

TOWN OF VONDA REGULAR MEETING AGENDA

Wednesday, January 22, 2025

TO BE HELD AT THE VONDA TOWN OFFICE

1. Present:
Call to Order:
2. Adopt the Agenda:
3. Minutes: Approval of minutes of a regular meeting December 18th 2024.
4. Financials:
 - a) Statement of Financial Activities
 - b) List of accounts payable.
5. Unfinished Business
 - a) RM Change of Use Permit Application
 - b) Landfill use on Monday for business?
6. Delegations:
 - a) Town Foreman Tanner Petrie 7:00 pm (sick will not be in)
 - b) Andrew Scanlon 7:30 pm Fire Chief
 - c) RM of Grant in regards to development change of use permit.
 - d) Santana Hawman in regards to the Rink.
 - e) Brooklyn Denis in regards to J2 Auto. 1:30
7. New Business:
 - a) Update as to maintenance at lift station
 - b) Insurance has been contacted in regards to lift station back up.
 - c) Council to decide on Mayor and Council per diems.
 - d) First Responders needs a tire for the rescue unit in the amount of \$1750.71 to be split with RM.
 - e) Motion to approve the consolidation of lots for Ronald Bussiere.

BW

8. Correspondence: Water Report.

Town Foreman Report

Fire Dept reports.

9. Committee Reports:

- a) Streets and Sidewalks: Jesse Lefebvre, Terry Nahorniak, Brian Florizone, Dianne Addley.
- b) Water/Sewer/Sanitation/ Waterworks: Jesse Lefebvre, Terry Nahorniak, Brian Florizone, Stephen King.
- c) Equipment and Building: All
- d) Economic Development: All
- e) Protective Services: Stephen King.
- f) Parks & Rec: Dianne Addley.
- g) Animal Control: Jesse Lefebvre, Terry Nahorniak, Dustin Wasyliw.
- h) Vonda Rink: Brian Florizone.
- i) Park Rangers: Dustin Wasyliw, Stephen King.
- j) Wapiti Library Board: Dianne Addley.
- k) Communications: Dustin Wasyliw.

10 Administrator's Report:

- a) I am preparing for the final audit on January 28th 2025.

11. Adjourn

BW

**MINUTES OF A REGULAR MEETING OF THE TOWN OF VONDA HELD IN COUNCIL
CHAMBERS AT THE VONDA TOWN OFFICE THIS 22ND DAY OF JANUARY, 2025**

PRESENT: Mayor Brenda Willman, Councillors Stephen King, Dustin Wasyliw, Dianne Addley, Jesse Lefebvre, Brian Florizone, Terry Nahorniak and Administrator Linda Denis.

CALL TO ORDER: Mayor Brenda Willman called the meeting to order at 6:30 pm.

AGENDA:

01/2025 King/Addley: To adopt the agenda with additions.

Carried

MINUTES:

02/2025 Addley/Wasyliw: To approve the minutes of a regular meeting held on December 18th, 2024.

Carried

FINANCIALS & BANK REC:

03/2025 Florizone/Nahorniak: To approve the bank reconciliation and financial statements.

Carried

ACCOUNTS PAYABLE:

04/2025 Wasyliw/Lefebvre: To approve and pay this list of accounts payable in the amount of \$91,695.21.

Carried

COUNCIL PER DIEM:

05/2025 Florizone/Lefebvre: That Mayor and Council per diem stay at \$150.00 for Mayor, and \$100.00 per Councillor per regular and special meetings.

Carried

A handwritten signature, likely of a council member, located in the bottom right corner of the page.

PAGE 2 OF THE REGULAR MEETING MINUTES FROM JANUARY 22, 2025

DELEGATIONS:

1.) Fire Chief Andrew Scanlon came in to give the Vonda Fire & Rescue Report.

There are currently 11 active members for Vonda Fire & Rescue.

The FD members will be doing hazardous goods training on March 8, 2025.

2.) RM of Grant Reeve Travis Hrynuik, Councillors Dion Grimard and Mark Bilinski came in to ask if Town Council had any questions in regards to the development change of use application which they had submitted again for a decision.

Councillor Brian Florizone then motioned that the Town approve the Development Change of Use Permit Application for the RM of Grant.

Mayor Brenda Willman explained about conflict-of-interest declarations again before proceeding. Mayor Willman called out councillor Terry Nahorniak and he proceeded to defend himself and expressed that he had declared a conflict of interest at the regular meeting in December because his employer is a Councillor for the RM of Grant. He explained that since that meeting, he contacted (what he called) a "higher Upper" and felt that he in fact had no conflict of interest, and should have never left that meeting. He declared that he did not have a conflict of interest at this January 22nd meeting and wanted to proceed with the vote in regards to the RM of Grant's application for a Development Change of Use for J2 Auto.

CHANGE OF USE APPLICATION:

06/2025 Florizone/Nahorniak: That the Town of Vonda Council approves the Application for a Development Change of Use Permit to change a property (J2 Auto) from Commercially Zoned property to an RM of Grant Fire Department.

BW

PAGE 3 OF THE REGULAR MEETING MINUTES FROM JANUARY 22ND, 2025

Councillor Florizone requested a recorded vote.

For: Dianne Addley

For: Terry Nahorniak

For: Brian Florizone

Against: Brenda Willman

Against: Jesse Lefebvre

Against: Stephen King

Abstained: Dustin Wasyliv

Defeated

FIRST RESPONDER UNIT:

07/2025 Lefebvre/King: To purchase 6 new tires from Cory's Tire in Cudworth in the amount of \$1750.71 to be installed on the First Responder Unit, cost to be shared with the RM of Grant.

Carried

LOT CONSOLIDATION:

08/2025 Nahorniak/Wasyliv: To approve the request from Rosme Holdings Ltd. to consolidate lots 7-14, block 01, plan G5, lots 7-10 block 02 plan G5, lots D-G block 06 plan G331 lots 3-7 block 03 plan G5, and lot I plan 101785338, and that all costs associated with the consolidation will be the responsibility of Rosme Holdings.

