



**TOWN OF WHITEWOOD
REGULAR COUNCIL MEETING
May 21, 2024**

A regular meeting of Council was held on May 21, 2024 at 7:00 pm

Present:	Deputy Mayor Councilors	Donna Beutler Brian Waynert Shawna Stradeski Chris Ashfield Glenn Mantei
	Missing	Rhett Parks Chad Kelly
	CAO FOM	Lisa Istace Tim Eveleigh 7:11pm – 7:20pm

Order A quorum being present Deputy Mayor Beutler called the meeting order at 7:00pm

Agenda Ashfield, Waynert – That the amended agenda be accepted as a guide for the meeting
1442/2024

Carried

Minutes Waynert, Mantei – That the minutes of May 7, 2024 Arena meeting are accepted
1443/2024
Waynert, Mantei – That the minutes of May 7, 2024 Council meeting are accepted

Carried

FOM's Stradeski, Ashfield – That we accept the FOM's Report as presented
Report
1444/2024

Carried

CAO's Stradeski, Mantei – That we accept the CAO's Report as presented
Report
1445/2024

Carried

Council's Mantei, Waynert – That we accept the Council's Report as presented
Report
1446/2024

Carried

Accounts Stradeski, Ashfield – That accounts #22545-22566
1447/2024 \$68,178.95 Credit Card \$4,225.92 Online Banking \$6,397.76
Total of \$78,802.63
copy is attached and form a part of these minutes

Carried

'24 Reverse Ashfield, Stradeski – Motion to reverse taxes on town owned lots;
 Taxes 819 Heritage - \$736.10, 813 Heritage - \$1,511.45, 821 Heritage - \$736.10
 1448/2024 815 Lalonde - \$743.32

Carried

2023 Tax Mantei, Waynert - Notice is hereby given under the *Tax Enforcement Act* that
 Arrears unless the arrears and costs appearing opposite the land described in the following
 1449/2024 list are not fully paid a tax lien will be registered against the land.

Note: A sum for costs in an amount required by subsection 4(3) of The Tax
 Enforcement Act is included in the amount shown against each parcel

Carried

Assessment #	Description	Title #	Amount Arrears
495011900-01	Blk/Par X 89R35520	155765368	\$ 4,727.64
495007250-01	22 14 75	106648375	\$ 731.28
504924900-01	30 48 76R27457	153568233	\$ 2,825.66
505027200-01	2D 42 67R04246	106516593	\$ 1,091.66
495013900-01	Y 101888275	131179125	\$ 1,449.84
495012900-01	Blk/Par A-Plan 66R34416	106516773	\$ 9,445.38
	Blk/Par 9A Plan 75	106643943	
505001200-01	24-26 18 101365185	106647622	\$ 4,991.20
		114203157	
		114203168	
505019700-01	10 38 72R21307	128271225	\$ 2,540.68
505011350-01	7 32 75	150985558	\$ 1,923.70
505011400-01	8 32 75	151035555	\$ 4,084.59
504941200-01	14 51A N232	154690959	\$ 1,641.71
	15 51A N232	154690960	
495007300-01	23 14 75	130157186	\$ 1,869.11
	24 14 75	130157210	
495009625-01	8-10 19 75	151920154	\$ 2,968.40
		151920255	
		151920277	
504930000-01	22 48 75R03219	152181772	\$ 6,052.25
504943300-01	7 51B N232	127316910	\$ 979.66
505027900-01	5 42 11925	155779082	\$ 1,801.73
505028300-01	6A 42 67R04246	155779093	\$ 749.33
505011950-01	19 32 75	153966437	\$ 1,975.74
505027700-01	4A 42 67R04246	154214131	\$ 1,846.71
504927600-01	34 48 76R27457	154353001	\$ 4,120.30
505011900-01	18 32 75	153386477	\$ 1,102.56
505006250-01	44 27 101370697	144824430	\$ 1,825.80
495001900-01	14 03 75	156030454	\$ 2,624.74
	13 03 75	156030443	
	12 03 75	156030432	
	11 03 75	156030410	
	10 03 75	156030397	
495002150-01	1 04 75	156030364	\$ 1,215.37
	2 04 75	156030375	
	3 04 75	156030386	

TAXervice Ashfield, Stradeski – Motion THAT TAXervice, on behalf of the Town of Whitewood
1450/2024 be authorized to proceed under the Tax Enforcement Act to acquire title for the following
described land:
LOT B-PLAN 68R24715 EXT 0, 128138823

Carried

In-Camera Ashfield, Stradeski - That Council having issues to discuss regarding personnel,
1451/2024 land legal matters and negotiations which are exempted from public discussion
under the *Local Authority Freedom of Information and Protection of Privacy*
Act and the Municipalities Act go in camera at 7:47 pm.

Present: Deputy Mayor Beutler, Councillors Ashfield, Stradeski,Waynert, Mantei,
CAO Istace

Carried

Regular Mtg Mantei, Ashfield - That Council resumes the regular meeting at 8:46 pm
1452/2024 *Carried*

Present: Deputy Mayor Beutler, Councillors Ashfield, Stradeski,Waynert, Mantei,
CAO Istace

Adjourn Waynert – Moved the meeting to adjourn at 8:47 pm
1453/2024



Chief Administrative Officer



Mayor

Town of Whitewood Monthly Report

Date Selected: May 1, 2024 to May 31, 2024

Well 2A

Sums for the Month	Amount	
Well 2A Total Volume Yesterday (m3)	11506.50 m3	
Well Pump 2A Previous Day Runtime (Hrs)	716.90 H	
Peak Daily Values	Date	Amount
Peak Daily Well 2A Total Volume Yesterday (m3)	25-May-2024	564.40 m3
Peak Daily Well Pump 2A Previous Day Runtime (Hrs)	01-May-2024	23.90 H
Minimum Daily Values	Date	Amount
Minimum Daily Well 2A Total Volume Yesterday (m3)	08-May-2024	294.90 m3
Minimum Daily Well Pump 2A Previous Day Runtime (Hrs)	30-May-2024	23.80 H

