

**MINUTES OF THE SPECIAL MEETING
OF THE COUNCIL FOR THE TOWN OF BLAINE LAKE
HELD AT THE TOWN OFFICE LOCATED AT #301 Main Street, Blaine Lake, Sask.
Tuesday, April 27, 2022**

Present:
Mayor – Al Sorenson - Absent
Bev Breland – Deputy Mayor

Councillors
Rodger Pederson
Jason Weber
Melissa Johnson
Maxamus Stevenson
Darlene Harder

Acting CAO – Krissy Friesen
Mentor – Gina Bernier

Deputy Mayor Bev Breland called the meeting to order at 4:00PM in accordance with the email sent out.

152/22 **Adopt Agenda**

STEVENSON
That the Agenda be adopted as amended.
Carried.

153/22 **PD-001**

STEVENSON
That the Policy PD-001 Lot Consolidation Policy be adopted as presented at this meeting and form part of these minutes.
Carried.

154/22 **PD-002**

WEBER
That the Policy PD-002 Planning and Development Procedures be adopted as amended at this meeting and form part of these minutes.
Carried.

155/22 **PD-003**

JOHNSON
That the Policy PD-003 Subdivision Process be adopted as amended at this meeting and form part of these minutes:
Carried.



156/22

PD-004

PEDERSON

That the Policy PD-004 Development Permit be adopted as amended at this meeting and form part of these minutes:

Carried.

157/22

PD-005

HARDER

That the Policy PD-005 Building Officials be adopted as presented at this meeting and form part of these minutes:

Carried.

158/22

RC-001

JOHNSON

That the Policy RC-001 Liquor Permit Policy be adopted as presented at this meeting and form part of these minutes:

Carried.

159/22

RC-002

PEDERSON

That the Policy RC-002 Community Grant Program be adopted as presented at this meeting and form part of these minutes:

Carried.

160/22

RC-003

HARDER

That the Policy RC-003 Blaine Lake Community Association Policy be adopted as presented at this meeting and form part of these minutes:

Carried.

161/22

RC-004

PEDERSON

That the Policy RC-004 Blaine Lake Campground Policy be adopted as presented at this meeting and form part of these minutes:

Carried.

162/22

TCA-001

JOHNSON

That the Policy TCA-001 Tangible Capital Asset Policy be tabled as presented at this meeting.

Carried.



163/22

TCA-002

STEVENSON

That the Policy TCA-002 Asset Management be tabled as presented at this meeting.
Carried.

164/22

TS-001

HARDER

That the Policy TS-001 Snow Removal Policy be tabled as presented at this meeting.
Carried.

165/22

WS-001

WEBER

That the Policy WS-001 Water Sewer Service Connection Policy be tabled as presented at this meeting.
Carried.

166/22

EH-001

WEBER

That the Policy EH-001 Transfer Station Policy & Procedures be adopted as presented at this meeting and form part of these minutes:
Carried

167/22

EH-002

HARDER

That the Policy EH-002 Waste & Recycle Policy & Procedures be adopted as presented at this meeting and form part of these minutes:
Carried

168/22

In Camera Session – 5:50PM

JOHNSON

That the Council move to an In camera session at 5:19 p.m. for the purpose of Employee Relations discussions.
Carried

Deputy Mayor Bev Breland called the meeting back to order at 6:04PM

169/22

Special Policy / HR Meeting – May 4th

WEBER

That the council for the Town of Blaine Lake agree to hold a special meeting on May 4th, 2022 at 4:00PM.
Carried



170/22


Adjournment

HARDER

That this meeting be adjourned at 6:07PM.

Carried.


CAO


Mayor

Town of Blaine Lake
Agenda
May 4, 2022 – 4:00 p.m.

1. Call to Order
2. Adopt the Agenda
3. Policy Review
 - a. TCA-001
 - b. TCA-002
 - c. TS-001
 - d. WS-001
 - e. EM-001
 - f. EM-002 & Job Description
 - g. FP-001
 - h. FP-002
4. HR Discussions
5. Adjournment



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Lot Consolidation Policy	PD-001	153/22	April 27, 2022	1	

Policy Objective:

To establish a fair and consistent approach to the process to address requests by residents and businesses to consolidate lots under one title.