Carried

ADJOURNMENT:

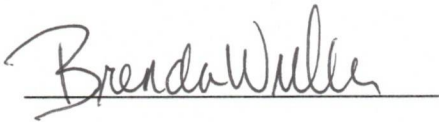
09/2025 Addley/Wasyliv: To adjourn at 10:00 pm.

Carried

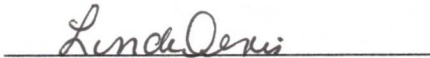
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PAGE 4 OF THE REGULAR MEETING MINUTES FROM JANUARY 22, 2025

The next regular meeting of council will be held on February 19th, 2025, at 6:30 pm at the Vonda Town Office.

A handwritten signature in cursive script, appearing to read "Brenda Walker", written over a horizontal line.

Mayor

A handwritten signature in cursive script, appearing to read "Linda Oeri", written over a horizontal line.

Administrator

BW

**MINUTES OF A SPECIAL MEETING OF THE TOWN OF VONDA HELD AT THE VONDA
PUBLIC WORKS SHOP ON JANUARY 23, 2025**

PRESENT: Mayor Brenda Willman, Councillors Stephen King, Brian Florizone, Dianne Addley, Terry Nahorniak, Jesse Lefebvre, Dustin Wasyliw and Administrator Linda Denis.

CALL TO ORDER: Mayor Brenda Willman called the meeting to order at 6:30 pm.

AGENDA:

10/2025 Lefebvre/Wasyliw: To adopt the agenda.

Carried

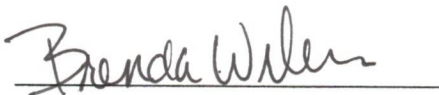
FOREMAN DUTIES:

Council met with Town Foreman Tanner Petrie in regards to his job description and duties. Duties included more diligence in well inspections, road maintenance including the lagoon access, and water treatment maintenance and reports. Council offered to help Tanner with maintenance as needed. They informed him that he could contact the RM of Grant in regards to custom work if necessary. Council requested that he keep his work time on an excel spreadsheet instead of the current time sheets that he is using, and they want to see more transparency on the time sheets. Council asked that Tanner prioritize his job, communicate more, and be more proactive.

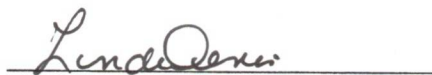
ADJOURNMENT:

11/2025 Addley/Wasyliw: To adjourn at 7:30 pm.

Carried



Mayor



Administrator

Date Printed
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Town of Vonda
Bank Reconciliation - Summary

Page 1

Cash Account
For Ending Date 01/31/2025

<u>110-110-120 - Cash - Bank - Demand</u>	
GL Balance to 01/31/2025	423,444.50
Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.00
Adjusted Book Balance	423,444.50

Bank Statement Balance:	462,528.79
Deposits in Transit:	25,165.61
Outstanding Payments:	-64,249.90
Total Uncleared:	-39,084.29
Adjusted Bank Balance	423,444.50

Notes

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Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

	Year To Date	Budget	Variance	%	Current Month
REVENUES					
TAXATION					
Potash Tax Share					
410-200-100 - Potash Tax Share	2,900.45		2,900.45		2,900.45
	2,900.45	0.00	2,900.45	0.00	2,900.45
Penalties on Tax Arrears					
410-400-110 - Penalty on Mun Taxes Current - Prope	5,288.18		5,288.18		5,288.18
410-400-190 - Penalty on Mun Taxes Current - Other	751.68		751.68		751.68
	6,039.86	0.00	6,039.86	0.00	6,039.86
Special Municipal Levy					
410-610-100 - Special Municipal Levy Recycle	252.64		252.64		252.64
	252.64	0.00	252.64	0.00	252.64
TOTAL TAXATION:	9,192.95	0.00	9,192.95	0.00	9,192.95
FEES AND CHARGES					
Recreation Fees					
Recreation Centre Fees					
420-500-100 - F&C - Skating rinkFees and Rentals	3,500.00		3,500.00		3,500.00
420-500-999 - Rink - ATM replenishment	(1,120.49)		(1,120.49)		(1,120.49)
	2,379.51	0.00	2,379.51	0.00	2,379.51
	2,379.51	0.00	2,379.51	0.00	2,379.51
Other					
Landfill/Waste Collection Fees					
420-850-110 - F&C - Landfill Fees paid on Saturday	55.00		55.00		55.00
	55.00	0.00	55.00	0.00	55.00
	55.00	0.00	55.00	0.00	55.00
TOTAL FEES AND CHARGES:	2,434.51	0.00	2,434.51	0.00	2,434.51
UTILITIES					
Water					
440-110-100 - W/S Consumption	(1,438.00)		(1,438.00)		(1,438.00)
440-140-200 - Bulk water sales	1,425.00		1,425.00		1,425.00
	(13.00)	0.00	(13.00)	0.00	(13.00)
TOTAL UTILITIES:	(13.00)	0.00	(13.00)	0.00	(13.00)
CONDITIONAL GRANTS					
Provincial					
450-300-050 - Provincial Gov't Agencies	120.00		120.00		120.00
	120.00	0.00	120.00	0.00	120.00
TOTAL CONDITIONAL GRANTS:	120.00	0.00	120.00	0.00	120.00
GRANTS IN LIEU OF TAXES					
Other					
450-800-050 - GIL -SaskEnergy Surcharge	1,347.40		1,347.40		1,347.40

BW

Report Date
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Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

Page 2

	Year To Date	Budget	Variance	%	Current Month
450-800-100 - GIL - Other - SPC Surcharge	2,733.09		2,733.09		2,733.09
	4,080.49	0.00	4,080.49	0.00	4,080.49
TOTAL GRANTS IN LIEU OF TAXES:	4,080.49	0.00	4,080.49	0.00	4,080.49
INVESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	697.21		697.21		697.21
	697.21	0.00	697.21	0.00	697.21
TOTAL INVESTMENT INCOME AND COMMIS	697.21	0.00	697.21	0.00	697.21
TOTAL REVENUES:	16,512.16	0.00	16,512.16	0.00	16,512.16

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Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

