

# Town of Strasbourg

Regular meeting of Council held in the Town Council Chambers  
Strasbourg, Saskatchewan

Wednesday, June 12, 2019



Present: Mayor: Kelvin Schapansky  
Council Members: Peter Barry  
Cliff Eisler  
Kevin Flavel  
Bernie Josephson  
Murray Kondratiuk  
Jennifer Josephson  
Absent: Administrator: Lorne Gottselig

A quorum being present, Mayor Schapansky called the meeting to order at 7:02 p.m.

*Declarations* Councillor Eisler declared financial interest in regards to cheque 11716 in the Payment of Accounts.  
Councillor Flavel declared conflict of interest in regards the Shop Siding Tender.  
Administrator Josephson declared conflict of interest in regards to the Maple Street Lots discussion.

*Minutes - Regular* 144/2019 Josephson:Eisler  
"THAT the minutes from the May 22, 2019 regular meeting of Council be approved as presented by the Administrator."

CARRIED

Town Foreman Tyler Hilderman joined the meeting at 7:04 p.m.

*Correspondence* 145/2019 Eisler:Kondratiuk  
"THAT the following correspondence from the June 12, 2019 meeting, as presented by the Administrator, be filed:

- a) Minister of Finance *re: Cannabis Response Letter*
- b) Loraas Disposal *re: Single Stream Recycling Changes*
- c) Sask Housing Corporation *re: Criminal Record Checks.*"

CARRIED

*Reports* 146/2019 Kondratiuk:Barry  
"THAT the Town of Strasbourg acknowledge the following meeting reports:  
a) Verbal Public Works Report  
b) Council Reports  
i. Councillor Josephson reported on attending an EMO Committee meeting with the EMO Coordinator and the Administrator on June 12, 2019."

CARRIED

Mr. Hilderman left the meeting at 7:30 p.m.

*Financial Reports* 147/2019 Eisler:Flavel  
"THAT the Statement of Financial Activities and Bank Reconciliation for the month of May 2019 be accepted as presented by the Administrator."

CARRIED

*Payment of Accounts* 148/2019 Josephson:Barry  
"THAT the List of Accounts for Approval, including cheque 11689 to cheque 11715, and cheque 11717 to cheque 11772 in the amount of \$244,233.07 as attached hereto and forming a part of these minutes, be approved for payment."

CARRIED

  
Mayor

Councillor Eisler declared financial interest in regards to the following motion and left the meeting room at 7:43 p.m.

*Payment of  
Accounts*

149/2019 Kondratiuk:Flavel

"THAT cheque 11716 in the amount of \$1,600.00 written to Cliff Eisler be approved for payment."

CARRIED

Councillor Eisler returned to the meeting room at 7:44 p.m.

*Bylaw Court  
Application*

150/2019 Josephson:Eisler

"THAT the Town of Strasbourg work towards gaining permission from the Provincial Court of Saskatchewan to have bylaw matters scheduled into the Provincial Court system, by having several of our common bylaws reviewed by our legal counsel, by determining a prosecutions plan, and by appointing a court clerk."

CARRIED

*RM Road  
Agreement*

151/2019 Barry:Josephson

"THAT the Town of Strasbourg sign an updated road maintenance agreement with the Rural Municipality of McKillop No. 220 for the grading of the half mile gravel road stretches south and west of Town."

CARRIED

*Policy #TS-003*

152/2019 Kondratiuk:Eisler

"THAT the Town of Strasbourg approve Transportation Policy #TS-003, also known as the Sidewalk and Curb Removal Policy, which is attached hereto and forms part of these minutes."

CARRIED

Councillor Flavel declared conflict of interest in regards to the following motion and left the meeting room at 8:18 p.m.

*Shop Siding  
Tender*

153/2019 Josephson:Kondratiuk

"THAT the Town of Strasbourg award the Public Works Shop Siding Replacement Tender to Lakeridge Construction Inc. for a cost of \$26,250.00 plus applicable taxes."

CARRIED

Councillor Flavel returned to the meeting room at 8:21 p.m.

*Policy #GG-011*

154/2019 Kondratiuk:Josephson

"THAT the Town of Strasbourg approve General Government Policy #GG-011, also known as the Fees for Sale of Materials and Rates for Employee Services Policy, which is attached hereto and forms part of these minutes."

CARRIED

*Tax Enforcement*

155/2019 Eisler:Barry

"THAT the Administrator be authorized to commence proceedings under *The Tax Enforcement Act* to acquire title for the following described lands:

| Legal Description                 | Title Number | Arrears & Interest |
|-----------------------------------|--------------|--------------------|
| Lot 15, Block 4, Plan E5079       | 111231773    | \$ 2,971.87        |
| Lot 3, Block 5, Plan E5079        | 148391040    | \$ 3,110.89        |
| Lots 9 & 10, Block 11, Plan N2596 | 139437568    | \$ 1,917.66        |

Mayor

|                              |           |             |
|------------------------------|-----------|-------------|
| Lot 20, Block 11, Plan N2596 | 146006670 | \$ 3,856.52 |
| Blocks B & C, Plan 101429726 | 143051105 | \$ 2,926.26 |

CARRIED

*Tax Exemption  
Request*

156/2019 Kondratiuk:Eisler

"THAT the Town of Strasbourg not approve the tax incentive infill lot exemption request for Lots 23 & 24, Block 1, Plan E5079 citing that the development happened prior to Policy #PD-002 approval date and therefore does not qualify for the exemption program."

CARRIED

*PBI Building  
Inspector Appt*

157/2019 Josephson:Eisler

"IN accordance with the service agreement with Professional Building Inspections, Inc., the Town of Strasbourg hereby resolves to issue a Certificate of Appointment for Dustin Masuk, a Licensed Building Official who is a resident of the Province of Saskatchewan."

CARRIED

*Sidewalk Permit*

158/2019 Kondratiuk:Barry

"THAT the Town of Strasbourg issue a permit for the portion of sidewalk to be removed at 111 Blackstock Street by the property owners stipulating that any Town infrastructure, including curbstops, shall remain free from damage."

CARRIED

Administrator Josephson declared conflict of interest in regards to the following motion and left the meeting room at 8:50 p.m.

*Maple Street  
Lot Reduction*

159/2019 Kondratiuk:Flavel

"THAT the Town of Strasbourg respond to the letter by the current residents of the 300 block of Maple Street who purchased new lots at the original \$35,000.00 price by stating that Council understands their concerns, but that the Council will not be giving any tax incentives or refunds to the current owners in regards to the new lot price."

CARRIED

Administrator Josephson returned to the meeting room at 9:00 p.m.

Council Barry declared conflict of interest in regards to the following motion and left the meeting room at 9:00 p.m.

*Building Permits*

160/2019 Eisler:Josephson

"THAT the Town of Strasbourg approve Building Permits:

- a) 19-002 at Lots E30' of 8 & 9, Block 35, L4614 for a porch roof replacement
- b) 19-004 at Lots 13 & 14, Block 9, Plan N2596 for a new front porch
- c) 19-005 at Block S, Plan 71R25070 for two decks at the Sports Grounds

all subject to Professional Building Inspections, Inc. plan review requirements."

CARRIED


Councillor Barry returned to the meeting room at 9:01 p.m.

*Payment for  
Bi-Directional*

161/2019 Kondratiuk:Josephson

"THAT the Town of Strasbourg pay Rodger Yauck \$30,000.00 by the end of June 2019 and an additional \$25,000.00 in October of 2019 as the first annual payment of five (5) years for the Bi-Directional Tractor."

CARRIED



Mayor


*Adjourn*

162/2019 Kondratiuk:

"THAT this meeting of the Council of the Town of Strasbourg be adjourned."

CARRIED

Time: 9:37 p.m.

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

Report Date  
2019-06-12 1:33 PM

Town of Strasbourg  
**List of Accounts for Approval**  
As of 2019-06-12  
Batch: 2019-00034 to 2019-00041

Page 1

| Payment #                              | Date       | Vendor Name<br>Invoice #                                  | Reference                      | Invoice Amount | Payment Amount |
|--|------------|---|--------------------------------|----------------|----------------|
| <b>Bank Code: AP - AP-GENERAL OPER</b> |            |   |                                |                |                |
| Computer Cheques:                      |            |   |                                |                |                |
| 11689                                  | 2019-05-21 | <b>Independent Construction</b><br>Progress Pymt9         | WTP Reservoir Expansion        | 21,485.16      | 21,485.16      |
| 11690                                  | 2019-05-21 | <b>Independent Construction</b><br>Holdback               | WTP Reservoir Expansion        | 67,847.31      | 67,847.31      |
| 11691                                  | 2019-05-22 | <b>Brayden Mytopher</b><br>May/19-Wage1                   | May 1-15, 2019 Wages           | 311.75         | 311.75         |
| 11692                                  | 2019-05-22 | <b>Cheryl Pirie</b><br>May/19-Contract                    | May/19 Office Maint Contract   | 500.00         | 500.00         |
| 11693                                  | 2019-05-22 | <b>Crystal Mytopher</b><br>May/19-Wage                    | May 2019 Wages                 | 1,118.67       | 1,118.67       |
| 11694                                  | 2019-05-22 | <b>Don Josephson</b><br>May/19-Wage1                      | May 1-15, 2019 Wages           | 156.61         | 156.61         |
| 11695                                  | 2019-05-22 | <b>Jennifer Josephson</b><br>May/19-Wage                  | May 2019 Wages                 | 2,121.30       | 2,121.30       |
| 11696                                  | 2019-05-22 | <b>Jessica Dreger</b><br>May/19-Contract                  | May/19 Museum Curator Contract | 350.00         | 350.00         |
| 11697                                  | 2019-05-22 | <b>Keith Hilderman</b><br>May/19-Wage                     | May 2019 Wage                  | 3,054.07       | 3,054.07       |
| 11698                                  | 2019-05-22 | <b>MEPP</b><br>May/19-REM                                 | May 2019 Deductions            | 3,375.40       | 3,375.40       |
| 11699                                  | 2019-05-22 | <b>Receiver General of Canada</b><br>May/19-REM           | May 2019 Remittance            | 10,098.64      | 10,098.64      |
| 11700                                  | 2019-05-22 | <b>Roy Erickson</b><br>May/19-Contract                    | May/19 Hall Maint Contract     | 600.00         | 600.00         |
| 11701                                  | 2019-05-22 | <b>S.U.M.A.</b><br>May/19-REM                             | May 2019 Deductions            | 1,595.81       | 1,595.81       |
| 11702                                  | 2019-05-22 | <b>Sandy Frison</b><br>May/19-Wage                        | May 2019 Wages                 | 2,463.97       | 2,463.97       |
| 11703                                  | 2019-05-22 | <b>Shaye Frizzell</b><br>May/19-Wage1                     | May 1-15, 2019 Wages           | 958.46         | 958.46         |
| 11704                                  | 2019-05-22 | <b>Travis Taypotat</b><br>May/19-Wage1                    | May 1-15/19 Hall Wages         | 48.33          | 48.33          |
| 11705                                  | 2019-05-22 | <b>Tyler Hilderman</b><br>May/19-Wage                     | May 2019 Wages                 | 3,527.07       | 3,527.07       |
| 11706                                  | 2019-05-28 | <b>Strasbourg Tiny Tots &amp; Helping</b><br>May/19-Grant | 2019 Fundraising Event Grant   | 500.00         | 500.00         |
| 11707                                  | 2019-06-03 | <b>Ministry of Finance</b><br>May/19-Rem                  | May 2019 Remittance            | 5,746.88       | 5,746.88       |
| 11708                                  | 2019-06-12 | <b>Bazaar &amp; Novelty</b><br>56059                      | Hall - Seat Plates (3)         | 43.90          |                |

