



**TOWN OF ALAMEDA**  
**Regular Meeting August 17, 2023**

The regular meeting of the Council of the Town of Alameda met in the Town Office on Thursday, August 17, 2023. The meeting was called to order at 7:01 pm by Mayor Cobham.

**PRESENT:** Mayor Jennifer Cobham, Councillors Alaina Buchanan, Dallas Forseth, Michelle Krieger and Matt Faber  
Administrator – Sheri Carritt

**ABSENT:** Councillors Dean Copeland and Janelle Dorrance

**DELEGATIONS:** none

**AGENDA:**

194/08/23

*Made by:* Councillor Buchanan

That Council approves the Agenda as presented.

**CARRIED**

**MINUTES**

195/08/23

*Made by:* Councillor Faber

That the Minutes of July 19, 2023, Regular Meeting are approved as presented.

**CARRIED**

**CORRESPONDENCE:**

- a. RF Now Inc.- Fiber Optic Internet Installation coming in fall or early spring

**MOOSE CREEK CHRISTMAS PARTY**

196/08/23

*Made by:* Councillor Krieger

That the Town pays for council, staff and spouses to attend the RM of Moose Creek Christmas supper on December 9, 2023, at \$27.75 per plate, and furthermore the Town will pay one-half cost of the Alameda/Moose Creek Fire Department members and spouses.

**CARRIED**

JC H

**ACCEPT AND FILE THE CORRESPONDENCE**

197/08/23

*Made by:* Councillor Forseth

That the correspondence has been dealt with and now is filed.

**CARRIED**

**ACCOUNTS FOR APPROVAL:**

**BANK RECONCILIATION**

198/08/23

*Made by:* Councillor Krieger

That the July Bank Reconciliation is accepted as circulated and forms part of the minutes of this regular meeting of council.

**CARRIED**

**FINANCIAL STATEMENT**

199/08/23

*Made by:* Councillor Faber

That the Detailed Statement of Financial Activities for July 2023 is accepted as circulated and forms part of the minutes of this regular meeting of council.

**CARRIED**

**APPROVED AND ONLINE PAYMENTS**

200/08/23

*Made by:* Councillor Krieger

That the accounts as presented at this meeting are approved for payment from cheques #6014 to #6036 in the amount of \$67,025.84 and online payments in the amount of \$110,126.19 and that it forms part of the minutes of this regular meeting of Council.

**CARRIED**

**UNFINISHED BUSINESS:**

**ADMINISTRATORS REPORT**

**VERBAL REPORT**

201/08/23

*Made by:* Councillor Faber

That we acknowledge the Administrator's verbal report.

**CARRIED**

JC SL

**PUBLIC WORKS REPORT:  
WATERWORKS DAILY REPORT**

202/08/23

*Made by:* Councillor Buchanan

That we acknowledge and sign the daily Waterworks report for July.

**CARRIED**

**LAGOON COMPLIANCE INSPECTION REPORT**

203/08/23

*Made by:* Councillor Faber

That we acknowledge the August 9, 2023, Lagoon Compliance Inspection Report, as given to us by the Water Security Agency.

**CARRIED**

**TRANSFER STATION OPERATIONS PLAN**

204/08/23

*Made by:* Councillor Krieger

That the Town accept and file the updated Transfer Station Operations Plan and that it forms part of the minutes of this regular meeting of Council.

**CARRIED**

**GENERATORS**

205/08/23

*Made by:* Councillor Forseth

That the Town accept the quote from Faber's Electric Ltd. to install a Generac 17/20KW Air cooled standby generator system at the water plant in the amount of \$15,200 and at the lift station in the amount of \$14,100, this includes gas and power installation, materials, mileage and permit.

**CARRIED**

**NEW BUSINESS:**

**LIST OF LANDS IN ARREARS**

206/08/23

*Made by:* Councillor Faber

That in accordance with Section 3 of *The Tax Enforcement Act* that the List of Lands in Arrears is attached to these Minutes and that these properties will be advertised in the Carlyle Observer and all costs associated with the advertising will be added with each property advertised.

**CARRIED**

**DONATION**

207/08/23

*Made by:* Councillor Forseth

That the Town donate \$440.00 to the Alameda Cemetery.

**CARRIED**

JC 8

**ABATE TAXES**

208/08/23

*Made by:* Councillor Krieger

That in accordance with Section 274 of *The Municipalities Act*, that we abate the Municipal tax in the amount of \$1,258.65 and the School tax in the amount of \$450.09 which is a Grant-In-Lieu that was included in the 2022 tax notice for SPMC-Accommodation Services, Roll #205 and that they have stated that they will only pay on the previous year's tax assessment from the letter received from the Ministry of Finance.

**CARRIED**

**COMMITTEE REPORTS**

209/08/23

*Made by:* Councillor Buchanan

That council acknowledge the following verbal committee reports:

Mayor Cobham – Alameda School Council Committee

Councillor Buchanan – Moose Creek Regional Park Authority

Councillor Krieger – SE Health Care & Retention Committee

**CARRIED**

**ADJOURNMENT AND NEXT MEETING**

210/08/23

*Made by:* Councillor Krieger

That the meeting adjourns at 8:47 p.m. and that the next meeting will be held on Wednesday, September 20, 2023, at 7:00 p.m.

**CARRIED**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator



**Town of Alameda  
Bank Reconciliation - Detailed**

**General Chequing Account**  
For Ending Date 07/31/2023

110-110-120 - Cash - PPCU - Chequing

**GL Balance to 07/31/2023** **538,378.81**

Service Charges: 0.00  
Interest Charges: 0.00  
Interest Revenue: 0.00

**Adjusted Book Balance** **538,378.81**

**Bank Statement Balance:** **548,102.56**

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	07/31/2023	230035-006	Debit - Utility - Berntson, Kris Donald	RC	350.50
2	07/31/2023	230035-007	Debit - Utility - Brooks, Shelby & Warke	RC	200.00
3	07/31/2023	230035-008	Debit - Utility - Tiefenbach, Kevin & Ti	RC	250.75
4	07/31/2023	230037-001	MC - Utility - Gaudry, Dakotah Isreal	RC	235.00
<b>Subtotal:</b>					<b>1,036.25</b>

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	06/23/2023	Ch 5986	Country Garden Greenhouse	AP	-199.30
2	06/23/2023	Ch 5991	Museums Association of Sask.	AP	-50.00
3	07/21/2023	Ch 5997	Alameda School	AP	-2,500.00
4	07/21/2023	Ch 6001	Alameda Minor Hockey	AP	-3,154.00
5	07/21/2023	Ch 6002	Alameda Minor Ball	AP	-600.00
6	07/21/2023	Ch 6003	Berdyck Construction	AP	-160.00
7	07/21/2023	Ch 6007	JF Custom Engraving	AP	-86.58
8	07/21/2023	Ch 6010	R.M. Of Moose Creek No. 33	AP	-171.46
9	07/28/2023		Copeland-Net Pay		-1,184.36
10	07/28/2023		Carritt-Net Pay		-1,956.05
11	07/28/2023		Drummond-Net Pay		-579.91
12	07/28/2023		Young-Net Pay		-118.34
<b>Subtotal:</b>					<b>-10,760.00</b>