	Year To Date	Budget	Variance	%	Current Month
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-230 - GG - Salaries - Administrator	2,888.49		(2,888.49)		2,888.49
	2,888.49	0.00	(2,888.49)	0.00	2,888.49
	2,888.49	0.00	(2,888.49)	0.00	2,888.49
Professional/Contract Services					
510-210-160 - GG - Travel, & Subsistence	150.00		(150.00)		150.00
510-230-100 - GG - Insurance/Bond	35,485.00		(35,485.00)		35,485.00
510-240-100 - GG - Cont. - Memberships & Subscript	438.09		(438.09)		438.09
	36,073.09	0.00	(36,073.09)	0.00	36,073.09
Utilities					
510-300-110 - GG - Utility - Heat	1,108.81		(1,108.81)		1,108.81
510-300-140 - GG - Utility - Telephone	346.07		(346.07)		346.07
	1,454.88	0.00	(1,454.88)	0.00	1,454.88
Maintenance, Material and Supplies					
510-490-150 - Misc. office services provided	2,944.68		(2,944.68)		2,944.68
	2,944.68	0.00	(2,944.68)	0.00	2,944.68
Other					
410-130-100 - Discount on Municipal Tax - Property	2,152.65		(2,152.65)		2,152.65
410-130-190 - Discount on RCMP	197.23		(197.23)		197.23
	2,349.88	0.00	(2,349.88)	0.00	2,349.88
TOTAL GENERAL GOVERNMENT SERVICES	45,711.02	0.00	(45,711.02)	0.00	45,711.02
PROTECTIVE SERVICES					
FIRE PROTECTION					
Other					
525-920-110 - PS -911/Tower/Comm./Cell phones	1,000.64		(1,000.64)		1,000.64
	1,000.64	0.00	(1,000.64)	0.00	1,000.64
TOTAL FIRE PROTECTION:	1,000.64	0.00	(1,000.64)	0.00	1,000.64
TOTAL PROTECTIVE SERVICES:	1,000.64	0.00	(1,000.64)	0.00	1,000.64
TRANSPORTATION SERVICES					
MAINTENANCE					
Wages & Benefits					
Wages					
530-110-120 - TS - Maint. Salaries Foreman Assistan	745.47		(745.47)		745.47
	745.47	0.00	(745.47)	0.00	745.47
	745.47	0.00	(745.47)	0.00	745.47
Maintenance, Materials & Supplies					
530-410-120 - TS - Maint. - PPE For foreman	985.00		(985.00)		985.00
	985.00	0.00	(985.00)	0.00	985.00

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Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

	Year To Date	Budget	Variance	%	Current Month
Capital Expenditures					
530-600-130 - TS - Purchase of Cap Assets - Mach	2,180.99		(2,180.99)		2,180.99
	2,180.99	0.00	(2,180.99)	0.00	2,180.99
TOTAL MAINTENANCE:	3,911.46	0.00	(3,911.46)	0.00	3,911.46
CONSTRUCTION					
Other					
210-700-900 - Long Term Debt - SHOP	3,818.36		(3,818.36)		3,818.36
	3,818.36	0.00	(3,818.36)	0.00	3,818.36
TOTAL CONSTRUCTION:	3,818.36	0.00	(3,818.36)	0.00	3,818.36
TOTAL TRANSPORTATION SERVICES:	7,729.82	0.00	(7,729.82)	0.00	7,729.82
RECREATION AND CULTURAL SERVICES					
Wages					
570-110-120 - R&C -Wages - Skating Rink	1,606.25		(1,606.25)		1,606.25
	1,606.25	0.00	(1,606.25)	0.00	1,606.25
Utilities - Power					
570-310-110 - R&C - Utility - Power - Phone/ Rink	120.87		(120.87)		120.87
	120.87	0.00	(120.87)	0.00	120.87
Maintenance, Materials and Supplies					
570-430-170 - R&C - Rink building maintenance	402.80		(402.80)		402.80
	402.80	0.00	(402.80)	0.00	402.80
Other					
570-900-999 - R&C - ATM replensihment	3,500.00		(3,500.00)		3,500.00
	3,500.00	0.00	(3,500.00)	0.00	3,500.00
TOTAL RECREATION AND CULTURAL SERV	5,629.92	0.00	(5,629.92)	0.00	5,629.92
UTILITIES					
WATER					
Wages and Benefits					
580-110-110 - UT - Water -Foreman Salaries	4,848.65		(4,848.65)		4,848.65
	4,848.65	0.00	(4,848.65)	0.00	4,848.65
Maintenance, Materials and Supplies					
580-450-100 - UT - Water - Chemicals	1,385.75		(1,385.75)		1,385.75
	1,385.75	0.00	(1,385.75)	0.00	1,385.75
TOTAL WATER:	6,234.40	0.00	(6,234.40)	0.00	6,234.40
TOTAL UTILITIES:	6,234.40	0.00	(6,234.40)	0.00	6,234.40
TOTAL EXPENDITURES:	66,305.80	0.00	(66,305.80)	0.00	66,305.80
CHANGE IN NET-FINANCIAL ASSETS	(49,793.64)	0.00	(49,793.64)	0.00	(49,793.64)

BW

Report Date
02/06/2025 1:08 PM

Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

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	Year To Date	Budget	Variance	%	Current Month
CHANGE IN NET ASSETS	(49,793.64)	0.00	(49,793.64)	0.00	(49,793.64)
CHANGE IN SURPLUS	(49,793.64)	0.00	(49,793.64)	0.00	(49,793.64)

BW

Report Date
02/06/2025 1:08 PM

Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

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	Year To Date	Budget	Variance	%	Current Month
ACCOUNT BALANCES					
Cash and Investments					
110-110-110 - Cash - On Hand - Petty Cash		400.00			
110-110-120 - Cash - Bank - Demand	(4,756.99)	423,444.50			(4,756.99)
110-110-150 - Cash - Vonda Fire & Rescue		23,965.17			
110-110-160 - Cash - Vonda Rink		16,138.51			
110-110-170 - Cash - CU Equity		523.83			
Total Cash and Investments:	(4,756.99)	464,472.01			(4,756.99)
Municipal Taxes Receivable					
110-200-100 - Municipal - Tax Receivable - Current		24,448.56			
110-200-110 - Municipal - Tax Receivable - Arrears		(12,371.99)			
110-200-300 - Municipal RCMP Levy - Current		(1,399.55)			
110-200-310 - Municipal Special Levy #1 - Arrears		3,059.83			
110-200-400 - Municipal Recycling Levy - Current		726.20			
110-200-410 - Municipal Special Levy #2 - Arrears		703.73			
Total Municipal Taxes Receivable:	0.00	15,166.78			0.00