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|-----------|------------|---|--|---|----------------|
|           |            | 56076   | Scholarship Plate  | 15.26   | 59.16          |
| 11709     | 2019-06-12 | <b>Beaton Community Planning</b><br>Stras-May2019   | Prof Planning Services - G & L   | 620.81  | 620.81         |
| 11710     | 2019-06-12 | <b>Beryl Gruchy</b><br>190074-006   | Overpayment of Taxes   | 89.78   | 89.78          |
| 11711     | 2019-06-12 | <b>Brayden Mytopher</b><br>May/19-Wage2   | May 16-31, 2019 Wages  | 1,004.54  | 1,004.54       |
| 11712     | 2019-06-12 | <b>Brenda Blake</b><br>June/19-REF  | Utility Deposit REFUND   | 150.00  | 150.00         |
| 11713     | 2019-06-12 | <b>Canadian Pacific Railway Co.</b><br>1000-0011111670  | Flasher with Gate Shared   | 279.00  | 279.00         |
| 11714     | 2019-06-12 | <b>Carol Schultz</b><br>June/19-ap  | Museum Display Delivery - Fuel   | 48.00   | 48.00          |
| 11715     | 2019-06-12 | <b>Clear Tech</b><br>181231 JMH<br>781185<br>783684<br>785153<br>184425 JMH<br>789630<br>791818 | Container Return CREDIT<br>WTP - CTI Service<br>WTP - Chemicals<br>WTP - parts<br>Container Return CREDIT<br>Chlorine Gas & Deposit<br>WTP - Chemicals | 2,120.68-<br>323.55<br>119.70<br>35.27<br>1,830.15-<br>3,027.53<br>1,317.75 | 872.97         |
| 11716     | 2019-06-12 | <b>Cliff Eisler</b><br>June/19-ap   | Paint Town Office & Chambers   | 1,600.00  | 1,600.00       |
| 11717     | 2019-06-12 | <b>Commissionaires</b><br>26024   | Bylaw Enforcement Officer  | 345.45  | 345.45         |
| 11718     | 2019-06-12 | <b>Crystal Mytopher</b><br>June/19-ADV  | June 2019 Advance  | 1,000.00  | 1,000.00       |
| 11719     | 2019-06-12 | <b>De Lage Landen Financial</b><br>7182575  | Copier Rent - Jul-Sept 2019  | 501.72  | 501.72         |
| 11720     | 2019-06-12 | <b>Diger Service Ltd</b><br>May/19-ap   | Fuel-P/W, FireDept, Bus  | 720.30  | 720.30         |
| 11721     | 2019-06-12 | <b>Dudley &amp; Company LLP</b><br>27003  | 2018 Audit   | 10,323.00   | 10,323.00      |
| 11722     | 2019-06-12 | <b>Eighty-Nine Imprinting Ltd.</b><br>107219<br>107208<br>107230                                | Sask Culture Sign<br>Equip Decals, Safety Clothing<br>P/W High-Vis Shirts  | 40.80<br>753.69<br>137.64   | 932.13         |
| 11723     | 2019-06-12 | <b>Emily Hubick</b><br>May/19-Wage2   | May 16-31, 2019 Museum Wages   | 188.48  | 188.48         |
| 11724     | 2019-06-12 | <b>Flaman Sales Ltd</b><br>S155943  | Steam Trailer - water tank   | 54.56   | 54.56          |
| 11725     | 2019-06-12 | <b>FP Teleset</b><br>June/19-ap   | PostagePre-payment213000132232   | 1,050.00  | 1,050.00       |
| 11726     | 2019-06-12 | <b>Grace Edwards</b>  |  |   |                |

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| Payment # | Date       | Vendor Name<br>Invoice #   | Reference   | Invoice Amount                               | Payment Amount |
|-----------|------------|--|---|--|----------------|
|           |            | May/19-Wage2   | May 16-31, 2019 Museum Wages  | 205.43                                       | 205.43         |
| 11727     | 2019-06-12 | <b>Hayter Drilling Ltd</b><br>1305                                   | Well #2 Rehabilitation Work   | 11,377.50                                    | 11,377.50      |
| 11728     | 2019-06-12 | <b>Hilary Kelln</b><br>June/19-Dep                                   | Utility Deposit REFUND  | 150.00                                       | 150.00         |
| 11729     | 2019-06-12 | <b>Jay's Transportation Group Ltd</b><br>R23633890                   | Freight - WTP Chemicals   | 94.94  | 94.94          |
| 11730     | 2019-06-12 | <b>Jennifer Josephson</b><br>June/19-ADV                             | June 2019 Advance   | 1,300.00                                     | 1,300.00       |
| 11731     | 2019-06-12 | <b>Jessica Dreger</b><br>June/19-Mile                                | Museum Display - Mileage  | 83.20  | 83.20          |
| 11732     | 2019-06-12 | <b>KC Ventures</b><br>636<br>637<br>638<br>639                       | Railway Water Main Break<br>Gastle Water Main Valves<br>Railway/Edward Water Lines<br>Chapin Water Line Break | 3,663.00<br>5,550.00<br>9,990.00<br>6,438.00 | 25,641.00      |
| 11733     | 2019-06-12 | <b>Keith Hilderman</b><br>June/19-ADV<br>June/19-Mile<br>Apr/19-Cell | June 2019 Advance<br>Water Parts-Mileage<br>Cell Phone Reimbursement-April                                    | 1,600.00<br>90.00<br>70.00                   | 1,760.00       |
| 11734     | 2019-06-12 | <b>Kemsol Products Ltd.</b><br>261051                                | Office - Washroom Supplies  | 377.18                                       | 377.18         |
| 11735     | 2019-06-12 | <b>Last Mountain Times Ltd</b><br>20195874<br>20195888<br>20195693   | Museum Schedule Adv<br>Siding Tender Ads<br>Summer Student Ads  | 202.42<br>165.90<br>216.72                   | 585.04         |
| 11736     | 2019-06-12 | <b>Last Mtn Valley Business Assoc</b><br>1682                        | Welcome Neighbour Bucks   | 400.00                                       | 400.00         |
| 11737     | 2019-06-12 | <b>Loraas Disposal Services Ltd.</b><br>0007631056<br>0007624832     | May/19 Garbage & Recycling<br>Apr/19 Garbage & Recycling  | 15,042.21<br>13,315.39                       | 28,357.60      |
| 11738     | 2019-06-12 | <b>Lyle Herman</b><br>1910   | Full Grave Opening - V.Gruchy   | 577.50                                       | 577.50         |
| 11739     | 2019-06-12 | <b>Matts Metal Works</b><br>3513                                     | Welding Gas   | 81.90  | 81.90          |
| 11740     | 2019-06-12 | <b>McKee's Trenching &amp; Excavating</b><br>303                     | Topsoil, load & haul  | 654.00                                       | 654.00         |
| 11741     | 2019-06-12 | <b>Minister of Finance</b><br>June/19-ap                             | Marriage Licenses (10)  | 350.00                                       | 350.00         |
| 11742     | 2019-06-12 | <b>Munisoft</b><br>2019/20-01293                                     | Maps  | 289.38                                       | 289.38         |
| 11743     | 2019-06-12 | <b>Newschool Arts</b><br>June/19-ap                                  | Town Logo Custom Mugs (15)  | 466.20                                       | 466.20         |
| 11744     | 2019-06-12 | <b>NVIMO</b>   |   |  |                |