Policy:

1. Statement

- a. Lots with no improvements and separate titles will be taxed individually as separate taxable parcels
- b. Two adjoining lots may be combined into one taxable parcel if the following conditions are met:
 - i. Same ratepayer owns two or more adjoining properties, and
 1. Residence is on one lot and accessory building (ie garage) is on adjoining lot. The accessory building must be a permanent structure with a foundation and must be over 500 sq. Feet. The accessory building cannot be a residence, a building that could be used as a residence, or a building that was used as a residence at one time. **-OR-**
 2. The residence/building structure occupies more than one lot. (ie. A building/residence is built so that it sits partially on two adjoining lots, such that the lots could only be sold separately if the building/residence was moved off the lot)

2. Procedure

- a. Applications will be presented to Council on a receipt of a fully completed *Application to Consolidate*
- b. Saskatchewan Assessment Management Agency reinspection fee must accompany the completed *Application to Consolidate*
- c. Requests to SAMA for reinspection and any changes to the Town of Blaine Lake tax roll will be only made once upon notification of completed consolidation is received from ISC.
- d. All costs associated with the consolidating of the lots will be the responsibility of the ratepayer/landowner.

PD-001

TOWN OF BLAINE LAKE

Policy Title: Lot Consolidation Policy

Date Issued: April 27, 2022

Res #153/22

Replaced – Res #


 Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Subdivision/Development Procedures	PD-002	154/22	April 27, 2022	4	

Policy Objective:

To help developers and clients complete their subdivision and development requests while complying with the Federal, Provincial, and Local regulations and procedures

Background:

1. Subdivision of land and the construction of buildings are becoming more common. There are situations where problems could arise with the location of the subdivision or the placement of a building (e.g.: flood area, building codes, etc.)
2. In order to protect the landowner, the adjacent landowners, the future purchasers, etc. the governments of Canada and Saskatchewan have come up with Legislation, Regulations and policies that must be followed by property owners and developers.
3. In order to protect the Municipality from future legal situations, the Town must comply with the Legislation and Regulations as set by both the Federal and Provincial Governments.
4. Also, Community Planning, a branch of the Ministry of Government Relations, are the final approving authority for any subdivisions. Community Planning must follow local municipal bylaws and also must comply with federal and provincial law. The Government of Saskatchewan also has in place *The Statements of Provincial Interest Regulations* which also must be adhered to.

Policy:

1. Subdivisions
 - a. All subdivision applications must be completed by a legal surveying company as hired by the developer/landowner;
 - b. All subdivisions must be sent to Community Planning prior to being considered by the Town. Community Planning refers subdivision applications to the Council for their comments and also notes the Municipal Reserve requirement (if applicable). **PLEASE NOTE THAT COMMUNITY PLANNING IS THE FINAL APPROVING AUTHORITY FOR SUBDIVISION APPLICATIONS AND OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS**
 - c. The Chief Administrative Officer (CAO) shall review the subdivision application as follows:
 - i. Where it fits with the OCP and Zoning Bylaws.

PD-002

TOWN OF BLAINE LAKE

Policy Title: Subdivision/Development Policy

Date Issued: April 27, 2022

Res #154/22

Replaced – Res #



Mayor

1. If the subdivision complies with the OCP and Zoning Bylaw, then the CAO will bring the Subdivision application to the next Council meeting for ratification.
 2. If a change is required, Council will direct administration to prepare an amendment. The developer/landowner will be invoiced for any costs incurred in amending the bylaw(s). Every OCP and Zoning Bylaw amendment is subject to Community Planning approval.
 - a. Council will review the amendment and consider if the change in the OCP or Zoning Bylaw is desirable, subject to the bylaw amendment process outlined in *The Planning and Development Act, 2007*.
 - b. Fees for a bylaw amendment are set in Rates Policy
- ii. If a **Municipal Reserve dedication** is required by law, the following process shall be used to determine the way in which the requirement is met:
1. If Cash in lieu of dedication is recommended: Contact SAMA and obtain the assessed value of the required acres to be paid out to the Town.
 2. *The Planning and Development Act, 2007* requires residential subdivisions to provide 10% of the gross area to be subdivided for Municipal Reserve (notwithstanding a few exceptions contained within *The Act*);
 3. *The Planning and Development Act, 2007* requires non-residential subdivisions to provide 5% of the gross area to be subdivided for Municipal Reserve (notwithstanding a few exceptions contained within *The Act*); If the decision is to set aside the actual acres, then the Municipal Reserve land must be directly adjacent to a municipal road.
 4. If the Municipal Reserve requirement amounts to less than 5 acres, then Council shall request cash in lieu of dedication. If the Municipal Reserve Requirement amounts to 5 acres or more, Council has the discretion to require either cash in lieu of dedication or dedication of land.
- iii. If a **Servicing Agreement** is required:
1. CAO shall review the subdivision and consider whether the application is adjacent to a road or has access to water and sewer hookups;
 2. CAO shall have a Servicing Agreement drawn up where the property requires a road built or water and sewer hookups are required;
 - a. Engineer shall be contracted to complete a survey of the road and recommend the road structure to be built;
 - b. Engineer shall present an approximate cost for this road building;
 - c. Applicant shall pay for all costs to construct a road;
 - d. Applicant shall pay for all costs to bring in the water and sewer service;