Well 3

Sums for the Month	Amount	
Well 3 Volume Yesterday (m3)	0.00 m3	
Well Pump 3 Previous Day Runtime (Hrs)	0.00 H	
Peak Daily Values	Date	Amount
Peak Daily Well 3 Volume Yesterday (m3)	01-May-2024	0.00 m3
Peak Daily Well Pump 3 Previous Day Runtime (Hrs)	01-May-2024	0.00 H
Minimum Daily Values	Date	Amount
Minimum Daily Well 3 Volume Yesterday (m3)	01-May-2024	0.00 m3
Minimum Daily Well Pump 3 Previous Day Runtime (Hrs)	01-May-2024	0.00 H

Distribution

Sums for the Month	Amount	
Distribution Volume Yesterday (m3)	8081.70 m3	
Peak Daily Values	Date	Amount
Peak Daily Distribution Volume Yesterday (m3)	23-May-2024	381.40 m3
Minimum Daily Values	Date	Amount
Minimum Daily Distribution Volume Yesterday (m3)	01-May-2024	216.50 m3

Ground Water

Raw Water Usage				Chemical Usage							Inches Used			Remarks	Operator Initials	WELL
Well 2A	Usage (m3)	Well 3	Usage (m3)	Level From Bottom												
				AS	NaOH	Corr.	Chl	AS	NaOH	Corr.	Chl					
			Day Total													
1	604842	579109	359	67	42	68	77	4	4	3	1			JJ	2A	
2	605201	579109	359	71	38	71	76	4	4	3	1	NaOH ^ 24 AS ^ 24 Corr ^ 24		JJ	3	
3	605555	579109	354	51	60	48	75	3	4	3	1			JJ	X	
4	605888	579109	333	55	56	50	74	4	4	2	1			JJ	X	
5	606203	579109	315	58	52	52	73	3	4	2	1			BRR	X	
6	606556	579109	353	62	48	54	72	4	4	2	1			BRR	X	
7	606927	579109	371	67	43	56	71	5	5	2	1			JJ	X	
8	607265	579109	338	71	40	58	70	4	3	2	1			JJ	X	
9	607604	579109	339	75	36	60	69	4	4	2	1	NaOH ^ 25 AS ^ 24		JJ	X	
10	607929	579109	325	54	58	62	68	4	4	2	1			JJ	X	
11	608263	579109	334	58	54	64	67	4	4	2	1			JJ	X	
12	608615	579109	352	62	50	66	66	4	4	2	1			TM	X	
13	608960	579109	345	66	46	68	65	4	4	2	1			TM	X	
14	609335	579109	375	70	42	71	64	4	4	3	1	AS ^ 24 Corr ^ 24		JJ	X	
15	609618	579109	283	48	39	48	63	4	3	3	1			JJ	X	
16	610127	579109	509	54	32	51	61	6	7	3	2	NaOH ^ 27		JJ	X	
17	610475	579109	348	58	55	53	60	4	5	2	1			JJ	X	
18	610823	579109	348	63	51	55	59	5	4	2	1			JJ	X	
19	611156	579109	333	66	47	57	58	3	4	2	1			JJ	X	
20	611546	579109	390	71	42	60	57	5	5	3	1			JJ	X	
21	611891	579109	345	75	39	61	55	4	3	1	2	AS ^ 24		JJ	X	
22	612242	579109	351	55	34	64	54	5	5	3	1	NaOH ^ 26		JJ	X	
23	612763	579109	521	63	55	67	53	8	5	3	1			JJ	X	
24	613289	579109	526	68	49	70	51	5	6	3	2			JJ	X	
25	613741	579109	452	72	43	73	50	4	6	3	1	NaOH ^ 24 AS ^ 24 Corr ^ 24		JJ	X	
26	614153	579109	412	51	65	50	48	4	5	2	2			TM	X	
27	614624	579109	471	57	59	53	47	6	6	3	1			BRR	X	
28	615003	579109	379	62	55	56	45	5	4	3	2			JJ	X	
29	615469	579109	466	67	50	59	44	5	5	3	1			JJ	X	
30	615908	579109	439	72	44	61	42	5	6	2	2	AS ^ 8		JJ	X	
31	616367	579109	459	69	39	64	41	4	5	3	1			JJ	X	
Month end	616763	579109	396	74	34	66	40	5	5	2	1			JJ	X	
Month end	11921	11921	0	11921	0.366kg/cm	11.259kg/cm	0.431kg/cm	1.781 l/cm	138	141	75	36				

AWC A-102	50 % NaOH	ClearHib 5	12 % NaCl
Chemical usage in kg or litre	50.508	1588	32.325
Cost per kg or litre	\$8.49	\$1.26	\$10.87
Chemical cost for month	\$429	\$2,000	\$351
			\$67