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| Payment # | Date       | Vendor Name<br>Invoice #   | Reference  | Invoice Amount   | Payment Amount |
|-----------|------------|--|--|--|----------------|
|           |            | June/19-Mem  | 2019 Membership  | 50.00  | 50.00          |
| 11745     | 2019-06-12 | <b>Princess Auto</b><br>1852519  | Fan, Small Tools   | 284.73   | 284.73         |
| 11746     | 2019-06-12 | <b>Professional Building Insp Inc</b><br>19053168  | May/19 - Building Insp Fees  | 84.00  | 84.00          |
| 11747     | 2019-06-12 | <b>Purolator Inc.</b><br>441303132   | Fire Dept - Freight  | 136.12   | 136.12         |
| 11748     | 2019-06-12 | <b>Ray's Electric</b><br>6405  | Shop -Wire Door Opener   | 260.85   | 260.85         |
| 11749     | 2019-06-12 | <b>RCAP Leasing Inc.</b><br>2103578  | Office Phones Lease - July   | 64.84  | 64.84          |
| 11750     | 2019-06-12 | <b>Rebecca Tamlin</b><br>May/19-Wage2  | May 16-31, 2019 Museum Wages   | 205.43   | 205.43         |
| 11751     | 2019-06-12 | <b>Receiver General Of Canada</b><br>May/19-Rem  | May 2019 Remittance  | 821.39   | 821.39         |
| 11752     | 2019-06-12 | <b>Rocky Mountain Phoenix</b><br>IN019892<br>IN0116814   | Fire - Service Pump Test<br>Tanker - repair part   | 1,139.85<br>269.46   | 1,409.31       |
| 11753     | 2019-06-12 | <b>Ron Braumberger</b><br>3  | Pest Control - June 11/19  | 150.00   | 150.00         |
| 11754     | 2019-06-12 | <b>Ronald Griffin</b><br>May/19-Cell   | Cell Phone Reimbursement - May   | 70.00  | 70.00          |
| 11755     | 2019-06-12 | <b>Royal Bank of Canada</b><br>May/19-ap1<br>May/19-ap2<br>May/19-ap3<br>May/19-ap4<br>May/19-ap5<br>May/19-ap   | Fire School - Hotel<br>Safety Equipment<br>P/W Training Crse<br>P/W Training Crse<br>Flowers - Schapansky Family<br>Water Tests  | 1,350.72<br>118.81<br>409.50<br>388.50<br>134.70<br>414.00                               | 2,816.23       |
| 11756     | 2019-06-12 | <b>Sandy Frison</b><br>June/19-ADV   | June 2019 Advance  | 500.00   | 500.00         |
| 11757     | 2019-06-12 | <b>Sask Power</b><br>May/19-OFFICE<br>May/19-MUS<br>May/19-LIGHTS<br>May/19-HALL<br>May/19- FIRE<br>May/19-SHOP<br>May/19-GREEN<br>May/19-WELLS<br>May/19-PARK | Office - Power & Energy<br>Museum - Power & Energy<br>Streetlights<br>Hall - Power & Energy<br>Firehall - Power & Energy<br>Shop - Power & Energy<br>Greenspace - Power<br>Wells/Pumps-Power&Energy<br>Lion's Park - Power | 475.81<br>165.78<br>1,447.12<br>779.55<br>248.06<br>197.37<br>38.96<br>1,438.19<br>81.49 | 4,872.33       |
| 11758     | 2019-06-12 | <b>Sask Safety Council</b><br>IN32939  | Annual Membership Fee  | 110.00   | 110.00         |
| 11759     | 2019-06-12 | <b>Sask Tel</b><br>May/19-3707   | Office Phone/Internet & Alarms   | 554.73   |                |

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| Payment # | Date       | Vendor Name<br>Invoice #            | Reference                      | Invoice Amount | Payment Amount |
|-----------|------------|-------------------------------------|--------------------------------|----------------|----------------|
|           |            | May/19-3421                         | Hall Phone                     | 55.94          |                |
|           |            | May/19-3465                         | Firehall Phone/Highspeed       | 112.45         |                |
|           |            | May/19-9191                         | Fire Alarm                     | 67.04          |                |
|           |            | May/19-Shop                         | Shop - Internet                | 57.40          |                |
|           |            | May/19-Museum                       | Museum Phone & Internet, Recon | 226.31         | 1,073.87       |
| 11760     | 2019-06-12 | <b>Shaye Frizzell</b>               |                                |                |                |
|           |            | May/19-Wage2                        | May 16-31, 2019 Wages          | 1,109.72       | 1,109.72       |
| 11761     | 2019-06-12 | <b>Stantec Consulting Ltd.</b>      |                                |                |                |
|           |            | 1384240                             | Water Reservoir                | 5,201.10       | 5,201.10       |
| 11762     | 2019-06-12 | <b>Strasbourg Co-operative Ltd.</b> |                                |                |                |
|           |            | 8285                                | Shop - Coffee                  | 40.05          |                |
|           |            | 8537                                | Cat Traps - Litter, Food       | 10.03          |                |
|           |            | 9420                                | Shop - Coffee, Papertowels     | 42.36          |                |
|           |            | 1402                                | Shop - Coffee                  | 33.98          |                |
|           |            | 2242                                | Office - Coffee                | 9.44           | 135.86         |
| 11763     | 2019-06-12 | <b>Strasbourg Garage</b>            |                                |                |                |
|           |            | 14251                               | '98 GMC Power Steering repairs | 176.50         | 176.50         |
| 11764     | 2019-06-12 | <b>Strasbourg Golf Club</b>         |                                |                |                |
|           |            | June/19-ap                          | Hole-In-One Sponsorship        | 100.00         | 100.00         |
| 11765     | 2019-06-12 | <b>Strasbourg Pharmacy Ltd.</b>     |                                |                |                |
|           |            | 510717                              | Museum Supplies                | 15.50          | 15.50          |
| 11766     | 2019-06-12 | <b>SUMA</b>                         |                                |                |                |
|           |            | 000089235                           | Chemicals - Lagoon             | 1,159.95       |                |
|           |            | 000089342                           | Office Supplies                | 72.12          |                |
|           |            | 000089361                           | Hall - Smoking Receptacle      | 255.29         |                |
|           |            | 000089559                           | Office Supplies                | 161.91         |                |
|           |            | 000089441                           | Signs                          | 239.33         | 1,888.60       |
| 11767     | 2019-06-12 | <b>Thunder Creek Model</b>          |                                |                |                |
|           |            | June/19-ap                          | Museum Model Train Exhibit     | 330.00         | 330.00         |
| 11768     | 2019-06-12 | <b>Tonka Hydrovac</b>               |                                |                |                |
|           |            | 691760                              | Shop-Jet Lines, Curb Stops     | 1,620.60       | 1,620.60       |
| 11769     | 2019-06-12 | <b>Tyler Hilderman</b>              |                                |                |                |
|           |            | June/19-ADV                         | June 2019 Advance              | 1,600.00       |                |
|           |            | May/19-Cell                         | Cell Phone Reimbursement - May | 90.00          |                |
|           |            | Jun/19-Mile                         | Training Crse-Mileage/Meal     | 122.00         | 1,812.00       |
| 11770     | 2019-06-12 | <b>Wilson's Water &amp; Ice</b>     |                                |                |                |
|           |            | 1620                                | Office Water Cooler - Apr      | 38.50          |                |
|           |            | 1656                                | Office Water Cooler - May      | 22.00          |                |
|           |            | 1657                                | Shop Water Cooler - May        | 12.00          | 72.50          |
| 11771     | 2019-06-12 | <b>Wolseley Waterworks Group</b>    |                                |                |                |
|           |            | 3706164                             | Water Parts                    | 861.58         | 861.58         |
| 11772     | 2019-06-12 | <b>Wood Wyant</b>                   |                                |                |                |
|           |            | 337704                              | Hall Janitorial Supplies       | 349.81         | 349.81         |
|           |            |                                     |                                | Total for AP:  | 245,033.07     |



Report Date  
2019-06-12 1:36 PM


Town of Strasbourg  
**List of Accounts for Approval**  
As of 2019-06-12  
Batch: 2019-00034 to 2019-00041

Page 6

| Payment # | Date | Vendor Name | Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------|-------------|-----------|-----------|----------------|----------------|
|-----------|------|-------------|-----------|-----------|----------------|----------------|

Certified correct and in accordance with the records

Presented to Council on this 12th day of June, 2019.

  
Kelvin Schapansky, Mayor

  
Jennifer Josephson, Administrator

**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|   | Current         | Year To Date      | Budget            | Variance            |
|---|-----------------|-------------------|-------------------|---------------------|
| <b>REVENUES</b>                                     |                 |                   |                   |                     |
| <b>TAXATION</b>                                     |                 |                   |                   |                     |
| <b>Municipal Taxes</b>                              |                 |                   |                   |                     |
| 410-110-100 - General Municipal Levy                |                 |                   | 654,000.00        | (654,000.00)        |
| 410-120-100 - Abatements and Adjustments            |                 |                   | (2,500.00)        | 2,500.00            |
| 410-130-100 - Tax Discounts                         | (174.68)        | (1,381.14)        | (29,000.00)       | 27,618.86           |
|   | <b>(174.68)</b> | <b>(1,381.14)</b> | <b>622,500.00</b> | <b>(623,881.14)</b> |
| <b>Trailer License Fees</b>                         |                 |                   |                   |                     |
| 410-300-100 - Trailer License Fees                  |                 | 948.00            | 700.00            | 248.00              |
|   | <b>0.00</b>     | <b>948.00</b>     | <b>700.00</b>     | <b>248.00</b>       |
| <b>Penalties on Tax Arrears</b>                     |                 |                   |                   |                     |
| 410-400-110 - Penalty on Municipal Taxes - Property | 716.69          | 4,088.04          | 5,000.00          | (911.96)            |
|   | <b>716.69</b>   | <b>4,088.04</b>   | <b>5,000.00</b>   | <b>(911.96)</b>     |
| <b>TOTAL TAXATION:</b>                              | <b>542.01</b>   | <b>3,654.90</b>   | <b>628,200.00</b> | <b>(624,545.10)</b> |
| <b>FEES AND CHARGES</b>                             |                 |                   |                   |                     |
| <b>Custom Work</b>                                  |                 |                   |                   |                     |
| 420-100-100 - F&C - Custom Work/Signs               | 20.00           | 1,445.00          | 2,000.00          | (555.00)            |
|   | <b>20.00</b>    | <b>1,445.00</b>   | <b>2,000.00</b>   | <b>(555.00)</b>     |
| <b>Sale of Supplies and Gravel</b>                  |                 |                   |                   |                     |
| 420-200-210 - F&C - Sale of Supplies - Misc.        | 500.00          | 690.00            | 100.00            | 590.00              |
| 420-200-500 - F&C - Fax/Copying                     | 69.50           | 78.50             | 100.00            | (21.50)             |
| 420-200-700 - F&C - Mobility Van                    |                 |                   | 1,000.00          | (1,000.00)          |
| 420-200-910 - F&C - Housing Authority Surplus       |                 |                   | 1,000.00          | (1,000.00)          |
| 420-200-920 - F&C - Notary/Title Transfer Fees      | 25.00           | 109.00            |                   | 109.00              |
|   | <b>594.50</b>   | <b>877.50</b>     | <b>2,200.00</b>   | <b>(1,322.50)</b>   |
| <b>Rentals</b>                                      |                 |                   |                   |                     |
| 420-300-100 - F&C - Rentals - Office/Shop/Land      |                 | 28,850.00         | 27,000.00         | 1,850.00            |
| 420-300-110 - F&C - Rentals - Trailer Lots          |                 | 3,600.00          | 3,600.00          |                     |
|   | <b>0.00</b>     | <b>32,450.00</b>  | <b>30,600.00</b>  | <b>1,850.00</b>     |
| <b>Policing and Fire Fees</b>                       |                 |                   |                   |                     |
| 420-400-100 - F&C - Policing Fees - Fines           |                 | 858.54            | 100.00            | 758.54              |
| 420-400-300 - F&C - (J) Fire Callout Fees           | 3,000.00        | 8,264.80          | 15,000.00         | (6,735.20)          |
| 420-400-350 - F&C - (J) Fire Levies                 |                 |                   | 45,000.00         | (45,000.00)         |
|   | <b>3,000.00</b> | <b>9,123.34</b>   | <b>60,100.00</b>  | <b>(50,976.66)</b>  |
| <b>Recreation Fees</b>                              |                 |                   |                   |                     |
| 420-530-100 - F&C - Museum Collections              | 837.05          | 852.05            | 1,000.00          | (147.95)            |
| 420-530-200 - F&C - Community Hall Fees             | 1,050.00        | 9,287.50          | 15,000.00         | (5,712.50)          |
| 420-530-300 - F&C - Campground Fees                 |                 |                   | 2,500.00          | (2,500.00)          |
|   | <b>1,887.05</b> | <b>10,139.55</b>  | <b>18,500.00</b>  | <b>(8,360.45)</b>   |
| <b>Cemetery Fees</b>                                |                 |                   |                   |                     |
| 420-600-100 - F&C - Cemetery Fees                   | 1,000.00        | 1,500.00          | 2,000.00          | (500.00)            |
|   | <b>1,000.00</b> | <b>1,500.00</b>   | <b>2,000.00</b>   | <b>(500.00)</b>     |
| <b>Licenses and Permits</b>                         |                 |                   |                   |                     |
| 420-700-200 - F&C - Licences - Business             | 50.00           | 6,100.00          | 5,500.00          | 600.00              |
| 420-700-210 - F&C - Licences - Pets                 |                 | 1,215.00          | 1,000.00          | 215.00              |
| 420-700-220 - F&C - Licences - Marriage             | 180.00          | 180.00            | 100.00            | 80.00               |

