

The Social Services Rehabilitation Institutional Collective Benefit Funds and Trust Account Regulations

being

[Chapter D-23 Reg 3](#) (effective October 26, 1982) as amended by Saskatchewan Regulations [19/86](#) and [58/94](#); and the *Statutes of Saskatchewan*, [2004, c.10](#); and Saskatchewan Regulations [36/2011](#).

NOTE:

This consolidation is not official. Amendments have been incorporated for convenience of reference and the original statutes and regulations should be consulted for all purposes of interpretation and application of the law. In order to preserve the integrity of the original statutes and regulations, errors that may have appeared are reproduced in this consolidation.

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CHAPTER D-23 REG 3

The Department of Social Services Act

Title

1 These regulations may be cited as *The Social Services Rehabilitation Institutional Collective Benefit Funds and Trust Account Regulations*.

5 Nov 82 cD-23 Reg 3 s1; 21 Mar 86 SR 19/86 s3.

Interpretation

2 In these regulations:

- (a) **“account”** means the Residents’ Trust Account, the Canteen Account, the Bazaar Account and the Grants and Donations Trust Account;
- (b) **“department”** means the Department of Social Services;
- (b.1) **“director of the facility”** means the director of Valley View Centre;
- (c) **“facility”** means Valley View Centre, Moose Jaw;
- (d) **“fiscal year”** means the period commencing on April 1 in one year and ending on March 31 in the next year;
- (e) **“Institutional Collective Benefit Funds”** means the Canteen Account and the Bazaar Account.

5 Nov 82 cD-23 Reg 3 s2; 21 Mar 86 SR 19/86 s4;
15 Jly 94 SR 58/94 s3.

Residents’ Trust Account

3(1) The department with the approval of the Minister of Finance is authorized to open with any chartered bank or credit union that he may designate, and upon any terms and conditions that he considers advisable, a Residents’ Trust Account for each facility for the purpose of holding in trust money belonging to residents of the facility and making disbursements to them or on their behalf with their permission.

(2) Any money to the credit of a resident in excess of \$500 in the Residents’ Trust Account may be transferred to the Public Trustee for Saskatchewan.

(3) Interest on money in the Residents’ Trust Account is to be:

- (a) calculated at the end of each quarter for each month in the quarter in which a resident has a balance of at least \$500 at the end of that month;
- (b) paid at a rate determined by the director of the facility and the Executive Director of Rehabilitation Services, or any person he may designate, and approximating the actual rate of interest earned; and
- (c) credited at the end of each quarter to the resident.

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- (4) Any accumulated interest that is not credited to residents pursuant to subsection (3) is to be transferred to the Grants and Donations Trust Account.
- (5) A counsellor or staff person may, with the approval of the director of the facility or his designate, act on behalf of or jointly with a resident in connection with the Residents' Trust Account.
- (6) Where a transaction pursuant to subsection (5) involves the withdrawal of money, two staff people shall sign a receipt to certify that the resident has received the amount of the withdrawal.

5 Nov 82 cD-23 Reg 3 s3; 21 Mar 86 SR 19/86 s5;
15 Jly 94 SR 58/94 s4.

Canteen Account

- 4(1) The department with the approval of the Minister of Finance is authorized to open with any chartered bank or credit union that he may designate, and upon any terms and conditions that he considers advisable, a Canteen Account for each facility.
- (2) Subject to subsection (3), disbursements may be made from the Canteen Account for the purposes of:
 - (a) purchasing supplies and equipment required to operate a canteen serving residents and staff;
 - (b) paying wages required to operate a canteen but not provided by the operating budget of the facility;
 - (c) providing benefits to residents for recreational and other purposes not provided under the Saskatchewan Assistance Plan or the operating budget of the facility.
- (3) All disbursements from the Canteen Account are to be approved by the director of the facility or his designate.
- (4) Prices of products and services in the canteen are to be determined by the supervisory officials designated by the director of the facility in such a way that, to the extent possible, the costs of operation are recovered.
- (5) At the end of the fiscal year, all funds in the Canteen Account in excess of \$80,000 are to be paid into the general revenue fund.