**Total Uncleared:** **-9,723.75**

**Adjusted Bank Balance** **538,378.81**

Notes

*JK*

**Town of Alameda  
Bank Reconciliation - Detailed**

**Investments**  
For Ending Date 07/31/2023

110-110-130 - Cash - Bank - Term Deposit

**GL Balance to 07/31/2023**

**92,780.39**

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

0.00

**Adjusted Book Balance**

**92,780.39**

**Bank Statement Balance:**

**92,780.39**

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared:

0.00

**Adjusted Bank Balance**

**92,780.39**

Notes

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Town of Alameda  
Bank Reconciliation - Detailed

**Water Infrastructure**  
For Ending Date 07/31/2023

110-110-140 - Cash - Special Savings

**GL Balance to 07/31/2023**

**144,107.99**

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

0.00

**Adjusted Book Balance**

**144,107.99**

**Bank Statement Balance:**

**144,107.99**

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared:

0.00

**Adjusted Bank Balance**

**144,107.99**

Notes

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>TAXATION</b>					
<b>Municipal Taxes</b>					
410-110-100 - General Municipal Levy			370,070.00	(370,070.00)	100.00-
410-130-100 - Discount on Municipal Tax - Property	(52.20)	(71.37)	(10,540.00)	10,468.63	99.32
	<b>(52.20)</b>	<b>(71.37)</b>	<b>359,530.00</b>	<b>(359,601.37)</b>	<b>100.02-</b>
<b>Penalties on Tax Arrears</b>					
410-400-210 - Penalty on Mun Taxes Arrears		3,127.24	3,130.00	(2.76)	0.09-
410-400-290 - Penalty on Pavement Arrears		473.57	480.00	(6.43)	1.34-
	<b>0.00</b>	<b>3,600.81</b>	<b>3,610.00</b>	<b>(9.19)</b>	<b>0.25-</b>
<b>TOTAL TAXATION:</b>	<b>(52.20)</b>	<b>3,529.44</b>	<b>363,140.00</b>	<b>(359,610.56)</b>	<b>99.03-</b>
<b>FEES AND CHARGES</b>					
<b>Custom Work</b>					
420-100-100 - F&C - Custom Work			1,000.00	(1,000.00)	100.00-
420-100-110 - F&C - Custom Work - Snow Removal		312.50	320.00	(7.50)	2.34-
420-100-130 - F&C - Tax Enforcement Costs Recover		11.36	440.00	(428.64)	97.42-
	<b>0.00</b>	<b>323.86</b>	<b>1,760.00</b>	<b>(1,436.14)</b>	<b>81.60-</b>
<b>Sale of Supplies and Gravel</b>					
420-200-900 - F&C - Misc Revenue		10,000.00	10,000.00		
	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Rentals</b>					
420-300-100 - F&C - Rentals - Building/Room		(500.00)		(500.00)	
	<b>0.00</b>	<b>(500.00)</b>	<b>0.00</b>	<b>(500.00)</b>	<b>0.00</b>
<b>Recreation Fees</b>					
<b>Recreation Centre Fees</b>					
420-500-800 - F&C - Rec Fees - Trailer Park/Campgr	1,870.00	9,280.00	8,000.00	1,280.00	16.00
	<b>1,870.00</b>	<b>9,280.00</b>	<b>8,000.00</b>	<b>1,280.00</b>	<b>16.00</b>
	<b>1,870.00</b>	<b>9,280.00</b>	<b>8,000.00</b>	<b>1,280.00</b>	<b>16.00</b>
<b>Cemetery Fees</b>					
420-600-100 - F&C - Cemetery Fees		250.00	250.00		
	<b>0.00</b>	<b>250.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Licenses and Permits</b>					
420-700-200 - F&C - Licenses - Business		50.00	50.00		
420-700-210 - F&C - Licenses - Pets		130.00	40.00	90.00	225.00
420-710-100 - F&C - Building Permits		200.00	300.00	(100.00)	33.33-
	<b>0.00</b>	<b>380.00</b>	<b>390.00</b>	<b>(10.00)</b>	<b>2.56-</b>
<b>Other</b>					
<b>Tax Certificate</b>					
420-800-100 - F&C - Tax Certificate		40.00	180.00	(140.00)	77.78-
	<b>0.00</b>	<b>40.00</b>	<b>180.00</b>	<b>(140.00)</b>	<b>77.78-</b>
<b>Landfill/Waste Collection Fees</b>					
420-850-110 - F&C - Landfill Fees		58.00	200.00	(142.00)	71.00-
	<b>0.00</b>	<b>58.00</b>	<b>200.00</b>	<b>(142.00)</b>	<b>71.00-</b>

JC



**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
	0.00	98.00	380.00	(282.00)	74.21-
<b>TOTAL FEES AND CHARGES:</b>	<b>1,870.00</b>	<b>19,831.86</b>	<b>20,780.00</b>	<b>(948.14)</b>	<b>4.56-</b>
<b>UTILITIES</b>					
<b>Water</b>					
440-110-100 - Water - Water Sales Billings		29,364.35	58,100.00	(28,735.65)	49.46-
440-120-100 - Water - Tap Water Sales	574.00	2,581.00	4,740.00	(2,159.00)	45.55-
440-130-100 - Water - Sales - Large Volumes	861.41	4,730.49	7,000.00	(2,269.51)	32.42-
440-140-100 - Water - Connection Fees	50.00	50.00	100.00	(50.00)	50.00-
440-160-500 - Utility - Interest Charges		280.00	530.00	(250.00)	47.17-
440-190-900 - Water - Infrastructure		11,658.14	23,770.00	(12,111.86)	50.95-
	<b>1,485.41</b>	<b>48,663.98</b>	<b>94,240.00</b>	<b>(45,576.02)</b>	<b>48.36-</b>
<b>Sewer</b>					
440-220-100 - Sewer - Billings		24,796.26	49,590.00	(24,793.74)	50.00-
	<b>0.00</b>	<b>24,796.26</b>	<b>49,590.00</b>	<b>(24,793.74)</b>	<b>50.00-</b>
<b>Other Utilities</b>					
440-330-100 - UT - Refuse and Recycling Revenue		25,375.68	52,300.00	(26,924.32)	51.48-
	<b>0.00</b>	<b>25,375.68</b>	<b>52,300.00</b>	<b>(26,924.32)</b>	<b>51.48-</b>
<b>TOTAL UTILITIES:</b>	<b>1,485.41</b>	<b>98,835.92</b>	<b>196,130.00</b>	<b>(97,294.08)</b>	<b>49.61-</b>
<b>UNCONDITIONAL TRANSFERS</b>					
<b>Unconditional Transfers</b>					
450-110-100 - Unconditional - (Revenue Sharing)		85,378.00	85,380.00	(2.00)	
	<b>0.00</b>	<b>85,378.00</b>	<b>85,380.00</b>	<b>(2.00)</b>	<b>0.00</b>
<b>TOTAL UNCONDITIONAL TRANSFERS:</b>	<b>0.00</b>	<b>85,378.00</b>	<b>85,380.00</b>	<b>(2.00)</b>	<b>0.00</b>
<b>CONDITIONAL GRANTS</b>					
<b>Provincial</b>					
450-330-100 - Conditional - Prov - Rink Afford. Grants			5,000.00	(5,000.00)	100.00-
450-350-100 - Conditional - Federal - CCBF - (Gas Tax)		13,025.70	13,030.00	(4.30)	0.03-
	<b>0.00</b>	<b>13,025.70</b>	<b>18,030.00</b>	<b>(5,004.30)</b>	<b>27.76-</b>
<b>TOTAL CONDITIONAL GRANTS:</b>	<b>0.00</b>	<b>13,025.70</b>	<b>18,030.00</b>	<b>(5,004.30)</b>	<b>27.76-</b>
<b>GRANTS IN LIEU OF TAXES</b>					
<b>Federal</b>					
450-500-100 - GIL - Federal - Canada Post			1,650.00	(1,650.00)	100.00-
	<b>0.00</b>	<b>0.00</b>	<b>1,650.00</b>	<b>(1,650.00)</b>	<b>100.00-</b>
<b>Provincial</b>					
450-600-100 - GIL - Provincial - Sasktel			2,390.00	(2,390.00)	100.00-
450-600-150 - GIL - Provincial-SPMC Accomodations	(1,707.39)	4,517.61	6,230.00	(1,712.39)	27.49-
	<b>(1,707.39)</b>	<b>4,517.61</b>	<b>8,620.00</b>	<b>(4,102.39)</b>	<b>47.59-</b>
<b>Other</b>					
450-800-100 - GIL - Other - SaskPower Surcharge	1,739.41	12,577.30	21,700.00	(9,122.70)	42.04-
450-900-100 - GIL - Other - SK Energy	462.74	8,300.29	15,700.00	(7,399.71)	47.13-
	<b>2,202.15</b>	<b>20,877.59</b>	<b>37,400.00</b>	<b>(16,522.41)</b>	<b>44.18-</b>
<b>TOTAL GRANTS IN LIEU OF TAXES:</b>	<b>494.76</b>	<b>25,395.20</b>	<b>47,670.00</b>	<b>(22,274.80)</b>	<b>46.73-</b>