**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|   | Current           | Year To Date      | Budget            | Variance            |
|---|-------------------|-------------------|-------------------|---------------------|
| 420-710-100 - F&C - Building Permits                  | 515.00            | 540.00            | 5,500.00          | (4,960.00)          |
| 420-720-100 - F&C - Fire Pit Permits                  | 75.00             | 125.00            | 100.00            | 25.00               |
|   | <b>820.00</b>     | <b>8,160.00</b>   | <b>12,200.00</b>  | <b>(4,040.00)</b>   |
| <b>Other</b>  |                   |                   |                   |                     |
| <b>Tax Certificate</b>                                |                   |                   |                   |                     |
| 420-800-100 - F&C - Tax Certificate                   | 75.00             | 175.00            | 500.00            | (325.00)            |
|   | <b>75.00</b>      | <b>175.00</b>     | <b>500.00</b>     | <b>(325.00)</b>     |
| <b>Landfill/Waste Collection Fees</b>                 |                   |                   |                   |                     |
| 420-850-120 - F&C - Waste Collection Fees             | 588.00            | 2,356.00          | 3,000.00          | (644.00)            |
|   | <b>588.00</b>     | <b>2,356.00</b>   | <b>3,000.00</b>   | <b>(644.00)</b>     |
| <b>TOTAL FEES AND CHARGES:</b>                        | <b>7,984.55</b>   | <b>66,226.39</b>  | <b>131,100.00</b> | <b>(64,873.61)</b>  |
| <b>UTILITIES</b>                                      |                   |                   |                   |                     |
| <b>Water &amp; Sewer</b>                              |                   |                   |                   |                     |
| 440-100-100 - Water - Well Charges                    | 1,000.00          | 5,000.00          | 10,000.00         | (5,000.00)          |
| 440-110-100 - Water                                   |                   | 86,929.00         | 177,000.00        | (90,071.00)         |
| 440-140-100 - Water - Connection Fees                 |                   | 150.00            | 500.00            | (350.00)            |
| 440-190-900 - Water - Other Revenue                   |                   | 1,140.00          |                   | 1,140.00            |
| 440-220-100 - Sewer                                   |                   | 34,762.00         | 68,000.00         | (33,238.00)         |
| 440-230-100 - Sewer - Cleaning/Rentals & Supplies     |                   | 750.00            |                   | 750.00              |
| 440-240-100 - Sewer - Infrastructure Fees             |                   | 40,200.00         | 79,000.00         | (38,800.00)         |
| 440-290-900 - Sewer - Lagoon Dumping Fees             | 240.00            | 1,340.00          | 1,000.00          | 340.00              |
| <b>TOTAL UTILITIES:</b>                               | <b>1,240.00</b>   | <b>170,271.00</b> | <b>335,500.00</b> | <b>(165,229.00)</b> |
| <b>UNCONDITIONAL/CONDITIONAL GRANTS</b>               |                   |                   |                   |                     |
| 450-110-100 - Unconditional-Municipal Operating Grant |                   |                   | 165,000.00        | (165,000.00)        |
| 450-200-070 - Conditional - Federal - Gas Tax         |                   | 23,537.60         | 42,000.00         | (18,462.40)         |
| 450-220-100 - Conditional - Federal - FCM Asset Man.  |                   |                   | 26,000.00         | (26,000.00)         |
| 450-230-100 - Conditional - Federal - Student Emp     |                   |                   | 4,400.00          | (4,400.00)          |
| 450-340-100 - Conditional - Prov - Transit Disabled   |                   |                   | 200.00            | (200.00)            |
| 450-400-050 - Conditional - Local                     |                   | 450.00            |                   | 450.00              |
| 450-430-100 - Conditional - Prov - Recycling          | 2,595.60          | 3,776.91          | 3,500.00          | 276.91              |
| <b>TOTAL UNCONDITIONAL/CONDITIONAL GRANTS:</b>        | <b>2,595.60</b>   | <b>27,764.51</b>  | <b>241,100.00</b> | <b>(213,335.49)</b> |
| <b>GRANTS IN LIEU OF TAXES</b>                        |                   |                   |                   |                     |
| 450-500-100 - GIL - Federal                           |                   |                   | 1,000.00          | (1,000.00)          |
| 450-600-100 - GIL - Provincial                        |                   |                   | 1,200.00          | (1,200.00)          |
| 450-620-100 - GIL - Prov - Sask. Energy               | 2,368.85          | 12,028.98         | 13,000.00         | (971.02)            |
| 450-800-100 - GIL - SPC Surcharge                     | 3,355.23          | 15,158.18         | 35,000.00         | (19,841.82)         |
| <b>TOTAL GRANTS IN LIEU OF TAXES:</b>                 | <b>5,724.08</b>   | <b>27,187.16</b>  | <b>50,200.00</b>  | <b>(23,012.84)</b>  |
| <b>CAPITAL ASSET PROCEEDS</b>                         |                   |                   |                   |                     |
| 460-200-100 - GG - Land Sales - Gain/Loss             | (3,977.81)        | (3,977.81)        |                   | (3,977.81)          |
| 460-220-500 - TS - Sale of Machinery/Eqmt - Gain/Loss |                   | 1,755.00          |                   | 1,755.00            |
| <b>TOTAL CAPITAL ASSET PROCEEDS:</b>                  | <b>(3,977.81)</b> | <b>(2,222.81)</b> | <b>0.00</b>       | <b>(2,222.81)</b>   |
| <b>INVESTMENT INCOME AND COMMISSIONS</b>              |                   |                   |                   |                     |
| 470-100-100 - Interest Revenue/Equity                 |                   | 30.00             | 100.00            | (70.00)             |

