash and Investments</b>			
Cash on Hand - Petty Cash			350.00
Maximizer - Village	(38,011.37)	106,114.53	123,952.61
Plan 24 - Cemetery Account		0.25	995.60
Credit Union Share Accounts			5.00
Equity - Village of Theodore	(397.35)	(397.35)	2,251.62
Rink Addition Account	16.95	(7,598.37)	22,186.09
Max - Theodore Heritage Society	0.36	4.14	8,360.09
<b>Total Cash and Investments:</b>	<b>(38,391.41)</b>	<b>98,123.20</b>	<b>158,101.01</b>
<b>Municipal Taxes Receivable</b>			
Municipal - Tax Receivable - Current	(31,057.54)	67,231.74	301,681.79
Municipal - Tax Receivable - Arrears	(4,726.53)	(220,357.64)	61,631.94
Municipal - Allow. for Uncollected	248,433.70	248,433.70	(251,566.30)
<b>Total Municipal Taxes Receivable:</b>	<b>212,649.63</b>	<b>95,307.80</b>	<b>111,747.43</b>

Certified correct and in accordance with the records      Presented to council on

  
\_\_\_\_\_  
Lyndon Stachoski  
CAO

January 15, 2020  
(Date)  
  
\_\_\_\_\_  
Kevin Urbanoski  
Mayor





**Village of Theodore**  
Box 417 Theodore, SK. S0A 4C0  
**Phone: (306) 647-2315**  
Facsimile: (306) 647-2476  
E-mail: theodore.village@sasktel.net

## 2020 RATES

### EQUIPMENT RATES

Backhoe with Operator -----	\$ 150.00/hr
Any equip. with Operator (minimum charge – 30 minutes or less) ----	\$ 75.00/hr
Grader with Operator -----	\$ 150.00/hr
Sprayer (dandelions, chemicals) -----	\$ 70.00/spray/lot
Grass cutting (50'x 120' lot) -----	\$ 70.00/cut/lot
Snow Removal (Driveway - Entire) -----	\$ 40.00/single driveway \$ 60.00/ 2 car driveway \$ 80.00/ 3 car driveway
Dump Truck customer loaded-----	\$75.00

### OFFICE FEES

Faxing: In Saskatchewan	\$2.00 – 1st page	\$ .50 each additional page
In Canada	\$3.00 – 1st page	\$ .50 each additional page
Global	\$4.00 – 1st page	\$ .50 each additional page
Photocopying: \$0.35/page	\$0.50/double sided	as per res 16-406 Nov 9/16
NSF Fee Charged (as per Policy 4/2016) -----	\$ 20.00	
Photocopy Field Sheet Assessments (Free to Owner) -----	\$ 20.00/record	
Council Minutes -----	\$ 1.00/page print format free email	
Council Minutes -----	\$ 50.00/year	
Tax Certificate -----	\$ 20.00 each	
SAMA Reassessment Fee -----	\$ 20.00 per inspection	

### PERMITS & MISCELLANEOUS

Official fees & building Permit -----	\$ 10.00
Raffle Permit -----	\$ 5.00
Demolition Permit (permit to move/remove building) -----	\$ 25.00 plus deposit per Bylaw
Gravel -----	\$ 75.00/bucket
Water Turn On (connect) -----	\$ 50.00
Remove Tax Lien (per -----	\$25.00
Add Tax Lien (per -----	\$75.00

## **TRANSFER STATION FEES (No Charge for Clean Wood)**

½ Ton load (resident hauls & loads into container)-----	\$25.00/load (\$50 PRIOR YR)
½ Ton load (resident hauls & village loads into container)-----	\$75.00/load (\$100 PRIOR YR)

## **WATER HAULING FEES**

Water (delivered) -----	\$75.00/load
Bulk Water Pickup Customer -----	\$25.00/ load

## **PROPERTY PIN LOCATES**

Locate Property Pins (Max of 2 Hours) -----	\$100.00 per lot
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## **2020 CEMETERY RATES**

### **Cemetery plots prices: Approved by Bylaw 2016-07**

Grave – per plot -----	\$ 300.00
Permit Monument-----	\$ 25.00
Permit – Burial Casket (traditional)-----	\$ 50.00/burial
Permit – Cremation (memorial)-----	\$ 50.00/cremation

***The village no longer provides "in house" grave digging services and is not responsible for arranging or scheduling any contractor(s) to perform the dig.***

Cremation (Summer only) Memorial-----	\$ 250.00
Plus - after hours (weekend rate)-----	\$ 200.00
Plus - Statutory Holiday rate-----	\$ 400.00
Permit Only – Removal of Remains	
Casket Burial -----	\$ 50.00
Cremated-----	\$ 50.00
Perpetual Care Fee – payable at time of interment	
Casket Traditional-----	\$ 200.00
Cremation Memorial -----	\$ 200.00

*\*Summer (May 1 – October 31)*

## **REMUNERATION**

Mayor: -----	\$220.00/month
Councillor: -----	\$150.00/month
Fireman:	
Meeting -----	\$ 15.00/meeting
Firefighting -----	\$ 15.00/hour
Fire Chief -----	\$ 200.00/month
Mileage -----	\$ 0.40/km

## OFFICE RENT

Municipal Outer Office ----- \$ 100.00/month  
Council Chambers ----- \$ 50.00/day  
Council Chambers ----- \$ 25.00/half day

## PENALTY/INTEREST

Interest on overdue accounts (non-utility) ----- 3%/month

## SIGN RENTAL


Portable sign rental ----- \$10.00/week


## 2020 RECREATION COMPLEX ROOM RENTAL RATES

Hall kitchen ----- \$ 75.00/day  
Arena Lobby ----- \$ 75.00/day  
Curling rink lobby ----- \$ 75.00/day  
Arena Conference Room ----- \$100.00/day  
  
Hall rental, 8 am – 6 pm ----- \$100.00/day  
Hall rental, 6 pm – 12 am ----- \$100.00/day  
  
Wedding, Day before, decorating, 6 pm – 12 am ----- \$100.00/day  
Wedding, Day of ----- \$200.00/day  
Wedding, Day after ----- \$200.00/day  
Wedding, Kitchen ----- \$ 75.00/day

## 2020 ICE RENTAL RATES

Arena / per hour ----- \$120.00/hr  
As per resolution 2016-257, July 2016  
Theodore Buffalos rate ----- \$100.00/hr  
As per resolution 2016-299, September 2016  
Tournament ----- \$400.00/day

  
\_\_\_\_\_  
Mayor

  
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Administrator

Approved by Council January 15, 2020 by resolution 2020-027

  
\_\_\_\_\_  
Administrator

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