JC 5/2

**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
<b>CAPITAL ASSET PROCEEDS</b>					
<b>Capital Asset Proceeds</b>					
460-100-160 - R&C - Donations		2,240.00	2,240.00		
	0.00	2,240.00	2,240.00	0.00	0.00
<b>TOTAL CAPITAL ASSET PROCEEDS:</b>	<b>0.00</b>	<b>2,240.00</b>	<b>2,240.00</b>	<b>0.00</b>	<b>0.00</b>
<b>INVESTMENT INCOME AND COMMISSIONS</b>					
<b>Investment and Income Revenue</b>					
470-100-100 - Interest Revenue	395.25	2,722.14	5,000.00	(2,277.86)	45.56-
470-120-100 - Dividends Revenue	53.97	(164.40)	220.00	(384.40)	174.73-
470-140-100 - Royalty Revenue	98.97	160.92	150.00	10.92	7.28
	548.19	2,718.66	5,370.00	(2,651.34)	49.37-
<b>TOTAL INVESTMENT INCOME AND COMMIS</b>	<b>548.19</b>	<b>2,718.66</b>	<b>5,370.00</b>	<b>(2,651.34)</b>	<b>49.37-</b>
<b>OTHER REVENUES</b>					
<b>Other Revenue</b>					
480-100-100 - Sask Lotteries		6,754.00	6,750.00	4.00	0.06
480-190-100 - GG- Other revenue		912.98	900.00	12.98	1.44
	0.00	7,666.98	7,650.00	16.98	0.22
<b>TOTAL OTHER REVENUES:</b>	<b>0.00</b>	<b>7,666.98</b>	<b>7,650.00</b>	<b>16.98</b>	<b>0.22</b>
<b>TOTAL REVENUES:</b>	<b>4,346.16</b>	<b>258,621.76</b>	<b>746,390.00</b>	<b>(487,768.24)</b>	<b>65.35-</b>

*JK SL*

**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
<b>EXPENDITURES</b>					
<b>GENERAL GOVERNMENT SERVICES</b>					
<b>Wages &amp; Benefits</b>					
<b>Wages</b>					
510-110-110 - GG - Council - Indemnity		5,850.00	15,250.00	9,400.00	61.64
	<b>0.00</b>	<b>5,850.00</b>	<b>15,250.00</b>	<b>9,400.00</b>	<b>61.64</b>
510-110-140 - GG - Council - Indemnity Committee		1,725.00	4,500.00	2,775.00	61.67
510-110-230 - GG - Salaries - Administrator	5,100.71	36,175.32	62,150.00	25,974.68	41.79
510-110-330 - GG - Salaries - Assistant	1,597.44	10,376.78	18,000.00	7,623.22	42.35
510-110-530 - GG - Contract Admin		2,438.00	3,000.00	562.00	18.73
	<b>6,698.15</b>	<b>56,565.10</b>	<b>102,900.00</b>	<b>46,334.90</b>	<b>45.03</b>
<b>Benefits</b>					
510-120-110 - GG - Benefits - Council		631.65	1,000.00	368.35	36.84
	<b>0.00</b>	<b>631.65</b>	<b>1,000.00</b>	<b>368.35</b>	<b>36.84</b>
510-130-230 - GG - Benefits - Administrator	1,456.46	8,815.31	14,700.00	5,884.69	40.03
510-140-330 - GG - Benefits - Assistant	432.87	3,080.60	5,000.00	1,919.40	38.39
	<b>1,889.33</b>	<b>12,527.56</b>	<b>20,700.00</b>	<b>8,172.44</b>	<b>39.48</b>
	<b>8,587.48</b>	<b>69,092.66</b>	<b>123,600.00</b>	<b>54,507.34</b>	<b>44.10</b>
<b>Professional/Contract Services</b>					
510-200-110 - GG - Cont. - Legal			2,500.00	2,500.00	100.00
510-200-130 - GG - Cont. - Audit/Accounting		5,824.70	8,800.00	2,975.30	33.81
510-200-150 - GG - Cont. - SAMA and Assessment E		6,118.00	6,500.00	382.00	5.88
510-200-170 - GG - Cont. - Advertising	30.00	30.00	500.00	470.00	94.00
510-210-100 - GG - Council Mileage & Meals		202.37	200.00	(2.37)	1.19-
510-210-150 - GG - Council - Convention Hotels/Reg.		5,489.44	5,490.00	0.56	0.01
510-210-160 - GG - Admin Travel, Meals & Subsisten		1,223.22	1,230.00	6.78	0.55
510-210-170 - GG - Admin. - Training		1,211.00	1,420.00	209.00	14.72
510-230-100 - GG - Cont. - Insurance - General & Boi			2,890.00	2,890.00	100.00
510-230-110 - GG - Cont. - Insurance - Post Office			160.00	160.00	100.00
510-240-100 - GG - Cont. - Memberships & Subscript		1,857.66	2,000.00	142.34	7.12
510-260-100 - GG - Cont. - Tax Enforcement/Collectic			500.00	500.00	100.00
510-260-150 - GG - Cont. - Elections		1,302.52	1,300.00	(2.52)	0.19-
510-270-100 - GG - Cont. - Office Maintenance		32.30	550.00	517.70	94.13
510-280-100 - GG - Cont. - Equipment Leases & Supp		201.40	1,200.00	998.60	83.22
510-280-130 - GG - Donations,gifts	193.93	314.75	1,100.00	785.25	71.39
510-280-150 - GG - Mineral Tax		124.80	130.00	5.20	4.00
510-290-100 - GG - Cont. - Bank Charges	115.90	892.64	1,550.00	657.36	42.41
510-290-200 - GG - Misc Expenses		1,068.17	1,600.00	531.83	33.24
	<b>339.83</b>	<b>25,892.97</b>	<b>39,620.00</b>	<b>13,727.03</b>	<b>34.65</b>
<b>Utilities</b>					
510-300-110 - GG - Utility - Heat	43.58	814.83	1,200.00	385.17	32.10
510-300-120 - GG - Utility - Power	116.91	805.81	1,400.00	594.19	42.44
510-300-140 - GG - Utility - Telephone	162.40	1,139.75	1,960.00	820.25	41.85
	<b>322.89</b>	<b>2,760.39</b>	<b>4,560.00</b>	<b>1,799.61</b>	<b>39.47</b>
<b>Maintenance, Material and Supplies</b>					
510-400-110 - GG - Maint. - Postage	276.00	740.27	2,390.00	1,649.73	69.03
510-410-140 - GG - Maint. - Office Supplies	651.25	4,292.32	4,000.00	(292.32)	7.31-