- e. The Mayor and CAO shall be authorized to enter into a Servicing Agreement with the Applicant upon final approval of the Council;

2. Tie Code Removals

- a. Tie code removals are to be completed in a similar manner as to Subdivisions under Community Planning.
- b. Under the process of tie code removals, it is required that the Municipality complete a complimentary resolution in order to allow for a Tie Code to be removed.
- c. If the Municipality is concerned with legal and physical access for certain tie code removal subdivisions, therefore requires the following:
 - i. Any parcel created by tie code removal may have to have water and sewer service at the discretion of the Council;
 - ii. Any parcel created by tie code removal must have access to a road.
 - iii. Any new roads required to access a parcel created by tie code removal, must be built prior to the completion of the tie code removal
 - iv. A servicing agreement shall be required where a new road is to be constructed.
 - v. That the Municipality place an interest on the properties involved in the tie code removal indicating the requirement for access to be completed at the developer's/landowner expense upon completing the tie code removal.

3. Development Permits

- a. As a requirement of the Zoning Bylaw, a Development Permit is required for all buildings exceeding 100 square feet within the Municipality
- b. A fee for the Development Permit is set in accordance with Town Policy and Bylaws;
- c. Discretionary Use Permits may be reviewed by Council for approval at their regular council meeting. All Discretionary Use Applications must be submitted and be deemed complete by the CAO at least 14 days prior to the Council meeting.

4. Building Permits

- a. Fees for building permits are set in the Municipality Building Bylaw and Policy.
- b. Building Officials
 - i. Must be a member in good standing with the Building Association;
 - ii. Must have a liability insurance policy and present this prior to inspections;
 - iii. Must be a member of the Workers Compensation Board of Saskatchewan;
 - iv. Appointed by Council;
 - v. If an individual requests the use of a building official that is not appointed by Council, then an application in writing must be completed and the request brought forward to Council for approval.
- c. Compliance
 - i. Must comply with the Building Bylaw as set by the Council for the Municipality and approved by Building Standards;
 - ii. Must comply with the Official Community Plan and Zoning Bylaw for the Municipality.
- d. Procedure for a Building Permit
 - i. Apply for a Development Permit;

- ii. Upon receipt of the Development Permit Approval from the CAO – then apply for a building permit;
- iii. Work with the Building Official – fill out the Building Permit and return it to the Municipality office along with:
 - 1. Application for building permit;
 - 2. 1 copy of Engineered plans for the building;
 - 3. Plan Review from Building Inspector;
 - 4. Elevation Plans may be requested.
- e. Commercial Development
 - i. Commercial development shall be defined as development located in commercial subdivisions which relate to any one of the following conditions:
 - 1. Provide services directly to the public;
 - 2. Involve processing or manufacturing.
 - ii. There shall be a full assessment on the land;
 - iii. The Town shall not be responsible for utilities or services such as water and sewer, etc. on the parcel.



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Subdivision Process	PD-003	155/22	April 27, 2022	1	

Policy Objective:

To set a process and standard for subdivision applications and to set the cost recovery to the Town for applications

Background:

1. The Municipality is required through the **Planning and Development Act** to review subdivision applications and report to Community Planning how the subdivision may or may not comply with the Municipality Bylaws and Plans
2. **Policy:**
 1. **Process**
 - a. Subdivision application is received by the Municipality
 - b. Application is reviewed by the CAO
 - c. CAO has the authorization to contact a Community Planner to assist with the subdivision application on behalf of the Municipality
 - d. Upon consultation with the Community Planner, the CAO will then bring the application forward to the Council to make the final decision on the application
 - e. All subdivisions must comply with the Bylaws and Policies of the Municipality.
 - f. If a subdivision requires a bylaw amendment, then the amendment will be brought to the Council for review and amending.
 2. **Costs**
 - a. All costs associated with the individual subdivision applications will be borne by the applicant.
 - b. These costs include, but are not limited to:
 - i. Advertising
 - ii. Changing/Amending Zoning Bylaw or Official Community Plan
 - iii. Community Planner cost
 - iv. Municipal Reserve requirements
 - v. Servicing Agreements
 1. Costs to establish a servicing agreement and register at ISC
 2. Costs to comply with servicing agreement

