

## TOWN OF TROCHU – POLICY # 2025-10-30-01

### Council and Staff Lotto Club

**POLICY No. – 2025-10-30-01**

**POLICY NAME: Council and Staff Lotto Club**

**HISTORY:** Council, Staff, and the Town of Trochu (**Town**) have had a Lotto Club since 2007 and would like to continue the “Lotto Club”. This policy rescinds previous policy and outlines payouts for distribution of winning funds.

#### **POLICY GUIDELINES:**

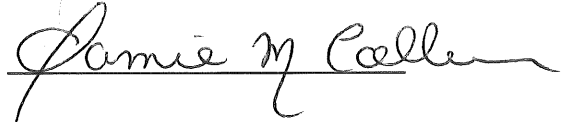
1. Participants of the “Lotto Club” shall authorize the payroll clerk to deduct \$10.00 monthly from their pay cheque to participate in this “Lotto Club”. Participation commences on the first day of the month, following the first payroll “Lotto” deduction received from the Council Member or Employee. The Town portion of the Lotto Club will be paid in one sum of \$120.00 with the first payable run of the year. Eligible employees will be required to sign an authorization form for withdrawal of the funds from their pay cheque or a waiver of participation if they do not want to participate. After the initial sign up it will be the responsibility of the employee to inform the payroll clerk if they wish to participate or withdraw.
2. Participating Council members and Employees shall be eligible to share in winnings, starting the first full month after The Town has received their first Lotto deduction from their paycheque.
3. Each participant shall be deemed to have one share in the club. Membership in the “Lotto Club” shall be voluntary and shall be open to all Council Members and Full Time Permanent Staff.
4. All lottery tickets shall be purchased at the discretion of the Accounts Payable Officer or the CAO of the Town.
5. Membership in the “Lotto Club” ceases if a member’s employment with the Town is terminated or if an elected official leaves office. That individual ceases to be eligible for membership in the Club at the end of the month the change occurs.
6. Results of the Lottery Tickets will be reported to the membership on or near the end of each year and payouts of winnings shall be made at this time.
7. Pay outs shall be as follows: The winnings shall be divided by the number of people who are active members of the “Lotto Club” plus one share for the Town ‘s administration fee. Therefore, if the club consists of nine members and the win is \$1,000,000.00 each member would receive \$100,000.00 and the Town would receive \$100,000.00.

This policy replaces Policy 2022-01-24-01.

This policy was passed in Council on the 10<sup>th</sup> of November, 2025.



\_\_\_\_\_  
Mayor, Barry Kletke



\_\_\_\_\_  
CAO, Jamie Collins

Reviewed \_\_\_\_\_

\_\_\_\_\_  
Mayor Initials

\_\_\_\_\_  
CAO Initials

Reviewed \_\_\_\_\_

\_\_\_\_\_  
Mayor Initials

\_\_\_\_\_  
CAO Initials

Reviewed \_\_\_\_\_

\_\_\_\_\_  
Mayor Initials

\_\_\_\_\_  
CAO Initials

**AUTHORIZATION**

I \_\_\_\_\_ of \_\_\_\_\_ on \_\_\_\_\_  
(Full Legal Name) (Full Legal Address) (Current Date)

hereby grant the Town of Trochu permission to withdraw \$10.00 per month from my pay cheque for the purpose of establishing a "Lotto Club" as described above. I agree to all terms and conditions listed above.



\_\_\_\_\_  
(Witness Print Name)

\_\_\_\_\_  
(Print Legal Name)

\_\_\_\_\_  
(Signature of Witness)

\_\_\_\_\_  
(Signature of Employee/Councillor Participant)

**WAIVER OF PARTICIPATION**

I \_\_\_\_\_ of \_\_\_\_\_ on \_\_\_\_\_  
(Full Legal Name) (Full Legal Address) (Current Date)

will not be participating in the Town of Trochu "Lotto Club" and should I decide at some time to participate I understand that it will be my full responsibility to give notice of my intention to join to the payroll clerk.

\_\_\_\_\_  
(Witness Print Name)

\_\_\_\_\_  
(Print Legal Name)

\_\_\_\_\_  
(Signature of Witness)

\_\_\_\_\_  
(Signature of Employee/Councillor Participant)