




2024 Annual Report



306-236-3622 

www.meadowlake.ca 


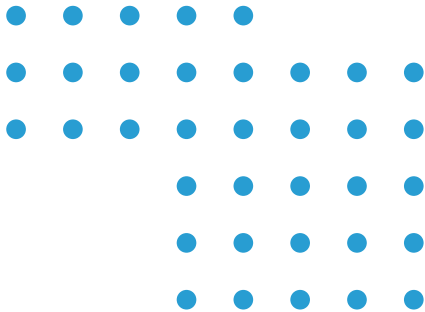
cityhall@meadowlake.ca 

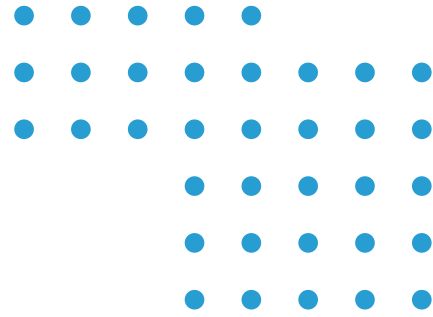
Table of Contents



Letter from the City Manager	03
Parks & Recreation	04
Bylaw Enforcement	08
Fire Department	27
Emergency Management Operations	39
Planning & Development	43
Public Works	46



Letter from the City Manager



Dear Meadow Lake,

It is my honor to share this reflection on the year 2024—a year of transition, progress, and resilience for our city. Meadow Lake has achieved remarkable milestones in infrastructure, community development, and service delivery, thanks to the dedication of our staff.

The completion of key phases in the Co-op Centre project marked a significant highlight of the year. As our new Recreation Centre and City Hall, this facility symbolizes Meadow Lake’s vision for growth and unity. From construction advancements to naming rights partnerships and enhanced security features, this project is a cornerstone of our community’s future.

Staffing transitions brought challenges and opportunities that shaped our administration’s efforts throughout the year. New appointments revitalized operations, while recruitment efforts addressed gaps in critical positions. Labor relations improved with the ratification of a four-year collective bargaining agreement, and City Council initiated the search for a full-time City Manager—a process set to resume in 2025.

Infrastructure improvements remained a priority, with progress on upgrades to reservoirs, utilities, streets, and sidewalks. Snow removal plans were refined to enhance safety and efficiency, ensuring accessibility for residents during winter months. In addition, a renewed focus on the City’s safety program prioritized workplace standards and community well-being under the leadership of new department heads.

As we look to the future, Meadow Lake is poised to embrace new challenges and opportunities. Together, we will continue building a thriving, inclusive, and vibrant city for all who call Meadow Lake home. Thank you for your trust and support throughout this transformative year.

Warm regards,
Neil Marsh
Interim City Manager



Parks & Recreation

The Parks & Recreation staff continued preparation for the new Co-op Centre while focusing on improvement to existing facilities and green spaces. Working closely with local organizations and businesses allowed Parks & Recreation to make improvements without needing additional capital.

Lions Park

Lions Park remains a very popular location and was host to track & field events, multiple provincial championships, Canada Day Celebrations, Bunnock and so much more!



The Meadow Lake Lions Club hosted their 2nd Annual Bunnock tournament in June



Members of the 15U Sox install the wind screen on the outfield fence of Diamond 2 in Lions Park



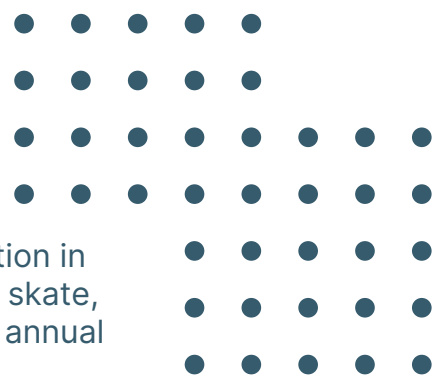
Aden Wilson hosted 3 on 3 basketball tournament.



Quorex donated new dugout pads on Diamond 1 of Assman Field.

Westview Park

Westview continues to be home to outdoor winter recreation in Meadow Lake. Visitors come to Westview in the winter to skate, play hockey, crockicurl and welcome the season with our annual Kickoff to Christmas!



Members of the Jubilee Elementary School Choir perform Christmas classics

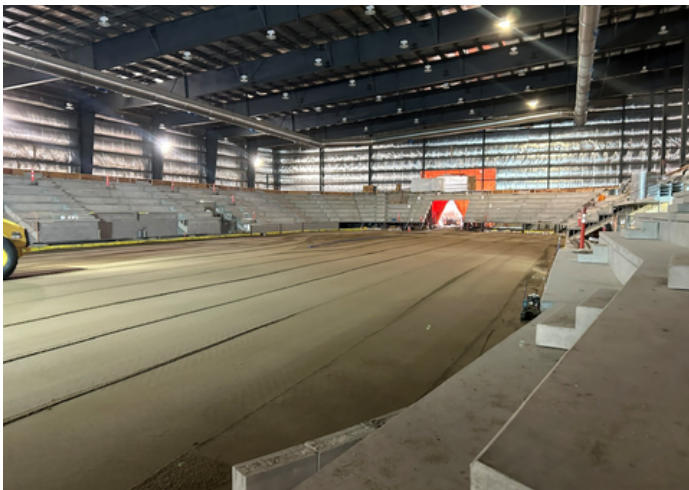


Lakeview students enjoyed a day at Westview!



Co-op Centre

It's amazing what can be accomplished in a year! Parks & Recreation is super excited to be moving in to this amazing new space in 2025!



Programming/Special Events

MEADOW LAKE Community Registration Night

Register or get info on:

- Sport organizations
- Art Programs
- Aquatic Lessons & Programs
- Clubs
- Recreation Programs
- Culture programs

CIVIC CENTRE
September 11
5-8PM

TO BOOK A BOOTH FOR YOUR ORGANIZATION CONTACT:
Regan Beck (306)240-4600
recreations@meadowlake.ca

COMMUNITY REGISTRATION NIGHT

4th Annual CHRISTMAS KICKOFF

December 5, 2024
5:00PM - 8:00PM
Westview Park

Outdoor Skating • Hot Cocoa • Bonfire
Hay Rides • Christmas Tree Lighting & more!

KICKOFF TO CHRISTMAS

Festival of LIGHTS
drive-thru event

Meadow Lake Lions Campground
December 9-15, 2024
Every Evening from 5-8pm

See our campground glow with holiday cheer!
50% of proceeds go to the Non-Profit group of the night.

If you're a business owner, organization, or community member
SIGN UP NOW TO DECORATE A CAMPSITE!
Contact Regan Beck at recreations@meadowlake.ca or (306)240-4600
OR Trevor at michamberofcommerce@sasktel.net or (306)291-3775

FESTIVAL OF LIGHTS

FLAG FOOTBALL
LIONS PARK FOOTBALL FIELD

\$40 Per Player

SEPTEMBER 11-OCTOBER 2
MONDAY/WEDNESDAY
Grades 2/3 4:30-5:15PM
Grades 4/5 5:30-6:15PM

SEPTEMBER 12-OCTOBER 3
TUESDAY/THURSDAY
Grades 6/7 4:30-5:30PM
Grades 8/9 6:00-7:00PM

To Register go to cityofmeadowlake.perfectmind.com or stop at the Aquatic Centre Mon-Fri 8-5PM

FLAG FOOTBALL

SUMMER DAY CAMPS

Swimming
Arts & Crafts
Outdoor Activities
Bouncy Castles
Music & Dance

SCHOOL AGED (6-11) \$155/WK
July 8-12 July 29-Aug 2 (WV)
July 15-19 (WV) Aug 6-9 (4 day)
July 22-26 Aug 12-16
School Aged camps are at MLAC unless indicated that they are held at Mead Lion Park

KINDER (3-5) \$80/WK
July 15-19 AM July 29-Aug 2 AM
July 15-19 PM July 29-Aug 2 PM
All kinder camps are held at the MAC

REGISTRATION OPENS APRIL 24 8AM cityofmeadowlake.perfectmind.com

SUMMER DAY CAMPS

Meadow Lake Spray Park
Open for the season

HOURS:
MONDAY-FRIDAY 10-7PM
SATURDAY & SUNDAY 11-6PM

Sponsors This Summer
June 3-16- KIDS FIRST
June 17-30 BEG 4
July 1-14 SOAK CITY CAR WASH
July 15-28 MEADOW LAKE CO-OP
July 29-Aug 11 FAMILY RESOURCE CENTRE
Aug 12-25 KIDS FIRST

FREE SPRAY PARK

CITY OF MEADOW LAKE PRESENTS
CANADA DAY

MONDAY JULY 1ST 2024

1PM-4PM
BOUNCY CASTLES
SIDEWALK ART & GAMES

FIREWORKS AT DUSK

LIONS PARK

WWW.MEADOWLAKE.CA

CANADA DAY CELEBRATIONS

Parent & Tot Swimming Lessons

\$60 PER COURSE

WHY DO PARENT & TOT?
Build confidence, strengthen muscles, improve cognitive function & reduce risk of drowning.

SESSION DATES
WEDNESDAYS JAN 24- MAR 20
10:00-10:30AM

BOOK NOW

cityofmeadowlake.perfectmind.com

SWIMMING LESSONS

MEADOW LAKE 2024 SLO PITCH LEAGUE
NON COMPETITIVE

ANNUAL MEETING & REGISTRATION

WHEN: TUESDAY, APRIL 23 @ 7PM
WHERE: MEADOW LAKE LEGION

IF YOU CAN'T ATTEND THE MEETING, CONTACT KASSIDY @ (306) 845-8356 TO REGISTER YOUR TEAM!

SLO PITCH LEAGUE

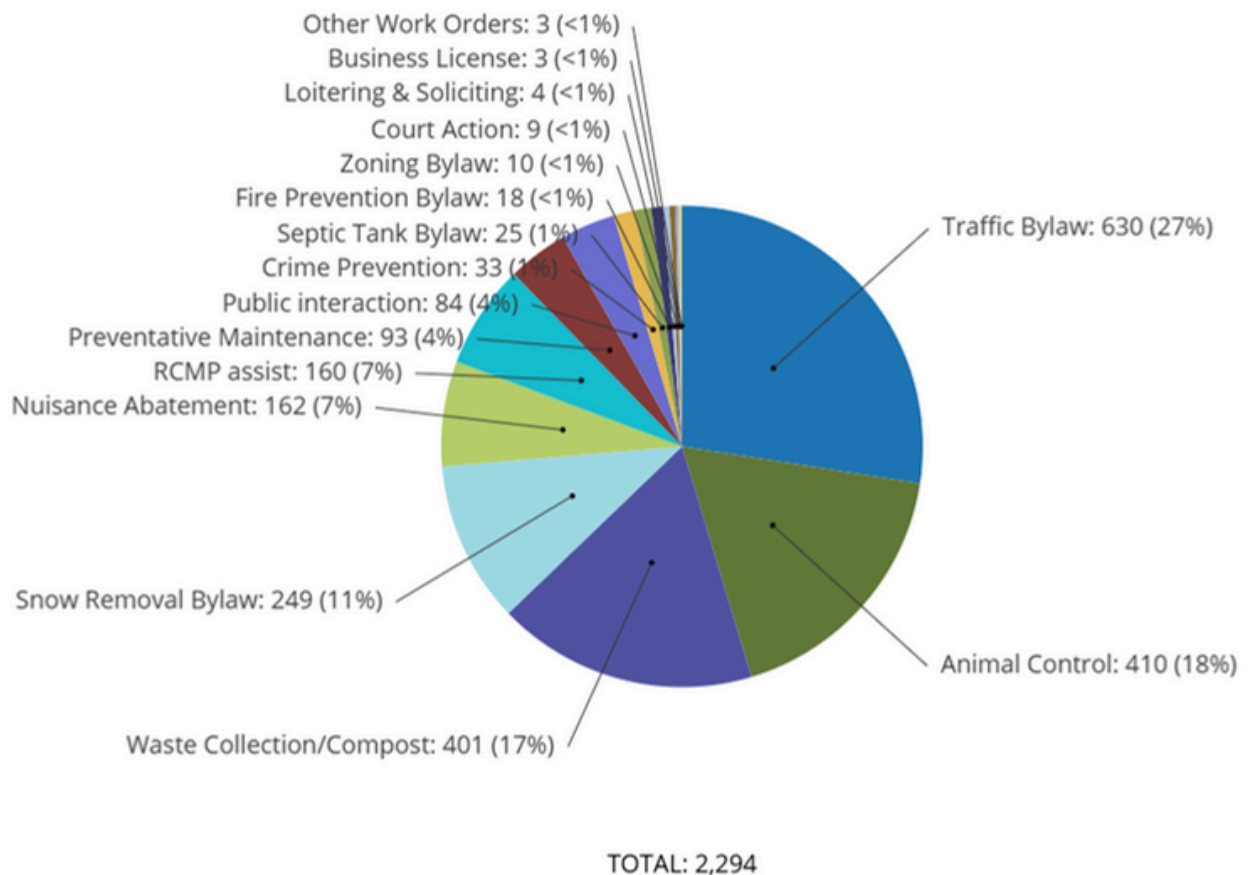
Bylaw Department

Overview

The Bylaw Department worked on a total of 2,294 bylaw enforcement case files in 2024. The chart below breaks down the case files into categories.