PD-003

TOWN OF BLAINE LAKE

Policy Title: Subdivision Process

Date Issued: April 27, 2022

Res #155/22

Replaced – Res #

Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Development Process	PD-004	156/22	April 27, 2022	1	

Policy Objective:

To set a process and standard for Development Permits and to set the cost recovery to the RM for applications

Background:

1. The Municipality is required through the **Planning and Development Act** and also the **Uniform Building and Accessibility Standards Act** Development Permits.

Policy:**1. Process**

- a. Development application is received by the Municipality.
- b. Application is reviewed by the CAO
- c. CAO has the authorization to contract a Community Planner to assist with the development application on behalf of the Municipality
- d. Upon consultation with the Community Planner, the CAO will bring forward the application to the Council to make the final decision on the application
- e. All developments must comply with the Bylaws and Policies of the Municipality.
- f. If a development requires a bylaw amendment, then the amendment will be brought to the Council for further review.

2. Costs

- a. All costs associated with the individual development applications and permits will be borne by the applicant.
- b. These costs include, but are not limited to:
 - i. Advertising
 - ii. Changing/Amending Zoning Bylaw or Official Community Plan
 - iii. Community Planner cost
 - iv. Municipal Reserve requirements
 - v. Servicing Agreements
 1. Costs to establish a servicing agreement and register at ISC
 2. Costs to comply with servicing agreement

PD-004

TOWN OF BLAINE LAKE

Policy Title: Development Process

Date Issued: April 27, 2022

Res #156/22

Replaced – Res #

Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Building Officials	PD-005	157/22	April 27, 2022	1	

Policy Objective:

To establish a template for building officials

Background:

1. In accordance with the Uniform Building and Accessibility Standards Act, the municipality is required to have all residential and commercial buildings inspected.
2. Council has adopted a Building Bylaw in which it states that a Building Official will be completing building inspections of the residential and commercial properties

Policy:

1. Council will appoint building officials for the ratepayers of the Municipality to hire as per the UBASA and the Municipality Building Bylaw.
2. The Building Officials shall enter into an agreement with the Municipality stating:
 - a. Their rate of pay required;
3. The building officials will help with:
 - a. Plan Reviews
 - b. Building Permit applications
 - c. Building Inspections
 - d. Stop Work orders
 - e. Other building inspection services as request by council
4. Classification
 - a. Class 1 – covers one and two-unit dwellings
 - b. Class 2 – covers any buildings that fall under Part 9 of the National Building Code including Class 1. (Small Residential, Commercial and Industrial)
 - c. Class 3 – covers any buildings under the National Building Code, including Classes 1 and 2. (All Buildings including Large Commercial and Industrial).

PD-005

TOWN OF BLAINE LAKE

Policy Title: Building Officials

Date Issued: April 27, 2022

Res #157/22

Replaced – Res #

Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Liquor Permit Policy	RC-001	158/22	April 27, 2022	1	1

Policy Objective:

To give authorization for residents to acquire Liquor Permits from the Sask. Liquor and Gaming.

Background:

1. Under the Saskatchewan Liquor and Gaming regulations, any persons applying for a license to sell liquor at their establishments, homes, yards, or functions thereon are required to have a liquor permit.
2. Anyone holding a function involved in the sale of alcohol must have the land location, date, time, and type of function.
3. The Municipality in which the property is situated must give their approval to hold such function.

Policy:

1. The Council for the Municipality authorize the Chief Administrative Officer to provide a letter of approval for any function within the Municipality boundaries with the following stipulations;
 - a. That a letter of request must be completed by the applicant along with the Application Form
 - b. That approval will be given by the Chief Administrative Officer on behalf of the Council; and
 - c. That the "Municipality does not accept any responsibility for any problem, accident or liability that may arise from the function".
2. Should the function take place on property owned by the Town of Blaine Lake, that the CAO will bring the request to the Council for approval.