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**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|   | Current          | Year To Date      | Budget              | Variance              |
|---|------------------|-------------------|---------------------|-----------------------|
| 470-100-110 - Interest Revenue - Reserve Funds        | 1,553.92         | 3,747.50          | 9,000.00            | (5,252.50)            |
| <b>TOTAL INVESTMENT INCOME AND COMMISSIONS:</b>       | <b>1,553.92</b>  | <b>3,777.50</b>   | <b>9,100.00</b>     | <b>(5,322.50)</b>     |
| <b>OTHER REVENUES</b>                                 |                  |                   |                     |                       |
| 480-100-100 - Museum - Grants - SK Lotteries          |                  | 2,500.00          | 2,500.00            |                       |
| 480-140-100 - Hall General Fundraising Projects       | 100.00           | 600.00            |                     | 600.00                |
| 480-150-100 - Donations - General                     |                  | 500.00            | 100.00              | 400.00                |
| 480-160-100 - Donations - Hall                        |                  | 500.00            | 500.00              |                       |
| 480-170-100 - Donations - Museum                      | 1,100.00         | 1,100.00          | 100.00              | 1,000.00              |
| 480-180-100 - Donations - Cemetery                    |                  |                   | 100.00              | (100.00)              |
| 480-190-100 - Donations - Green Space/Park            |                  | 250.00            | 100.00              | 150.00                |
| <b>TOTAL OTHER REVENUES:</b>                          | <b>1,200.00</b>  | <b>5,450.00</b>   | <b>3,400.00</b>     | <b>2,050.00</b>       |
| <b>TOTAL REVENUES:</b>                                | <b>16,862.35</b> | <b>302,108.65</b> | <b>1,398,600.00</b> | <b>(1,096,491.35)</b> |
| <b>EXPENDITURES</b>                                   |                  |                   |                     |                       |
| <b>GENERAL GOVERNMENT SERVICES</b>                    |                  |                   |                     |                       |
| <b>Wages &amp; Benefits</b>                           |                  |                   |                     |                       |
| 510-110-110 - GG - Council - Indemnity                |                  | 4,404.12          | 15,000.00           | 10,595.88             |
| 510-110-140 - GG - Council - Indemnity Committee      |                  | 1,875.00          | 6,500.00            | 4,625.00              |
| 510-110-300 - GG - Salaries - Office                  | 4,433.53         | 46,309.55         | 112,000.00          | 65,690.45             |
| 510-130-300 - GG - Benefits - Office                  | 1,238.02         | 9,343.96          | 24,800.00           | 15,456.04             |
| 510-150-530 - GG - Benefits - Clothing                |                  |                   | 300.00              | 300.00                |
|   | <b>5,671.55</b>  | <b>61,932.63</b>  | <b>158,600.00</b>   | <b>96,667.37</b>      |
| <b>Professional/Contract Services</b>                 |                  |                   |                     |                       |
| 510-200-110 - GG - Cont. - Legal                      |                  | 100.00            | 25,000.00           | 24,900.00             |
| 510-200-130 - GG - Cont. - Audit/Accounting           |                  |                   | 10,000.00           | 10,000.00             |
| 510-200-150 - GG - Cont. - Assessment - SAMA          |                  | 11,289.65         | 12,000.00           | 710.35                |
| 510-200-170 - GG - Advertising/Printing               | 177.60           | 370.60            | 2,000.00            | 1,629.40              |
| 510-210-100 - GG - Council Travel/Meals/Laptop        |                  | 2,822.05          | 6,000.00            | 3,177.95              |
| 510-210-170 - GG - Admin. - Training, Travel & Meals  |                  | 1,835.81          | 3,500.00            | 1,664.19              |
| 510-220-100 - GG - Cont.- Office Caretaking Wages     | 500.00           | 2,500.00          | 6,000.00            | 3,500.00              |
| 510-230-100 - GG - Cont.- Insurance, General & Bond   |                  | 3,891.40          | 3,700.00            | (191.40)              |
| 510-240-100 - GG - Cont.- Memberships & Subscriptions |                  | 2,454.12          | 3,200.00            | 745.88                |
| 510-260-100 - GG - Cont.- Tax Enforcement/Collection  |                  | (221.22)          | 800.00              | 1,021.22              |
| 510-260-150 - GG - Cont.- Elections                   |                  | 256.80            | 800.00              | 543.20                |
| 510-270-100 - GG - Town Office Copier/Supplies        | 695.01           | 14,091.18         | 23,000.00           | 8,908.82              |
| 510-270-110 - GG - Admin Bldg Maint/Supplies/Repairs  | 28.67            | 1,285.84          | 5,000.00            | 3,714.16              |
| 510-280-130 - GG - Cont. - Marriage Licenses          |                  |                   | 200.00              | 200.00                |
| 510-280-170 - GG - Cont. - Appeals                    |                  | 150.00            | 300.00              | 150.00                |
| 510-290-100 - GG - Cont. - Bank Charges               | 149.90           | 833.50            | 6,000.00            | 5,166.50              |
|   | <b>1,551.18</b>  | <b>41,659.73</b>  | <b>107,500.00</b>   | <b>65,840.27</b>      |
| <b>Utilities</b>                                      |                  |                   |                     |                       |
| 510-300-110 - GG - Heat, Power & Water - Admin Bldg   | 473.52           | 2,654.65          | 8,000.00            | 5,345.35              |
| 510-300-140 - GG - Utility - Telephone/Alarm          | 358.37           | 1,543.65          | 4,000.00            | 2,456.35              |
|   | <b>831.89</b>    | <b>4,198.30</b>   | <b>12,000.00</b>    | <b>7,801.70</b>       |
| <b>Maintenance, Material and Supplies</b>             |                  |                   |                     |                       |
| 510-400-110 - GG - Postage                            |                  | 2,000.00          | 5,500.00            | 3,500.00              |
| 510-410-140 - GG - Office Supplies & Stationery       |                  | 424.44            | 4,000.00            | 3,575.56              |

KS [Signature]

**Town of Strassbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|  | Current         | Year To Date      | Budget            | Variance          |
|--|-----------------|-------------------|-------------------|-------------------|
| 510-410-170 - GG - Office Furniture & Equipment        |                 | 326.33            | 1,000.00          | 673.67            |
|  | <b>0.00</b>     | <b>2,750.77</b>   | <b>10,500.00</b>  | <b>7,749.23</b>   |
| <b>Capital Expenditures</b>                            |                 |                   |                   |                   |
| 510-600-199 - GG - Amortization                        |                 |                   | 9,200.00          | 9,200.00          |
|  | <b>0.00</b>     | <b>0.00</b>       | <b>9,200.00</b>   | <b>9,200.00</b>   |
| <b>Interest</b>  |                 |                   |                   |                   |
| 510-700-110 - GG - School Interest                     |                 | 17.82             |                   | (17.82)           |
|  | <b>0.00</b>     | <b>17.82</b>      | <b>0.00</b>       | <b>(17.82)</b>    |
| <b>TOTAL GENERAL GOVERNMENT SERVICES:</b>              | <b>8,054.62</b> | <b>110,559.25</b> | <b>297,800.00</b> | <b>187,240.75</b> |
| <b>PROTECTIVE SERVICES</b>                             |                 |                   |                   |                   |
| <b>POLICE PROTECTION</b>                               |                 |                   |                   |                   |
| 520-210-110 - PS - RCMP - Contracted Services          |                 |                   | 63,000.00         | 63,000.00         |
| 520-210-120 - PS - Bylaw Enf Off - Contracted Services | 164.50          | 658.00            | 3,600.00          | 2,942.00          |
| <b>TOTAL POLICE PROTECTION:</b>                        | <b>164.50</b>   | <b>658.00</b>     | <b>66,600.00</b>  | <b>65,942.00</b>  |
| <b>FIRE PROTECTION</b>                                 |                 |                   |                   |                   |
| <b>Wages and Benefits</b>                              |                 |                   |                   |                   |
| 525-110-110 - PS - (J)Fire - Salaries                  | (70.00)         |                   | 20,000.00         | 20,000.00         |
| 525-120-110 - PS - (J)Fire - Benefits                  |                 | 84.11             | 500.00            | 415.89            |
|  | <b>(70.00)</b>  | <b>84.11</b>      | <b>20,500.00</b>  | <b>20,415.89</b>  |
| <b>Professional/Contractual Services</b>               |                 |                   |                   |                   |
| 525-210-100 - PS - (J)Fire - EMS Contract - 911        |                 | 2,150.00          | 2,300.00          | 150.00            |
| 525-210-110 - PS - (J)Fire - Contract/Supply           |                 |                   | 900.00            | 900.00            |
| 525-210-120 - PS - (J)Fire - Ambulance                 |                 |                   | 500.00            | 500.00            |
| 525-220-100 - PS - (J)Fire - Travel, Meals & Hotel     | 3,664.45        | 7,627.95          | 12,000.00         | 4,372.05          |
| 525-230-100 - PS - (J)Fire - Insurance                 |                 | 12,333.90         | 9,000.00          | (3,333.90)        |
| 525-250-100 - PS - (J)Fire - Cont Repairs/Services     |                 | 5,329.02          | 3,000.00          | (2,329.02)        |
|  | <b>3,664.45</b> | <b>27,440.87</b>  | <b>27,700.00</b>  | <b>259.13</b>     |
| <b>Utilities</b>                                       |                 |                   |                   |                   |
| 525-300-110 - PS - (J) Heat, Power & Water - Fire Hall | 288.63          | 1,352.13          | 2,400.00          | 1,047.87          |
| 525-300-140 - PS - (J) Fire Hall - Phone/Highspeed     | 107.57          | 429.84            | 1,200.00          | 770.16            |
| 525-300-150 - PS - (J) Fire Hall - Alarm/Cell Phone    | 515.62          | 1,114.53          | 3,300.00          | 2,185.47          |
|  | <b>911.82</b>   | <b>2,896.50</b>   | <b>6,900.00</b>   | <b>4,003.50</b>   |
| <b>Maintenance, Materials and Supplies</b>             |                 |                   |                   |                   |
| 525-410-100 - PS - (J)Fire - Advert/Stationery/Postage |                 |                   | 500.00            | 500.00            |
| 525-420-100 - PS - (J)Fire - Materials/Supplies        | 1,485.56        | 3,437.28          | 12,000.00         | 8,562.72          |
| 525-430-100 - PS - (J)Fire - Repairs (Parts/Mat Only)  | 1,103.47        | 3,055.98          | 2,300.00          | (755.98)          |
| 525-430-105 - PS - (J)Fire - Building Repairs          |                 |                   | 1,500.00          | 1,500.00          |
| 525-430-110 - PS - (J)Fire - Oil & Gas                 | 185.24          | 984.60            | 2,300.00          | 1,315.40          |
|  | <b>2,774.27</b> | <b>7,477.86</b>   | <b>18,600.00</b>  | <b>11,122.14</b>  |
| <b>Capital Expenditures</b>                            |                 |                   |                   |                   |
| 525-600-199 - PS - Fire - Amortization                 |                 |                   | 12,500.00         | 12,500.00         |
|  | <b>0.00</b>     | <b>0.00</b>       | <b>12,500.00</b>  | <b>12,500.00</b>  |
| <b>Other</b>   |                 |                   |                   |                   |
| 525-920-110 - PS - E.M.O. Fees & Charges               |                 | 50.00             | 1,500.00          | 1,450.00          |
|  | <b>0.00</b>     | <b>50.00</b>      | <b>1,500.00</b>   | <b>1,450.00</b>   |

