

TOWN OF ELROSE NEWSLETTER

May 2024

*We would like to thank
Shanda for her time
here with the Town. We
wish you good luck in
your future endeavors.*

*From the Mayor,
Council and Staff*



SPRING STREET SWEEPING – FRIDAY MAY 10TH

Street Sweeping will be taking place on May 10th by third party company, Virtue Construction Ltd.. **Please remove all parked vehicles until they have finished cleaning your entire street.**

HOMECOMING 2025 – PROPERTY SIGNS

The Homecoming committee will be placing lawn signs in front of properties next July with a historic timeline of the location and who has lived/is living in homes. If anyone would like to opt out of the sign program, please let the Town Office or Committee member know, otherwise a sign will be planned to be placed in front of your property. In addition, if you have history on your property that you would like to share, please let us know.

LIL MILLS GARDEN – BENCHES

- We are hoping to purchase new, durable benches for the Memorial Garden. These benches would be like the one that is in front on the Elrose United Church but may have plaques attached rather than large lettering. If you would be interested in contributing to the purchase of these benches or would like more information, please contact Kari Hintze at 378-4129.
- The Memorial Garden is also in need of wood chips. If you are having trees removed and chipped, please contact the town to have chips piled for the garden.

Reminders:

- 2024 Public Works Plan is now available for viewing on our website (Elrose.ca) under Town of Elrose – Ratepayer Information or paper copies are available at the Town Office. Council would like to hear your feedback!
- BINGO is starting up again at the Elrose Museum, every Wednesday at 7:00pm (doors open at 6:30pm) from May 1st to October 30th. Snacks available for purchase. Everyone welcome!!

Employment Opportunities

Assistant Administrator, Town of Elrose – Part Time

The Town of Elrose is seeking applications for the position of Part Time Assistant Administrator (approximately three days a week).

The Assistant Administrator reports directly to the Administrator and provides support, in the daily management of town operations, to the Mayor, Council, Administrator and Foreman.

Responsibilities include but are not limited to; preparing monthly utility billing and maintaining utility and tax accounts, accounts payable and accounts receivable, daily receipting and deposits, maintaining records such as cemetery and infrastructure etc..., basic website management, maintaining the front office and dealing with inquiries, concerns and requests both in person and via email.

Candidate should be able to demonstrate:

- Excellent communication and time management skills
- Excellent customer service skills
- Ability to manage multiple tasks effectively and efficiently
- Discretion with matters pertaining to confidentiality
- Strong knowledge of Microsoft office programs
- Experience with Munisoft Software would be an asset but not required.

Start date and wage is negotiable based on experience.

Please submit resume to the Town Office or email to: townofelrose@sasktel.net

Town of Elrose

P.O. Box 458

Elrose, SK S0L 0Z0

Ph. 306-378-2202

We thank all applicants but only those selected for an interview will be contacted.
Position will remain open until suitable candidate has been found.

Full Time Summer Student Labourer Position

The Town of Elrose is currently seeking to hire a full time Summer Labourer for Town maintenance, beginning as soon as May 1, 2024 through August 31, 2024.

Applicant must hold a valid class 5 license.

Please drop off resumes or submit via email:

townofelrose@sasktel.net or fax: 306-378-2966.

Only those persons selected for an interview will be contacted.