

RESORT VILLAGE OF FORT SAN
AGENDA
Regular Meeting of Council
7:00 p.m.

Tuesday, March 27, 2018

1. Call to Order
2. Delegate
 - a. "Echo Valley Resorts 7:05 p.m. – *The Municipalities Act* Section 120 / Part III of *The Local Authority Freedom of Information and Protection of Privacy* - Strategic Future Planning Closed Session
 - b. RCMP 8:00 p.m. – annual update
3. Approval of Agenda
Resignation of Administrator M. Johnson BW UK
4. Adoption of Minutes
 - a. February 27, 2018 Regular meeting
5. Business Arising From Minutes
6. Bylaws
7. Communication
 - a. SUMA – membership cards
 - b. RCMP – community policing report
 - c. Fort Winter Festival – thank you
 - d. Professional Building Inspections, Inc. – newsletter
 - e. Water Security Agency – reply Echo Lake Control Structure
 - f. L. Bleau – water levels in Qu'Appelle Valley
 - g. SAWS – Save Last Mtn/Qu'Appelle Lakes Inc.
 - h. PARCS – update 84
 - i. SaskEnergy – inspection of pipeline
 - j. Government of Saskatchewan – Gas Tax
 - k. Municipal World – magazine subscription
8. Reports
 - a. B. Redman – North Valley Waste Management Inc.
 - b. J. Naumetz – Regional Library
 - c. S. Helfrick - Calling Lakes District Planning Commission
 - d. M. Johnson – Administration
9. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
10. Unfinished Business
11. New Business
 - a. Remuneration of Council
 - b. Council Committees
 - c. Okanese First Nation – Treaty Land Entitlement
 - d. 2017 Audit
 - e. Transfer to reserve – gas tax
 - f. Transfer from reserve – paving
 - g. East Central Transportation Planning Committee – AGM April 12, 2018 Balcarres
 - h. *Resignation of Administrator BW UK*
12. Adjournment

Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. Tuesday, March 27, 2018

Present:	Mayor:	Blair Walkington
	Council Members:	John Naumetz
		Steve Helfrick
		Brad Redman
		Don Williams
	Administrator:	Marcy Johnson
	Recording Secretary:	Nicole Keith

A quorum being present, Mayor B. Walkington called the meeting to order at 7:00 p.m.

18-023 AGENDA / J. NAUMETZ

"THAT the Fort San Resort Village agenda be adopted as presented."

CARRIED

Delegates - Jim and Connie Chaplin of Echo Valley Resorts.

18-024 MOTION FOR CLOSED SESSION / B. REDMAN

"THAT the Fort San Resort Village go into closed session at 7:05 pm, all members present for *The Municipalities Act* Section 120 / Part III of *The Local Authority Freedom of Information and Protection of Privacy* - Strategic Future Planning Closed Session."

CARRIED

18-025 MOTION TO MOVE OUT OF CLOSED SESSION / S. HELFRICK

"THAT the Fort San Resort Village move out of closed session at 7:50 pm."

CARRIED

18-026 MINUTES / D. WILLIAMS

"THAT the minutes of the Fort San Resort Village regular meeting of Council held February 27, 2018 be adopted with the following change; motion number 18-020 be removed."

CARRIED

18-027 RESCIND MOTION 18-020 / D. WILLIAMS

"THAT the minutes of the Fort San Resort Village rescind motion number 18-020."

18-028 COMMUNICATION / J. NAUMETZ

"THAT the following communication be filed as presented:

- a. SUMA – membership cards
- b. RCMP – community policing report
- c. Fort Winter Festival – thank you
- d. Professional Building Inspections, Inc. – newsletter
- e. Water Security Agency – reply Echo Lake Control Structure
- f. L. Bleau – water levels in Qu'Appelle Valley
- g. SAWS – Save Last Mtn/Qu'Appelle Lakes Inc.
- h. PARCS – update 84
- i. SaskEnergy – inspection of pipeline
- j. Government of Saskatchewan – Gas Tax
- k. Municipal World – magazine subscription

CARRIED

18-029 REPORTS / D. WILLIAMS

"THAT the verbal reports from:

- a. B. Redman – North Valley Waste Management Inc.
- b. J. Naumetz – Regional Library – no report
- c. S. Helfrick – Calling Lakes District Planning Commission
- d. M. Johnson – Administration – Discretionary use application be accepted as presented."

CARRIED

BW JNK

Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. Tuesday, March 27, 2018

18-030 ACCOUNTS FOR PAYMENT / D. WILLIAMS

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5070 to 5076 totalling \$13,719.59 is hereby approved by Resort Village Council for payment."

CARRIED

18-031 FINANCIAL STATEMENT/ D. WILLIAMS

"THAT the Statement of Financial Activities for the month of February 2018, attached and forming a part of these minutes, be accepted as presented."