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
510-420-100 - GG - Maint. - Janitor Supplies	10.59	87.38	150.00	62.62	41.75
510-490-100 - GG - Maint. - Office Repairs & Maint.			100.00	100.00	100.00
	<b>937.84</b>	<b>5,119.97</b>	<b>6,640.00</b>	<b>1,520.03</b>	<b>22.89</b>
<b>Grants and Contributions</b>					
510-500-120 - GG - Grants Paid - Sask Lotteries	6,754.00	6,754.00	6,750.00	(4.00)	0.06-
510-500-150 - GG - Scholarships		500.00		(500.00)	
	<b>6,754.00</b>	<b>7,254.00</b>	<b>6,750.00</b>	<b>(504.00)</b>	<b>7.47-</b>
<b>Capital Expenditures</b>					
510-600-199 - GG - Amortization			6,130.00	6,130.00	100.00
	<b>0.00</b>	<b>0.00</b>	<b>6,130.00</b>	<b>6,130.00</b>	<b>100.00</b>
<b>TOTAL GENERAL GOVERNMENT SERVICES</b>	<b>16,942.04</b>	<b>110,119.99</b>	<b>187,300.00</b>	<b>77,180.01</b>	<b>41.21</b>
<b>PROTECTIVE SERVICES</b>					
<b>POLICE PROTECTION</b>					
<b>Professional/Contractual Services</b>					
520-210-110 - PS - Police - Contracted Services			19,950.00	19,950.00	100.00
	<b>0.00</b>	<b>0.00</b>	<b>19,950.00</b>	<b>19,950.00</b>	<b>100.00</b>
<b>TOTAL POLICE PROTECTION:</b>	<b>0.00</b>	<b>0.00</b>	<b>19,950.00</b>	<b>19,950.00</b>	<b>100.00</b>
<b>FIRE PROTECTION</b>					
<b>Professional/Contractual Services</b>					
525-210-100 - PS - Fire - EMS Contract - 911			610.00	610.00	100.00
525-220-100 - PS - Fire - Travel, Meals & Subsistence		387.29	390.00	2.71	0.69
525-230-100 - PS - Fire - Insurance		2,720.30	5,900.00	3,179.70	53.89
525-260-100 - PS - Fire - Training		2,229.68	2,230.00	0.32	0.01
525-260-110 - PS - Fire - Fire Board Operating Fund			5,000.00	5,000.00	100.00
525-270-100 - PS-First Responder Training		663.40		(663.40)	
	<b>0.00</b>	<b>6,000.67</b>	<b>14,130.00</b>	<b>8,129.33</b>	<b>57.53</b>
<b>Utilities</b>					
525-300-110 - PS - Fire - Utility - Heat	21.79	830.43	1,600.00	769.57	48.10
525-300-120 - PS - Fire - Utility - Power	162.71	1,329.89	2,340.00	1,010.11	43.17
525-300-140 - PS - Fire - Utility - Telephone	76.50	535.50	920.00	384.50	41.79
	<b>261.00</b>	<b>2,695.82</b>	<b>4,860.00</b>	<b>2,164.18</b>	<b>44.53</b>
<b>TOTAL FIRE PROTECTION:</b>	<b>261.00</b>	<b>8,696.49</b>	<b>18,990.00</b>	<b>10,293.51</b>	<b>54.20</b>
<b>TOTAL PROTECTIVE SERVICES:</b>	<b>261.00</b>	<b>8,696.49</b>	<b>38,940.00</b>	<b>30,243.51</b>	<b>77.67</b>
<b>TRANSPORTATION SERVICES</b>					
<b>MAINTENANCE</b>					
<b>Wages &amp; Benefits</b>					
<b>Wages</b>					
530-110-130 - TS - Maint. - Salaries - Foreman		15,097.23	26,500.00	11,402.77	43.03
530-110-150 - TS - Maint. - Salaries - Seasonal	2,621.36	10,843.02	13,500.00	2,656.98	19.68
	<b>2,621.36</b>	<b>25,940.25</b>	<b>40,000.00</b>	<b>14,059.75</b>	<b>35.15</b>
<b>Benefits</b>					
530-120-124 - TS - Maint. - Benefits - Worker's Comp		2,780.50	2,780.00	(0.50)	0.02-
530-130-130 - TS - Maint. - Benefits - Foreman		2,613.69	4,500.00	1,886.31	41.92