BW

Report Date
02/06/2025 1:08 PM

Town of Vonda
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2025

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	Year To Date	Budget	Variance	%	Current Month
Additional Tax Information					
<u>Receipt of Arrears</u>	Receipts	BalFwd			
<u>Current Taxes Collected</u>	Receipts	Levy			
Totals Arrears & Current	0.00	0.00	0.00	0.00	0.00

Certified correct and in accordance with the records

Presented to council on

January 22, 2025
(Date)

Linda Davis
Administrator Name
Administrator Title

Mayor Brenda Willman
Head of Council Name
Head of Council Title

BW

Town of Vonda
List Of Accounts for Approval
Batch: 2025-00002 to 2025-00007

Bank Code - AP - GENERAL PAYABLES

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5012	01/14/2025	VOID - Cheque Printing				
5013	01/14/2025	VOID - Cheque Printing				
5014	01/14/2025	VOID - Cheque Printing				
5015	01/14/2025	VOID - Cheque Printing				
5016	01/14/2025	ATAP Infrastructure Management				
		2025		Waste water course for Tanner	1,034.25	1,034.25
5017	01/14/2025	Tanner Petrie				
		01255		Town Foreman January	4,205.74	4,205.74
5018	01/16/2025	Ed Both				
		01255		casual January	745.47	
		rin0125		January Rink wages	1,606.25	2,351.72
5019	01/17/2025	Enviroway Detergent Mfg.				
		079107		Water treatment chemical	1,455.04	1,455.04
5020	01/17/2025	McGill's Industrial Services				
		24-4770		Accrual pump out lift station	1,495.86	1,495.86
5021	01/17/2025	P. Machibroda Engineering Ltd.				
		54216		Accrual Lagoon project progress inv.	8,262.45	8,262.45
5022	01/17/2025	Saskenergy Incorporated				
		trr.		Accrual treatment plant	303.29	
		rrink..		Accrual Rink 2 months	1,789.73	
		sho.		Accrual shop	583.11	2,676.13
5023	01/17/2025	Saskatoon Co-Op Assoc. Ltd.				


Mayor

Town of Vonda
List Of Accounts for Approval
Batch: 2025-00002 to 2025-00007

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			1086	Accrual fuel for skidsteer	72.00	
			1390	Accrual shop supplies	13.48	
			081555	Accrual fuel for skidsteer	91.76	
			1438	Accrual fuel for skidsteer	70.50	
			0641..	Accrual fuel for skidsteer	81.98	
			0311	Accrual fuel for skidsteer	84.69	
			0302..	Accrual fuel for skidsteer	116.05	
			1937..	Accrual fuel for bobcat	47.51	
			1753..	Accrual fuel for truck	74.06	
			2108.	Accrual hardware	4.93	
			2203.	Accrual fuel for skidsteer	67.00	
			1803.	Accrual fuel for bobcat	125.90	
			1640.	Accrual fuel for truck	96.16	
			2077.	Accrual fuel for skidsteer	90.75	
			2479.	Accrual fuel for skidsteer	88.00	
			4238.	Accrual fuel for skidsteer	40.00	
			4416.	Accrual fuel for skidsteer	69.00	
			2906.	Accrual fuel for skidsteer	82.23	
			4009	Accrual fuel for skidsteer	66.63	
			3615.	Accrual fuel for skidsteer	72.02	
			3434	Accrual supplies for rink start up	152.60	
			3855.	Accrual fuel for truck & trash pump	172.33	
			3496.	Accrual fuel for skidsteer	49.00	
			228	Accrual fuel for bobcat	80.71	
			1803	Accrual fuel for bobcat	125.79	
			2411.	Accrual fuel for truck	63.04	
			3040..	Accrual fuel for truck	71.01	2,169.13
5024	01/17/2025	Saskpower				
		par..		Accrual park	167.42	
		offic..		Accrual office	283.38	
		lif.		Accrual lift station	241.20	
		sree.		Accrual street lights 2 months	1,555.07	
		rimm.		Accrual Rink 2 months	1,607.95	
		gazz.		Accrual gazebo main st.	127.81	
		tree.		Accrual treatment plant	737.69	
		shh.		Accrual shop	184.96	
		rinn.		Accrual rink	639.97	
		ber..		Accrual berezuk shop	81.99	5,627.44
5025	01/17/2025	(Petty Cash)				
		rinatm		for ATM and float for rink	3,500.00	3,500.00
5026	01/17/2025	Umaas				
		SI-1946		Membership 2025	250.00	250.00
5027	01/23/2025	Acme Mechanical				
		2121		repair furnace	421.80	421.80
5028	01/23/2025	Andrew Scanlon				
		122244		Accrual Fire chief salary Dec.	225.00	225.00
5029	01/23/2025	Aon Canada Inc. - T57048C				
		2025		Insurance for Town 2025	35,485.00	35,485.00
	01/23/2025	Axis Water Service				