**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|  | Current           | Year To Date     | Budget            | Variance          |
|--|-------------------|------------------|-------------------|-------------------|
| <b>TOTAL FIRE PROTECTION:</b>                          | <b>7,280.54</b>   | <b>37,949.34</b> | <b>87,700.00</b>  | <b>49,750.66</b>  |
| <b>TOTAL PROTECTIVE SERVICES:</b>                      | <b>7,445.04</b>   | <b>38,607.34</b> | <b>154,300.00</b> | <b>115,692.66</b> |
| <b>TRANSPORTATION SERVICES</b>                         |                   |                  |                   |                   |
| <b>MAINTENANCE</b>                                     |                   |                  |                   |                   |
| <b>Wages &amp; Benefits</b>                            |                   |                  |                   |                   |
| 530-110-120 - TS - Wages - Public Works                | (7,437.79)        | 24,797.63        | 110,000.00        | 85,202.37         |
| 530-120-120 - TS - Benefits - Public Works             | (0.01)            | 4,556.37         | 14,500.00         | 9,943.63          |
| 530-120-130 - TS - Benefits - Clothing                 | 721.86            | 1,096.04         | 2,500.00          | 1,403.96          |
|  | <b>(6,715.94)</b> | <b>30,450.04</b> | <b>127,000.00</b> | <b>96,549.96</b>  |
| <b>Professional/Contractual Services</b>               |                   |                  |                   |                   |
| 530-210-110 - TS - Maint. - Contract - Street/Sidewalk |                   | 927.50           | 80,000.00         | 79,072.50         |
| 530-210-120 - TS - Maint. - Contract - Trees           | 1,505.00          | 1,505.00         | 5,000.00          | 3,495.00          |
| 530-210-140 - TS - Maint. - Contract - CPR Signals     | 279.00            | 1,116.00         | 3,500.00          | 2,384.00          |
| 530-250-100 - TS - Maint. - Travel, Meal & Training    | 48.00             | 932.58           | 5,000.00          | 4,067.42          |
| 530-260-100 - TS - Maint. - Insurance/Vehicle Reg.     | 1,131.18          | 5,846.48         | 9,300.00          | 3,453.52          |
|  | <b>2,963.18</b>   | <b>10,327.56</b> | <b>102,800.00</b> | <b>92,472.44</b>  |
| <b>Utilities</b>                                       |                   |                  |                   |                   |
| 530-300-110 - TS - Heat, Power & Water - Workshop      | 365.34            | 2,944.66         | 4,000.00          | 1,055.34          |
| 530-300-140 - TS - Maint. - Utility Cell Phone         | 90.00             | 480.00           | 2,500.00          | 2,020.00          |
| 530-300-150 - TS - Maint. - Utility - Internet/Alarm   | 127.04            | 188.27           | 500.00            | 311.73            |
| 530-310-100 - TS - Street Lights & Decorative Lights   | 1,381.35          | 5,485.83         | 17,500.00         | 12,014.17         |
|  | <b>1,963.73</b>   | <b>9,098.76</b>  | <b>24,500.00</b>  | <b>15,401.24</b>  |
| <b>Maintenance, Materials &amp; Supplies</b>           |                   |                  |                   |                   |
| 530-410-100 - TS - Maint. - Shop Supply & Small Tools  | 1,943.75          | 7,013.67         | 7,500.00          | 486.33            |
| 530-410-120 - TS - Maint. - Workshop Maintenance       | 5,257.60          | 14,718.38        | 8,000.00          | (6,718.38)        |
| 530-420-100 - TS - Maint. - Vehicle/Equip Repair/Parts | 161.12            | 4,142.17         | 10,000.00         | 5,857.83          |
| 530-420-110 - TS - Maint. - Oil & Gas                  | 306.15            | 4,656.83         | 15,000.00         | 10,343.17         |
| 530-440-100 - TS - Maint. - Gravel/Sand                | 282.60            | 282.60           | 12,000.00         | 11,717.40         |
| 530-450-100 - TS - Maint. - Culverts & Signs           |                   |                  | 3,500.00          | 3,500.00          |
|  | <b>7,951.22</b>   | <b>30,813.65</b> | <b>56,000.00</b>  | <b>25,186.35</b>  |
| <b>Capital Expenditures</b>                            |                   |                  |                   |                   |
| 530-600-199 - TS - Maint. - Amortization               |                   |                  | 90,500.00         | 90,500.00         |
|  | <b>0.00</b>       | <b>0.00</b>      | <b>90,500.00</b>  | <b>90,500.00</b>  |
| <b>TOTAL MAINTENANCE:</b>                              | <b>6,162.19</b>   | <b>80,690.01</b> | <b>400,800.00</b> | <b>320,109.99</b> |
| <b>TOTAL TRANSPORTATION SERVICES:</b>                  | <b>6,162.19</b>   | <b>80,690.01</b> | <b>400,800.00</b> | <b>320,109.99</b> |
| <b>ENVIRONMENTAL SERVICES</b>                          |                   |                  |                   |                   |
| 540-200-110 - EH - Cont. - Landfill/Transfer Stat Fees |                   |                  | 5,000.00          | 5,000.00          |
| 540-200-120 - EH - Cont. - Loraas Garbage/Recycling    |                   | 34,373.35        | 140,000.00        | 105,626.65        |
| 540-210-100 - EH - Cont. - Pest Control                |                   |                  | 1,000.00          | 1,000.00          |
| 540-210-200 - EH - Cont. - Lot Remediation             |                   |                  | 500.00            | 500.00            |
| 540-250-100 - EH - Cont. - Cemetery Maintenance        |                   |                  | 20,000.00         | 20,000.00         |
| 540-300-150 - EH - Utility - Landfill Closure          |                   |                  | 2,400.00          | 2,400.00          |
| 540-600-199 - EH - Amortization                        |                   |                  | 9,100.00          | 9,100.00          |
| <b>TOTAL ENVIRONMENTAL SERVICES:</b>                   | <b>0.00</b>       | <b>34,373.35</b> | <b>178,000.00</b> | <b>143,626.65</b> |

**PUBLIC HEALTH AND WELFARE SERVICES**

**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|  | Current         | Year To Date     | Budget            | Variance         |
|--|-----------------|------------------|-------------------|------------------|
| 550-900-110 - H&W - Mobility Van                       | 261.81          | 1,285.20         | 3,000.00          | 1,714.80         |
| <b>TOTAL PUBLIC HEALTH AND WELFARE SERVICES:</b>       | <b>261.81</b>   | <b>1,285.20</b>  | <b>3,000.00</b>   | <b>1,714.80</b>  |
| <b>PLANNING AND DEVELOPMENT SERVICES</b>               |                 |                  |                   |                  |
| 560-200-110 - P&D - Cont. - Building Inspection Fees   |                 | 340.00           | 10,000.00         | 9,660.00         |
| 560-200-130 - P&D - Cont. - Surveying/Subdivision Fees |                 |                  | 2,500.00          | 2,500.00         |
| 560-210-100 - P&D - Cont. - Website/Advertising        | 49.00           | 1,945.00         | 4,500.00          | 2,555.00         |
| 560-220-100 - P&D - Cont. - Planner Contracts          | 1,353.75        | 2,695.00         | 15,000.00         | 12,305.00        |
| 560-230-100 - P&D - Cont. - Asset Management Contracts |                 | 24,700.00        | 5,000.00          | (19,700.00)      |
| 560-240-100 - P&D - Cont. - Mapping                    |                 | 322.62           | 1,200.00          | 877.38           |
| 560-400-110 - P&D - Materials & Supplies (Local)       | 468.40          | 596.90           | 4,500.00          | 3,903.10         |
| 560-400-120 - P&D - Scholarship                        |                 |                  | 1,200.00          | 1,200.00         |
| 560-600-199 - P&D - Amortization                       |                 |                  | 1,300.00          | 1,300.00         |
| <b>TOTAL PLANNING AND DEVELOPMENT SERVICES:</b>        | <b>1,871.15</b> | <b>30,599.52</b> | <b>45,200.00</b>  | <b>14,600.48</b> |
| <b>RECREATION AND CULTURAL SERVICES</b>                |                 |                  |                   |                  |
| <b>Wages &amp; Benefits</b>                            |                 |                  |                   |                  |
| 570-110-150 - R&C - Salaries - Hall                    | 685.18          | 3,404.26         | 15,000.00         | 11,595.74        |
| 570-110-160 - R&C - Salaries - Museum                  | 350.00          | 700.00           | 7,600.00          | 6,900.00         |
| 570-120-180 - R&C - Benefits - Hall/Museum             | 0.84            | 118.67           | 600.00            | 481.33           |
|  | <b>1,036.02</b> | <b>4,222.93</b>  | <b>23,200.00</b>  | <b>18,977.07</b> |
| <b>Professional/Contractual Services</b>               |                 |                  |                   |                  |
| 570-200-110 - R&C - Cont. - Museum Advertising         |                 |                  | 300.00            | 300.00           |
| 570-230-100 - R&C - Cont. - Insurance                  |                 | 9,024.02         | 9,000.00          | (24.02)          |
| 570-270-100 - R&C - Cont. - Contract Hall Maintenance  |                 | 3,015.64         | 10,000.00         | 6,984.36         |
| 570-290-100 - R&C - Cont. - Library Levy               | 749.15          | 6,029.15         | 12,000.00         | 5,970.85         |
|  | <b>749.15</b>   | <b>18,068.81</b> | <b>31,300.00</b>  | <b>13,231.19</b> |
| <b>Utilities - Other</b>                               |                 |                  |                   |                  |
| 570-340-150 - R&C - Heat/Power/Water/Phone - Hall      | 992.12          | 6,357.03         | 15,000.00         | 8,642.97         |
| 570-340-160 - R&C - Heat/Power/Water/Phone - Museum    | 190.57          | 1,590.72         | 4,000.00          | 2,409.28         |
| 570-340-170 - R&C - Power - Park                       | 81.95           | 295.77           | 3,000.00          | 2,704.23         |
| 570-340-180 - R&C - Power - Green Space                | 37.45           | 153.74           | 500.00            | 346.26           |
|  | <b>1,302.09</b> | <b>8,397.26</b>  | <b>22,500.00</b>  | <b>14,102.74</b> |
| <b>Maintenance, Materials and Supplies</b>             |                 |                  |                   |                  |
| 570-420-150 - R&C - Supplies/Repairs - Hall            | 2,453.09        | 5,085.17         | 13,000.00         | 7,914.83         |
| 570-420-160 - R&C - Supplies/Repairs - Museum          | 89.04           | 214.04           | 5,000.00          | 4,785.96         |
| 570-420-170 - R&C - Supplies/Repairs-Park/Green Space  | 480.21          | 745.26           | 3,000.00          | 2,254.74         |
|  | <b>3,022.34</b> | <b>6,044.47</b>  | <b>21,000.00</b>  | <b>14,955.53</b> |
| <b>Grants and Contributions</b>                        |                 |                  |                   |                  |
| 570-500-110 - R&C - Grants and Contributions           | 1,000.00        | 2,500.00         | 15,000.00         | 12,500.00        |
| 570-500-130 - R&C - Grants - Library                   |                 | 1,500.00         | 2,300.00          | 800.00           |
|  | <b>1,000.00</b> | <b>4,000.00</b>  | <b>17,300.00</b>  | <b>13,300.00</b> |
| <b>Capital Expenditures</b>                            |                 |                  |                   |                  |
| 570-600-199 - R&C - Amortization                       |                 |                  | 11,000.00         | 11,000.00        |
|  | <b>0.00</b>     | <b>0.00</b>      | <b>11,000.00</b>  | <b>11,000.00</b> |
| <b>TOTAL RECREATION AND CULTURAL SERVICES:</b>         | <b>7,109.60</b> | <b>40,733.47</b> | <b>126,300.00</b> | <b>85,566.53</b> |