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
530-150-150 - TS - Maint. - Benefits - Seasonal	47.23	195.37	300.00	104.63	34.88
	<b>47.23</b>	<b>5,589.56</b>	<b>7,580.00</b>	<b>1,990.44</b>	<b>26.26</b>
<b>Professional/Contractual Services</b>	<b>2,668.59</b>	<b>31,529.81</b>	<b>47,580.00</b>	<b>16,050.19</b>	<b>33.73</b>
530-200-200 - TS - Maint - Shop Bldg Maintenance	2,226.00	7,270.41	15,400.00	8,129.59	52.79
530-200-250 - TS - Maint - Shop Bldg Insurance		33.92	2,780.00	2,746.08	98.78
530-210-100 - TS - Maint. - Contract - Dust Control		7,341.03	7,340.00	(1.03)	0.01-
530-210-110 - TS - Maint. - Contract - Surfacing		161.97	55,360.00	55,198.03	99.71
530-210-120 - TS - Maint. - Contract - Tree Trimming			8,330.00	8,330.00	100.00
530-210-140 - TS - Maint. - Contract - RM Moose Cre			500.00	500.00	100.00
530-220-110 - TS - Maint.- Office Supplies		81.94	90.00	8.06	8.96
530-250-100 - TS - Maint. - Travel, Meal		464.66	3,200.00	2,735.34	85.48
530-250-105 - TS - Maint - Training		275.60	3,650.00	3,374.40	92.45
530-260-100 - TS - Maint. - Insurance/Vehicle Reg.		2,128.64	2,130.00	1.36	0.06
530-265-100 - TS - Maint - Purchase of Equipment		1,325.61	1,330.00	4.39	0.33
530-290-100 - TS - Maint. - Contracted Repairs		296.80	1,500.00	1,203.20	80.21
	<b>2,226.00</b>	<b>19,380.58</b>	<b>101,610.00</b>	<b>82,229.42</b>	<b>80.93</b>
<b>Utilities</b>					
530-300-110 - TS - Maint. - Utility - Heat	21.79	830.44	1,620.00	789.56	48.74
530-300-120 - TS - Maint. - Utility - Power	162.72	1,329.90	2,340.00	1,010.10	43.17
530-300-140 - TS - Maint. - Utility - Telephone	187.08	1,471.82	2,400.00	928.18	38.67
30-310-100 - TS - Maint. - Utility - Street Lights	813.99	5,626.23	9,630.00	4,003.77	41.58
	<b>1,185.58</b>	<b>9,258.39</b>	<b>15,990.00</b>	<b>6,731.61</b>	<b>42.10</b>
<b>Maintenance, Materials &amp; Supplies</b>					
530-400-110 - TS - Maint. - Shop Supplies	150.86	1,807.43	2,500.00	692.57	27.70
530-410-100 - TS - Maint. - Small Tools		523.41	530.00	6.59	1.24
530-410-115 - TS - Maint. - Kubota Payment	484.98	6,424.90	8,850.00	2,425.10	27.40
530-410-120 - TS - Maint. - Misc		433.75	450.00	16.25	3.61
530-420-100 - TS - Vehicle/Equip. Repair/Parts/Tools		2,865.41	8,000.00	5,134.59	64.18
530-420-110 - TS - Maint. - Oil, Gas, Diesel	766.74	4,752.23	10,000.00	5,247.77	52.48
530-430-130 - TS - Maint. - Other		153.72	160.00	6.28	3.93
530-440-100 - TS - Maint. - Gravel/Sand			1,000.00	1,000.00	100.00
530-450-100 - TS - Maint. - Culverts/Drainage			1,000.00	1,000.00	100.00
	<b>1,402.58</b>	<b>16,960.85</b>	<b>32,490.00</b>	<b>15,529.15</b>	<b>47.80</b>
<b>Capital Expenditures</b>					
530-600-199 - TS - Amortization			46,990.00	46,990.00	100.00
	<b>0.00</b>	<b>0.00</b>	<b>46,990.00</b>	<b>46,990.00</b>	<b>100.00</b>
<b>TOTAL MAINTENANCE:</b>	<b>7,482.75</b>	<b>77,129.63</b>	<b>244,660.00</b>	<b>167,530.37</b>	<b>68.47</b>
<b>TOTAL TRANSPORTATION SERVICES:</b>	<b>7,482.75</b>	<b>77,129.63</b>	<b>244,660.00</b>	<b>167,530.37</b>	<b>68.47</b>
<b>ENVIRONMENTAL SERVICES</b>					
<b>Professional/Contractual Services</b>					
540-200-110 - EH - Cont. - Waste Collection/Recycle	2,134.53	13,057.88	23,400.00	10,342.12	44.20
10-200-120 - EH - Cont - Landfill Expenses			470.00	470.00	100.00
	<b>2,134.53</b>	<b>13,057.88</b>	<b>23,870.00</b>	<b>10,812.12</b>	<b>45.30</b>
<b>TOTAL ENVIRONMENTAL SERVICES:</b>	<b>2,134.53</b>	<b>13,057.88</b>	<b>23,870.00</b>	<b>10,812.12</b>	<b>45.30</b>

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
<b>PUBLIC HEALTH AND WELFARE SERVICES</b>					
<b>Grants and Contributions</b>					
550-540-100 - H&W - Housing -Deficits			1,660.00	1,660.00	100.00
	0.00	0.00	1,660.00	1,660.00	100.00
<b>Total PUBLIC HEALTH AND WELFARE SERV</b>	<b>0.00</b>	<b>0.00</b>	<b>1,660.00</b>	<b>1,660.00</b>	<b>100.00</b>
<b>PLANNING AND DEVELOPMENT SERVICES</b>					
<b>Professional/Contractual Services</b>					
560-240-100 - P&D - Cont. - Memberships/Subscriptic			50.00	50.00	100.00
	0.00	0.00	50.00	50.00	100.00
<b>Maintenance, Materials and Supplies</b>					
560-400-130 - P&D - Beautification		190.32	190.00	(0.32)	0.17-
	0.00	190.32	190.00	(0.32)	0.17-
<b>TOTAL PLANNING AND DEVELOPMENT SEF</b>	<b>0.00</b>	<b>190.32</b>	<b>240.00</b>	<b>49.68</b>	<b>20.70</b>
<b>RECREATION AND CULTURAL SERVICES</b>					
<b>Professional/Contractual Services</b>					
570-230-100 - R&C - Cont. - Insurance			1,700.00	1,700.00	100.00
570-250-100 - R&C - Cont. - Campground Expenses	205.78	1,026.99	1,650.00	623.01	37.76
570-280-100 - R&C - Cont. - Contracted Repairs			500.00	500.00	100.00
570-290-100 - R&C - Cont -Regional Library Requisiti		9,703.15	9,700.00	(3.15)	0.03-
	205.78	10,730.14	13,550.00	2,819.86	20.81
<b>Maintenance, Materials and Supplies</b>					
570-430-170 - R&C - Alameda Library Expenses	171.46	3,881.46	6,500.00	2,618.54	40.29
	171.46	3,881.46	6,500.00	2,618.54	40.29
<b>Capital Expenditures</b>					
570-600-199 - RC - Amortization			6,420.00	6,420.00	100.00
	0.00	0.00	6,420.00	6,420.00	100.00
<b>Other</b>					
570-900-100 - R&C - OTHER		3,600.00	4,240.00	640.00	15.09
570-900-110 - R&C - grants and contributions -Health			5,640.00	5,640.00	100.00
	0.00	3,600.00	9,880.00	6,280.00	63.56
<b>TOTAL RECREATION AND CULTURAL SERV</b>	<b>377.24</b>	<b>18,211.60</b>	<b>36,350.00</b>	<b>18,138.40</b>	<b>49.90</b>
<b>UTILITIES</b>					
<b>WATER</b>					
<b>Wages and Benefits</b>					
580-110-110 - UT - Water - Salaries	1,940.68	20,305.33	34,200.00	13,894.67	40.63
580-120-110 - UT - Water - Benefits	28.86	2,859.17	5,500.00	2,640.83	48.02
	1,969.54	23,164.50	39,700.00	16,535.50	41.65
<b>Professional/Contractual Services</b>					
580-210-100 - UT - Water - Advertising	103.04	103.04		(103.04)	
580-220-100 - UT - Water - Training		470.00	500.00	30.00	6.00
580-240-100 - UT - Water - Insurance - Bldg etc			190.00	190.00	100.00
580-285-120 - UT - Water - Cont. Repairs - Equip.			1,000.00	1,000.00	100.00
580-285-130 - UT - Water - Cont. Repairs - Wells			3,000.00	3,000.00	100.00
580-285-140 - UT - Water - Cont. Repairs - W.T.P.			8,000.00	8,000.00	100.00