Along with the case files laid out below, the Bylaw Department also participated in various training throughout the year, completed frequent patrols of the City and continued their responsibility of court/trial preparation and attendance, and overseeing the Emergency Management Organization.

The Emergency Management Organization section will be separated into its own year end report.



Community Safety Officer

Community Safety Officer Joseph Hallahan’s focuses for 2024 were mainly on enforcement of the Traffic Bylaw and Traffic Safety Act, assisting Officer Chuckrey with bylaw related matters and investigating concerns submitted by the public.

Officer Hallahan was gone from January to March on leave. During the remainder of the year, he undertook a total of 779 case files in 2024. The chart below breaks down said case files into categories.

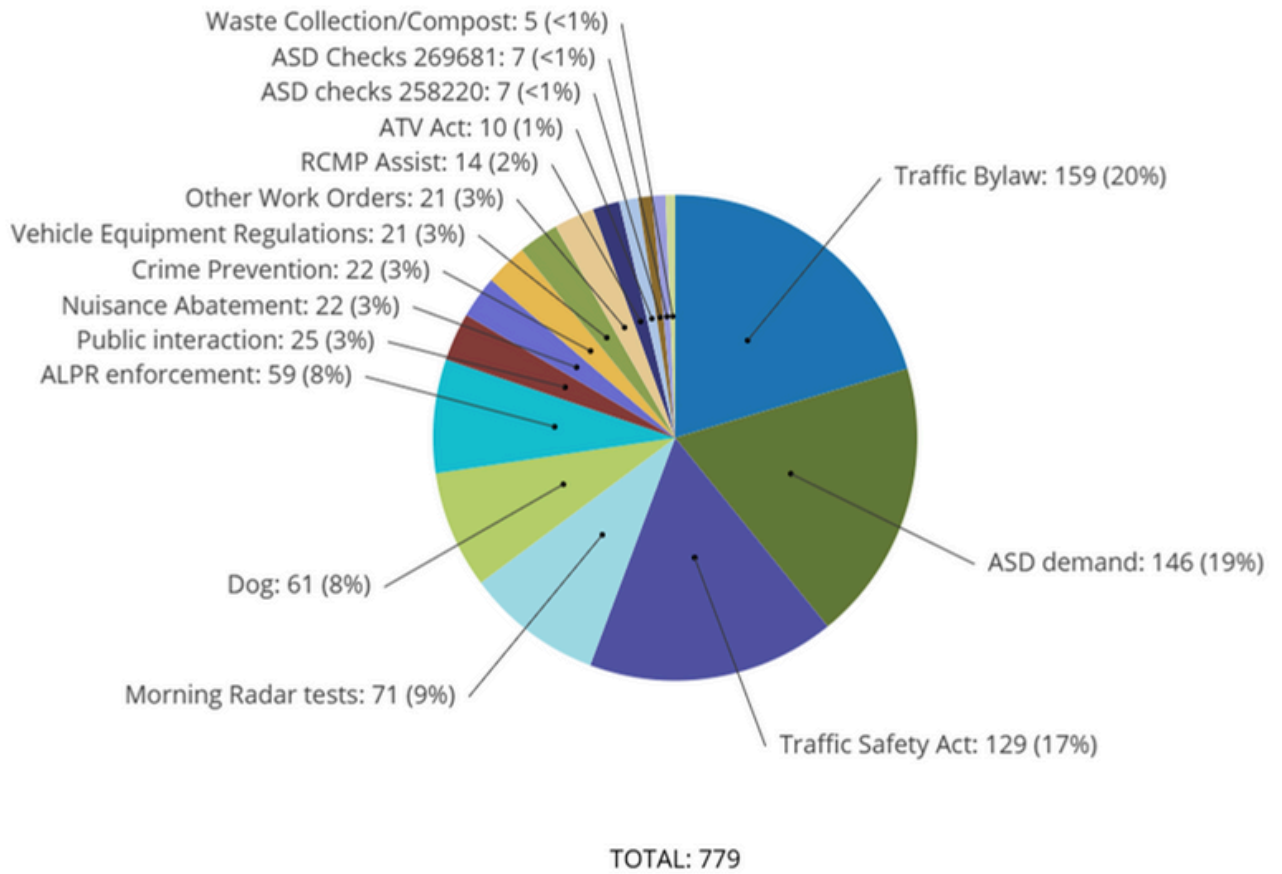


Training and Events Attended in 2024

September: Bordering on Disaster

October: Safe & Prepared

November: Verbal Judo



Bylaw Officer

Bylaw Officer Tracy Chuckrey’s focus for 2024 included court preparation and attendance for traffic and bylaw court, City bylaw enforcement, reports and acting as the Emergency Management Organization Coordinator. Officer Chuckrey attends the monthly HUB meetings and is the primary prosecutor for traffic court trials.



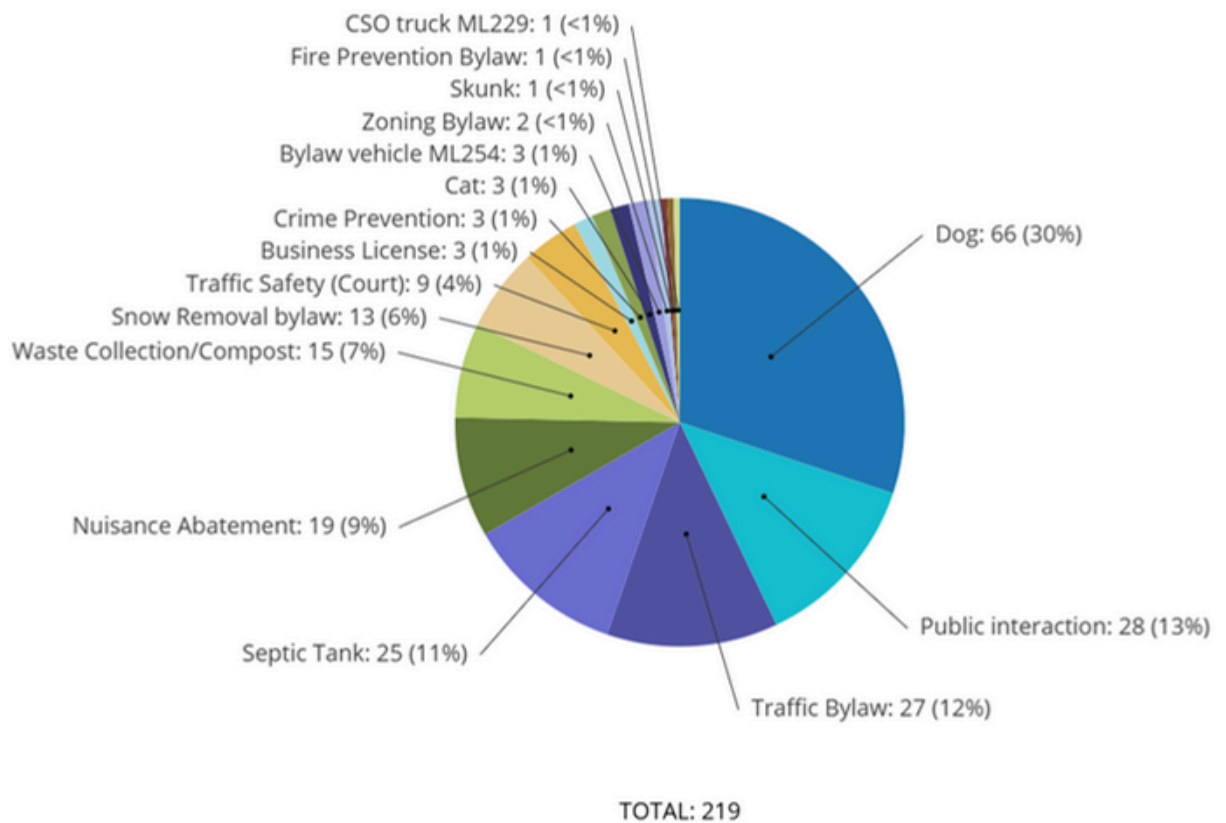
With the addition of the seasonal bylaw officer, Officer Chuckrey was able to put more focus on the Emergency Management Organization for the City of Meadow Lake. Tracy also undertook 219 case files in 2024. The chart below shows those case files broken into categories.