Distribution Water Tests

Chemical Pump Settings

Date	Distribution Water Meter (m3)	Distribution Usage (m3)	Turbidity (NTU)	pH	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Conductivity (uS/cm)	Operator Initials	AS	NaOH	Corrosion Inhibitor	Chlorine
			< 0.10	7.5 < 8.0	0.50 - 0.85	0.50 - 0.90	~ 220		23.70		23.00	
1	1584518		0.07	7.51	0.49	0.50	213	JJ				
2	1584760	242	0.06	7.54	0.47	0.51	214	JJ				
3	1584990	230	0.08	7.54	0.49	0.52	213	JJ				
4	1585231	241	0.06	7.52	0.51	0.54	212	JJ				
5	1585444	213	0.07	7.48	0.66	0.74	222	BRR	KELLY			
6	1585706	262	0.05	7.31	0.64	0.70	213	BRR				
7	1585952	246	0.07	7.43	0.63	0.64	216	JJ				
8	1586177	225	0.06	7.51	0.49	0.54	213	JJ				
9	1586414	237	0.06	7.53	0.51	0.53	212	JJ				
10	1586648	234	0.06	7.46	0.49	0.64	212	JJ				
11	1586880	232	0.07	7.48	0.50	0.57	211	JJ				
12	1587107	227	0.06	7.55	0.51	0.52	211	TM	KELLY			
13	1587341	234	0.05	7.54	0.48	0.49	210	TM				
14	1587642	301	0.06	7.51	0.49	0.54	212	JJ				
15	1587918	276	0.07	7.49	0.47	0.49	213	JJ				
16	1588181	263	0.06	7.48	0.46	0.51	212	JJ				
17	1588408	227	0.07	7.51	0.47	0.51	212	JJ				
18	1588657	249	0.07	7.49	0.51	0.54	213	JJ				
19	1588923	266	0.08	7.42	0.47	0.51	211	JJ	KELLY			
20	1589172	249	0.06	7.52	0.51	0.53	213	JJ				
21	1589398	226	0.07	7.51	0.49	0.51	212	JJ				
22	1589697	299	0.07	7.49	0.48	0.52	213	JJ				
23	1590048	351	0.07	7.48	0.49	0.50	213	JJ				
24	1590431	383	0.06	7.51	0.51	0.52	212	JJ				
25	1590721	290	0.06	7.49	0.49	0.51	212	JJ				
26	1591056	335	0.04	7.56	0.46	0.50	213	TM	KELLY			
27	1591343	287	0.08	7.40	0.46	0.42	213	BRR				
28	1591663	320	0.06	7.51	0.46	0.48	212	JJ				
29	1591981	318	0.07	7.44	0.47	0.49	213	JJ				
30	1592316	335	0.07	7.49	0.48	0.52	213	JJ				
31	1592653	337	0.06	7.51	0.48	0.51	212	JJ				
	1592931	278	0.07	7.48	0.46	0.49	212	JJ				

Average Values

8,413	271	0.06	7.49	0.50	0.53	213						
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RO 1	Pressures							Flows							RAW	Well Used	Initials				
	(PSI)	(PSI)	(PSI)	(PSI)	(PSI)	(PSI)	(PSI)	(L/s)	(L/s)	(L/s)	(L/s)	(us/cm)	(us/cm)	(us/cm)	(us/cm)			(us/cm)	(us/cm)	TEMP	
Date																					
Time																					
May 1 01:30	26.7	22.7	145	131.5	124.8	19.6	7.61	3.73	1.90	5.86	11.4	11.6	11.7	17.2	17.6	13.54	1214	2241	5.30	2a	JJ
May 8 01:00	26.7	25.2	146	132.7	125.7	19.6	7.59	3.74	1.90	5.93	11.7	11.8	11.7	17.1	17.3	13.63	1218	2251	5.30	2a	JJ
May 1 10:00	26.7	25.3	146	132	125.7	19.6	7.62	3.74	1.90	5.91	11.8	11.8	11.9	17.2	17.3	13.61	1222	2246	5.70	2a	JJ
May 2 09:18	26.9	22.6	143.4	130.7	123.9	19.6	7.61	3.74	1.90	5.82	12.1	12	12	17.3	17.6	13.71	1203	2237	5.40	2a	JJ
May 3 09:00	26.9	23.4	145.2	131.6	125.7	19.6	7.61	3.74	1.90	5.91	12.1	12.2	12	17.1	17.5	13.62	1225	2242	5.30	2a	JJ

RO 2	Pressures							Flows				RAW										
	(PSI)	(PSI)	(PSI)	(PSI)	(PSI)	(PSI)	(PSI)	(L/s)	(L/s)	(L/s)	(L/s)	(uS/cm)	(uS/cm)	(uS/cm)	(uS/cm)	(uS/cm)	(uS/cm)	TEMP				
Date	Time	Before Prefilter	After Prefilter	Stage 1 Feed	Stage 2 Feed	Concentrate	Permeate	Stage 1 Feed Flow	Stage 2 Feed Flow	Concentrate Flow	Permeate Flow	Vessel 1 Permeate Conductivity	Vessel 2 Permeate Conductivity	Vessel 3 Permeate Conductivity	Vessel 4 Permeate Conductivity	Vessel 5 Permeate Conductivity	Combined Permeate Conductivity	S1 Feed Conductivity	S2 Feed Conductivity	Temperature	Well Used	Initials
May 1	10:12	26.6	23.2	146.3	134.8	127.8	19.4	7.58	3.78	1.90	5.97	12.8	12.6	12.4	17.64	17.8	14.37	1204	2194	5.1	2a	JJ
May 7	01:00	26.7	21.3	144.6	132.9	126.4	19.3	7.56	3.78	1.89	5.79	12.7	12.6	12.4	18	17.6	14.3	1209	2212	5.3	2a	JJ
May 1	09:25	26.7	24.4	146.6	134.8	126.7	19.4	7.58	3.78	1.90	5.94	12.8	12.8	12.6	18	17.6	14.4	1228	2210	5.1	2a	JJ
May 2	10:30	26.8	25.7	144.7	132.9	124.6	19.1	7.57	3.80	1.90	5.92	12.7	12.7	12.6	18	17.7	14.4	1219	2216	5.9	2a	JJ
May 3	11:00	26.7	22.4	146.6	133.7	124.6	19.1	7.60	3.78	1.90	5.91	12.8	12.7	12.6	18	17.6	14.4	1226	2232	5.3	2a	JJ