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
580-285-150 - UT - Water - Cont. Repairs - Line Repa		214.65	2,000.00	1,785.35	89.27
580-290-100 - UT - Water - Laboratory Testing	65.70	1,156.32	2,300.00	1,143.68	49.73
580-295-100 - UT - Water - Custom Work		3,680.57	5,000.00	1,319.43	26.39
580-295-300 - UT - Water - Contract Position		349.20	550.00	200.80	36.51
	<b>168.74</b>	<b>5,973.78</b>	<b>22,540.00</b>	<b>16,566.22</b>	<b>73.50</b>
<b>Utilities</b>					
580-300-110 - UT - Water - Heat	52.98	910.65	1,600.00	689.35	43.08
580-300-120 - UT - Water - Power	356.89	4,333.00	7,950.00	3,617.00	45.50
	<b>409.87</b>	<b>5,243.65</b>	<b>9,550.00</b>	<b>4,306.35</b>	<b>45.09</b>
<b>Maintenance, Materials and Supplies</b>					
580-400-110 - UT - Water - Stationary & Postage	125.37	903.43	1,500.00	596.57	39.77
580-430-100 - UT - Water - Materials & Supplies		5,435.15	11,000.00	5,564.85	50.59
580-430-120 - UT - Water - Mats & Suppl - Public We			800.00	800.00	100.00
580-430-130 - UT - Water - Mats & Suppl - WTP		199.50	22,000.00	21,800.50	99.09
580-440-100 - UT - Water - Shop Supplies		14.48		(14.48)	
580-450-100 - UT - Water - Chemicals	197.88	1,843.58	3,190.00	1,346.42	42.21
	<b>323.25</b>	<b>8,396.14</b>	<b>38,490.00</b>	<b>30,093.86</b>	<b>78.19</b>
<b>Capital Expenditures</b>					
580-600-199 - UT - Water - Amortization			9,250.00	9,250.00	100.00
	<b>0.00</b>	<b>0.00</b>	<b>9,250.00</b>	<b>9,250.00</b>	<b>100.00</b>
<b>TOTAL WATER:</b>	<b>2,871.40</b>	<b>42,778.07</b>	<b>119,530.00</b>	<b>76,751.93</b>	<b>64.21</b>
<b>SEWER</b>					
<b>Wages and Benefits</b>					
585-110-110 - UT - Sewer - Foreman -Salaries		7,548.60	12,900.00	5,351.40	41.48
585-120-110 - UT - Sewer - Foreman -Benefits		1,306.85	3,000.00	1,693.15	56.44
	<b>0.00</b>	<b>8,855.45</b>	<b>15,900.00</b>	<b>7,044.55</b>	<b>44.31</b>
<b>Professional/Contractual Services</b>					
585-220-100 - UT - Sewer - Training		640.00	640.00		
585-285-110 - UT - Sewer - Cont Repairs - Lift Stator			2,000.00	2,000.00	100.00
585-285-120 - UT - Sewer - Cont Repairs - Line Repa		4,309.44	5,300.00	990.56	18.69
585-290-100 - UT - Sewer - Laboratory Testing			200.00	200.00	100.00
	<b>0.00</b>	<b>4,949.44</b>	<b>8,140.00</b>	<b>3,190.56</b>	<b>39.20</b>
<b>Utilities</b>					
585-300-120 - UT - Sewer - Power	103.64	1,383.58	2,560.00	1,176.42	45.95
585-300-140 - UT - Sewer - Telephone	52.17	365.19	630.00	264.81	42.03
	<b>155.81</b>	<b>1,748.77</b>	<b>3,190.00</b>	<b>1,441.23</b>	<b>45.18</b>
<b>Maintenance, Materials and Supplies</b>					
585-430-110 - UT - Sewer - Lift Stations		502.80	20,000.00	19,497.20	97.49
585-430-115 - UT - Sewer - Bldg Insurance etc			310.00	310.00	100.00
	<b>0.00</b>	<b>502.80</b>	<b>20,310.00</b>	<b>19,807.20</b>	<b>97.52</b>
<b>Grants and Contributions</b>					
585-500-110 - UT - Sewer - Grants and Contributions			1,000.00	1,000.00	100.00
	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>100.00</b>
<b>TOTAL SEWER:</b>	<b>155.81</b>	<b>16,056.46</b>	<b>48,540.00</b>	<b>32,483.54</b>	<b>66.92</b>
<b>TOTAL UTILITIES:</b>	<b>3,027.21</b>	<b>58,834.53</b>	<b>168,070.00</b>	<b>109,235.47</b>	<b>64.99</b>

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
<b>TOTAL EXPENDITURES:</b>	<u>30,224.77</u>	<u>286,240.44</u>	<u>701,090.00</u>	<u>414,849.56</u>	<u>59.17</u>
<b>CHANGE IN NET-FINANCIAL ASSETS</b>	<u>(25,878.61)</u>	<u>(27,618.68)</u>	<u>45,300.00</u>	<u>(72,918.68)</u>	<u>160.97-</u>
<b>CHANGE IN NET ASSETS</b>	<u>(25,878.61)</u>	<u>(27,618.68)</u>	<u>45,300.00</u>	<u>(72,918.68)</u>	<u>160.97-</u>
<b>CHANGE IN SURPLUS</b>	<u>(25,878.61)</u>	<u>(27,618.68)</u>	<u>45,300.00</u>	<u>(72,918.68)</u>	<u>160.97-</u>

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**Town of Alameda**  
**Statement of Financial Activities - Detailed**  
For the Period Ending July 31, 2023

	Current	Year To Date	Budget	Variance	%
<b>ACCOUNT BALANCES</b>					
<b>Cash and Investments</b>					
110-110-110 - Cash - On Hand - Petty Cash			200.00		
110-110-115 - Landfill Float			50.00		
110-110-120 - Cash - PPCU - Chequing	(122.17)	(31,224.57)	535,824.42		
110-110-130 - Cash - Bank - Term Deposit	102.33	(149,201.72)	92,780.39		
110-110-140 - Cash - Special Savings	5,969.41	18,598.80	144,107.99		
<b>Total Cash and Investments:</b>	<b>5,949.57</b>	<b>(161,827.49)</b>	<b>772,962.80</b>		
<b>Municipal Taxes Receivable</b>					
110-200-100 - Municipal - Tax Receivable - Current	(1,304.93)	(593.26)	(1,958.00)		
110-200-110 - Municipal - Tax Receivable - Arrears	(293.71)	(6,100.96)	20,736.47		
110-200-120 - GIL Receivable - Municipal			1,190.96		
110-200-130 - GIL Receivable - School			517.80		
110-200-180 - Municipal - 5th Ave Paving - Tax Roll		473.57	3,630.70		
110-200-400 - Municipal 5th Avenue Paving Future			20,949.41		
110-200-410 - Municipal - 6th Street Paving Future			5,438.79		
<b>Total Municipal Taxes Receivable:</b>	<b>(1,598.64)</b>	<b>(6,220.65)</b>	<b>50,506.13</b>		


Certified correct and in accordance with the records

Presented to council on

August 17, 2023

(Date)

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

  
\_\_\_\_\_  
Mayor/Deputy Mayor

**Town of Alameda**  
**List of Accounts for Approval**  
Batch: 2023-00097 to 2023-00116

Bank Code: AP - ACCT.S PAYABLE

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Payment Amount
6014	08/02/2023	Minister of Finance	19,835.89
6015	08/18/2023	A & P Repair	770.23
6016	08/18/2023	Alameda School	25.00
6017	08/18/2023	Alameda Ventures	140.12
6018	08/18/2023	Alameda Cemetery	840.00
6019	08/18/2023	Myrna Babbings	276.15
6020	08/18/2023	Cleartech Industries Inc.	432.48
6021	08/18/2023	Spencer Dyer	600.00
6022	08/18/2023	Estevan Mercury Publications	191.63
6023	08/18/2023	Thomas Frasz	234.64
6024	08/18/2023	House Of Stationery	140.98
6025	08/18/2023	Jeff Volk	30.00
6026	08/18/2023	Lisa Drummond	29.06
6027	08/18/2023	R.M. of Enniskillen No. 3	773.26
6028	08/18/2023	Saskatchewan Health Authority	345.00
6029	08/18/2023	Southern Plains Co-op	538.30
6030	08/18/2023	Success Office Systems	97.13
6031	08/18/2023	Swanson Legal Prof. Corp.	5,869.50
6032	08/18/2023	Turnbull Excavating Ltd.	28,983.59
6033	08/18/2023	Two Canuck's Holding Ltd	953.90
6034	08/30/2023	Chase Kornkven	3,455.78
6035	08/30/2023	Redhead Equipment Ltd.	2,290.54
6036	08/30/2023	TS & M Supply	172.66
Total Computer Cheque:			67,025.84