Training and Events Attended in 2024

September: Bordering on Disaster

October: Safe & Prepared

November: Verbal Judo

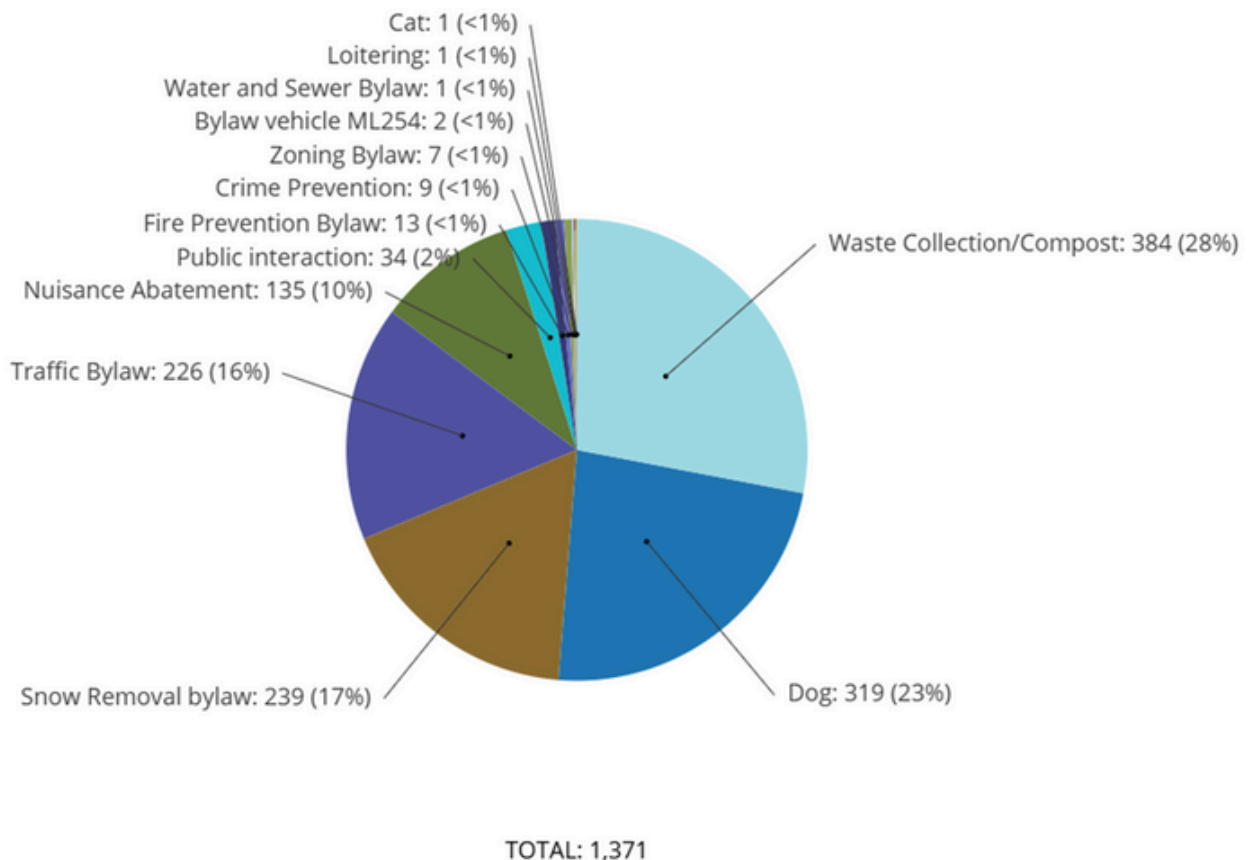


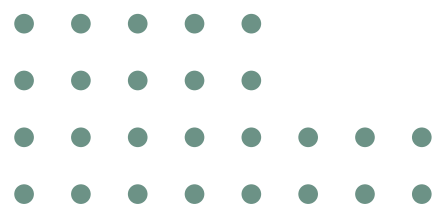
Bylaw Officer – Seasonal Position

To fill the gap while the CSO was away for the first three months of the year, a Seasonal Bylaw Officer was hired to assist in bylaw enforcement throughout the City. Bylaw Officer Anil Kumar was hired to fill this position. During this time, Officer Kumar’s focus consisted primarily of the enforcement of bylaws such as Waste Collection, Snow Removal and The Traffic Bylaw.

Officer Kumar stayed on staff through the summer to assist in the increase in nuisance abatement and animal control cases.

Officer Kumar was given the opportunity to stay on staff for the remainder of the year to give Officer Chuckrey the time to focus on the set up of the City’s EOC. During the year Officer Kumar worked on a total of 1,371 case files. The chart below shows the breakdown of these case files into different categories.





Court

Many office hours are dedicated to court preparation for traffic court docket day. This includes creating summons, disclosure preparation and serving (packages of evidence for trials), attendance for docket and trials, and ticket processing. Preparation for trials includes preparing for both prosecution and witness roles.

In 2024, the Bylaw Department issued 55 summonses. Summons are created when a Notice of Violation ticket remains unpaid 30 days after the issue date. By creating a summons, we can move the ticket into the court system to collect the payment due. Of the 55 summonses issued, 51 progressed to court, leading to 44 default convictions, 2 guilty pleas, 2 withdrawn and 3 not guilty pleas that went to trial.

The following charts detail the outcome of tickets that were issued in 2024 and went through the court system. These numbers include Summary Offence Tickets (SOTI), and summons created from Municipal Violation Tickets and Notice of Violation Tickets.

Ticket Outcome	Tickets
Default conviction	137
Plead not guilty	9
Withdrawn	35
Paid (on docket)	4
Warrant issued	12
Adjourned	29
Plead guilty	21
No Process	5
Total	252

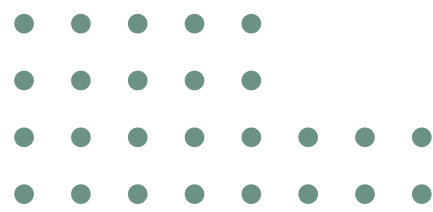
61 tickets that went to court went on to trials in 2024. The chart below details the outcome of those trials.

Court Cont.

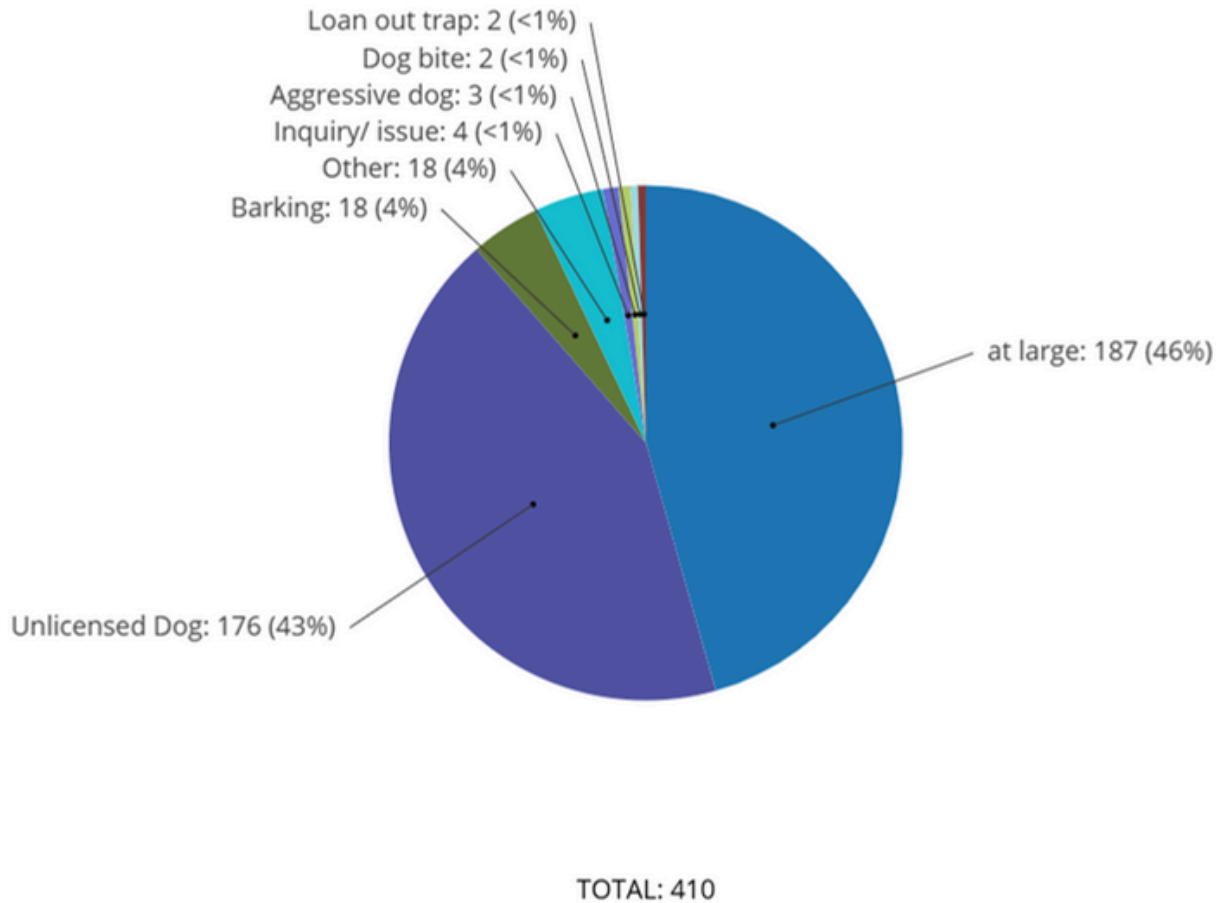
Trial Outcome	Tickets
Guilty	4
Withdrawn	14
Not Guilty	2
Paid prior to trial	0
Plead guilty, no trial	2
Adjourned	37
Stay	2
Total	61

Officer Chuckrey took on an extensive trial after the defendant pleaded not guilty to 18 separate tickets issued from a singular incident. 8 witnesses were subpoenaed. One week before the trial they got a lawyer, and it was postponed. After three months of negotiations, we came up with a plea bargain where the defendant pled guilty to some of the tickets and the remainder were withdrawn or stayed.

Animal Control



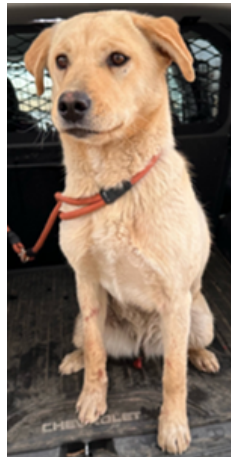
The chart below shows a breakdown of the Animal Control case files from 2024. 404 of the case files pertained to dogs. 2 case files were skunk trap permits being issued to citizens who wished to use a skunk trap. There were 4 cat related inquiries in 2024.



Animal Control Cont.

Dogs

There were 72 SOTI tickets issued for dog-related offences. Summary offence tickets are issued for offences such as dogs being at large, unlicensed dogs, and excessive barking. There were 3 aggressive dog cases reported in 2024. There were 32 dogs impounded in 2024. Of the 32 dogs impounded, 21 dogs were put up for adoption, 11 dogs were claimed by their owners and returned.



Dogs Impounded in 2024

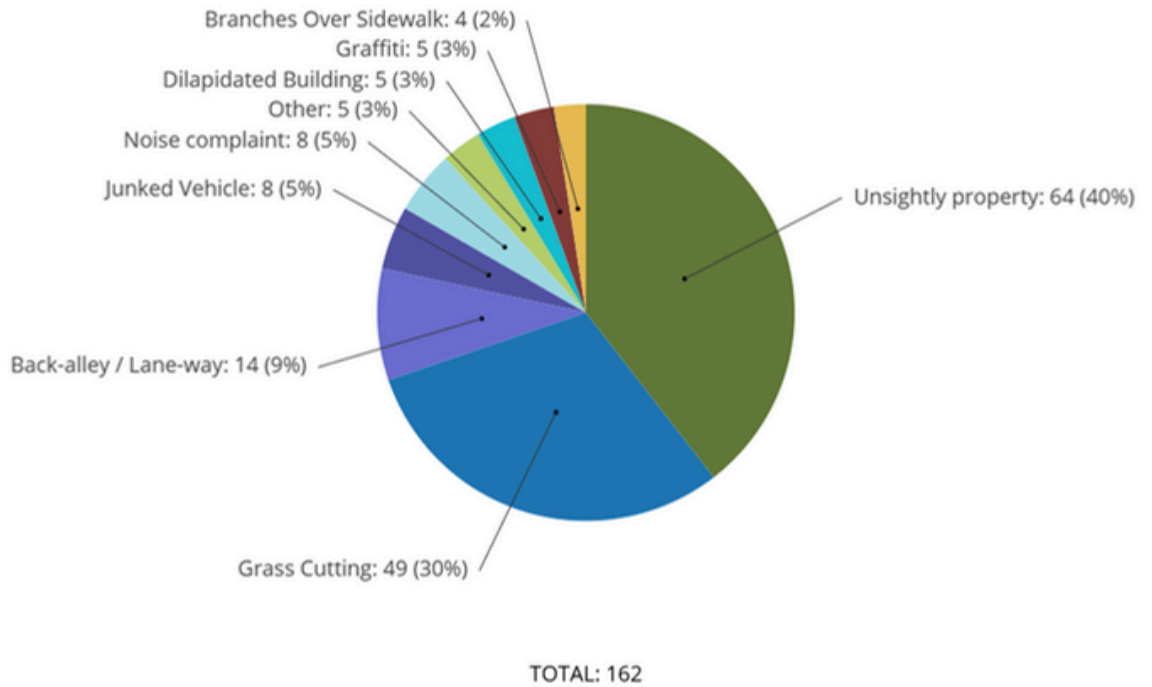
There were 551 dog tags purchased in 2024 which is up from the 508 tags sold in 2023.

