

**RESORT VILLAGE OF FORT SAN
AGENDA**

Thursday, January 28, 2016 7:00 pm

1. Call to Order
2. Adoption of Agenda
3. Approval of minutes – December 17, 2015
4. Bylaws –
 - a. 16-01 Extension of Time –Council Procedures Bylaw
 - b. 16-02 Council Procedures Bylaw
5. Business Arising From Minutes
6. Correspondence
 - a. RCMP – Community Policing Report
 - b. J. Harding – Budget / Office Concerns
 - c. Southeast Regional Library – Fort Qu'Appelle Branch Board Member
 - d. Fort Qu'Appelle Library Minutes & Financials
 - e. Hudson Bay Route – Membership
 - f. SAMA – AGM April 26, 2016 Saskatoon
 - g. S. Pope – RM of North Qu'Appelle Evaluation
 - h. Ombudsman Saskatchewan – Brochures and Posters
 - i. SUMAssure – AGM January 31, 2016
7. Reports
 - a. D. Strayer – Works – Library
 - b. G. Chatterson – North Valley Waste Management - CLPC
 - c. M. Johnson – Office Matters
8. Accounts for Payment / Financial Reports / Bank Reconciliation
9. Unfinished Business
 - a. 2014 PDAP Claim
 - b. Trans Canada Trail – Walkway slump –
 - c. Federation of Canadian Municipalities – Membership
 - d. AGM – minutes
 - e. Public Disclosure Statement
10. New Business
 - a. East Central Transportation Planning Committee – March 2, 2016 Balcarres
 - b. Sask. Lotteries Grant
 - c. Lot 3 Block 2 Plan CN5656 912 Fort San Road
11. Adjournment

BW



Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. January 28, 2016

Present:	Mayor:	Blair Walkington
	Council Members:	Daryl Strayer
		Greg Chatterson
	Administrator:	Marcy Johnson
	Absent:	Chris Hahn
		Don Williams

A quorum being present, Mayor B. Walkington called the meeting to order at 7:04 p.m.

16-001 AGENDA / G. CHATTERSON:

"THAT the agenda be adopted as presented."

CARRIED

16-002 MINUTES / D. STRAYER:

"THAT the minutes of the regular meeting of Council held December 17, 2015 be adopted with as presented."

CARRIED

16-003 BYLAW 16-01 EXTENSION OF TIME / D. STRAYER:

"THAT Bylaw 16-01 Extension of Time – Council Procedure Bylaw 16-02 be read for the first time."

CARRIED

16-004 BYLAW 16-01 EXTENSION OF TIME / G. CHATTERSON:

"THAT Bylaw 16-01 Extension of Time – Council Procedure Bylaw 16-02 be read for the second time."

CARRIED

16-005 BYLAW 16-01 EXTENSION OF TIME / G. CHATTERSON:

"THAT Bylaw 16-01 Extension of Time – Council Procedure Bylaw 16-02 be given three readings at this meeting."

CARRIED

16-006 BYLAW 16-01 EXTENSION OF TIME / D. STRAYER:

"THAT Bylaw 16-01 Extension of Time – Council Procedure Bylaw 16-02 be read for the third time and adopted."

CARRIED

16-007 CORRESPONDENCE / D. STRAYER:

"THAT the following correspondence, having been read, now be filed:

- a. RCMP – Community Policing Report
- b. J. Harding – Budget / Office Concerns
- c. Southeast Regional Library – Fort Qu'Appelle Branch Board Member
- d. Fort Qu'Appelle Library Minutes & Financials
- e. Hudson Bay Route – Membership
- f. SAMA – AGM April 26, 2016 Saskatoon
- g. S. Pope – RM of North Qu'Appelle Evaluation
- h. Ombudsman Saskatchewan – Brochures and Posters
- i. SUMAssure – AGM January 31, 2016."

CARRIED

16-008 FORT SAN MAP / D. STRAYER

"THAT Fort San Council approve the purchase of the map for council chambers from Munisoft, AND FURTHERMORE, the cost not exceed \$200.00."

CARRIED

Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. January 28, 2016

16-009 REPORTS / D. STRAYER:

"THAT the verbal/ written reports from:
D. Strayer –Works, Library
G. Chatterson –North Valley Waste Management
M. Johnson - Administration."

CARRIED

16-010 ACCOUNTS FOR PAYMENT / G. CHATTERSON:

"THAT the list of accounts attached hereto and forming a part of these minutes cheque number 4760 to 4772 totaling \$18,176.64, , is hereby approved by Fort San Council for payment."

CARRIED

16-011 BANK RECONCILIATION / G. CHATTERSON:

"THAT the Bank Reconciliation for the month of December, 2015 attached and forming a part of these minutes, be accepted as presented."