**OTHER**

Payment #	Date	Vendor Name	Payment Amount
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*JC 48*

**Town of Alameda**  
**List of Accounts for Approval**  
Batch: 2023-00097 to 2023-00116

Payment #	Date	Vendor Name	OTHER	Payment Amount
61503	08/02/2023	SIGI		9,978.84
601716	08/14/2023	Girard Bulk Services Ltd.		68.06
602113	08/08/2023	SUMA		1,074.76
603024	08/14/2023	Canada Revenue Agency		1,799.75
605706	08/02/2023	Mun Employees Pension Plan		1,074.76
605853	08/02/2023	Sask Power/Energy		1,889.61
609215	08/30/2023	Canada Revenue Agency		1,970.70
609742	08/30/2023	Mun Employees Pension Plan		1,130.84
612944	08/14/2023	GFL Environmental Inc.		2,551.41
613700	08/16/2023	Girard Bulk Services Ltd.		62.94
613878	08/16/2023	Sask Power/Energy		45.76
613880	08/16/2023	Sask Power/Energy		45.76
613882	08/16/2023	Sask Power/Energy		54.64
613884	08/16/2023	Sask Power/Energy		852.77
613888	08/16/2023	Sask Power/Energy		914.35
613892	08/16/2023	Sask Power/Energy		121.63
613896	08/16/2023	Sask Power/Energy		353.60
613900	08/16/2023	Sask Power/Energy		88.82
613903	08/16/2023	Sask Power/Energy		160.76
613906	08/16/2023	Sask Tel		387.02
613908	08/16/2023	Sask Tel		114.70
615008	08/01/2023	Collabria Mastercard		274.35
615720	08/14/2023	Mun Employees Pension Plan		523.24
84587.12	08/31/2023	Ministry of Finance		84,587.12
Total Other:				110,126.19

*Handwritten initials/signature*

Date Printed  
09/15/2023 10:25 AM

**Town of Alameda**  
**List of Accounts for Approval**  
Batch: 2023-00097 to 2023-00116

Total AP: 177,152.03

Certified Correct

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

# TOWN OF ALAMEDA TRANSFER STATION OPERATIONS PLAN

Town of Alameda  
Box 36  
Alameda, SK  
S0C 0A0  
Phone 306.489.2077  
Fax 306.489.4602  
Email [townofalameda@sasktel.net](mailto:townofalameda@sasktel.net)

Date: August 17, 2023

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## EMERGENCY CONTACT AND PHONE NUMBERS

<b>FIRE, AMBULANCE</b>	<b>911</b>
<b>CARNDUFF RCMP</b>	<b>306-482-4400</b>
<b>GALLOWAY HEALTH CENTRE</b>	<b>306-489-2956</b>

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### IN THE EVENT OF AN EMERGENCY THE FOLLOWING SHALL BE NOTIFIED:

<b>PUBLIC WORKS</b>	Dennis Peet Cell: 306-485-8802
<b>MAYOR</b>	Jennifer Cobham Cell: 306-485-8006
<b>EMO</b>	Dwayne Henderson Cell: 306-485-9026
<b>ADMINISTRATOR</b>	Sheri Carritt Work: 306-489-2077 Personal Cell: 306-485-3255

### FACILITY IDENTIFICATION

Facility Name:	Alameda Transfer Station
Land Location:	Parcel A, Plan 76R16611
Mailing Address:	Box 36, Alameda, SK S0C 0A0
Facility Type:	Collection, Storage and transfer of waste material.
Facility Service Area:	Town of Alameda
Property Owner:	Town of Alameda

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## PROHIBITED AND AUTHORIZED WASTES

1. **Prohibited Waste:** This facility is not permitted to receive any of the following types of solid waste:
  - hazardous waste
  - manure
  - grain
  - petroleum waste
  - contaminated soils
  - asbestos material
  - pesticide containers
  - slaughter house wastes
  - dead animals
  - demolition debris
  - shingles
  - tires
  - cement
  - rubble
  - batteries
  - painted lumber

No paper, newspaper, tin or aluminum cans or other recyclable material will be accepted as long as the Town of Alameda maintains their recycling program

2. **Authorized Waste:** This facility is limited to receive the following types of solid waste only.
  - Household refuse (bedding, mattresses, carpets)
  - Trees, branches
  - Clean Wood
  - Appliances

## ROUTINE OPERATIONS PLAN

1. **Hours of Operation:** The days and hours the facility will be open to receive waste will be Tuesdays from 5:00pm to 7:00pm in the spring (May and June) and fall (September and October) or as specified by Town Council.
2. **Facility Access Control:** The types of access control to be employed by the facility to prevent unauthorized use are indicated below.
  - Perimeter Fencing
  - Locked gate

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3. **Key Distribution**: The following individuals/personnel will have keys to the facility:

- Public Works: Dennis Peet
- Administrator: Sheri Carritt

4. **Signs and Postings**: Signs and postings at the facility will include the following:

- (a) Legible sign will be posted near the public entrance to the facility indicating the days and hours that the facility is open to the public to receive waste, the facility name, telephone number of permittee and a statement that unlawful dumping shall be subject to fine and prosecution.

5. **Waste Acceptance and Rejection Procedures**: Only authorized wastes, may be accepted by the facility. Incoming wastes must be inspected to assure the facility accepts authorized waste only. All unauthorized waste must be rejected by the facility, the facility operator shall indicate to the transporter of the rejected waste as to potentially alternative facilities which the facility operator believes or knows to be authorized to receive the type of waste being rejected.

- (a) **Unloading and sorting procedures**: Wastes will be unloaded directly into the appropriate containers or assigned areas by the person(s) delivering the wastes.

- (b) **Waste inspection procedures**: All roll off bins and designated areas where waste is stockpiled will be visually screened by the custodian on a routine basis to identify and remove unacceptable waste.

The facility operator will oversee the disposal of waste and instruct users to immediately remove any unacceptable waste which they may deliver.

6. **Waste Source and Destination Monitoring Procedures**

- (a) **Source Monitoring**: Log sheets will be kept whereby each individual depositing waste at the facility must sign their name, address, fee collected and the type of waste delivered.

- (b) The fees collected along with the log sheet are to be returned to the Town of Alameda Office the next morning.

7. **Storage Time and Capacity Limits**: All waste storage and transfer procedures must meet the following requirements:

- (a) All solid waste received at the facility must be actively managed.
- (b) All solid waste leaving the facility must be transferred to an authorized facility.
- (c) Waste must not be stored at the facility for a period of time which results in a condition adversely affecting the environment, public health or safety, including



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conditions that attract insects and vectors, generate odors or leachate, or have the potential to cause fire or explosion.