RC-001

TOWN OF BLAINE LAKE

Policy Title: Liquor Permit Policy

Date Issued: April 27, 2022

Res # 158/22

Replaced – Res #

Mayor



Town of Blaine Lake
LIQUOR PERMIT APPLICATION

Applicant Name: _____

Applicants Address: _____

Applicants Phone#: _____

Location of Event: _____

Type of Event: _____

Application to SLGA Date and Number: _____

www.slga.com

Date and hours for the Liquor Permit:

Signature of Applicant

Date

Municipality Response:

_____ Approved under the following conditions:

1. The applicant bears the full responsibility of any problem, accident or liability that may arise from this event.
2. The applicant will comply with all the liquor rules as set out by the standards required by the Sask. Liquor and Gaming Authority for Special Occasion Permits.

_____ Refused for the following reason:

CAO – Town of Blaine Lake

Date



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Community Grant Program	RC-002	159/22	April 27, 2022	1	

Policy Objective:

To give information and direction on the Community Grant Program. (TIP)

Background:

1. The Municipality is granted an amount of funds from Sask. Lotteries under the Community Grant Program
2. Sask. Lotteries sets the criteria and eligibility requirements for the grant.

Policy:

1. The Town shall apply for and receive the grants
2. Anyone interested in receiving funds through the Community Grant program shall apply to the Town for funding.
3. Funding will be approved for projects and functions as they relate to Recreation, Culture and Sports.
4. The programs run from April 1 to the following year March 31st.

RC-002

TOWN OF BLAINE LAKE

Policy Title: Community Grant Program

Date Issued: April 27, 2022

Res # 159/22

Replaced – Res #

Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Blaine Lake Community Association	RC-003	160/22	April 27, 2022	2	

Policy Objective:
To define the procedures and memberships within the Blaine Lake Community Association


Background:

The Town of Blaine Lake and surrounding area are in an agreement to have a Recreation Group called the Blaine Lake Community Association.

Policy:

1. Membership
 - a. The Members of Council are appointed to the Board annually.
 - b. This Association is made up of:
 - i. Town of Blaine Lake
 - ii. Community members
 - iii. RM of Blaine Lake
2. Management
 - a. There may be a Recreation Director appointed by BLCA
 - b. The Curling Rink and Skating Rink operations are under the direct management of the BLCA
3. Grants
 - a. BLCA will apply for grants for the operations of the BLCA functions and recreational maintenance of buildings, etc.
 - b. Grants may be received by the Town of Blaine Lake and, upon written request, shall forward the grant monies to the BLCA for the various projects.
 - c. The BLCA manages the grants applications, submissions, and recommendations of payments for:
 - i. CRAG (Community Recreation Association Grant)
4. Expenses
 - a. Town of Blaine Lake pays the Insurance on the Skating Rink and Curling Rink;
 - b. The Town of Blaine Lake covers the SAGE Accounting Program which is billed and paid monthly by the Town at an approximate cost of \$7.77.
 - i. This Accounting Program is utilized by the BLCA

Policy Title: Blaine Lake Community Association Policy
 Date Issued: April 27, 2022
 Res #160/22
 Replaced – Res #


 Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Blaine Lake Camp Ground	RC-004	161/22	April 27, 2022	1	

Policy Objective:

To define the procedures and costs for the Town of Blaine Lake's Campground

Background:

The Town of Blaine Lake has a campground located at _____.

Policy:

1. Overseers
 - a. The Recreation and Culture Committee oversee the campground on behalf of the Town.
 - i. This committee is made up of members of Council as appointed on a yearly basis
 - b. Any reservations and payments are to be made through Town of Blaine Lake Office.
2. Campground Rates
 - a. Electrical Sites - \$20.00/day
 - b. Non-Electrical Sites - \$15.00/day
 - c. Electrical Sites - \$100.00/week
 - d. Non-Electrical Sites - \$ 75.00/week
 - e. Electrical Sites - \$800.00 per season (May 1 to September 30)
3. Expenses and Caretaking
 - a. All expenses incurred in the upkeep, mowing, and repairs of the campsite are completed by the Town of Blaine Lake.

RC-004

TOWN OF BLAINE LAKE

Policy Title: Town of Blaine Lake Campground Policy

Date Issued: April 27, 2022

Res #161/22

Replaced – Res #

Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Transfer Station Policy and Procedures	EH-001	166/22	April 27, 2022	2	

Policy Objective:

To define the procedures and Policies as they relate to the Waste Management Transfer Station

Background:

The Town of Blaine Lake administers the local transfer station located at SE-31-45-07-W3 With the Regulations as set by Sask. Environment, the Transfer station shall work towards meeting the Solid Waste Management as recommended by the Government of Sask. There are Policies needed to set up the weather, hours of operations, agreements and fees.