LIFT STATION

NOTES

DATE	TIME	PUMP #1		PUMP #2	
		Reading	Run Time	Reading	Run Time
1	06:30	24505	123.2	18374	124.4
2	06:21	24789	124.6	18587	125.9
3	06:47	25275	127.1	19957	128.4
4	06:59	25845	130.0	19383	131.3
5	09:50	26419	132.9	19815	134.2
6	08:07	26890	135.3	20173	136.7
7	06:18	27333	137.5	20500	138.9
8	08:03	27968	140.8	20977	142.2
9	06:26	28464	143.3	21355	144.8
10	06:42	28971	145.9	21730	147.3
11	06:30	29463	148.4	22100	149.8
12	06:21	29904	150.6	22430	152.1
13	06:47	30330	152.7	22754	154.3
14	06:00	30729	154.8	23056	156.3
15	06:13	31208	157.2	23415	158.7
16	06:15	31641	159.4	23741	161.0
17	06:05	32063	161.5	24052	163.1
18	06:30	32468	163.6	24356	165.2
19	06:17	32942	166.0	24713	167.6
20	06:23	33374	168.3	25036	169.8
21	06:17	33819	170.5	25376	172.2
22	06:11	34271	172.9	25715	174.5
23	06:14	34704	175.1	26040	176.8
24	06:00	35109	177.2	26345	178.9
25	07:15	35542	179.5	26664	181.1
26	09:15	35957	181.6	26975	183.3
27	06:10	36298	183.3	27232	185.0
28	06:06	36668	185.2	27509	186.9
29	06:12	37033	187.1	27788	188.8
30	06:15	37410	189.1	28067	190.8
31	05:55	37801	191.1	28364	192.8

13296 m3 67.9 hrs 9990 m3 68.4 hrs

Foreman's Report May 2024

Work Completed

General Maintenance

- haul trees from senior park
- hand out disconnect notices
- clean gutters on town office
- help Jamie clean pre filters on RO
- meet contractors at south quarter to discuss dirt work
- water treatment and distribution level 2 course (Trent)
- clean shops
- empty garbage on Lalonde St and 3rd Ave
- fix infield on ball diamond #2
- mow grass
- work on frost boils
- grader training for Brian
- put new culvert in across Galt St
- haul sand and crushed rock to campground
- take bin from rink to campground
- wash mats at office
- level out rough spots in streets
- fill in curb stop at 939 Lalonde St
- hand out letters for paving
- check vet clinic
- deal with pavers
- fix handi cap sign
- grade roads and alleys
- paint cross walks
- rebuild the ramp at town office
- pick rubbish
- read water meters
- spray for dandelions
- get Municipal Sewer to come unplug sewer main on Parks St
- price out culverts
- release the lagoon
- get a beaver dam removed from lagoon ditch

Work Orders

- turn water off and on
- dig graves
- replace damaged garbage and recycle bins
- mow school
- mark property

Equipment

- grease and maintain all equipment
- service all mowers
- get mower tires fixed at OK Tire
- put log splitter together
- put decals on new truck
- put sprayer on tractor
- rebuild sprayer pump
- put lights on mowers
- clean windows in equipment
- wash and clean interior of the trucks

Upcoming Work

- routine maintenance of equipment and town buildings
- maintain roads and sidewalks
- employee training
- work orders upon request
- help Rec Dept when needed
- pull ditches on Heritage Crescent (spring)
- clean and organize shops
- clean ditches
- mow
- finish painting cross walks
- patch pot holes
- spray
- clean up stumps at cemetery
- get big mower ready
- fix up back alleys
- trim trees in alleys



WHITEWOOD

TO: Mayor and Council
From: Lisa Istace
Re: CAO Report

Date: June 4, 2024

- Complete tasks from council meeting, all lots are transferred back to town, received more information on warranty extension – information attached,
- Weekly meeting with staff; Evan is registered to take Arena 2 June 11, 2024, D'arci (June) registered for the pool course, Discussed each department, spring work that has been a little slow due to weather, all are working hard to catch up and complete
- Complete summer grant with one student that was approved
- Finish up last few items for MNP, phone meeting regarding grants, audit will be complete for next meeting
- Continue to work with pavers, update via Voyent as we can
- Adjusting entries in tax ledger; reverse town owned, Taxservice fees
- Start on April bank rec
- May month end payroll
- Month end – PVSD, payroll remittance, MEPP
- Sent a message for the rubber paving at office, still unsure the date they will arrive. B&A will be out sometime to fix the repairs on the sidewalk (unsure when possibly a month, he just mentioned when they are in the area)
- Hotel/Housing assessment plan to be completed mid-June
- UMAAS convention – May 28-31
- Away –June 27-July 8



Town Office
731 Lalonde Street • Box 129
Whitewood, SK. • S0G 5C0



Town Office: 306-735-2210
Recreation: 306-735-4415
Fax: 306-735-2262



Town: general@townofwhitewood.ca
Recreation: recreation@townofwhitewood.ca
Website: www.townofwhitewood.ca

Town of Whitewood Payment Register

Report Date
06/04/2024 9:15 AM

Batch: 2024-00063 to 2024-00068

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Bank Code: AP - AP GENERAL

Payment #	Vendor	Date	Amount
Computer Cheque			
22567	Eveleigh Tim	06/04/2024	41.06
22568	Capital Fire Protection Ltd.	06/04/2024	1,403.04
22569	Canadian Pacific (Non-Freight)	06/04/2024	807.00
22570	Crosby Hanna & Associates	06/04/2024	3,115.44
22571	Whitewood Volunteer Fire Dept.	06/04/2024	100.00
22572	Frier's Ag Warehouse	06/04/2024	656.31
22573	Grasslands News Group	06/04/2024	83.82
22574	Gregg Distributors LP	06/04/2024	1,142.44
22575	Lisa Istace	06/04/2024	680.40
22576	Laurie's Construction 2007	06/04/2024	786.99
22577	Whitewood Library Board	06/04/2024	6,200.00
22578	Trent Merkel	06/04/2024	156.47
22579	Ministry of Finance	06/04/2024	254.21
22580	Ministry of Highways	06/04/2024	105.00
22581	OK Tire & Auto Service	06/04/2024	772.65
22582	Red Coat Waste Resource Auth	06/04/2024	52,793.20
22583	Canada Customs & Revenue Ag.	06/04/2024	11,427.14
22584	Canada Customs & Revenue Ag.	06/04/2024	577.49
22585	Rocky Mountain Phoenix	06/04/2024	233.10
22586	Saskatchewan Health Authority	06/04/2024	46.00
22587	SGI Claims - North	06/04/2024	1,489.98
22588	SUMA Benefits Plan Admin.	06/04/2024	4,567.18
22589	Taxervice	06/04/2024	7,866.05
22590	TS & M Supply	06/04/2024	832.50
22591	UniFirst Canada Ltd	06/04/2024	206.67
22592	Wolseley Canada Inc	06/04/2024	224.27
Total for Computer Cheque:			96,568.41
Credit Card			
2024-05-17	Days Inn	05/17/2024	601.36
2024-05-22	Bazaar & Novelty	05/22/2024	457.28
2024-05-22	Amazon	05/22/2024	199.74
2024-05-24	Amazon	05/24/2024	130.92
2024-05-27	Starlink	05/27/2024	355.20
2024-05-27	SGI Motor Vehicle Division	05/27/2024	1,321.98
2024-05-28	Action Training Systems	05/28/2024	51.81
2024-05-28	Worksite Safety	05/28/2024	227.60
Total for Credit Card:			3,345.89
Online Banking			
OL	Sask Energy	05/23/2024	5,013.58
OL	SaskPower	05/23/2024	12,832.02
OL	SaskTel CMR	05/23/2024	615.05
Total for Online Banking:			18,460.65
Total for AP:			118,374.95