The yearly online auction for the #1 dog tag was held again in 2024 to raise funds to be donated to the Meadow Lake and District Humane Society. This year the Meadow Lake Pet Valu donated a gift basket as an extra prize to go to the winner along with the 2025 #1 Tag. The Auction ran from December 1st to December 31st. The winner was Kismet!



Nuisance Abatement

The chart below shows a breakdown of the Nuisance Abatement case files from 2024. Nuisance Abatement case files often involve multiple inspections, issuing Order to Remedies, involvement of other departments or contractors, time and cost tracking, and invoicing. Due to the steps involved, nuisance abatement files typically take more time than other file types within the Bylaw Department's responsibilities.

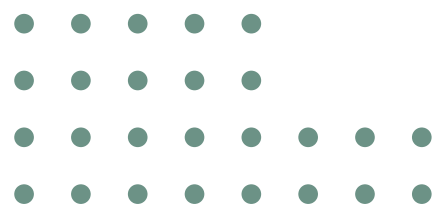


Of the 162 case files shown in the chart above, 100 Order to Remedy's were issued in 2024. There were 11 back-alley orders, 2 branches over sidewalks orders, 3 dilapidated buildings orders, 3 graffiti orders, 35 grass cutting orders, 42 unsightly property orders, and 4 Junked Vehicle orders.

All 11 back-alley, both branches over sidewalk, all 4 junked vehicles and all 3 graffiti orders were completed by the property owner.



Nuisance Abatement Cont.



Out of the 35 grass cutting files, 28 were taken care of by the property owner and 7 were taken care of the City via a contractor.



Of the 43 unsightly property orders, 1 is still in progress, 7 were cleaned by the City, and 35 were cleaned up by the owner.



Three of the dilapidated buildings orders resulted in a demolition done by the City.

Two of the demolitions took place after a structure fire and was done in collaboration with the Department of Public Works and a local contractor.

The other demolition took place after the building was inspected by our Planning and Development Manager and was determined to be structurally unsound.



Snow Removal

Sidewalks

For the 2023-2024 winter season, the City began doing soft enforcement for the changes made to the sidewalk snow removal policies that now required property owners to clear snow from sidewalks adjacent to their property. The soft enforcement included 28 verbal warnings, and 136 written warnings issued between January 1st to March 31st.

Enforcement has continued into the 2024-2025 winter season with an additional 56 warnings issued. The warnings have been proven to be effective as no tickets needed to be issued for sidewalk snow removal in 2024.



Traffic Enforcement

The following tables provide a breakdown of traffic related tickets, warnings, and inquiries per offence for the 2024 year.

In total, 304 tickets were issued for traffic related offences during 2024, 123 Summary Offence Tickets and 181 Violation Tickets.

Traffic Bylaw	SOTI Issues	Violation Tickets Issued	Warning issued
16(h) Parked on a closed street	0	5	14
16(r) or 16(s) Handicap stall	0	11	7
9 Snow Removal	0	0	1
16(d) Parking in no parking zone	0	13	39
16(f) Parked over 24 hours	0	66	14
16(i) Unregistered Vehicle	0	55	5
16(b) Parked blocking an entrance	0	1	6
16(c)(1) parked facing opposing traffic	0	20	29
16(j) Unattached trailer	0	3	12
16(t) Unauthorized parking on municipal property	0	4	8
14(b) Crossing a highway with angled parking	9	0	11
Other	2	3	9
Total	11	181	155

Traffic Enforcement Cont.

ALPR	SOTI Issued	Warning Issued	Inquiry
57(1) Operate unregistered vehicle	12	3	18
140(5) Suspended Driver	7	1	18
Total	19	4	36

Vehicle Equipment Regulations	SOTI Issued	Warning Issued	Inquiry / Inspection
70 sun shield extends more than 6 inches below upper edge of windshield	0	1	0
37 Inadequate taillamps	0	10	0
32 Inadequate headlamps	0	4	0
18 Inadequate muffler	0	0	1
174(2) fail to have break system that activates if there is a breakaway from the towing vehicle	0	0	1
Other	0	2	1
TOTAL	0	17	3

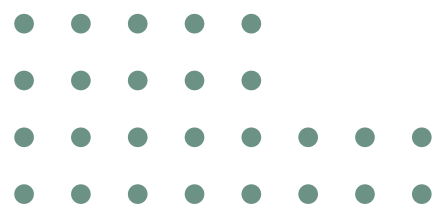
Highway Transportation Act	SOTI Issued	Warning Issued	Inquiry
58(1) Fail to follow prescribed regulations	0	1	2
40(4) operate a vehicle with cargo not secured in accordance to the regulations	0	1	0
Total	0	2	2

Traffic Enforcement Cont.

ATV Act	SOTI Issued	Warning Issued	Inquiry
13(1)(2) Operate an ATV where prohibited by bylaw or order	0	1	4
14 Operate an ATV without subsisting contract of insurance	0	1	0
16(1)(c) Exceed reasonable and safe speed	0	1	0
7(1) Operated an ATV on the traveled portion of a highway without authorization	1	0	0
Other	0	1	0
Total	1	4	4

Traffic Enforcement Cont.

Traffic Safety Act	SOTI Issued	Warnings issued
140(1) Drive while disqualified	1	1
192(1) Fail to display licence plate	0	2
199(1)(b) Speeding	25	14
199(2.1) Exceed speed limit by 35km/hr	1	0
200(2) Speeding in school zone	32	3
209(6)(a) Fail to obey stop sign	1	1
212(4) Fail to stop for school bus (front)	5	0
213(1) Drive without due care and attention	1	0
219(1) Fail to yield right of way	1	1
235(5)(a) Disobey red light	2	0
238(9) Fail to stop for emergency vehicle	0	1
241.1(2) Use electronic communication device	4	0
248(1) Driver failing to wear seatbelt	5	4
248(2) Passenger failing to wear seatbelt	3	1
32(1) Drive without a license	2	0
32.1(2) Drive as a learner unaccompanied	3	0
57(1) Operate an unregistered vehicle	1	1
Other	5	4
Total	92	32



Traffic Enforcement Cont.

Inquiries are often issues that are reported to the City that have resolved by the time the officer arrives or are reports of activities that do not violate a bylaw or Act. Inquiries under the ALPR table are flagged vehicles where no charges are warranted. This can happen if the vehicle is registered after the database has been downloaded from SGI or for vehicles that are registered to suspended drivers where a qualified driver is behind the wheel.

Alco-sensor

As of April 1st, 2024, the RCMP in Saskatchewan began to do breath demands at all traffic stops. Community Safety Officer Hallahan followed suit and required breath demands for every traffic stop where able. In 2024, 146 breath demands were made during traffic stops. Of the 146 demands, 2 failed, 141 passed and 4 were unable to provide viable sample with valid reasons.

In November, the Bylaw Department partnered up with the Parks and Recreation Department and performed a check stop at the exit of Lion's Park over lunch. Every vehicle was required to show a valid license and registration as well as perform a breath demand before exiting the park. During this check stop 13 ASD Demands were performed.

Impounded Vehicles

20 vehicles were impounded in 2024. 9 vehicles were impounded under the Traffic Bylaw which were all released to the registered owner. 6 vehicles were impounded under the Nuisance Abatement Bylaw and all were tendered out. The remaining 5 vehicles were impounded through SGI under the Traffic Safety Act, which means after the impoundment, SGI is responsible for the vehicle's release or repossession.

When a vehicle is impounded by the City, the registered owner has 30 days to pay all fees associated with the impounded vehicle. If the fees are not paid, the vehicle will be put up for public tender. If no tenders are successful, the vehicle is donated to the fire department for training purposes.



Traffic Enforcement Cont.


Parked Over 24 Hours


On November 15th, 2024, the Bylaw Department did a full sweep of the City after a snowstorm a few days prior to check for vehicles parked on the street for more than 24 consecutive hours. Officer Hallahan, Officer Chuckrey and Officer Kumar each took a section of the City to inspect. The purpose of this sweep was to alleviate the issues the Department of Public Works was having with vehicles being in the way of snow removal.

32 tickets and 3 warnings were issued to vehicles parked on the street over 24 hours. 22 of those tickets were paid with the remainder going to court proceedings with 2 guilty pleas and 8 default convictions.

Violation Tickets

There are two types of bylaw violation tickets that the Bylaw Department issues, a Bylaw Violation Notice and a Municipal Violation Ticket. A Bylaw Violation Notice is a manually written ticket that is currently used by the Bylaw Officers. A Municipal Violation Ticket is an e-ticket and is currently only used by the Community Safety Officer. Both ticket types are treated the same way the only difference is the way that they are issued.

BYLAW VIOLATION NOTICE	
 BYLAW ENFORCEMENT - CITY OF MEADOW LAKE 120 - 1 ST STREET EAST MEADOW LAKE, SK S9X 1Y5	
DATE ISSUED	TIME
LICENSE NUMBER	PROV.
VEHICLE MAKE	COLOUR
VIOLATION <input type="checkbox"/> BYLAW NO. _____ <input type="checkbox"/> SECTION _____	
DESCRIPTION OF VIOLATION	
LOCATION OF VIOLATION	
NAME _____ D.O.B. _____	
ADDRESS _____ POSTAL CODE _____	
PENALTY	PAYMENT INDICATED OR
\$	REDUCED PENALTY IF PAYMENT MADE WITHIN HOURS OF ISSUE \$
	NO REDUCTION ALLOWED
<small>PAID WITHIN 30 DAYS OF ISSUE DATE</small>	
PENALTY TO BE PAID TO THE CITY OF MEADOW LAKE (1) IN PERSON AT CITY HALL - 120 - 1 ST STREET EAST (2) BY MAIL: BOX 610, MEADOW LAKE, SK S9X 1Y5 (Please do not remit cash in the mail)	
FAILURE TO REMIT IN THE ALLOTTED TIME WILL RESULT IN ISSUANCE OF A SUMMONS AND ADDED PENALTIES. FOR ANY INQUIRIES REGARDING VIOLATION PLEASE CALL 306-236-3622.	
ISSUER PEACE OFFICER	TICKET NUMBER 99999

MUNICIPAL VIOLATION TICKET	
	
DATE ISSUED: 30-FEB-2025 02:47 PM	LOCATION: MEADOW LAKE
PLACE OF OFFENCE: 123 4TH ST. EAST	
OFFENCE DATE: 30-FEB-2025	TIME: 02:40 PM
DID UNLAWFULLY CONTRAVENE	
BYLAW# 2015-5 SECTION# 16(I)	
SECTION 16(I) OF CITY OF MEADOW LAKE TRAFFIC BYLAW	
#2015-5 UNREGISTERED VEHICLE PARKED ON STREET	
EXPIRED JANUARY 12, 2025	
VOLUNTARY PAYMENT: \$ 100.00 EARLY PAYMENT AMOUNT IF PAID BY: \$ 0.00 EARLY PAYMENT: \$ 0.00	
LICENCE PLATE: 555 BBB	PROV. SK
SPEED LIMIT:	RECORDED SPEED:
COLOR: BLACK	MAKE: FORD
MODEL: EDGE	
YEAR:	
VIN:	
ACCUSED: LAST NAME, FIRST NAME ADDRESS CITY, SK, CANADA S0S 0S0	
DATE OF BIRTH: YYYYMMDD	
OFFICER NUMBER: 92	OFFICER NAME: JOSEPH HALLAHAN
FILE NUMBER:	
No. B99999999 TICKET NUMBER	

VIOLATION NOTICE

Prosecution for this violation may be avoided by making a voluntary payment of the penalty amount, indicated on the face of this ticket, within 30 days of the offence date.