CARRIED

16-012 FINANCIAL STATEMENT/ D. STRAYER:

"THAT the Statement of Financial Activities for the month of December 2015, attached and forming a part of these minutes, be accepted as presented."

CARRIED

16-013 TRANS CANADA TRAIL SLUMPING / G. CHATTERSON

"THAT Fort San Council approve Jackson Bro. Ltd. to complete the work at the slump on the Trans Canada Trail that is in-between Leading Thunderbird Lodge and Echo Valley Resort Property."

CARRIED

16-014 SASKATCHEWAN LOTTERES GRANT ALLOCATION / G. CHATTERSON

"THAT Fort San Council approve the population allocation to the Town of Fort Qu'Appelle."

CARRIED

16-015 ADJOURNMENT / D. STRAYER:

"That the meeting of the Resort Village of Fort San be adjourned at 9:00 p.m."

CARRIED

Approved this 25 day of February, 2016.



Mayor



Administrator

Next meeting:
Regular Meeting Thursday, February 25, 2016 7:00 p.m.

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4760	31/12/2015	Prairie Valley S. D. #208 12/15 taxes	Taxes collected	7,481.67	7,481.67
4761	28/01/2016	Grasslands News Group 00017091	Christmas greeting	38.81	38.81
4762	28/01/2016	Harding, Jim 12/15 Indemnity	Indemnity	675.00	675.00
4763	28/01/2016	Jackson Bros. Bobcat Services 10	4 yds salt/sand	241.50	241.50
4764	28/01/2016	Kotrla, Norbert 12/15 Stinson	Sinson-Insp. 3	120.00	120.00
4765	28/01/2016	R.M. of North Qu'Appelle No187 RM15-060 RM15-067	Christmas Party 2015 Postage	669.60 605.79	1,275.39
4766	28/01/2016	Sask Power 12/15 str.light 01/16 Str.light	Street lights Street lights	875.96 889.10	1,765.06
4767	28/01/2016	Sask Tel CMR 12/15 Office	Office telephone	180.66	180.66
4768	28/01/2016	Southeast Regional Library 01/16 Fees	1st Installment	1,019.15	1,019.15
4769	28/01/2016	SUMA - Saskatchewan Urban INV-000068802	Membership	913.74	913.74
4770	28/01/2016	Urban Municipal Administrators 01/16 Member	Membership	145.00	145.00
4771	29/01/2016	Grismer, Camille 01/16 Contract	Garbage contract	1,332.00	1,332.00
4772	29/01/2016	R.M. of North Qu'Appelle No187 01/16 contract	Office Services Contract	2,988.66	2,988.66
				Total for AP:	18,176.64

Certified Correct This January 27, 2016

Handwritten signature

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending December-31-15

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy		163,122.95	163,608.00	(485.05)	0.30-
Abatements and Adjustments			(5,500.00)	5,500.00	100.00
Discount on Current Year Taxes		(21,290.03)	(20,860.00)	(430.03)	2.06-
Net Municipal Taxes	0.00	141,832.92	137,248.00	4,584.92	3.34
Penalties on Tax Arrears	68.46	1,125.41		1,125.41	
Total Taxation:	68.46	142,958.33	137,248.00	5,710.33	4.16
Fees and Charges					
Sale of Supplies and Gravel		656.14	225.00	431.14	191.62
Policing and Fire Fees		1,100.00		1,100.00	
Licenses and Permits		3,495.00	4,500.00	(1,005.00)	22.33-
General Office Services	15.00	240.00	100.00	140.00	140.00
Total Fees and Charges:	15.00	5,491.14	4,825.00	666.14	13.81
Unconditional Transfers					
Unconditional Transfers		43,932.00	43,932.00		
Total Unconditional Transfers:	0.00	43,932.00	43,932.00	0.00	0.00
Conditional Grants					
Federal		10,621.60	10,621.00	0.60	0.01
Provincial	1,625.00	68,043.74		68,043.74	
Total Conditional Grants:	1,625.00	78,665.34	10,621.00	68,044.34	640.66
Investment Income and Commissions					
Investment and Income Revenue		3,294.34	3,000.00	294.34	9.81
Total Investment Income and Commissions:	0.00	3,294.34	3,000.00	294.34	9.81
Total REVENUES:	1,708.46	274,341.15	199,626.00	74,715.15	37.43
EXPENDITURES					
General Government Services					
Wages	1,500.00	1,800.00	3,300.00	1,500.00	45.45
Benefits		416.96	900.00	483.04	53.67
Professional/Contract Services	6,389.16	66,706.05	69,001.00	2,294.95	3.33
Utilities	171.75	1,938.11	2,100.00	161.89	7.71
Maintenance, Material and Supplies	103.74	367.51	1,100.00	732.49	66.59
Grants and Contributions		173.91	400.00	226.09	56.52
Total General Government Services:	8,164.65	71,402.54	76,801.00	5,398.46	7.03
Protective Services					
Police Protection					
Contractual Services		7,930.84	7,500.00	(430.84)	5.74-
Total Police Protection:	0.00	7,930.84	7,500.00	(430.84)	5.74-
Fire Protection					
Professional/Contractual Services		4,258.95	4,500.00	241.05	5.36
Total Fire Protection:	0.00	4,258.95	4,500.00	241.05	5.36
Total Protective Services:	0.00	12,189.79	12,000.00	(189.79)	1.58-
Transportation Services					
Maintenance					
Professional/Contractual Services	4,724.82	28,573.30	20,000.00	(8,573.30)	42.87-
Utilities		9,384.50	11,000.00	1,615.50	14.69
Maintenance, Materials & Supplies		159,060.94	113,369.00	(45,691.94)	40.30-
Total Maintenance:	4,724.82	197,018.74	144,369.00	(52,649.74)	36.47-
Construction					
Professional/Contractual Services			20,000.00	20,000.00	100.00
Total Construction:	0.00	0.00	20,000.00	20,000.00	100.00
Snow Removal					
Maintenance, Materials & Supplies		180.00	6,000.00	5,820.00	97.00
Total Snow Removal:	0.00	180.00	6,000.00	5,820.00	97.00

