



## Administration Report to Council

**Date:** December 7, 2017  
**To:** Barry Elliott, Chief Administrative Officer  
**From:** Lesley Richer, CPA, CGA, Director of Finance & Administration  
**Subject:** Request from Nipawin & District Regional Park for 2017 Budgeted Funds

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**Recommendation:**

THAT the \$20,000.00 budgeted in the 2017 budget for the Nipawin & District Regional Park Reserve be forwarded to the Nipawin & District Regional Park with the custom work completed in 2017 to be invoiced at the end of the year.

**Rationale:**

Attached is the letter received from the Nipawin & District Regional Park. They are requesting that the 2017 budgeted funds be forwarded to the park.

The Town of Nipawin budgets a transfer to the reserve for the Regional Park of \$20,000 less what the cost of the custom work done by the Town for the Park is. The Park would like to have the \$20,000 forwarded to it, and be billed separately for the custom work done at the end of the year.

Respectfully submitted,

A handwritten signature in black ink that reads "Lesley Richer".

Lesley Richer, CPA, CGA  
Director of Finance & Administration

Reviewed and Concurred:

A large, stylized handwritten signature in black ink that reads "Barry Elliott".

Barry Elliott, CAO



# Nipawin & District Regional Park

Box 1499  
Nipawin, SK S0E 1E0

December 04, 2017

Leslie Richer/Town Council  
Town of Nipawin  
Box 2134  
Nipawin, SK  
S0E 1E0

Dear Leslie:

We the Nipawin & District Regional Park are requesting this year's \$20,000.00 of reserves held by the Town of Nipawin to be used towards three septic tanks and installation. This infrastructure project is for the upgrade of sites #1-10 and site #44 from semi service sites to full service sites.

Chupa Trucking & Excavating Ltd. –Septic Tanks & Installation	\$20,670.00
Total	<u>\$20,670.00</u>

Enclosed is a copy of the above invoice. Thank you.

Sincerely,

Joanne Puszkarenko

Secretary/Treasurer  
Nipawin & District Regional Park

# INVOICE

## Chupa Trucking & Excavating Ltd.

Box 2738  
Tisdale, Saskatchewan SOE1T0  
Canada

Invoice No.: 14021  
Date: 15/05/2017  
Ship Date:  
Page: 1  
Re: Order No.

Sold to:  
Nipawin and District Regional Park Authority  
Box 1499  
Nipawin, Sask. S0E 1E0

Ship to:  
Nipawin and District Regional Park Authority  
Box 1499  
Nipawin, Sask. S0E 1E0

Business No.: 862426509 RT0001

Quantity	Unit	Description	Tax	Unit Price	Amount
		May 9 - 10/17 - Install 3 - 1050 Gal Concrete Holding Tanks	GP		19,500.00
		GP - GST 5%, PST 6%			975.00
		GST			1,170.00
		PST			
Shipped By: Tracking Number:				Total Amount	21,645.00
Comment: Invoice Due & Payable Upon Receipt - 2% Charged on Past Due Accounts					
Sold By:					

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