Payments Printed: 37

ANNUAL PM INSPECTION - LOAD TEST - ENGINE SERVICE
 INSPECTION ANNUEL - ESSAIS EN CHARGE - ENTRETIEN MOTEUR C282



SERIAL / Série:	X181373477		
CUSTOMER / Client	TOWN OF WHITEWOOD - 402311		
SITE:	SPS 1112 S RAILWAY ST WHITEWOOD SK S0G 5C0		
HRS START / Début:	173.6	HRS FINISH / Fin:	176.2

W-O / B-T #	121585
DATE:	May 28/2024
TECH. Name / Nom:	

"S" Satisfactory / Satisfaisant "U" Unsatisfactory-see comments / Insatisfaisant-voir commentaires "N" Not Applicable / Non Applicable

ENGINE - LUBRICATING SYSTEM / Moteur - Système lubrification		COMMENTS / Commentaires
S	CHECK FOR LEAKS / Vérifier pour fuites	
S	CHECK LUBE OIL LEVEL AND PRESSURE / Vérifier Niveau et pression d'huile	
N	CHECK HYD./MEC GOVERNOR OIL LEVEL / Vér. Niveau d'huile du Gouverneur	
S	CHANGE FULL FLOW FILTER / Remplacer Filtre	
N	CHANGE BYPASS FILTER / Remplacer Filtre	
S	CHANGE LUBE OIL / Remplacer l'huile	
N	CHANGE HYD./MEC. GOVERNOR OIL / Remplacer l'huile du Gouverneur	
ENGINE - FUEL SYSTEM / Moteur - Système carburation		COMMENTS / Commentaires
S	CHECK FOR LEAKS / Vérifier pour fuites	
N	CHECK GOVERNOR CONTROL LINKAGE / Vérifier les articulations de contrôle	
S	CHECK FUEL LINES AND CONNECTIONS / Vér. raccords et boyaux de carburant	
N	DRAIN WATER SEPARATORS / Vidanger les séparateurs	
N	DRAIN LPG OIL TRAPS / Vidanger l'huile des pièges "LPG"	
N	CHECK FUEL TRANSFER PUMP / Vérifier pompe de transfert de carburant	
N	CHECK DIESEL ENGINE PRIMER PUMP / Vér. pompe d'amorce	
N	CHANGE FUEL FILTERS / Remplacer filtres carburant	
N	CHECK DAY TANK SUPPLY FILTER (CLEAN) / Vér. Filtre res. journalier (Nett)	
N	CHANGE WATER SEPARATOR FILTER/ Remplacer Filtre séparateur d'eau	
S	VERIFY FUEL SUPPLY VALVE IS OPEN / Valve d'app. carburant ouverte	Natural gas
N	DAY TANK LEVEL - write in comments / Niveau carburant réservoir journalier - inscrire	
N	MAIN TANK LEVEL - write in comments / Niveau carburant réservoir principale - inscrire	
N	PERFORM CLEAR & BRIGHT TEST / Test clarté PASS <input checked="" type="checkbox"/> FAIL <input type="checkbox"/>	
ENGINE - AIR INTAKE SYSTEM / Moteur - Admission d'air		COMMENTS / Commentaires
S	CHECK FOR LEAKS / Vérifier pour fuite	
S	CHECK AIR CLEANER ELEMENT RESTRICTION / Vérifier restriction du filtre à air	
S	CHECK AIR CLEANER ELEMENT AND HOUSING / Vérifier. filtre à air et boîtier	
S	CHECK ALL PIPING CONNECTIONS / Vérifier tuyauteries et raccords	
S	CLEAN CRANKCASE BREATHER ELEMENT / Nettoyer filtre de reniflard	
ENGINE - EXHAUST SYSTEM / Moteur - Système échappement		COMMENTS / Commentaires
S	CHECK FOR LEAKS / Vérifier pour fuites	
S	CHECK FOR DEBRIS AT EXHAUST OUTLET / Vérifier si débris à la sortie echap.	