8. **Collection, Storage and Transfer Procedures:**

Transfer Station map:      See Attachment A  
Tipping Fees:              See Attachment B

## **FACILITY MAINTENANCE, INSPECTION AND MONITORING PLAN**

1. This section of the manual addresses routine maintenance, inspection and monitoring requirements necessary to assure the integrity of the facility operations, including a description of the measures to be undertaken to monitor and inhibit the following:

Fire: Fire extinguisher and first aid kit kept in the Town truck.

Dust: Controlling speed on transfer station road, using posted signs of 40 km/h.

Windblown Litter: Perimeter is to remain fenced. All windblown waste will be picked placed back in its proper container.

2. **Maintenance**

Tree Belt, Fence and Fire Guard:

- Maintain area free of grass, weeds, and windblown debris
- Till fire guard and tree area at a minimum of once per year
- Replace dead trees
- Maintain fence and gate in good repair

Metals and Appliances:

- Maintain area free of grass, weeds and windblown debris
- Material not taken by the contractor shall be removed and deposited into the roll off bin
- Push into neat piles as required

Wood and Trees Area:

- Only clean wood and branches will be deposited into this area
- Burn collected trees and wood as required
- A controlled burn shall be called in
- Each area shall be scraped of all debris and ashes prior to being used again for collection

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## **Surface Water Management**

- Clay and soil has been spread; holes have been filled in
- Will be continually monitored so that no water is pooling; it has been sloped for run off
- Snow is pushed away in the winter
- Public Works will complete weekly inspection sheets that is handed into the Administrator weekly

## **Animal Management Plan**

- The transfer station is fenced to prevent animals from entering
- Public works will continually monitor the fence
- Public works will complete weekly inspection sheets that is handed into the Administrator weekly

## **Monitoring**

Each year the Public Works Department will inspect the site to determine the work needed to be completed.

## **Inspections**

- Public Works will monitor the old landfill cells to ensure no damage to the cover and will marked on the weekly inspection sheet that is handed into the Administrator weekly;
- Public Works will inspect fencing and repair any holes, breaks, or damage to the fence;
- Public Works will retrieve debris that has left the confines of the transfer station and associated debris fencing;
- Public Works will identify and blockade any alternate roadways that may access the facility, bypassing the locked gate;
- Public Works will complete weekly and monthly records to be handed into the Administrator
- Public works will check the piezometer integrity;
- Public works will inspect the site for evidence of unauthorized discharge;
- If a deficiency is noted, maintenance will be performed as soon as possible and documented;
- All environmental inspection and records will be maintained throughout the life of the facility and made available to Saskatchewan Environmental officials upon request.

## **RECORD KEEPING AND REPORTING**

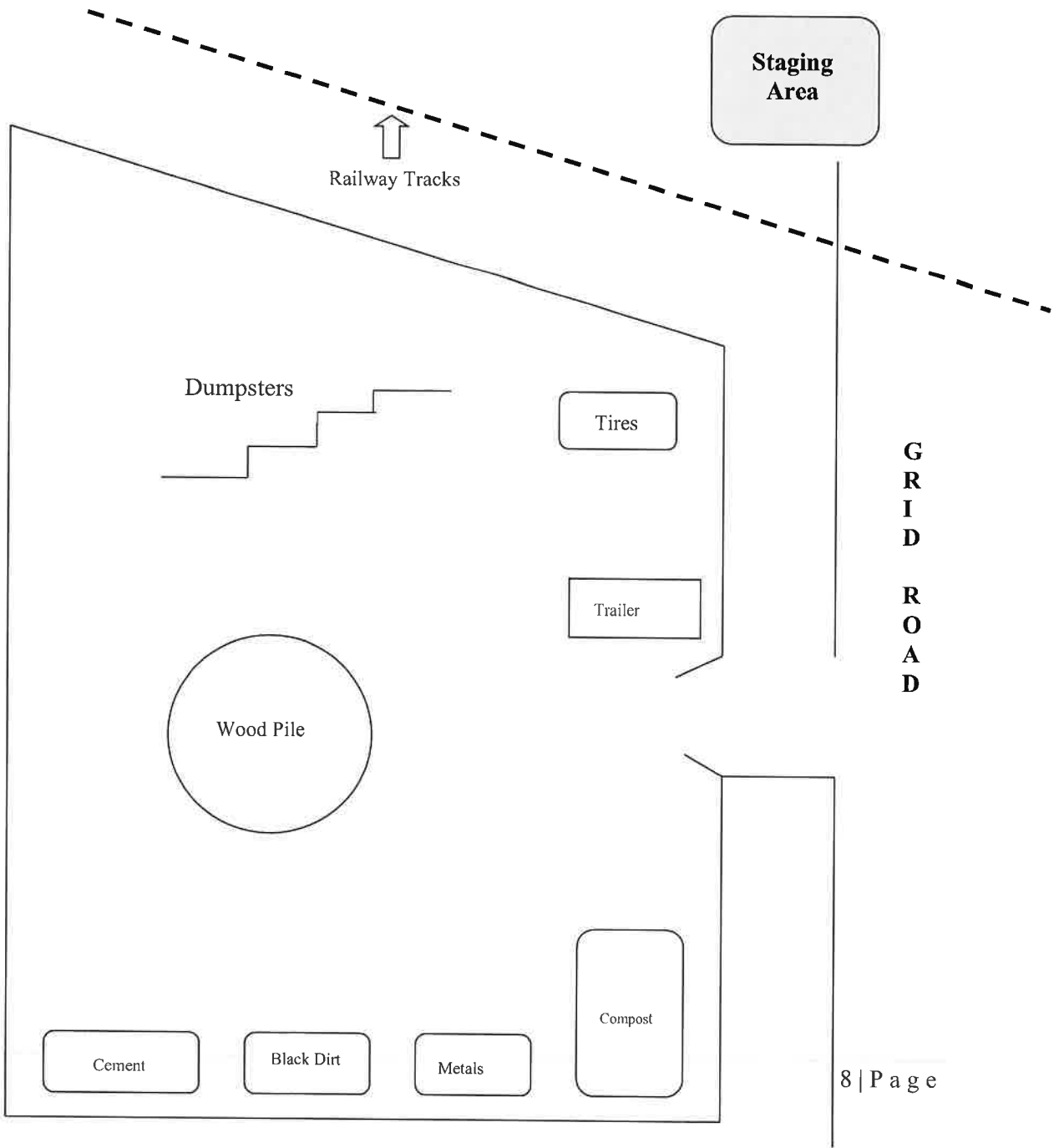
### **1. Facility Operating Record**

- Public Works must complete and maintain log sheets for the collection of solid waste, the log sheet will record the following information:
  - Name of the user of the facility
  - Civic address
  - Fees collected

- 
- Description of solid waste
  - Date

2. The Operations Plan shall be reviewed by the Council of the Town of Alameda annually and updated as required. Changes to the Plan shall be submitted to the Ministry for review and approval.

# "Attachment A" Site Layout



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**“Attachment B”**

**TRANSFER STATION TIPPING FEES**

Standard Garbage Bag .....	No charge for single bag
½ Truck/Car Trunk .....	\$15.00
Pick-up Truck .....	\$30.00
1 ton truck .....	\$40.00
3-ton truck .....	\$100.00
Tandem Truck .....	\$175.00
Major Appliance .....	\$5.00

Miscellaneous not covered by these rates .....set by Town Council

Town of Alameda Landfill does not accept demolition debris, shingles, tires, cement, rubble or batteries

No charge for trees, leaves and unpainted wood