**UTILITIES**

**Wages and Benefits**

**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

|  | Current            | Year To Date        | Budget              | Variance            |
|--|--------------------|---------------------|---------------------|---------------------|
| 580-110-110 - UT - Utilities - Salaries                | 23,721.22          | 69,915.32           | 140,000.00          | 70,084.68           |
| 580-120-110 - UT - Utilities - Benefits                | 3,225.66           | 10,484.04           | 21,300.00           | 10,815.96           |
|  | <b>26,946.88</b>   | <b>80,399.36</b>    | <b>161,300.00</b>   | <b>80,900.64</b>    |
| <b>Professional/Contractual Services</b>               |                    |                     |                     |                     |
| 580-200-110 - UT - Utility - Engineering Fees          |                    |                     | 5,000.00            | 5,000.00            |
| 580-230-100 - UT - Utility - Travel, Meals & Training  |                    | 535.24              | 4,000.00            | 3,464.76            |
| 580-240-100 - UT - Utility - Insurance - Gen & Bond    |                    | 4,526.72            | 4,000.00            | (526.72)            |
| 580-285-120 - UT - Utility - Water & Sewer Line Breaks | 3,770.36           | 15,622.62           | 80,000.00           | 64,377.38           |
| 580-285-130 - UT - Utility - Repairs - Catch Basin     |                    | 1,378.00            | 8,500.00            | 7,122.00            |
| 580-285-140 - UT - Utility - Repairs - WTP             |                    | 5,129.73            | 25,000.00           | 19,870.27           |
| 580-295-100 - UT - Utility - Water & Sewer Tests       | 109.50             | 503.70              | 3,500.00            | 2,996.30            |
|  | <b>3,879.86</b>    | <b>27,696.01</b>    | <b>130,000.00</b>   | <b>102,303.99</b>   |
| <b>Utilities</b>                                       |                    |                     |                     |                     |
| 580-300-110 - UT - WTP - Heat/Power/Water/Phone/Alarm  | 1,140.48           | 4,969.91            | 15,000.00           | 10,030.09           |
| 580-300-120 - UT - Lagoon - Power                      |                    | 611.76              | 2,500.00            | 1,888.24            |
| 580-300-150 - UT - Water - Well Easement               |                    |                     | 100.00              | 100.00              |
|  | <b>1,140.48</b>    | <b>5,581.67</b>     | <b>17,600.00</b>    | <b>12,018.33</b>    |
| <b>Maintenance, Materials &amp; Supplies</b>           |                    |                     |                     |                     |
| 580-430-100 - UT - WTP - Materials & Supplies          | 7,563.05           | 7,603.88            | 7,500.00            | (103.88)            |
| 580-450-100 - UT - WTP - Chemicals                     | 184.92             | 4,706.50            | 12,000.00           | 7,293.50            |
| 580-450-110 - UT - Lagoon - Supplies/Maintenance       | 3,392.00           | 3,756.52            | 5,000.00            | 1,243.48            |
|  | <b>11,139.97</b>   | <b>16,066.90</b>    | <b>24,500.00</b>    | <b>8,433.10</b>     |
| <b>Capital Expenditures</b>                            |                    |                     |                     |                     |
| 580-600-199 - UT - Utility - Amortization              |                    |                     | 51,000.00           | 51,000.00           |
|  | <b>0.00</b>        | <b>0.00</b>         | <b>51,000.00</b>    | <b>51,000.00</b>    |
| <b>Interest</b>  |                    |                     |                     |                     |
| 580-700-120 - UT - Utility- Interest Lagoon & WTP Loan | 4,959.08           | 18,471.00           | 45,000.00           | 26,529.00           |
|  | <b>4,959.08</b>    | <b>18,471.00</b>    | <b>45,000.00</b>    | <b>26,529.00</b>    |
| <b>TOTAL UTILITIES:</b>                                | <b>48,066.27</b>   | <b>148,214.94</b>   | <b>429,400.00</b>   | <b>281,185.06</b>   |
| <b>TOTAL EXPENDITURES:</b>                             | <b>78,970.68</b>   | <b>485,063.08</b>   | <b>1,634,800.00</b> | <b>1,149,736.92</b> |
| <b>NET SURPLUS</b>                                     | <b>(62,108.33)</b> | <b>(182,954.43)</b> | <b>(236,200.00)</b> | <b>53,245.57</b>    |

Certified correct and in accordance with the records.  
Presented to Council on this 12th day of June, 2019.

Kelvin Schapansky, Mayor

Jennifer Josephson, Administrator

Report Date  
2019-06-10 12:42 PM

**Town of Strasbourg**  
**Statement of Financial Activities - Detailed**  
For the Period Ending May 31, 2019

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|  | Current             | Year To Date        | Budget               | Variance |
|--|---------------------|---------------------|----------------------|----------|
|  | Current             | Year to Date        | Balance              |          |
| <b>ACCOUNT BALANCES</b>                                |                     |                     |                      |          |
| <b>Cash and Investments</b>                            |                     |                     |                      |          |
| 110-110-110 - Cash - On Hand - Petty Cash              |                     |                     | 200.00               |          |
| 110-110-120 - Cash - Bank - General Operating Account  | (118,523.10)        | (338,499.13)        | 133,903.66           |          |
| 110-110-130 - Cash - Bank - Premium Investment Account | 1,553.92            | 3,747.50            | 1,096,086.61         |          |
| <b>Total Cash and Investments:</b>                     | <b>(116,969.18)</b> | <b>(334,751.63)</b> | <b>1,230,190.27</b>  |          |
| <b>Municipal Taxes Receivable</b>                      |                     |                     |                      |          |
| 110-200-100 - Municipal - Tax Receivable - Current     | (3,121.80)          | (17,676.07)         | 359,668.93           |          |
| 110-200-110 - Municipal - Tax Receivable - Arrears     | (8,408.38)          | (33,752.33)         | (321,268.82)         |          |
| <b>Total Municipal Taxes Receivable:</b>               | <b>(11,530.18)</b>  | <b>(51,428.40)</b>  | <b>38,400.11</b>     |          |
| <b>Capital Assets</b>                                  |                     |                     |                      |          |
| 170-100-110 - General Government Assets - Cost         |                     |                     | 409,138.00           |          |
| 170-100-200 - Protective Services Assets - Cost        |                     |                     | 387,174.74           |          |
| 170-100-250 - Transportation Assets - Cost             |                     | 8,934.57            | 3,961,308.19         |          |
| 170-100-280 - Enviro & Public Health Assets - Cost     |                     |                     | 137,272.64           |          |
| 170-100-300 - Planning & Development Assets - Cost     |                     |                     | 37,678.00            |          |
| 170-100-350 - Recreation & Culture Assets - Cost       |                     |                     | 504,373.54           |          |
| 170-100-400 - Water & Sewer Assets - Cost              |                     | 1,750.24            | 4,905,027.17         |          |
| 175-100-600 - WTP - Asset Under Construction           | (71,365.61)         | 74,270.77           | 793,412.28           |          |
| <b>Total Capital Assets:</b>                           | <b>(71,365.61)</b>  | <b>84,955.58</b>    | <b>11,135,384.56</b> |          |
| <b>Reserves</b>  |                     |                     |                      |          |
| 310-100-200 - Cemetery Fund Reserve                    |                     |                     | 5,207.28             |          |
| 310-100-300 - Future Reserves                          |                     |                     | 24,465.60            |          |
| 310-100-400 - Fire Reserve                             |                     |                     | 117,164.13           |          |
| 310-100-500 - Public Reserves                          |                     |                     | 2,032.01             |          |
| 310-100-600 - Water Treatment Plant Upgrade            |                     |                     | 123,326.23           |          |
| 310-100-620 - Pioneer Home Reserve                     |                     |                     | 12,320.83            |          |
| 310-110-200 - Water & Sewer Infrastructure             |                     |                     | 673,030.29           |          |
| 310-110-300 - Transportation Capital Reserve           |                     |                     | 25,321.86            |          |
| <b>Total Reserves:</b>                                 | <b>0.00</b>         | <b>0.00</b>         | <b>982,868.23</b>    |          |

1159



## Policy #TS-003

### Policy Title: **SIDEWALK AND CURB REMOVAL & REPLACEMENT POLICY**

|                         |   |
|-------------------------|---|
| <b>Policy Objective</b> | This policy determines how sidewalk and curb removal and replacement requests are handled, including the determination of payment, responsibility, and location of removal and replacement. |
| <b>Authority</b>        | Resolution #152/2019  |
| <b>Supporting Bylaw</b> | n/a   |
| <b>Related Policy</b>   | n/a   |

### Preamble:

The Town of Strasbourg's sidewalk and curb infrastructure is considerably aging, and as part of the Town's Asset Management Plan, a policy is required for the management of these two pieces of infrastructure.

In general, people walking in the Town consistently use the paved streets instead of the sidewalks, aside from the abutting sidewalks, which are primarily located in the downtown commercial area. Current boulevard sidewalks are typically over 60 years of age, are quite narrow to walk on, not wide enough for wheelchairs or strollers, overgrown by bushes and shrubs, and not maintained in the winter by property owners. Boulevard sidewalks also carry the greatest trip hazard, as they are usually affected by tree roots, either on the Town's side or property owner's side.

Therefore, the Town endeavours to list out which sidewalks are to be replaced as per the attached map. Curbs are required on every property to maintain proper water flow and will be consistently maintained by the Town.

### Policy:

#### 1. ABUTTING SIDEWALKS

- a. All sidewalks that abut up against a street shall be replaced if damaged or removed. Only through resolution of Council shall an abutting sidewalk not be replaced.
- b. If the abutting sidewalk was damaged/removed due to a Town-related cause (i.e., replacing infrastructure on Town property, roots from Town-owned trees), the Town will pay to replace the sidewalk.
- c. If the abutting sidewalk was damaged/removed due to a property-owner related cause (i.e., replacing private infrastructure, roots from private property trees, new development, salt), the property owner will be responsible for paying for the sidewalk replacement.
- d. If the abutting sidewalk is requested to be replaced by the property owner, but the Town deems the sidewalk to not have structural fault or be a trip hazard, at the discretion of Council, the Town will agree to payment up to 50% of the sidewalk replacement cost, with the other 50% cost the responsibility of the property owner.

- i. If the sidewalk is cemented around the property's curb stop, the Town will replace the curb stop (rod and box) during the time of sidewalk replacement.