ANNUAL P M INSPECTION - LOAD TEST - ENGINE SERVICE
INSPECTION ANNUEL - ESSAIS EN CHARGE C 282



CUST. / Client: TOWN OF WHITEWOOD - 402311	W-O / B-T # 121585
SITE: SPS 1112 S RAILWAY ST WHITEWOOD SK S0G 5C0	DATE: May 28/2024
HRS START / Début: 173.6 HRS FINISH / Fin: 176.2	TECH. Name / Nom:

"S" Satisfactory / Satisfaisant "U" Unsatisfactory-see comments / Insatisfaisant-voir commentaires "N" Not Applicable / Non Applicable

ENGINE - COOLING SYSTEM / Moteur - Système refroidissement				COMMENTS / Commentaires
S	CHECK FOR COOLANT LEAKS / Vérifier pour fuite			
S	CHECK COOLANT LEVEL AND TEMPERATURE / Vér. niveau et Température			Topped up, -40C
S	CHECK COOLANT & ADDITIVE CONCENTRATION / Vér. densité - concentration			
S	CHANGE COOLANT FILTER / Remplacer filtre antigel			
S	CHECK FAN HUB, DRIVE PULLEY AND WATER PUMP / Vér. poulie et pompe			
S	PERFORM VISUAL CHECK ON RADIATOR CAP / Insp. visuel bouchon radiateur			
S	CHECK OPERATION OF COOLANT HEATER / Vér. chauffe antigel			
S	CHECK CONDITION OF HOSES AND CONNECTIONS / Vér. boyaux et raccords			
S	CHECK BELT CONDITION AND TENSION / Vér. condition et tension de la courroie			
N	CHECK HEAT EXC. CORROSIVE W. TREAT PLUGS / Vér. ZINC "plug"			
S	CHECK RADIATOR AIR RESTRICTION / Vérifier radiateur pour restriction d'air			
S	CHECK RADIATOR DUCT WORK AND FAN SHROUD / Vérifier Conduit & garde			
S	CHECK MOTOR OPERATED DAMPERS / Vérifier amortisseur de vibration			
ENGINE - ELECTRICAL SYSTEM / Moteur Système électrique				COMMENTS / Commentaires
S	INSP. BATT.ELECTROLYTE LEVEL & ADJUST / Vér. niveau électrolyte et ajuster			
S	PERFORM BATTERY CRANK TEST / Effectuer test des batt. au démarrage			10.5v
S	DOCUMENT INSTALL DATE ON BATTERY / Documenter date installation des batt.			May 2024
S	INSPECT CHARGER ELECTRICAL CONNECTIONS FOR TIGHTNESS / CORROSION			
S	TEST CHARGER FOR PROPER OPERATION OF FLOAT AND EQUALIZE MODES			
GENERATOR / Génératrice				COMMENTS / Commentaires
S	CHECK AIR INLET & OUTLET RESTRICTIONS / Vér. restric d'air entrée et sortie			
N	GREASE BEARINGS PER OEM SPEC / Graisser roulement selon spec. fabricant			
S	INSP. SURGE SUPPRESSOR ROTATING RECTIFIER / Inspecter parasurtenseur			
N	CLEAN COMMUTATOR & SLIP RINGS / Nettoyer bague collectrice			
S	INSPECT ROTOR & STATOR WINDINGS CONDITION / Inspecter l'enroulement			
S	INSPECT COUPLING BOLTS AND ALIGNMENT / Inspecter l'alignement			
S	INSPECT CONDUITS FOR TIGHTNESS / Inspecter les conduits			
S	INSPECT ALL ELECTRICAL CONNECTIONS / Inspecter toutes les conn. élec.			
S	UNDER FULL LOAD PERFORM INFRARED SURVEY /Pleine charge test infrarouge			
S	INSPECT BREAKERS FOR PROPER OPERATION / Disjoncteur conforme			
S	TEST VOLT. REGULATOR PROPER OPERATION / Reg. voltage conforme			
ALARM TEST				COMMENTS / Commentaires
LOW OIL PRES / Basse Press	WARNING:	S	SHUTDOWN:	S
HIGH ENG. TEMP / Haut temp	WARNING:	S	SHUTDOWN:	S
LOW ENG. TEMP / Basse temp	WARNING:	S	SHUTDOWN:	
OVERSPEED / Survitesse	WARNING:		SHUTDOWN:	S
LOW COOL. LEVEL / Bas niveau	WARNING:		SHUTDOWN:	S
OVERCRANK / Surdémarrage	WARNING:		SHUTDOWN:	S

**ANNUAL PM INSPECTION - LOAD TEST - ENGINE SERVICE
C282**



CUST./ Client:	TOWN OF WHITEWOOD - 402311	W-O / B-T #	121585
SITE:	SPS 1112 S RAILWAY ST WHITEWOOD SK S0G 5C0	DATE:	May 28/2024
HRS START / Début:	173.6	HRS FINISH / Fin:	176.2
TECH. NAME / Nom:			

PERFORMANCE														
INTERVALS MINUTES	VOLTS			AMPS			kW	Hz	Batt Volt	OIL PSI	TEMPERATURE °C OR °F			
	L1-2	L2-3	L3-1	L1	L2	L3					OIL	COOLANT	ROOM	AMBIENT
No Load/	600	600	600	0	0	0	0	0	13.9	44	77	181		
0	600	600	601	71	71	73	74	60	14.0	38	115	185		
5	600	600	601	142	142	144	149	60	14.1	35	164	194		
10	600	600	600	142	142	144	149	60	14.1	34	183	196		
15	600	600	601	142	142	144	149	60	14.1	31	194	198		
30	600	600	600	142	142	144	149	60	14.1	31	199	198		
45	600	600	601	142	142	144	149	60	14.1	31	206	198		
60	600	599	600	142	142	144	149	60	14.1	30	208	198		
75	600	600	600	142	142	144	149	60	14.1	30	208	198		
90	600	600	600	142	142	144	149	60	14.1	30	207	198		
105	600	600	600	142	142	144	149	60	14.1	30	208	198		
120	600	600	601	142	142	144	149	60	14.1	30	208	198		
ATS	600	600	600	17	19	18	14	60	14.1	36	187	180		

AUTO. TRANSFER SWITCH - under building load / Interrupteur transfert auto	
S	OPEN INSPECTION COVER - INSPECT ALL ELECTRICAL CONNECTIONS
S	OPERATE ALL MOVING PARTS TO ENSURE THEY MOVE FREELY
S	PERFORM INFRARED SURVEY
S	TIME DELAY ON START (IN SECONDS)
S	TIME DELAY TRANSFER (15 secs MAX; 10 secs MAX for Hospitals)
S	TIME DELAY RE-TRANSFER (IN SECONDS)
S	TIME DELAY STOP