5030

Mayor

Town of Vonda
List Of Accounts for Approval
Batch: 2025-00002 to 2025-00007

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			147	Accrual Water testing December	1,327.02	1,327.02
5031	01/23/2025	Brenda Willman	1224	Accrual council meetings Dec.	150.00	150.00
5032	01/23/2025	Brian Florizone	1224	Accrual council meeting Dec.	100.00	100.00
5033	01/23/2025	Byron Saxinger	122444	Accrual Fire chief Salary Dec.	225.00	225.00
5034	01/23/2025	Collabria	fd.	Accrual FD supplies and crests for departr	2,540.52	
			town.	Accrual staples and value tire for skidsteer	2,014.58	4,555.10
5035	01/23/2025	Dianne Addley	1224	Accrual council meeting Dec.	100.00	100.00
5036	01/23/2025	Dustin Wasyliw	1224	Accrual council meeting Dec.	100.00	100.00
5037	01/23/2025	Jesse Lefebvre	1224	Accrual council meeting Dec.	100.00	100.00
5038	01/23/2025	Linda Denis	120125	January	3,038.49	3,038.49
5039	01/23/2025	Loraas Disposal	669484	Accrual disposal fees	1,877.76	
			669485	Accrual recycle fees	1,588.14	3,465.90
5040	01/23/2025	Minister of Finance PPST	2047724253	Portable billing	1,047.84	1,047.84
5041	01/23/2025	Munisoft	03779	software maintenance programs	3,083.58	3,083.58
5042	01/23/2025	Ryan Hawryliw	0125	landfill wages Jan.	642.91	642.91
5043	01/23/2025	Sasktel Cmr	celfd	Accrual cell and FD	274.10	274.10
5044	01/23/2025	Stephen King	12245	Accrual council meetings Dec.	100.00	100.00
5045	01/23/2025	Terry Nahorniak	1224	Accrual council meeting Dec.	100.00	100.00
5046	01/23/2025	Western Muncipal Consulting	24421	Accrual Appeals Board	262.50	
			250001	Board of Revision	210.00	472.50
5047	01/30/2025	Saskenergy Incorporated	off255	office heat	1,164.25	1,164.25
5048	01/30/2025	Sasktel Cmr	k25	Rink phone	126.57	
			off255	office	362.39	488.96
5049	01/30/2025	(Petty Cash)	rinatm25	ATM replenishment	2,000.00	2,000.00
Total Computer Cheque:						91,695.21

Total AP: 91,695.21

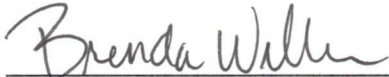

Mayor

Date Printed
02/06/2025 1:07 PM

Town of Vonda
List Of Accounts for Approval
Batch: 2025-00002 to 2025-00007

Page 4

Certified Correct This 22nd day of January, 2025



Mayor



Administrator

Mayor



VONDA FIRE AND RESCUE

Box 308

Vonda, SK

S0K 4N0

Monthly Report

Date – Incident – Members	Time
January 29 th – Training – STARS Landing – See report 25-001	1900-2030
February 6 th – Community Engagement – See report 25-002	1800-1900
February 26 th – Training – TBD	1900-

March 8th 2025

Keith Meighan, a Dangerous Goods Officer with the Canadian National Railway is coming out to train us in a course geared towards DG response for front-line responders. As you all know, the RM was invited to attend. They declined our invitation citing lack of interest. Prudhomme FD was also invited, but declined due to previous obligations to the snowmobile rally on the same day. We are waiting to hear back from Bruno FD.

BW



VONDA FIRE AND RESCUE

Box 308

Vonda, SK

S0K 4N0

2025 Training/Attendance Log

Date: January 8th 2025 Time: 1900

SOP Reference(s): _____

Name

Signature

Name

Signature

1. Aron Vanderstelt

13.

2. Byron Saxinger

14.

3. Tanner Petrie

15.

4. Melissa Gerwing

16.

5. Garrett Beaulieu

17.

6. Jesse Lefebvre

18.

7. Rose Rowe

19.

8. Andrew Scanlon

20.

9. Carol Dwyer

21.

10. Matthew Boyenko

22.

11. Ellis Rowe

23.

12.

24.

BW

Report 25-001

Date of Training: January 29th, 2025

Location: Railway Ave and Main Street

Training Participants: Andrew Scanlon, Byron Saxinger, Melissa Gerwing, Rose Rowe, Jesse Lefebvre, Garrett Beaulieu

Topic: Setting Up and Securing a Landing Zone for STARS (Shock Trauma Air Rescue Society)

Overview:

On January 29th, 2025, a training session was conducted by the Vonda Fire Department. The focus of the training was on setting up and securing a landing zone for the Shock Trauma Air Rescue Society (STARS) helicopter service, which provides critical air ambulance support for trauma patients. This session aimed to ensure that fire department personnel are prepared to effectively support STARS in emergencies by properly preparing and managing a safe and secure landing area.

Training Objectives:

1. **Understanding the importance of a secure landing zone (LZ)** for the safe arrival and departure of the STARS helicopter.
 2. **Learning the standard procedures** for selecting and preparing an appropriate landing area.
 3. **Practising the coordination** required between fire department personnel and STARS air crew to ensure the LZ is properly cleared and maintained during helicopter operations.
-

Training Activities:

1. Theoretical Overview:

- The session began with a review of the key aspects of LZ setup, including the size, surface, and environmental considerations for helicopter safety.
- Participants were taught the protocols for clearing debris, ensuring there are no obstacles, and marking the landing area to ensure visibility.
- Emphasis was placed on communication with the STARS helicopter crew to establish a clear line of sight and coordination throughout the operation.

2. Practical Application:

- Fire department personnel were divided into small teams to practice setting up a landing zone at a designated training site.
- The teams followed the steps of establishing a secure perimeter, using cones and other marking materials to outline the landing area.
- Each team practised directing vehicle traffic away from the area, clearing the LZ of hazards, and ensuring the ground was firm and free of obstructions.

BW

- Mock communications with a STARS representative were simulated to practice coordination between the helicopter crew and ground personnel.

3. Safety and Procedures:

- A key component of the training was reinforcing safety protocols, including maintaining a safe distance from the helicopter during landing and takeoff, establishing proper communication channels, and ensuring personal protective equipment (PPE) was worn at all times.
 - The training emphasized the need for constant situational awareness, especially during high-stress scenarios.
-

Key Learning and Outcomes:

- **Improved Familiarity with STARS Protocols:** The participants gained a deeper understanding of the specific requirements for preparing a landing zone for STARS, including space dimensions, marking, and clearance.
 - **Enhanced Communication Skills:** The training helped fire department members practice efficient and clear communication with both the STARS helicopter crew and other emergency responders to ensure a seamless operation.
 - **Team Coordination:** The exercise emphasized teamwork and the importance of working quickly and effectively to establish a secure LZ in a variety of conditions.
 - **Safety Reinforcement:** Ensuring safety during helicopter operations is paramount, and the training reinforced the necessary safety precautions that must be followed to protect both the helicopter crew and ground personnel.
-

Conclusion:

The training session provided a valuable opportunity for fire department personnel to practice the skills needed to support STARS during emergency situations. By focusing on LZ setup and securing procedures, participants are better prepared to assist in air ambulance operations, ensuring safer and more efficient trauma care for patients.