THIS TICKET MUST BE PRESENTED WITH PAYMENT

In Person Interac, Cash, or Cheque/Money Order

Payable to **CITY OF MEADOW LAKE**
CITY OF MEADOW LAKE
CITY HALL 120-1ST STREET EAST

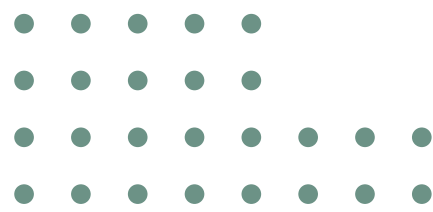
By Mail Cheque/Money Order Payable to **CITY OF MEADOW LAKE** (Do not mail cash)

to **CITY OF MEADOW LAKE**
BOX 610, MEADOW LAKE SK S9X 1Y5

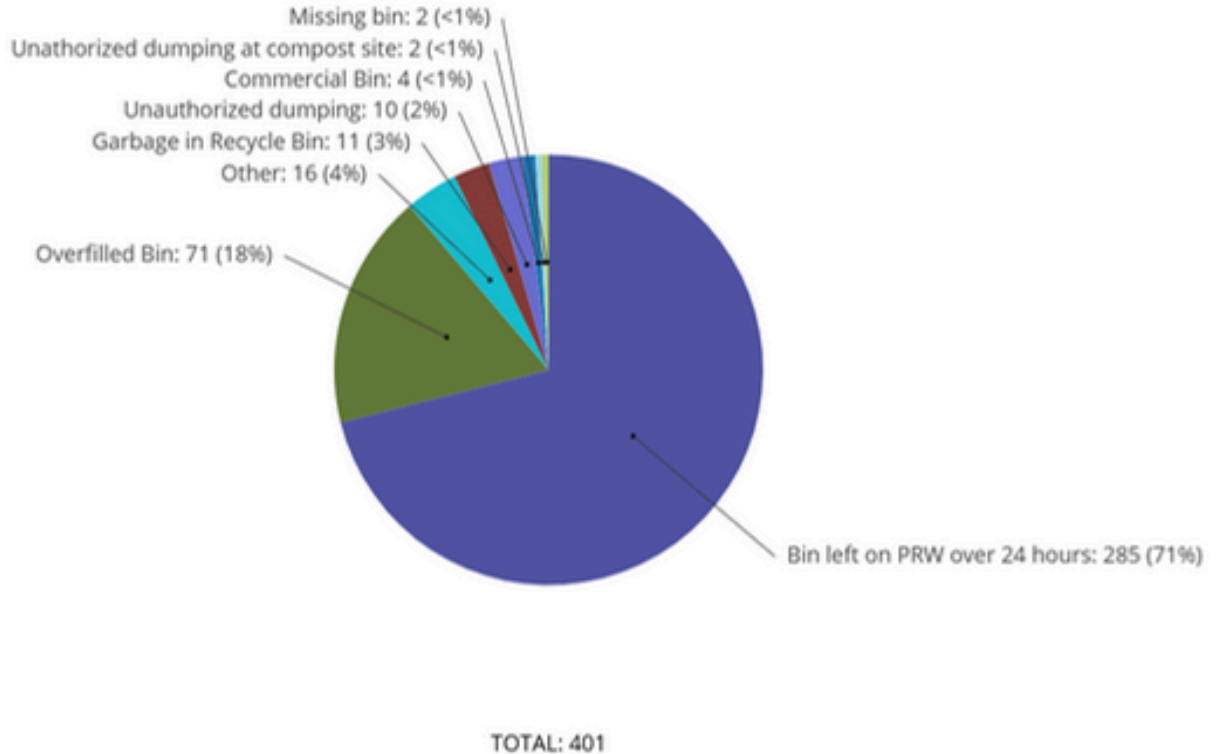
Online Payment Set up: payments@meadowlake.ca as a recipient under your Interac e-transfer services. Include ticket number in notes.

Inquiries: Municipal Enforcement
306-236-0213

Waste Collection



The chart below shows a breakdown of the Waste Collection case files from 2024. There were 401 total case files regarding waste collection with the majority being overfilled bins and bins left on a public roadway for over 24 hours.



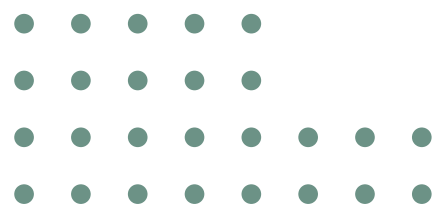
Bin Left on PRW over 24 Hours

There were 285 case files for Bin left on PRW over 24 hours compared to 63 case files in 2023. As the garbage and recycling route must be patrolled daily, the enforcement of this bylaw is very time-consuming. With the additional Bylaw Officer, this patrol was able to be done consistently. Of the 285 casefiles, 216 of them were warnings issued, 37 of them were tickets and 28 were inquires.



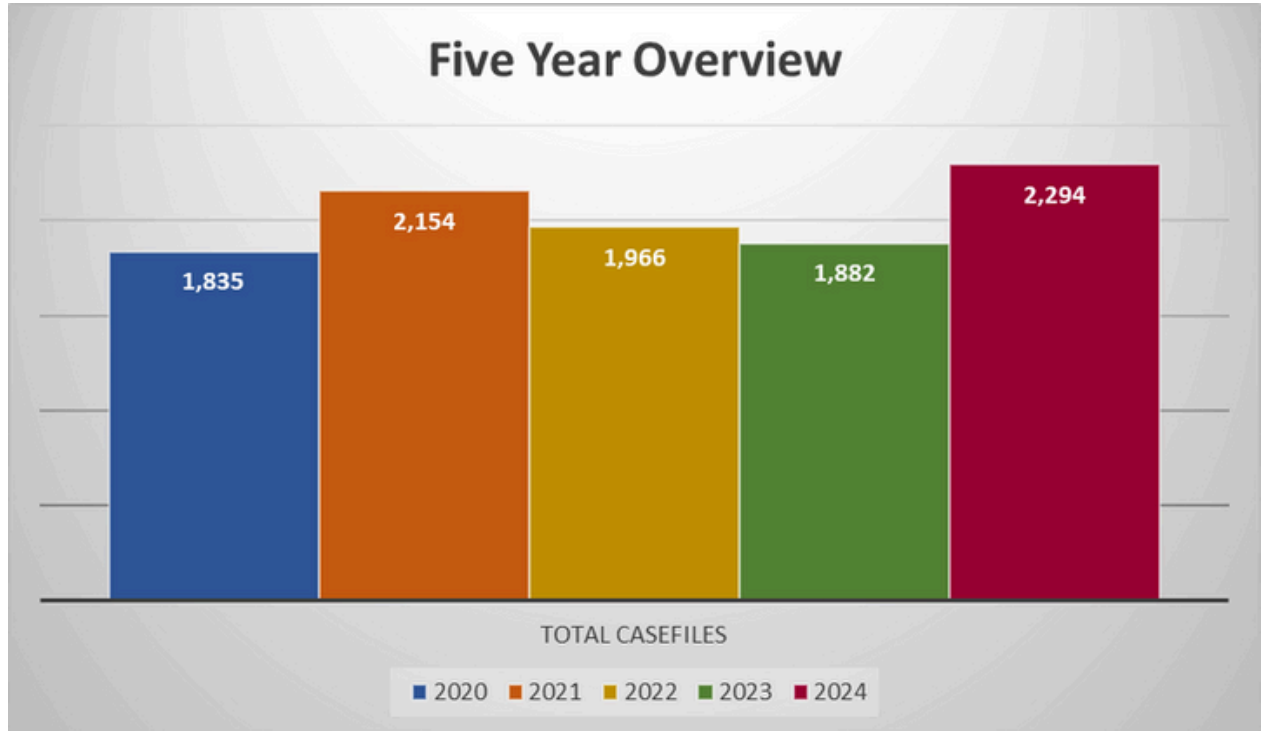
Overfilled Bin

There were 71 case files for overfilled bins compared to 36 case files in 2023. Similarly to the above, with the additional Bylaw Officer more overfilled case files were able to be spotted.



Conclusion

Even with the Community Safety Officer being gone the first three months of the year, 2024 has the highest number of case files the Bylaw Department has had ever. This is in part due to having a third Bylaw Officer for much of the year. The graph below shows a breakdown of the total number of case files from the last five years.

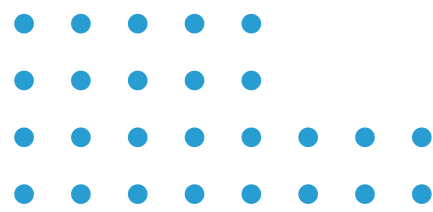


The Bylaw Department would not be successful without the assistance of other departments within the City and the help of residents that bring concerns to our attention. We would like to thank all those who have helped in one way or another.

We look forward to what 2025 has in store.

Fire Department

Introduction



2024 was a busy year! We had the one of the busiest years on record for numbers of calls for assistance. We made progress on a number of projects, some of which have been in development for some time. Some faces changed, but fortunately we have a strong core of experienced firefighters and officers to train new members.

2024 saw some temporary promotions to cover two Captains on leave.

2024 Reviews

- The call volume for 2024 continues to increase.
- The shipping container at the Madill site was modified and put into use for training firefighters.
- There was a large turn over of fire fighters leaving the department due to either relocation or unable to commit the time required for training.
- Agreements signed with Fire Marque to re-coop costs associated with fire response.
- Large aid response to Waterhen school for a large-scale event that occurred in the community.
- Fire week event included Kindersley Fire Department showcasing their public education trailer.
- Utilizing the old northland pioneer lodge for training event while it was in possession of the city.
- Live vehicle fire training



V-Ex Training 2024

Training

Members of Meadow Lake Fire and Rescue undergo various types of training. This ensures everyone is kept educated when responding to a wide variety of calls. Every second Tuesday there is a regular fire practice. Training includes watching educational videos, doing water rescue training at the pool, practicing first responder skills, vehicle fire training, and working on many other skills necessary to the fire department.

Apart from regular fire practices, the following training was also held in 2024:

- Ice Rescue – April 2nd, 2024
- Self-Contained Breathing Apparatus (SCBA) Training– February 9th-10th, 2024
- Vehicle Extrication (V-Ex) Training April 12th-14th, 2024



*Water Rescue Practice
February 27th, 2024*



*Ice Rescue Practice
April 2nd, 2024*

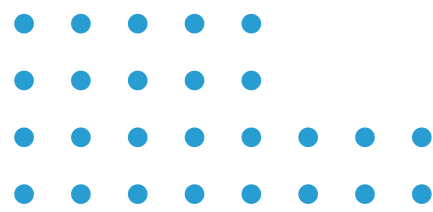


*V-Ex Training
April 14th, 2024*



*Vehicle Fire Training
March 26th, 2024*

Community Involvement



Interacting with the public is both educational and enjoyable. The Meadow Lake Fire Department often attends public events to spread fire safety awareness and assist in volunteer roles.

The Fire Department made numerous appearances this year at events such as school tours, slip and slide events, the annual Stampede Parade, Safe & Prepared: A Fire Prevention and Emergency Awareness Event, firework displays and Christmas events. Sparky was able to attend many of these events!