COMMENTS / Commentaires	

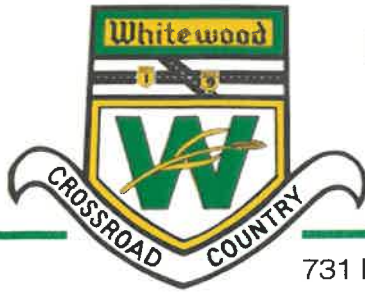
WRAP UP / Conclure	
N	VERIFY DAY TANK PUMP IS ON / Pompe réservoir journalier on
S	VERIFY CIRCUIT BREAKER IS CLOSED / Disjoncteur fermé
S	VERIFY BATTERY CHARGER IS ON / Chargeur batterie on
S	VERIFY UNIT IS BACK IN AUTO / Unité placé en mode AUTO
S	PLACE TAG/STICKER ON UNIT / Installer étiquette sur l'unité

UNIT (Pass/Fail) / Unité (Réussi/Échoué)	
PASSES C282	
Réussis C282	
FAILS C282	
Échoué C282	

OTHER COMMENTS / Autre Commentaires	

I state that the information on this form is correct at the time and place of my inspection, and that all equipment was tested in conformance with applicable codes and at this time was left in operational condition upon completion of this inspection, except as noted / Je déclare l'information sur ce formulaire sont exacts au moment et le lieu de mon inspection, et que tout le matériel a été testé en conformité avec les codes applicables et à ce moment a été laissé dans un état opérationnel à la fin de cette inspection, sauf indication contraire

TECH. Signature	CERTIFICATION #	Permit / Permis #	DATE (MM/DD/YYYY)	TIME / Heure	OWNER-AUTHORIZED AGENT / Propriétaire - Agent auth.
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TENDER

731 Lalonde St., Whitewood Ph. 306-735-2210 E-mail: general@townofwhitewood.ca

INVITATION TO SUBMIT "SEALED TENDERS" TO REPLACE THE BOILER AT THE ARENA

**Sealed Tenders must be received
by May 30th, 3:00pm**

Please submit to:

Town of Whitewood
Box 129
Whitewood, SK. S0G5C0

Or

Tender can be dropped off at the Town Office

If you need more information please contact Tim at 306-735-4415 or
email: recreation@townofwhitewood.ca



Quote

Laurie's Construction 2007 Inc.
Colin & Lisa Istace

Date: May 24, 2024

Expiration Date: 30 days

To: Town of Whitewood
PO Box 129
Whitewood, SK S0G 5C0

Payment Terms		Due Date
Arena	Progress Payments: 1st-50%, 2nd 40%, final 10%	

Qty	Description	Unit Price	Line Total
1.00	Estimate to supply and install one Laars 199,000 BTU boiler, it will hook upto existing pipe with 1" wirsbo also low loss header and permit	9,628.00	9,628.00

Subtotal	\$	9,628.00
Sales Tax		0.11
Total	\$	10,687.08

This estimate is conditional on satisfactory terms in respect to payment prior to commencement of work and security being arranged and is subject to prompt acceptance. Laurie's Construction 2007 Inc. will not be responsible for delays due to fires, strikes, labour difficulties, accidents, delays in transportation or other like causes.

Thank you for your business!



GEE + BEE
CONSTRUCTION

Box 840 Kipling, SK, S0G 2S0
PH:(306)736-2332 FAX:(306)736-2334
contactus@geebee.ca

May 23, 2023

Town of Whitewood
Box 129
Whitewood Sask.
S0G 5C0

Lisa Istace

Re: Inclusive Outdoor Recreation Park

Gee Bee is pleased to submit pricing for the outdoor recreation facility. Below are details of the scope of work:

- Clearing and Grubbing land - \$7,500.00
- Strip and Stockpile soil for future reuse on site \$7.50/m³
- Grading \$7.50/m³
- Mobilization and demobilization \$8,000.00 each trip.

Gee Bee will survey site and provide a report to verify quantities of material moved.

Compaction testing not included.

Equipment Used

1 – D6 w/gps

1 – D6

1 – 490 Hitachi Excavator

2 – Rock Trucks

Please feel free to contact us anytime if you have any questions, or require further clarification.

Thank you,

Shauna White
Gee Bee Construction Co. Ltd.
Office Ph. 306-736-2332
Cell Ph. 306-736-3208



TOWN OF WHITEWOOD

Social Media Policy # 26

Resolution No: 1467/2024 Beutler/Mantei

Date: June 4, 2024

1. PURPOSE:

The purpose of this policy is to set out direction for the Town to participate in social media. Employees and Council engaged in social media, either personally or on behalf of the Town of Whitewood, are expected to conduct themselves in a consistently professional manner so as to protect, promote and augment the good reputation of themselves and the Town of Whitewood.

2. DEFINITIONS:

- 2.1 "Social Media" is information content that is intended to facilitate communications and influence interaction with audiences, typically via the internet and mobile networks.
- 2.2 "Personal" means social media communications not related to the Town of Whitewood work.

3. POLICY STATEMENTS:

- 3.1 The Town of Whitewood website will remain the Town's primary and predominant internet presence. Whenever possible, content posted to the Town social media sites should contain links directing users back to the Town's Official website.
- 3.2 The CAO and/or his/her designate has the sole discretion to evaluate and approve what social media outlets may be suitable for use by the Town and its Departments.
- 3.3 The Town of Whitewood reserves the right to restrict or remove any comments or content that is profane, inappropriate, offensive, discriminatory or hateful.

4. CORPORATE COMMUNICATIONS

- 4.1 There shall be only one official Town of Whitewood account for the purpose of communicating official Town and Council messages to the public.
- 4.2 The Town currently utilizes the Town Website, Voyent Alert and Facebook as its main social media platform to post information and promote programs and services.

4.3 Once social media accounts are established they must be maintained on a regular basis. If neglected, the account will be absorbed into the official Town account or shutdown.