The training was successfully conducted with all objectives met. Moving forward, it is recommended that further refresher courses and practical drills be scheduled periodically to maintain readiness and enhance coordination between fire department personnel and air ambulance services.

Report Prepared By:

Andrew Scanlon

Fire Chief

Town of Vonda Fire Department

BW

Report# 25-002

Date: February 6th, 2025

Members in attendance: Andrew Scanlon, Byron Saxinger, Rose Rowe

Report Type: Community Engagement Initiative

Introduction:

The Vonda Fire Department launched a community engagement initiative to clear snow from fire hydrants in order to ensure they remain accessible during winter emergencies. This report summarizes the initiative and highlights the importance of such activities in supporting emergency response efforts.

Overview of the Initiative:

In response to snow buildup and harsh winter weather, the fire department has been proactively clearing snow around fire hydrants. The goal is to ensure these hydrants remain visible and accessible for firefighters during emergencies. The department also encouraged community members to assist by maintaining hydrants near their homes or businesses.

Importance of Clearing Snow from Fire Hydrants:

- **Faster Emergency Response:** Snow-covered hydrants can delay firefighters, so keeping them clear ensures that firefighters can quickly access water during a fire emergency, improving response times.
- **Reduced Risk of Delays:** Snow buildup around hydrants can waste valuable time during an emergency, making quick access to water more difficult.
- **Community Safety:** Encouraging residents to help clear hydrants strengthens community responsibility and fosters safer neighbourhoods.
- **Public Engagement:** The initiative helped the fire department engage directly with the community, improving relationships and building trust.

Conclusion:

The Vonda Fire Department's snow removal initiative was a successful effort to ensure that fire hydrants remained accessible during winter months, directly contributing to faster emergency responses and community safety. Continued collaboration between the fire department and local residents will help maintain this important safety measure in the future.

Report Prepared By:

Andrew Scanlon

Fire Chief

Town of Vonda Fire Department

BW

January/February Foreman's Report

Water & Sewer

- WTP maintenance – Refer to Russ's report.
- Completed Wastewater Treatment & Collection course with 83% on both exams Feb 10-14th
- Clearing snow in ditches for runoff in the coming weeks should take priority.

Streets and Alleys

- Two decent snow storms kept us busy moving snow in the beginning of the month.
- Drifting from all the blowing loose snow has required lots of attention in a lot of places around town. Most notably on Lerew, west of the Co-op. It almost blocks town access but we have managed to stay on top of it.
- Snow piles along Lerew were taken down between Railway and Buffer as they posed a visibility issue and the street was getting fairly narrow making meeting oncoming traffic pretty tight.
- The Lerew railroad crossing is terribly rough. I've contacted CN and they are sending someone to clear it further. They were apprehensive to tell me how much of it I could clear. Two Dept. Of Highways employees also told me that they "don't touch" the railway crossing when they clear their portion of town because of the rules and potential fines imposed by CN.

Equipment

- The **truck** issues from the previous report (no heat, no 4x4, and requiring a boost each time) are resolved. Both sets of tires are due for replacement.
- the **Bobcats** Are running fine. The snow blade attachment will require a new cutting edge next winter.
- Grader** remains unrepaired and will be dealt with as things slow down with snow clearing.

Buildings

- Nothing to report

Transfer Station

- The burnable pile is in need of pushing into its pit, but we likely need to call the RM for that. The bobcats don't have traction in the snow to accomplish that mission. People using the dump should be dumping their burnables further in the pit to begin with if conditions permit. This summer when our fire department conducted a controlled burn, the pit was dry and accessible but people still unloaded at the mouth of the pit instead of down in the bottom

BW

Garbage

A friendly reminder should be broadcast to residents of town about the rules of garbage pick up, and perhaps that should be reviewed as to what's allowed on the curb on garbage day. Points of concern include;

- Excessive amounts of garbage bags. Some people will curb a dozen, give or take
- Garbage not in bags, or the bags are ripped/ picked apart by animals because they are put out too early and not in a bin.
- Recyclable materials like cardboard

Bw

January 2025

Water produced in January: 3,690.3 m3

NaOH consumed: 151 (40.92/1,000m3)

Truck fill volume dispensed: 27,487 igal.

NaClO consumed: 52.5 (14.23/1,000m3)

Truck fill revenue: \$878 (\$31.94/1,000 igal)

Water Treatment Summary:

- backflow prevention inspection was not completed in December or January as required
- well access is still blocked with snow – should be cleared in case of emergency and to allow for required inspections
- bacteriological samples are once again being sent to Roy Romano Laboratory in Regina
- no further coliforms have been found in bacteriological samples
- bulk fill station revenue not consistent this month – will run tests in February/March to confirm billing rate
- 3rd party instrument calibration arranged for March

Lagoon Summary:


- snow continues to be a problem for lagoon access – the road and manhole area should be cleared wider to prevent frequent blow-ins
- lagoon level should be monitored closely to allow time to request an emergency drain if required

January Maintenance Summary:

- January 16 – serviced generator
- January 24 – greased distribution pumps
- January 28 – inspected and cleaned chemical injection points
- January 28 – replaced pH pump diaphragm and valves
- January 29 – washed plant floor
- January 30 – replaced chlorine pump diaphragm and valves

Training Recommendations:

- Occupation Health and Safety level 1 and 2
- Powered Mobile Equipment
- Confined Space Entry

Report by:  Date: 02/18/2025
Russell Lepage (Waterworks Manager) month/day/year

Reviewed by: Brenda Willman Date: 02-19-2025
Brenda Willman (Mayor) month/day/year

 Date: Date:

(Waterworks Committee) month/day/year (Waterworks Committee) month/day/year

(Waterworks Committee) Date: _____
month/day/year

Tanner Petrie (Waterworks Operator) Date: _____
month/day/year

Outstanding Maintenance List - January 2025

Date	Description
P1 (High) - need to be completed in a timely manner, will become larger or more critical over time	
Dec-24	Annual backflow prevention inspection required
P2 (Medium) - time sensitive but not urgent, could pose a risk in near future	
Mar-21	MTU1 valve 29 leaking
Apr-21	leaking valve between trains
Oct-21	power pole at well house is leaning - SaskPower scheduling replacement for spring 2025
Nov-23	MTU1 concentrate sampling valve leaking
Aug-24	coupler leak on south end of MTU1, vessel 4
Mar-23	emergency distribution pump #2 shut down due to ground fault issues
Aug-24	raw water isolation valve at well house not functional
Oct-24	south reservoir building floor requires neautralizing and cleaning
Jan-25	Disassemble, inspect, clean concentrate lines
P3 (Low) - often regular maintenance that can wait until a later time, unlikely to get worse or cause a safety concern	
Sep-20	reservoir #1 hatch requires maintenance/cleaning
Aug-22	raw water usage for MTU1 not recording correctly
Apr-24	ceiling fans in water treatment plant not working
Sep-24	lights in south reservoir building require replacement

Vonda Water Treatment Plant														
Yearly Summary														
2025		Total Vol. (m3)	Daily Vol. (m3)	PH	NaOH Use	Cl Free (mg/L)	Cl Total (mg/L)	NaClO Use	Turbidity (NTU)	Raw Turb. (NTU)	Fe (mg/L)	Raw Fe (mg/L)	Mn (mg/L)	Raw Mn (mg/L)
January	Low		58.2	6.42		0.68	0.95		0.10	0.11	0.00	3.50	0.000	0.852
	Average	3690.3	119.0	7.05	151	0.95	1.20	53	0.14	0.12	0.04	3.56	0.012	0.861
	High		176.0	7.39		1.13	1.52		0.22	0.13	0.14	3.60	0.030	0.870
February	Low		11.8	7.27		1.12	1.34		0.19	0.17	0.09	3.02	0.005	0.748
	Average	4155.3	143.3	7.47	195	1.29	1.46	63	0.25	0.37	0.12	3.30	0.033	0.848
	High		219.9	7.59		1.50	1.68		0.33	0.52	0.31	3.56	0.067	0.946
March	Low		37.5	6.92		0.62	0.98		0.24	0.15	0.02	3.18	0.006	0.780
	Average	3219.8	103.9	7.42	133	1.06	1.19	49	0.29	0.22	0.13	3.54	0.026	0.818
	High		200.1	7.78		1.32	1.49		0.36	0.39	0.21	3.76	0.054	0.866
April	Low		51.6	7.07		0.76	0.91		0.26	0.26	0.00	3.52	0.000	0.778
	Average	3140.0	104.7	7.48	136	1.03	1.19	57	0.35	0.41	0.14	3.66	0.024	0.794
	High		164.2	7.68		1.39	1.34		0.64	0.61	0.28	3.72	0.063	0.800
May	Low		31.2	7.24		0.72	1.16		0.14	0.08	0.04	2.15	0.010	0.762
	Average	4144.0	133.7	7.78	194	1.30	1.49	55	0.27	0.11	0.17	3.08	0.034	0.809
	High		245.2	16.33		1.76	1.91		0.58	0.13	0.51	3.74	0.082	0.836
June	Low		54.9	6.57		0.73	0.93		0.20	0.17	0.00	3.44	0.013	0.772
	Average	4019.3	134.0	7.24	159	1.32	1.49	60	0.29	0.25	0.12	3.71	0.030	0.787
	High		245.4	7.64		1.68	1.80		0.49	0.35	0.34	3.98	0.070	0.818
July	Low		22.2	6.92		0.72	0.85		0.13	0.17	0.00	3.54	0.000	0.779
	Average	5473.8	176.6	7.19	241	1.13	1.31	79	0.28	0.24	0.13	3.67	0.047	0.846
	High		282.8	7.69		1.59	1.79		0.39	0.36	0.27	3.85	0.168	0.904
August	Low		54.4	6.59		0.90	1.12		0.25	0.13	0.05	3.36	0.000	0.810
	Average	4492.4	144.9	7.12	180	1.16	1.35	63	0.33	0.18	0.14	3.65	0.027	0.892
	High		287.5	7.57		1.38	1.64		0.47	0.27	0.31	3.82	0.052	0.940
September	Low		61.4	6.33		0.97	1.14		0.23	0.20	0.00	3.46	0.015	0.794
	Average	3338.0	115.1	6.84	157	1.14	1.34	50	0.34	0.42	0.14	3.65	0.039	0.849
	High		211.0	7.38		1.32	1.52		0.45	0.54	0.34	3.84	0.077	0.914
October	Low		64.4	6.36		0.90	1.12		0.27	0.33	0.00	3.50	0.000	0.832
	Average	2927.5	94.4	7.01	126	1.18	1.42	44	0.37	0.37	0.09	4.02	0.019	0.842
	High		134.8	7.63		1.60	1.80		0.51	0.40	0.28	4.54	0.069	0.852
November	Low		42.1	6.38		0.78	1.08		0.14	0.15	0.00	3.34	0.000	0.838
	Average	3126.3	104.2	6.76	121	1.13	1.36	48	0.30	0.37	0.05	3.53	0.015	0.881
	High		211.1	7.17		1.69	1.98		0.46	0.75	0.34	3.62	0.080	0.932
December	Low		36.5	6.46		0.71	0.93		0.08	0.10	0.00	3.50	0.000	0.824
	Average	3516.2	113.4	6.84	140	0.97	1.21	43	0.14	0.18	0.03	3.61	0.015	0.872
	High		175.7	7.25		1.18	1.34		0.25	0.27	0.11	3.74	0.059	0.916
Totals														
	Low	2927.5	11.8	6.33	121	0.62	0.85	43	0.08	0.08	0.00	2.15	0.000	0.748
	Average	3770.2	123.9	7.18	161	1.14	1.33	55	0.28	0.27	0.11	3.58	0.027	0.841
	High	5473.8	287.5	16.33	241	1.76	1.98	79	0.64	0.75	0.51	4.54	0.168	0.946
Total		45242.9			1933			661						
Targets	Low			7.6		0.10			0.00		0.00		0.000	
	High			8.3		2.00	4.00		0.30/1.00		0.30		0.05/0.12	