*Summer Sizzler
Jonas Samson Middle School
June 26th, 2024*

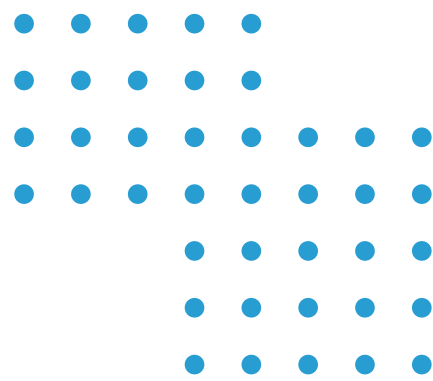


*Fire Extinguisher Training at
Safe & Prepared.
October 8th, 2024*

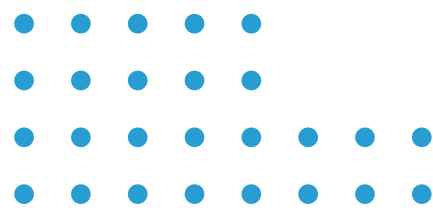


*Sparky and Burny catching up at
Safe & Prepared.
October 8th, 2024*





*Kindersley Fire Education Trailer at the Safe & Prepared Event
October 8th, 2024*

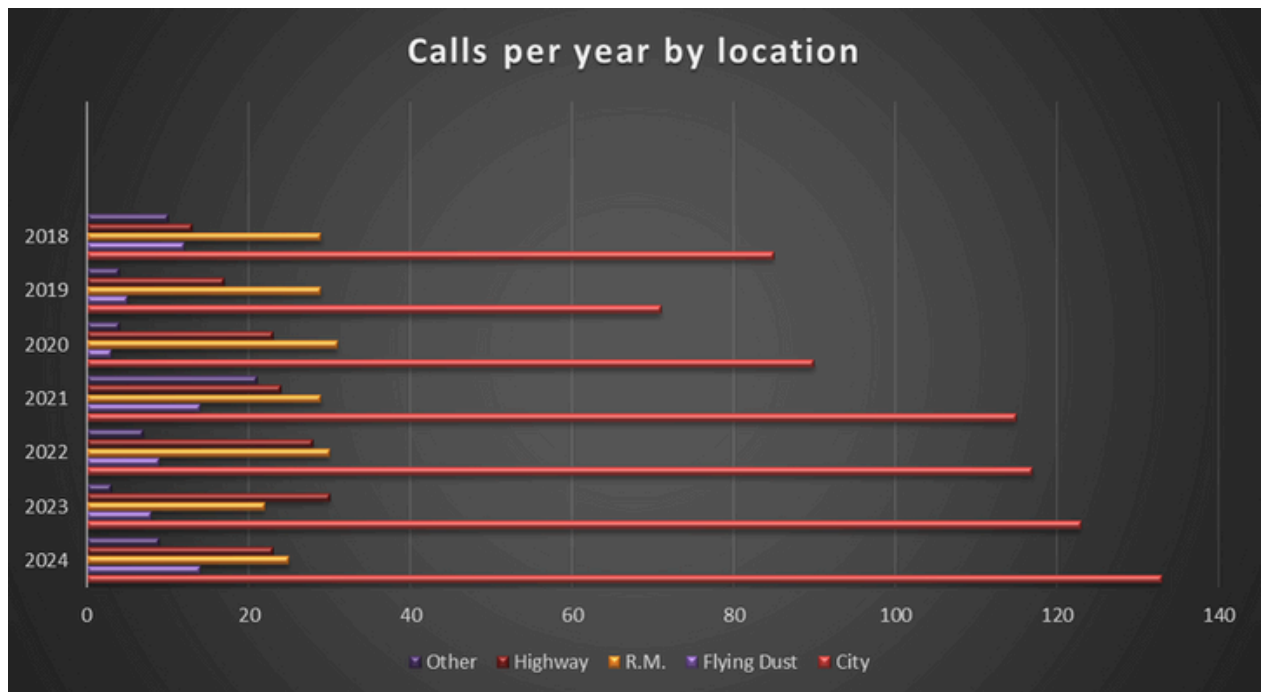


Statistics

2024 saw an increase in call numbers and response hours compared with 2023 with a total of 205 calls. 2024 was the busiest year on record, partly because it was a very dry year, and grass-and-brush fires were plentiful.

Calls Per Year by Location

The chart below illustrates the number of calls received for each region within the response area of the Meadow Lake Fire Department for the past 7 years. The “other” call category includes resort villages, forest lands and park locations.



Crew Hours

There was a total of 1289.50 response hours for 2024. We can see in the chart below how many hours were spent on different types of responses.

Call Type	Hours Dedicated
CO Alarms	20
Dumpster Fire	6
EMS Assist/First Responder	46
False Alarm	133
Gas Leak	5
Grass & Brush Fire	222
MVC	145.5
Needle Pick- up	3
Other	47
Powerline & Power pole	16
Chemical Spill	16
Structure Fire	512.5
Vehicle Fire	117.5
Total	1289.5



*Waterhen School Fire
May 28, 2024*



*Grass Fire
March 28, 2024*

Call Type

The chart below shows the call numbers for different call types. There was a substantial increase in Grass and Brush fire with 2024 having 17 calls compared to 7 in 2023.

Call Type	Call Total
Bale Fires	1
Chemical Spills	2
CO Alarms	8
Dumpster Fire	2
EMS Assist	8
False Alarm	65
First Responder	10
Gas Leak	1
Grass & Brush Fire	17
Motor Vehicle Incidents	29
Other	19
Powerline & Power pole	3
Structure	24
Vehicle Fire	12
Needle Pick up	4
Total	205



*Vehicle Fire
August 28, 2024*



*Waterhen School Fire
May 28, 2024*

Calls by Service Area

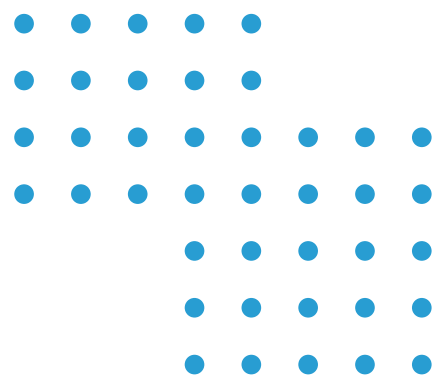
Below, we can see the total number of calls per location separated by call type.

MLFD responds to a wide service area. Response times can be up to 90 minutes in some remote areas.

Call Type	City	RM	HWY	DFDN	Parks	Other	Total
Bale Fire		1					1
Chemical Spills	2						2
CO Alarms	8						8
Dumpster fire	2						2
EMS assist	8						8
False alarm	56	5		2	1	1	65
First Responder	10						10
Gas leak	1						1
Grass and brush fire		14		2	1		17
MVC	12	3	12	2			29
Needle pick-up	4						4
Other	16	2			1		19
Power line & Power pole	2					1	3
Structure fire	16	4		2		2	24
Vehicle fire	3	4	2	2		1	12
Total	140	33	14	10	3	5	

Permits

In 2024, 43 fire pit permits were applied for. When a fire pit permit application is received, an inspection is booked to ensure the fire pit follows the regulations defined in the Outdoor Recreational Fire Bylaw No. 15/2015. Pits undergo a re-inspection every 5 years to ensure the pit has not deteriorated into a state that is unsafe.



Our Crew

Senior Officers

Joe Grela, Fire Chief
 Scott Chuckrey, Deputy Chief
 Doug Bennett, Assistant Deputy
 Neil Marsh, Captain - on leave as Captain
 Chris Warren, Captain
 Rick Burnett, Captain – on leave
 Joe Hallahan – Acting Captain
 Chris Gill – Acting Captain

Lieutenants

Ian Kosokowsky
 Keenan Gill
 Andrew Toews – Acting Lieutenant

Firefighters

Amanda Bacher	Dalton Lepine	Lyndsay Stevenot
Shanice Gervais	Zouhair Malaeb	Lyndon Shryko
David Goertzen	Tina Mulhall	Arron Toews
David Klein	Milezanne Ross	Jeremy Toews
Ben Lenko	Renee Stevenot	

Recruits, Trainees & Auxiliary

Aiden Partridge	Christine Sawatzky
Carson Equist	Krista Gill





Employers

Without community-minded employers such as these, firefighters would be unable to respond to emergencies! We thank the following for their support and understanding:

- Ace Lumber
- AgMPower Services
- City of Meadow Lake
- Department of Justice
- Eagle Creek Motor Products
- Giant Tiger
- Meadow Lake CO-OP
- No Frills Foods
- Northern Diesel Services

- Northwest Safety Training
- Northwest School Division
- RM of Meadow Lake
- Sask Builds
- Saskatchewan Health Authority
- Skyline Trucking
- Sun Life Financial
- Tolko Industries

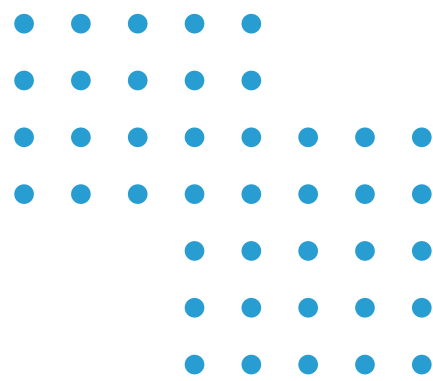
Several firefighters are self-employed.

“An effective fire service is possible only when employees can leave work, without penalty, to attend to emergencies in the community.”

Qualifications

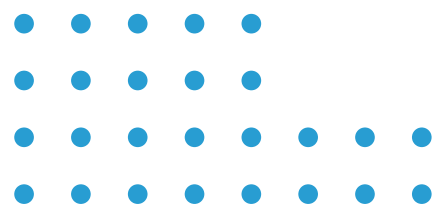
Among our membership, we have:

- Firefighter II professional qualifications (NFPA 1001)
- First Aid instructors
- First Responder/EMR instructors
- Fire Service Instructors, Levels 1 & 2
- Driver/Operator professional qualifications (NFPA 1002)
- HazMat Operations-level responders (NFPA 472)
- Fire Investigators (NFPA 1033)
- Fire Inspectors (NFPA 1031)
- Paramedics
- First Responders & Emergency Medical Responders
- Ice Rescue technicians
- Technical Rescue technicians
- Search and Rescue practitioners
- Critical Incident Stress Management practitioners



Fire Department Services Provided 2024

Service description	City	RM588	Flying Dust	Eagles Lake	Dorintosh	MLPP	Turtle View	Highways
Structure Fires	✓	✓	✓	✓	✓	✓	✓	
Vehicle Fires	✓	✓	✓	✓	✓	✓	✓	✓
Yard Fires	✓	✓	✓	✓	✓	✓	✓	
Farm Equipment Fires	✓	✓	✓		✓			
Grass/Brush Fires	✓	✓	✓		✓		✓	✓
Industrial Fires	✓	✓						
Alarms Ringing	✓	✓	✓	✓	✓	✓	✓	
Motor Vehicle Extrication	✓	✓	✓	✓	✓	✓	✓	✓
Farm Equipment Entanglement	✓	✓	✓		✓			
Industrial Equipment Entanglement	✓	✓						✓
Ice Rescue	✓	✓	✓	✓		✓	✓	✓
Other Specialty Rescue	✓	✓	✓	✓	✓	✓	✓	✓
Mass Casualty Incident	✓	✓	✓	✓	✓	✓	✓	✓
EMS Assist	✓	✓	✓	✓	✓	✓		✓
RCMP Assist	✓	✓	✓	✓	✓	✓		✓
Needle Pickup	✓							
Fuel Spill	✓							✓
Gas Leak	✓	✓	✓	✓	✓	✓	✓	
Hazardous Material Incident	✓	✓	✓	✓	✓	✓	✓	✓
Extreme Weather Event	✓	✓	✓	✓	✓	✓	✓	✓
Disaster Response, general	✓	✓	✓	✓	✓	✓	✓	✓
Fire Code Inspections	✓							
Public Education	✓	✓	✓	✓	✓	✓	✓	
Construction Plan Review	✓							
Other	✓	✓	✓	✓	✓	✓	✓	✓



Join us!

Do you have an interest in becoming a firefighter?

You will gain new skills and become educated on a wide range of topics. Being on the team, you will respond to a broad scale of calls that are not limited to fire extinguishment. From motor vehicle extrications, gas leaks and rescues, becoming a fire fighter extends far past fighting fires.

Dedication, eagerness to learn and dependability are all required traits. Regular training is provided to help you achieve your goals and gain confidence when responding to calls.