5. PERSONAL COMMUNICATIONS

5.1 All employees and Council members of the Town of Whitewood must take into consideration that when publishing content on any personal online accounts, that it has the ability to reflect upon the Town of Whitewood.

5.2 Each Town employee and Council member is personally responsible for the content they post through electronic means and/or on social media sites. If participating in online conversations, do not compromise on professionalism. Be careful and considerate, as information shared on internet cannot be permanently retrieved.

7. COMPLIANCE:

7.1 Violation of this policy may result in disciplinary action up to and including termination of employment.

7.2 Violation of this policy may result in disqualification of Members of Council in accordance with the Municipalities Act, Part VIII.

7.3 Department Managers are responsible for information to their employees of the provisions of this policy.

8. RESPONSIBILITIES

8.1 Town CAO will monitor this policy for compliance and recommend updates as required.





Administrator



WHITEWOOD

Whitewood & District Transportation Committee Policy #66

Resolution No: 1465/2024 Beutler/Mantei
Date: June 4, 2024

INTRO: The Town of Whitewood has, as its purpose, to support quality of life for today's as well as future generations. Council recognizes the valuable work of its volunteer committees and in order to provide sufficient supports, seeks to document arrangements with committees in charge of town owned facilities. The purpose of these policies is to provide a term of reference that ensures a clear understanding between the town and committee. These policies help to ensure a good working relationship with all parties in order to provide transportation for individuals in Whitewood.

A. Town Responsibilities:

1. The Town of Whitewood provides insurance for all handi-van drivers under the Town's liability.
2. The Town Office staff accepts any bookings and develops the schedule for the drivers each week.
3. Town Council designates a representative to the Transportation committee.

B. Driver Responsibilities: It is important to note that volunteer drivers are only required to drive the handi-van. They are not required (or trained) to transfer, supervise or otherwise provide services to the clientele that ride.

1. All drivers must be provided with orientation and be SGI approved. A criminal record check may be requested. All drivers are subject to approval from the Committee and/or Town Council.
2. Authorized drivers are issued a key for access to the handi-van garage. The key must be returned to the Town Office when the driver resigns.
3. Drivers are responsible for maintaining the transit service logbook on the bus. The checklist must be completed each day the bus goes out. (These checklists are kept on file at the Town Office as a record of service.)
4. All transactions are recorded – rider's name, trip purpose, ticket or cash and initialed. This information is gathered for grant application purposes.
5. Any changes in drivers or scheduling will be communicated to the Town Office.
6. Drivers are responsible for general operation and maintenance of the vehicle. They are expected to fill the bus with gas (Co-op #65671 as per our fuel agreement), clean up and sanitize the rider area and empty any garbage. "Car wash" money accumulates and can be used as needed. If money is used from the cash for washing or any other expense, a note must be made in the log.
7. Drivers will record any incidents or items needing servicing in the logbook. If immediate action is required, report to the Committee Chairperson, Handi-van Maintenance Supervisor, the Town Office and/or SGI.



Town Office
731 Lalonde Street • Box 129
Whitewood, SK. • S0G 5C0



Town Office: 306-735-2210
Recreation: 306-735-4415
Fax: 306-735-2262



Town: general@townofwhitewood.ca
Recreation: recreation@townofwhitewood.ca
Website: www.townofwhitewood.ca



WHITWOOD

C. Rider Responsibilities:

1. Riders of the Whitewood handi-van are considered “self-sufficient” which means they are independent to get on and off the bus.
2. Riders who are not independent require an attendant to assist in all aspects.
3. Riders are encouraged to book with a day’s notice unless it is an emergency.

D. Wheelchairs:

1. It is important to reinforce that drivers are not responsible (or trained) for loading and unloading wheelchair clients. An attendant must do this.
2. If the rider is through Home Care, the Aide will meet the bus at the rider’s home and also at the Nursing Home to provide assistance to the rider.

E. Nursing Home:

1. In the event of an outing of residents, a staff person is required to accompany the group. Also, staff must be available for loading and unloading.
2. The attendant is required to sit in the back with the riders, in order to provide supervision and assistance.
3. If a second attendant accompanies, they may sit in the front.
4. The occupancy of the handi-van in this situation is 3 wheelchairs and 5 residents.
5. All riders must be properly secured.

F. Children as Passengers:

1. Children who are older than 7 or have reached a height of 4 feet 9 inches and are 80 pounds may ride with a lap belt. (as per SGI recommendations).
2. Infant car seats and booster seats are required by law to be secured by the Universal Anchorage System. The handi-van does not accommodate this option and is therefore not able to transport these children as a result.

G. Fee Structure: Services are provided as a fee for service and relies on donations and grants to provide these services at a reasonable rate.

1. All riders are required to pay (cash or ticket) at the designated rate.
2. Where a rider requires an assistant, there is NO charge for the helper.
3. Out of town trips are calculated at the current rate and collected at the time of the trip. A receipt will be issued to the rider and an out-of-town trip sheet will be completed in the logbook.
4. Nursing Home recreation outings are charged and paid annually. Record the number of riders in the logbook.
5. Other group outings may also be invoiced at a later date. (ex. Ministerial Assoc. Lenten Services)



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Whitewood, SK. • S0G 5C0



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Website: www.townofwhitewood.ca



WHITEWOOD

H. Emergencies: The safety and well-being of all passengers is a priority.

1. In the event of an emergency, the driver will call 911.
2. The driver should then contact the Town Office or Committee member as a follow up.
3. EMO may request the use of the handi-van in urgent situations.

I. Special Circumstances:

1. The Whitewood handi-van will only travel out of town on paved roads with good driving conditions.
2. Drivers have the right to decline trips that are deemed unsafe (weather conditions), that they are not comfortable driving (ex. out of town trip) or if there is inadequate supervision for passengers.
3. Any situation that should arise and is not covered by these policies shall go to a group of committee members and/or Town Council for a decision.
4. Town Council has final decision on any and all handi-van issues.

seal





Administrator



Town Office
731 Lalonde Street • Box 129
Whitewood, SK • S0G 5C0



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