Policy:**1. Cold Weather Policy**

- a) When temperatures reach -30 C at 8am (with or without a windchill) the transfer station will be closed
- b) The supervisor will still get paid at their normal rate for the day if the Transfer Station is closed in accordance with the above Cold Weather Policy

2. Hours of Operation

- a) Summer Hours
 - i. April 1 to Sept 30
 - Tuesdays – 3:00pm to 8pm
 - Wednesday & Saturday – 10am to Noon and 1pm to 4pm
- b) Winter Hours
 - i. October 1 to March 31
 - Tuesdays – Closed
 - Wednesday & Saturday – 10am to Noon and 1pm to 4pm

3. Agreements

- a) The following costs associated with operating the Transfer Station are shared with the RM on a 50/50 basis and are billed monthly:
 - i. Attendant Wages – inclusive of Christmas Bonuses
 - ii. Attendant Benefits (CPP, EI)
 - iii. Cell Phone – Attendant receives \$25/month allowance
 - iv. Maintenance – Grass cutting, wood supply for heat

EH-001

TOWN OF BLAINE LAKE

Policy Title: Transfer Station Policy

Date Issued: April 27, 2022

Res #166/22

Replaced – Res #

Mayor

4. Management

- a) The Town and RM make decisions annually with respect to the management and operation of the Transfer Station. A meeting of the RM & Town Joint Committee should be held early in the New Year to address and budgetary needs, tipping fees or operating issues for the upcoming year

5. Tipping Fees for Landfill

- a) Large Items of furniture:
- Small Chair \$ 5.00 each
 - Sofa, Loveseat or Armchair \$20.00
 - Single Bed/mattress 15.00 each All other/mattresses \$20.00.
- b) Other Non-combustible items (petroleum-based items such as carpets, finished panel, dry wall etc.)
- Vehicle Trunk \$15.00
 - Large trailer -No sides \$100.00
 - Pick up Truck \$50.00
 - Small trailer \$50.00
 - Gravel truck or tandem \$500.00
 - Dump Trailer \$250.00
 - Appliances not related to refrigeration (stoves, microwaves, BBQ's, etc.) - \$5.00/item
 - I. Computers and TV's can be taken to Sarcan
 - Refrigeration Appliances
 - I. refrigerators, freezers, air conditioners - \$32.00 per item.
 - II. Water Coolers-\$10.00 per item
- c) Sorted Compostable Material (grass, leaves, clean soil) - FREE
- d) Wood Products for Burning (ONLY non-treated and un-painted wood and branches) – FREE
- *Does not include panel board/plywood/exterior siding, etc.*
- e) Batteries accepted – no refund
- f) Concrete - \$100/cu yd (Res: 2020-166)
- g) The following materials will not be accepted at the landfill:
- No hazardous materials
 - No contaminated soils (contact Town Office)
 - No asbestos or material from sumps
 - No animal carcasses
 - No grain of any type
 - No filters, or plastic oil jugs (B. L. Tire will recycle oil at no charge)
 - No tires (B. L. Tire and Northern Tire will recycle - charges apply)
 - No chemical containers (return to vendor) No asphalt shingles

For all other information on what is accepted at the Landfill please refer to 16-43 Waste Management Corp at 306-246-0678

EH-001

TOWN OF BLAINE LAKE

Policy Title: Transfer Station Policy

Date Issued: April 27, 2022

Res #166/22

Replaced – Res #



Mayor



Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Waste and Recycling Policy and Procedures	EH-002	167/22	April 27, 2022	1	

Policy Objective:

To define the procedures and Policies as they relate to the Waste and Recycling Bins for the Town of Blaine Lake

Background:

The Town of Blaine Lake purchases and maintains the bins for the purpose of garbage waste and recycling.

Policy:

1. Bin Installation
 - a. Residents are given a waste bin and a recycling bin at their residential site if there is a water and sewer connection;
 - b. If a second bin of either waste or recycling are requested, the resident will be charged to purchase the additional bin;
 - i. The cost of pickup shall be added as an additional charge to their bill.
2. Bin Replacement
 - a. If a bin is required to be replace due to theft, damage, etc. the cost will be \$150.00 per bin.

EH-002

TOWN OF BLAINE LAKE

Policy Title: Waste and Recycling Bins Policy

Date Issued: April 27, 2022

Res #167/22

Replaced – Res #

Mayor

Town of Blaine Lake
Agenda
April 27, 2022 – 4:00 p.m.

1. Call to Order
2. Adopt the Agenda
3. Policy Review
4. Adjournment