## 2. BOULEVARD SIDEWALKS

- a. Sidewalks that abut the property line (also known as boulevard sidewalks) shall be removed, and not replaced, if damaged. If a boulevard sidewalk is to be replaced, it is marked on the attached map.
- b. If the boulevard sidewalk was damaged/removed due to a Town-related cause (i.e., replacing infrastructure on Town property, roots from Town-owned trees), the Town will pay to remove and dispose of the entire length of the property's sidewalk, as well as seed the soil back to grass.
  - i. This will be done at either the property owner's request, or at the Town's discretion if a sidewalk needs to be removed due to structural fault or if a trip hazard.
- c. If the boulevard sidewalk was damaged/removed due to a property-owner related cause (i.e., replacing private infrastructure, roots from private property trees, new development), the property owner will be responsible for removal and disposal of the sidewalk, as well as seeding or sod of the soil.
  - i. The property owner can choose to remove the sidewalk if they so wish. A **sidewalk removal permit** needs to be applied for by the property owner, and approved by Council.
  - ii. Sidewalks that are in good shape or part of a large unbroken sidewalk chain that are in good shape can only be removed by permission of Council. The sidewalks generally need to be damaged or considered hazardous (as deemed by the Town) for removal by property owners to take place.
  - iii. If the property owner removes their sidewalk, they must ensure that they know the boundaries of their property (i.e., property lines).

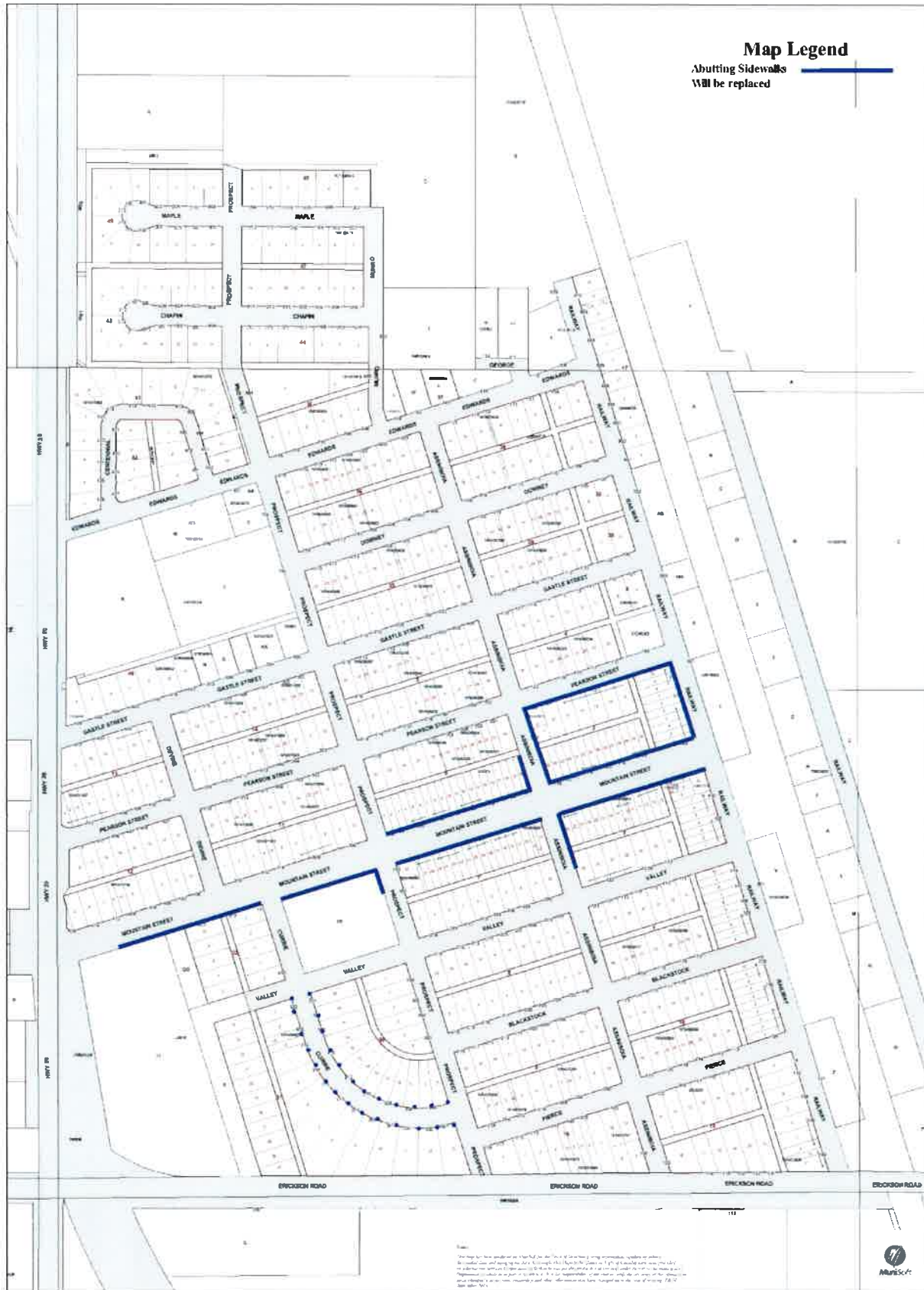
## 3. CURBS

- a. If a driveway is to be installed on a property where rolled curbs do not exist, it will be the property owner's responsibility to cut out the current curb and remove the debris, providing the removal of the curb does not hinder water flow or affect neighbouring properties.
- b. The maximum allowable width of driveway curb cuts shall be 28 feet.
- c. Property owners who wish to remove part of the curb need to apply for a **curb removal permit** and be approved by the Council.
- d. In the event a property owner moves a driveway access to another location on the same property, the existing abandoned curb shall be reconstructed as per the Town's specifications, and the boulevard shall be filled up to the Town's property line. The cost of curb reconstruction and all related costs such as boulevard fill and sodding/seeding shall be solely the owner's responsibility.

## 4. DISCRETIONARY USE

- a. As with all Town policies, the Council can choose to amend or revoke this policy at any time, as well as issue special considerations related to sidewalk and curb removal if requested by property owners.

# SIDEWALK MAP





## Sidewalk Removal Permit

*Application is hereby made according to policy #TS-003 of the Town of Strasbourg for a permit to remove concrete sidewalk as described herein.*

Applicant

---

Civic Address

---

Phone Number

---

Contractor – (Business Name, Mailing  
Address & Phone Number)

---

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---

Reason for Removal (New Construction,  
Widen Existing, etc.)

---

---

Date Required

---

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

### ***For Office Use Only***

\_\_\_\_\_  
Administration Approval

\_\_\_\_\_  
Date

Comments:

---

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## Curb Removal Permit

*Application is hereby made according to policy #TS-003 of the Town of Strasbourg for a permit to remove concrete curb as described herein.*

Applicant

---

Phone Number

---

Civic Address

---

Contractor – (Business Name, Mailing  
Address & Phone Number)

---

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---

Reason for Removal (New Construction,  
Widen Existing, etc.)

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---

Type of Curb Being Removed (Rolled,  
Square)

---

Width of Driveway (Max 28 feet)

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Date Required

---

Applicant's Signature

Date

### ***For Office Use Only***

Administration Approval

Date

Comments:

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## Policy #GG-011

### Policy Title: **FEES FOR SALE OF MATERIALS AND RATES FOR EMPLOYEE SERVICES**

|                         |  |
|-------------------------|--|
| <b>Policy Objective</b> | This policy is to establish the common fees for the sales of office materials, and establish rates for both office and public works employee services. |
| <b>Authority</b>        | Resolution #154/2019   |
| <b>Supporting Bylaw</b> | n/a  |
| <b>Related Policy</b>   | n/a  |

*This policy shall supersede any previous policy passed by the Town of Strasbourg Council.*

### Policy:

#### 1. CRITERIA

- 1.1 The Town of Strasbourg will offer approved items for sale within the Town Office, as well as offer printing services, administrative services, and some public works services for both Town ratepayers and non-ratepayers.
- 1.2 General office services will be made available to the public as time allows and when there is no other Town administration work that must be completed for purposes of providing services to the public.
- 1.3 Public works services will be made available to the public at the discretion of the public works operators if time allows and when there is no other Town work that must be completed for purposes of providing services to the public.

#### 2. RATES FOR OFFICE SERVICES

| Services                                   |   | Rate          |              |
|--|---|---------------|--------------|
| <b>Photocopying</b>                        | <b>8.5x11</b>                             | <b>8.5x14</b> | <b>11x17</b> |
| B&W 1-99                                   | 0.10                                      | 0.10          | 0.20         |
| B&W 100-499                                | 0.08                                      | 0.09          | 0.14         |
| B&W 500+                                   | 0.06                                      | 0.07          | 0.11         |
| Colour                                     | 0.25                                      | 0.25          | 0.25         |
| <b>Faxing</b>                              | \$1.00/first page, \$0.25/additional page |               |              |
| <b>Laminating 8.5x11</b>                   | \$1.00/page                               |               |              |
| <b>Community Calendar – Mailed</b>         | \$20.00/year                              |               |              |
| <b>Office Labour for Printing Services</b> | \$30.00/hour                              |               |              |
| <b>Office Labour for Tax Enforcement</b>   | \$50.00/hour                              |               |              |
| <b>NSF Charge</b>                          | \$40.00 per cheque                        |               |              |
| <b>Notary Public</b>                       | \$25.00                                   |               |              |
| <b>Commissioner for Oaths</b>              | \$15.00                                   |               |              |

### 3. RATES FOR PUBLIC WORKS SERVICES

| Services                        | Rate  |
|---------------------------------|---|
| Public Works Labour w/Equipment | \$150.00/hour   |
| Lot Remediation                 | \$100.00/hour, minimum two hour charge                    |
| Sewer Camera                    | \$250.00/hour   |
| Gravel Haul and Spread          | \$30.00/yard  |
| Water Line Thaw                 | Free for first incident, \$250.00 per subsequent incident |

### 4. RATES FOR OFFICE MATERIALS

| Materials                   | Rate                                    |
|-----------------------------|---|
| Mural with Barn Board Frame | \$30.00                                 |
| Mural Unframed              | \$15.00                                 |
| Ceramic Mugs                | \$10.00                                 |
| Pottery Mugs                | \$30.00                                 |
| Museum Cookbooks            | \$15.00                                 |
| Postcards                   | \$2.00                                  |
| Notepads                    | Free                                    |
| Pins                        | Free                                    |
| Town Flags                  | \$100.00 (36"x72")<br>\$50.00 (18"x36") |