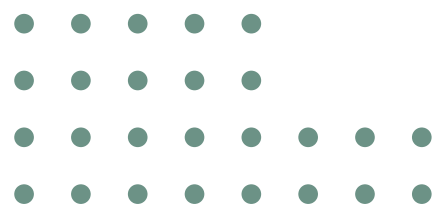
Want to know how to apply, or find further information on services provided by our fire department?

Visit our website:

www.meadowlake.ca/m/fire-rescue

You can also contact the Protective Services Clerk at psclerk@meadowlake.ca or by phone at 306-236-0213.

Emergency Management Operations



In 2024 the Emergency Management team started the year by reviewing the Emergency Operation Centre and assigning positions to new staff members. The rest of the year was spent learning those positions more thoroughly.

Training

- **Logistics training** – consisted of overview of the roll in the EOC, positions, and the forms used. Only those in this section attended the training.
- **Planning training** - consisted of overview of the roll in the EOC, positions, and the forms used. Only those in this section attended the training.
- **Operations training** - consisted of overview of the roll in the EOC, positions, and the forms used. Only those in this section attended the training.
- **Command Staff and Finance** - consisted of overview of the roll in the EOC, positions, and the forms used. Only those in this section attended the training.
- **Bordering on Disaster Conference** - Lloydminster on September 19th and 20th. There were 5 staff members that attended. It was a great 2 days of speakers with information ranging from Crisis leadership, how to prepare for a changing Climate, how to be a successful host community and much more.

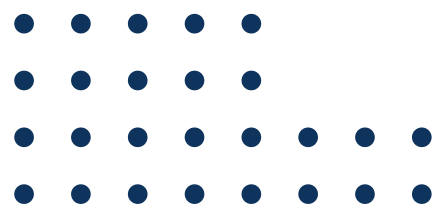


Training facilitated by Sask. Public Safety Agency

Emergency Operation Centre – 1 day training session provided by SPSA. The morning was a review of the Emergency Operation Centre, and we discussed the various positions and their duties. In the afternoon it was a more hands on approach to learning with a table-top exercise. The incident involved a multi-vehicle collision with a semi-truck tanker and a school bus. This exercise helps to educate how the EOC will help in an emergency, and the rolls each position will perform.

ICS 200 was also instructed by SPSA, 13 staff members participated. This was a 2-day course. It is a more thorough look at Incident management, the rolls that are needed plus some scenarios. Having the ICS 200 course ensures everyone knows what the EOC does, their rolls, the language that is used and the importance of their work.

Public Education



Emergency Preparedness Week – May 5 to May 11, 2024

During this week we promote the importance of emergency preparedness. This year we used Voyent and Facebook to share information on emergency kits, tips on emergencies, why there are fire bans, power outage do and don'ts, and what to do when there is extreme weather.

We also had a contest to win an emergency kit, by commenting their answers to our daily posts.

There was a test page at the end of the week.

Some examples of Voyent and the Facebook posts are below.



Contest - Emergency Preparedness Week Sunday, May 5, 2024,

Issued on **Sunday, May 5, 2024 12:00 PM CST** by **City of Meadow Lake**

Affected Locations: **Generated**

Description

May 5 -11 2024 has been proclaimed Emergency Preparedness Week!



Issued on **Friday, May 10, 2024 12:00 PM CST** by **City of Meadow Lake**

Affected Locations: **Generated**

Description

This is a **TEST** alert from City of Meadow Lake, delivered via the Voyent Alert! notification service, no action is required.

Instructions

This is a **TEST** alert. Had this been a real emergency alert, detailed information and instructions would have been provided.

Additional Information

Spread the Word!

- If you have family or friends who would like to receive critical notifications during an emergency, have them register by visiting the [City's website](#)
- To edit the Locations and Topics you will receive notifications for, select **DETAILS**.

TORNADO & PLOUGH WINDS

What to do: in a building, take shelter in basement or inner hallway or under a heavy table or desk, avoid cars and mobile homes. If outside get as close to the ground as possible, protect your head and watch for flying debris.

Warning Signs: severe thunderstorms with frequent thunder and lightning, an extremely dark sky, sometimes highlighted by green or yellow clouds

EXTREME HEAT

Prepare: If possible, have A/C in good condition, ceiling or other fans can help if humidity isn't high. Close curtains during the hottest times of the day to keep heat out.

Find a Cool Location: A public location that has air-conditioning near you can help you cool off on very hot days.

Heat illness: Be aware of heat related illness symptoms by visiting Health Canada's website.

Safe and Prepared Event

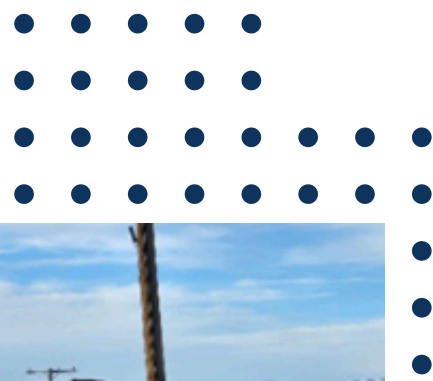
This event took place on October 8th at the Civic Centre, it was in conjunction with Fire Prevention Week. The theme this year was smoke alarms, make them work for you.



There were many organizations that participated including EMS, Roots of Hope, Meadow Lake Library, Search and Rescue, Early Childhood Intervention Program, SPSA, RCMP, TPEC, Pet Valu, Meadow Lake Fire Department. The City also had information on the new Co-op Centre, Emergency Preparedness and bicycle helmet safety.



There were free burgers, including an array of chips and a beverage. There were demonstrations by the fire department, a popular one was fire extinguisher training and the jaws of life Jenga. The children could also participate in the children's fire fit challenge where they got to wear fire fighter gear, drag the "bunny dummy", carry hose and more.

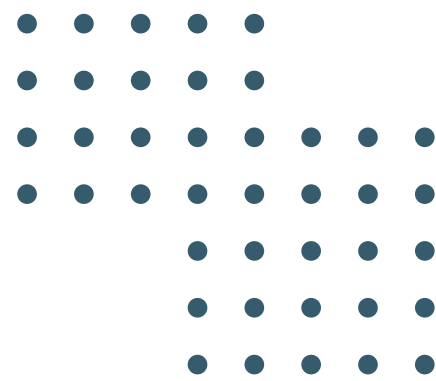


We were very fortunate to have the Kindersley Fire Education Trailer. It is an interactive display to show how to respond to a fire in your house, it includes real “smoke” and heat in the walls. There were 3 scenarios, what to do with kitchen fires, what to do when there is a fire and you are in your bedroom and maintenance room safety.



Planning & Development

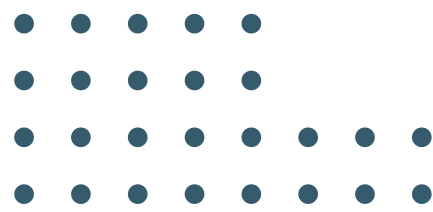
2024 Building Permits



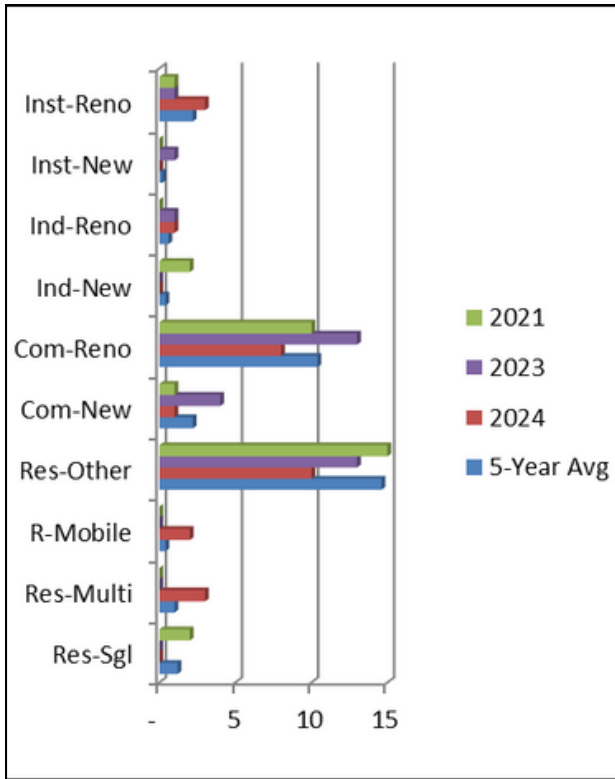
Type	# of Permits	Dollar Value
RESIDENTIAL		
New Single Dwellings	0	0
Duplex / Multi-Unit	3	2,300,000
Mobile Homes	2	144,513
Renovation /Suite/Shed Addition/Garage/Deck	10	3,017,700
<i>Sub-Total</i>		<i>5,462,213</i>
COMMERCIAL		
New Construction	1	250,000
Renovations / Additions	8	1,743,018
<i>Sub-Total</i>		<i>1,993,018</i>
INDUSTRIAL		
New Construction	0	
Renovations / Additions	1	25,000
<i>Sub-Total</i>		<i>25,000</i>
INSTITUTIONAL		
New Construction	0	
Renovations / Additions	3	3,163,148
<i>Sub-Total</i>		<i>3,163,148</i>
TOTALS	28	10,643,379

- Projects included a new generator building at the hospital, several restaurants, a 4-unit dwelling and two semi-detached dwellings, the conversion of the former Pioneer Lodge, and numerous small projects.
- Construction of the new Multi-Purpose facility began in 2023, continued through 2024, and is set for completion in 2025
- A project to review and renew the City's Official Community Plan and Zoning Bylaw is expected to be completed in 2025.

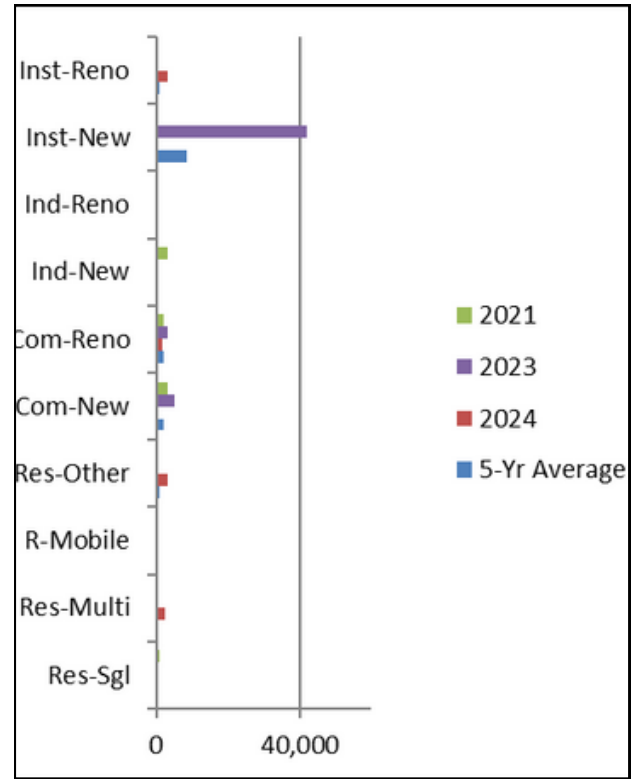
2024 Building Permits Cont.