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending December-31-15

	Current	Year To Date	Budget	Variance	%
Total Transportation Services:	4,724.82	197,198.74	170,369.00	(26,829.74)	15.75-
Environmental Services					
Professional/Contractual Services	1,268.58	49,170.10	47,250.00	(1,920.10)	4.06-
Total Environmental Services:	1,268.58	49,170.10	47,250.00	(1,920.10)	4.06-
Planning and Development Services					
Professional/Contractual Services		(92.40)		92.40	
Total Planning and Development Services:	0.00	(92.40)	0.00	92.40	0.00
Recreation and Cultural Services					
Professional/Contractual Services			11,950.00	11,950.00	100.00
Grants and Contributions		1,999.03	3,900.00	1,900.97	48.74
Total Recreation and Cultural Services:	0.00	1,999.03	15,850.00	13,850.97	87.39
Total EXPENDITURES:	14,158.05	331,867.80	322,270.00	(9,597.80)	2.98-
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	1,708.46	274,341.15	199,626.00	74,715.15	37.43
EXPENDITURES	14,158.05	331,867.80	322,270.00	(9,597.80)	2.98-
CHANGE IN NET FINANCIAL ASSETS	(12,449.59)	(57,526.65)	(122,644.00)	65,117.35	53.09
Change in Non-Financial Assets		(182.35)		(182.35)	
Change in Surplus	(12,449.59)	(57,344.30)	(122,644.00)	65,299.70	53.24

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(7,618.14)	(76,867.55)	134,319.08
Cash - Bank - Term Deposit		3,294.34	156,519.34
Total Cash and Investments:	(7,618.14)	(73,573.21)	290,888.42
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(5,570.33)	9,098.63	14,294.76
Municipal - Tax Receivable - Arrears	(49.87)	(5,505.81)	(2,275.10)
Municipal - Tax Enforcement	2.50	15.00	98.22
Total Municipal Taxes Receivable:	(5,617.70)	3,607.82	12,117.88

Certified correct and in accordance with the records Presented to council on

(Date)

Mayor

Clerk

BW
md

Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 31/12/2015

110-110-120 - Cash - Bank - Demand

GL Balance to 31/12/2015 134,337.08

Service Charges: -18.00
Interest Charges: 0.00
Interest Revenue: 0.00

Adjusted Book Balance 134,319.08

Bank Statement Balance: 141,850.75

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	20/05/2015	GR--150013-001	REV-Deposit Entry	RC	-50.00
2	31/12/2015	Ch 4760	Prairie Valley S. D. #208	AP	-7,481.67
Subtotal:					-7,531.67

Total Uncleared: -7,531.67

Adjusted Bank Balance 134,319.08

Notes

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Resort Village of Fort San
Bank Reconciliation - Detailed

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Conesus Credit Union *****4487
For Ending Date 31/12/2015

110-110-130 - Cash - Bank - Term Deposit

GL Balance to 31/12/2015 **156,519.34**

Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.00

Adjusted Book Balance **156,519.34**

Bank Statement Balance: **156,519.34**

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 0.00

Adjusted Bank Balance **156,519.34**

Notes

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MB