5 Nov 82 cD-23 Reg 3 s4; 2004, c10 s17.

Bazaar Account

- 5(1) The department with the approval of the Minister of Finance is authorized to open with any chartered bank or credit union that he may designate, and upon any terms and conditions that he considers advisable, a Bazaar Account for each facility.
- (2) Subject to subsection (3), disbursements may be made from the Bazaar Account for the purpose of:
 - (a) purchasing the materials, supplies and equipment required to make and repair items for resale by workshops to develop the ability of participating residents;

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- (b) providing occupational, vocational and other benefits to residents not provided under the Saskatchewan Assistance Plan or the operating budget of the facility.
- (3) All disbursements from the Bazaar Account are to be approved by the director of the facility or his designate.
- (4) Prices of products and services in the bazaar are to be determined by the supervisory officials designated by the director of the facility in such a way that, to the extent possible, the costs of materials and services are recovered.
- (5) At the end of the fiscal year, all funds in the Bazaar Account in excess of \$80,000 are to be paid into the general revenue fund.

5 Nov 82 cD-23 Reg 3 s5; 2004, c10 s17.

Grants and Donations Trust Account

- 6(1) The department with the approval of the Minister of Finance is authorized to open with any chartered bank or credit union that he may designate, and upon such terms and conditions that he considers advisable, a Grants and Donations Trust Account for each facility.
- (2) Subject to subsection (3), disbursements may be made from the Grants and Donations Trust Account for:
 - (a) giving effect to the wishes of the donor; or
 - (b) where no purposes are specified by the donor, the welfare of the residents of the facility as determined by the director of the facility in his discretion.
- (3) All disbursements from the Grants and Donations Trust Account are to be approved:
 - (a) where the amount is \$5,000 or less, by the director of the facility or his or her designate, together with a member of the administrative staff;
 - (b) where the amount exceeds \$5,000 but does not exceed \$10,000, by the director of the facility together with the executive director of the Community Living Division of the department or their designates; and
 - (c) where the amount exceeds \$10,000, by the director of the facility, the executive director of the Community Living Division of the department and the associate deputy minister of the department or their designates.
- (4) Where purposes specified by a donor cannot reasonably be fulfilled, the director of the facility shall so notify the donor and shall negotiate alternative purposes.
- (5) Where a donor consents in writing, donations or grants may be transferred to voluntary organizations promoting the welfare of persons with intellectual disabilities.

5 Nov 82 cD-23 Reg 3 s6; 21 Mar 86 SR 19/86 s6;
15 Jly 94 SR 58/94 s5; 10 Jne 2011 SR 36/2011
s2.

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Interest on investments

7 Where funds in excess of the requirements of an account are invested pursuant to subsection 13(3) of *The Department of Social Services Act*, interest earned on the money so invested is to be credited to the account from which the excess funds were taken.

5 Nov 82 cD-23 Reg 3 s7; 21 Mar 86 SR 19/86 s7.

Disbursements

8 Any disbursement from an account is to be by cheque signed by two officials of the facility who have been approved by the Comptroller of the Treasury.

5 Nov 82 cD-23 Reg 3 s8.

Accounting records

9 The accounting records and systems employed in connection with each account are to be in the form and follow any procedures that are approved by the Comptroller of the Treasury.

5 Nov 82 cD-23 Reg 3 s9.

Audit

10 The Provincial Auditor or any other auditor that may be appointed by the Lieutenant Governor in Council shall annually audit the records of each account.

5 Nov 82 cD-23 Reg 3 s10.

Repeal

11 Saskatchewan Regulations 236/75 are repealed.

5 Nov 82 cD-23 Reg 3 s11.