Permits Issued



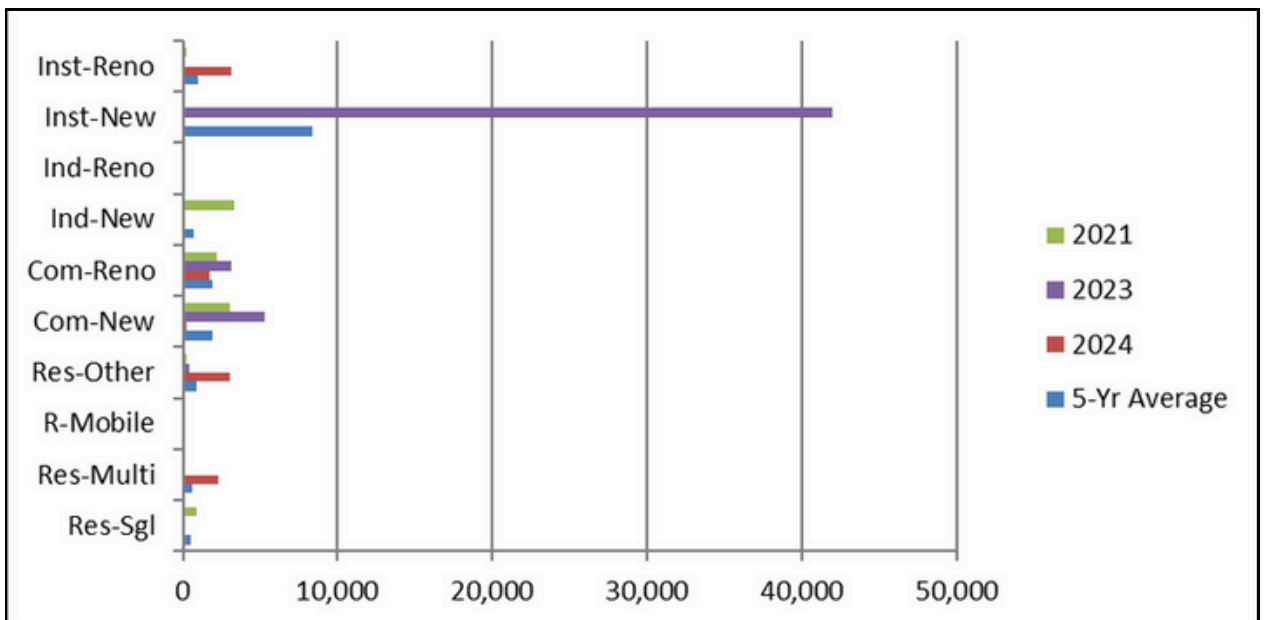
Dollar Value of Permits



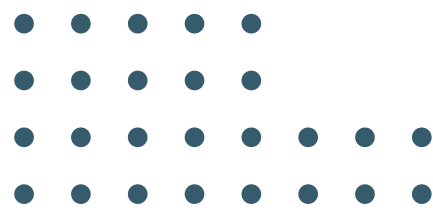
(X-Axis units are in 1000's)

The following chart illustrates construction values, not including the new civic facility. This provides a clearer representation of all other investments in buildings in Meadow Lake.

Dollar Value of Permits

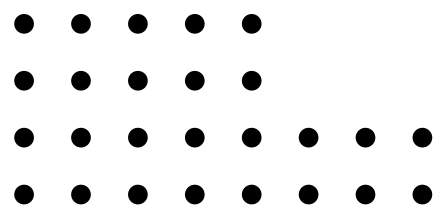


(X-Axis units are in 1000's)



The New Arena and Field House Taking Shape





Public Works

This report provides a comprehensive overview of the activities, accomplishments, and challenges faced by the Public Works Department for the fiscal year 2024. Our department is committed to providing essential services that enhance the quality of life for our residents and ensure the safety and functionality of our community's infrastructure.

Department Mission & Overview

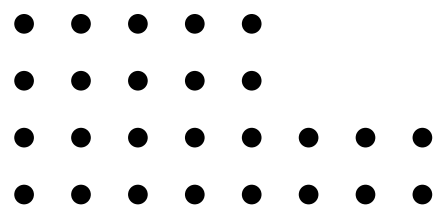
The mission of the Public Works Department is to effectively maintain and develop public infrastructure and services in a manner that is safe, efficient, and environmentally responsible.

Core Services:

- **Road and Street Maintenance**
- **Water and Sewer Utility Management**
- **Fleet and Equipment Management**



Operational Summary



The Public Works Department navigated a demanding and productive year, addressing seasonal challenges, staffing shortages, advancing infrastructure projects, and managing essential city services.

The year began with a focus on winter maintenance. Crews managed snow removal, street sanding, and sidewalk sweeping. Due to unforeseen staffing shortages, Freedom Logging was hired as a snow removal contractor for the season to ensure service standards were met. This was especially helpful with the added issue of our snowblower being out of commission at times throughout the season. It was discovered that the snowblower attachment is too



large for the loader we have, which is what was causing the malfunctions; this has yet to be resolved and ways to mitigate this issue will be researched in the coming year. An extreme cold snap in January, with temperatures reaching -37°C , provided a unique opportunity for extensive indoor maintenance on vehicles and equipment due to a lull in snowfall. As winter transitioned to spring in March, the department faced a significant challenge with fifteen inches of snow followed by a rapid melt, requiring urgent action to clear storm systems, culverts, and ditches to prevent flooding. Winter preparations resumed in October with grading, pothole repairs, and equipment maintenance. Snow removal in November and December was a primary focus, with a comprehensive plan developed involving local contractors to supplement city crews.



As weather permitted, road and street maintenance became a priority. Pothole filling and grading began in March and continued throughout the warmer months. A major undertaking in July and August was the painting of crosswalks, curbs, and parking stalls on Centre Street. Gravel road maintenance was consistent, with grading and a second application of calcium chloride for dust control in

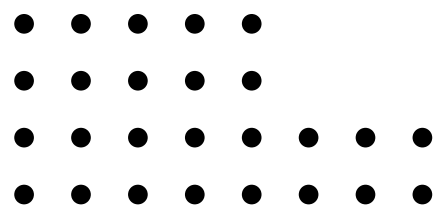
August. Street sweeping was performed throughout the year, though it faced temporary delays due to equipment maintenance issues. The street sweeper was ultimately sent for a full inspection in December to determine the feasibility of repair.

Operational Summary

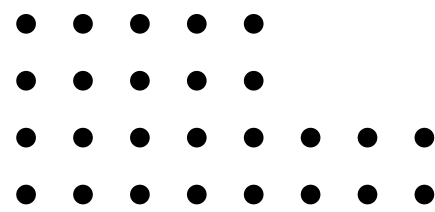
Water and sewer system management involved both routine maintenance and emergency repairs. Crews were active throughout the year cleaning and thawing catch basins and culverts. The annual sewer flushing program commenced in May, A sewer main was unplugged and crews assisted with a hydrant and valve replacement in June. The department also assisted ATAP Infrastructure Management Ltd. with the installation of 2 sewer flow monitors. The annual unidirectional flushing of water mains was partially completed in October but was cut short due to a reservoir maintenance project. Quarterly water meter reads were conducted, though staffing and weather challenges in June led to estimated bills for some residents.

Several special projects and collaborations were undertaken. In May, the department assisted the Bylaw department with property cleanups and Unicon with a water and sewer line replacement. In July, two new culverts were installed, and a drainage ditch was dug. A deteriorated sidewalk was removed in September, and a new water line was installed near the museum. K & S Asphalt was active in July and August, completing utility patching and paving on several streets.

Personnel and administrative activities were also significant. The department welcomed a new Public Works Clerk in April. The Public Works Manager position was vacated in October, and an extensive recruitment process for a new Public Works Foreman, as well as a Director of Public Works, a new position combining the vacant Engineer position and operating department manager. Department staff enhanced their skills by attending a water seminar in April and an emergency management course in September. Safety was also a focus, with ongoing training and the implementation of recommendations from an Occupational Health and Safety inspection.



Capital Improvement Projects

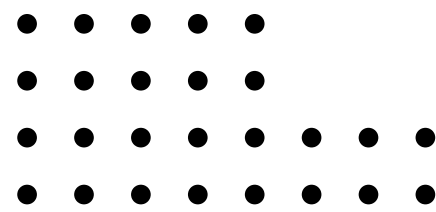


Throughout the year, the Public Works Department oversaw and collaborated on several key capital improvement projects to enhance the City's infrastructure. These projects were carried out by specialized contractors with assistance and supervision from City staff.

- **Sewer Line Replacement (2nd Street East):** In May, a significant sewer main replacement was undertaken on both the City and private property sides of this location.
- **Water and Sewer Main Replacement (Bauman Street):** Public Works assisted the contractor, Unicon, with a major water and sewer line replacement project on Bauman Street starting in May.
- **Hydrant and Valve Replacement:** In June, crews assisted A&R Hydrants with the replacement of a broken hydrant, valve, and connecting pipe that was discovered during annual inspections
- **Utility Patching Program:** K & S Asphalt was contracted in July to begin a city-wide utility patching program, repairing curbs, sidewalks, and road patches resulting from utility work.
- **Asphalt Paving:** K & S Asphalt undertook a paving project in August, resurfacing the 700 and 800 blocks of 3rd Avenue West, Bauman Street, and Jackson Drive.
- **Sidewalk Replacement (100 block of 2nd St East):** In September, a deteriorated section of sidewalk was removed and prepared for replacement. As well as the 700 & 800 blocks of 3rd Avenue West.
- **Water Line Installation (Museum):** A new water line was installed at the building adjacent to the museum (the old Farmer's Market) in September.
- **Reservoir Maintenance:** This project, managed by SaskWater and carried out by the contractor Unicon, was wrapped up in October.



Challenges & Accomplishments



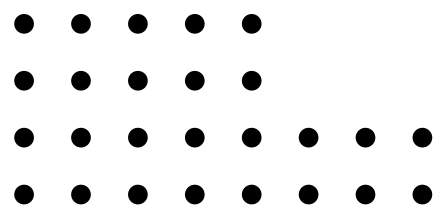
The department faced several notable challenges while also achieving significant accomplishments throughout the year.

Accomplishments

- **Proactive & Innovative Maintenance:** The department successfully tested and identified a more durable, solvent-based paint for high-traffic crosswalks. It also capitalized on periods of favourable weather to perform preventative maintenance on vehicles and get an early start on seasonal tasks like catch basin cleaning.
- **Effective Emergency Response:** Crews responded swiftly to heavy snowmelt in March, clearing drainage systems across the city to successfully prevent widespread flooding and property damage.
- **Successful Infrastructure Projects:** In collaboration with contractors, the department completed major capital projects including paving, sewer and water line replacements, and a city-wide utility patching program, significantly improving local infrastructure.
- **Personnel Development:** Staff enhanced their skills through emergency management and water systems training. Key positions, including a new Clerk and Foreman, were successfully filled with the Foreman starting in 2025.
- **Strong Collaboration:** Fostered effective partnerships with contractors, the Bylaw department, and agencies like SaskWater to complete projects efficiently.

Challenges

- **Staffing Shortages:** The department operated while being "stretched thin" due to several vacant positions, including the Public Works Manager role from October onward. This impacted some services, such as the completion of water meter reads in June.
- **Equipment Reliability:** The street sweeper, line sprayer and snow blower experienced multiple breakdowns throughout their respective seasons, causing delays in operations and requiring costly inspections and repairs.
- **Extreme Weather Events:** The year posed significant weather challenges, from an extreme cold snap of -37°C to a heavy snowfall followed by a rapid, flood-threatening thaw.
- **Recurring Infrastructure Issues:** Certain areas, such as the intersection at 9th Ave West and Carter Place, required ongoing monitoring and repeated repairs for potholes following recent construction.



Conclusion

This past year was one of resilience and significant achievement for the Public Works Department. Despite facing considerable challenges, including key staffing vacancies, equipment reliability issues, and extreme weather events, our team demonstrated unwavering dedication to serving the community. Through proactive maintenance, strategic collaboration with contractors and other agencies, and the successful completion of numerous capital projects, the department has made tangible improvements to the city's infrastructure. The commitment of our staff to maintaining essential services under demanding circumstances has been commendable. The Public Works Department remains steadfast in its mission to ensure the safety, functionality, and quality of life for all residents.