Waterworks Maintenance Plan - January 2025

Bacteriological Testing:

Sample #1 Operator: TP
Location: 313 Lewis St
Date: JAN 7
Results: Free cl 0.95 Total cl 1.13 Turbidity 0.13 Mn 0.04

Sample #2 Operator: TP
Location: 309 6th St
Date: JAN 27
Results: Free cl 1.16 Total cl 1.17 Turbidity 0.12 Mn 0.011

Train Readings:

	Cf1	Cf2	Cf3	Cfc	Cp1	Cp2	Cp3	Cp4	Cpc
Date: 2 MTU1:	1950	2932	3870	5510	74.7	87.5	135.1	195.8	50.8 103.1
Jan 19 MTU2:	1961	3050	4090	6080	41.9	39.8	57.1	84.6	48.8

Bulk Fill Station:

Income Dispensed (gal.)
Date: 304 x \$1 = \$304 Current: 4429331
Feb 2/25 287 x \$2 = \$574 Previous: 4401844
Total: \$878 / Total: 27487
X 1000 = \$31.94 / 1000 gal.

CI Meter:

Reading	Acceptable	Variation:	OK:
Std 1: 0.20	0.18 ± 0.09	+0.02	<input checked="" type="checkbox"/>
Std 2: 0.85	0.85 ± 0.10	0.00	<input checked="" type="checkbox"/>
Std 3: 1.50	1.48 ± 0.14	+0.02	<input checked="" type="checkbox"/>

Date: January 12, 2025 Initial: 2

Regular Maintenance:

(Initial and date)

☒ TP Inspect reservoir: JAN 16
☒ TP Inspect & run generator: JAN 12
☒ TP Sweep plant floor: JAN 28
☒ TP Inspect wellhouse: Jan 29

☒ TP Clean lab: JAN 28
☒ TP Clean washroom: JAN 15
☐ Inspect lagoon: JAN 15

Planned Maintenance:

(Initial and date)

☐ Repair MTU1 permeate leak (S4): (carried from August 2024)
☒ Clean discharge line from pit to street: Dec 30 (carried from October 2024)
☒ Service generator: JAN 16 (carried from November 2024)
☐ Test backflow preventers: (carried from December 2024)
☐ Disassemble/inspect/clean concentrate lines:
☒ Clean/inspect injection points: JAN 28
☒ Grease distribution pumps: JAN 24 and valves
☒ replaced diaphragm on chlorine pump JAN 30
☐ replaced diaphragm and valves on pit pump
☐

Unplanned Maintenance:

- replaced leaking valve - top - on pit pump
JAN 28

Comments:

washed plant floor JAN 29th



TOWN OF VONDA

Box 308
Vonda, SK
S0K 4N0

Well Site Inspection

Employee: Tanner Petrie

Date: JAN 29 / 2025

ACCESS, SECURITY, EXTERIOR

- | | | |
|---|---|--|
| <input type="checkbox"/> Road condition acceptable | <input type="checkbox"/> Grass cut/snow cleared | <input checked="" type="checkbox"/> Door secure and in good condition |
| <input checked="" type="checkbox"/> Lock functioning properly | <input checked="" type="checkbox"/> Roof condition acceptable | <input checked="" type="checkbox"/> Siding/exterior condition acceptable |
| <input checked="" type="checkbox"/> Valves/cleanouts in good repair | <input type="checkbox"/> Power lines/poles undamaged | <input type="checkbox"/> |

INTERIOR

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Interior temperature acceptable | <input checked="" type="checkbox"/> Lighting acceptable | <input type="checkbox"/> Free of vermin/wildlife |
| <input checked="" type="checkbox"/> Piping/fittings in good repair | <input checked="" type="checkbox"/> Pump operation normal | <input type="checkbox"/> Pressure gauge functioning properly |
| <input checked="" type="checkbox"/> Check-valve functioning properly | <input checked="" type="checkbox"/> Record static and draw well depths | |

HARDWARE AND COMMUNICATIONS

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Input line voltages acceptable | <input checked="" type="checkbox"/> Communication with WTP active | <input checked="" type="checkbox"/> Cooling fans operating properly |
| <input checked="" type="checkbox"/> Pressure and temperature communicated properly to WTP | | |

Static well depth (in): 9" below ground Draw well depth (in): 9" Below Ground

NOTES:

mouse activity apparent, but very old. removed all sign + nest. Road impassable due to snow.

Lagoon Inspection

Employee: Tanner Petrie

Date: JAN 15 / 25

ACCESS and SECURITY

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Road condition acceptable | <input checked="" type="checkbox"/> Vegetation cut/snow cleared | <input type="checkbox"/> Warning signage in good condition |
| <input checked="" type="checkbox"/> Gate secure and functional | <input checked="" type="checkbox"/> Fence in good condition | <input checked="" type="checkbox"/> High level alarm operational |
| <input checked="" type="checkbox"/> Valves accessible/operational | <input type="checkbox"/> | <input type="checkbox"/> |

Cell 1 (Primary)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Berm not leaking | <input checked="" type="checkbox"/> Berm free of rodents | <input checked="" type="checkbox"/> Colour: <u>Frozen - white</u> |
| <input checked="" type="checkbox"/> Berm erosion acceptable | <input type="checkbox"/> Sludge visible | <input checked="" type="checkbox"/> Odour: <u>Frozen - odourless</u> |
| <input checked="" type="checkbox"/> No floating debris - <u>ice!</u> | <input type="checkbox"/> Water level: <u>3ft from edge</u> | <input type="checkbox"/> |

Cell 2 (Secondary)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Berm not leaking | <input checked="" type="checkbox"/> Berm free of rodents | <input checked="" type="checkbox"/> Colour: <u>Frozen - white</u> |
| <input checked="" type="checkbox"/> Berm erosion acceptable | <input type="checkbox"/> Sludge visible | <input checked="" type="checkbox"/> Odour: <u>Frozen - odourless</u> |
| <input checked="" type="checkbox"/> No floating debris | <input type="checkbox"/> Water level: <u>1ft</u> | <input type="checkbox"/> |

NOTES:

severe winter conditions exist, road closes in days after clearing.