CARRIED

18-032 BANK RECONCILIATION / D. WILLIAMS

"THAT the Bank Reconciliation for the month of February 2018, attached and forming a part of these minutes, be accepted as presented."

CARRIED

18-033 REMUNERATION / B. REDMAN

"THAT the Resort Village Council remuneration be set at:

- a) attendance at Council meeting \$50.00, per meeting plus a meal allowance of \$25.00 per meeting,
- b) attendance for committee meetings, conferences and seminars, \$50.00, which includes a written report for conferences and seminars;
- c) attending Village business between meetings, \$10.00 per hour,
- d) travel with own vehicle on Village business, where the trip is in excess of 17 km, .40\$ per km; and
- e) reimbursement of out of pocket expenses while on Village business."

CARRIED

18-034 COUNCIL COMMITTEES / S. HELFRICK

"THAT the 2016 Council committees be:

Works – B. Walkington
Finance – D. Williams
Personnel – All Council
Sewage Lagoon – S. Helfrick
South West Regional Library – J. Naumetz
North Valley Waste Management – B. Redman
Calling Lakes District Planning Commission – S. Helfrick"

CARRIED

18-035 OKANESE FIRST NATION – TREATY LAND ENTITLEMENT / D. WILLIAMS

THAT the Fort San Resort Village authorize Assistant Administrator N. Keith to contact lawyer Carmen Gattinger to deal with the Leading Thunderbird Lodge Municipal Services Compatibility Agreement."

CARRIED

18-036 RESIGNATION OF ADMINISTRATOR / J. NAUMETZ

THAT the Fort San Resort Village accept the resignation of Administrator M. Johnson, with regrets."

CARRIED

18-037 APPOINT ACTING ADMINISTRATOR / D. WILLIAMS

THAT the Fort San Resort Village appoint N. Keith as Acting Administrator."

CARRIED

18-038 ADJOURNMENT / B. REDMAN

"THAT the meeting of the Resort Village of Fort San Council be adjourned at 8:38 pm."

CARRIED

Approved this _____ day of _____, 2018.



Mayor



Acting Administrator

Next meeting: Regular Meeting Tuesday, April 24, 2018 7:00 pm

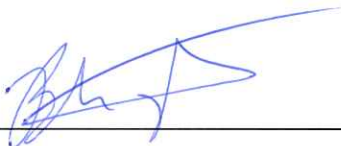
Report Date
3/23/2018 1:50 PM

Resort Village of Fort San
List of Accounts for Approval
As of 3/23/2018
Batch: 2018-00009 to 2018-00012

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5070	3/01/2018	Ministry of Finance Feb 2018	Remittance	643.51	643.51
5071	3/27/2018	Lower Qu'Appelle Watershed 2018-06	Membership Fee	300.00	300.00
5072	3/27/2018	North Valley Waste Management 838779	Quarterly Contribution	3,855.42	3,855.42
5073	3/27/2018	Town of Fort Qu'Appelle 2018-00048	Rexentre Contribution	1,500.00	1,500.00
5074	3/27/2018	Valley Lawn Services Feb 2018 5260	Contract Contract Walkway	1,750.00 504.00	2,254.00
5075	3/31/2018	R.M. of North Qu'Appelle No187 2018-00034	Contract - Office Services	3,416.66	3,416.66
5076	3/31/2018	Valley Lawn Services March 2018	Contract	1,750.00	1,750.00
				Total for AP:	13,719.59

Certified Correct This March 23, 2018



Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending February 28, 2018

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
Discount on Current Year Taxes	7.35	(51.00)		(51.00)	
Net Municipal Taxes	7.35	(51.00)	0.00	(51.00)	0.00
Penalties on Tax Arrears	211.19	458.49		458.49	
Total Taxation:	218.54	407.49	0.00	407.49	0.00
Fees and Charges					
Custom Work	36.38	72.76		72.76	
General Office Services		15.00		15.00	
Total Fees and Charges:	36.38	87.76	0.00	87.76	0.00
Investment Income and Commissions					
Investment and Income Revenue	47.32	78.27		78.27	
Total Investment Income and Commissions:	47.32	78.27	0.00	78.27	0.00
Total REVENUES:	302.24	573.52	0.00	573.52	0.00
EXPENDITURES					
General Government Services					
Professional/Contract Services	9,221.16	13,676.70		(13,676.70)	
Total General Government Services:	9,221.16	13,676.70	0.00	(13,676.70)	0.00
Protective Services					
Police Protection					
Contractual Services		277.50		(277.50)	
Total Police Protection:	0.00	277.50	0.00	(277.50)	0.00
Total Protective Services:	0.00	277.50	0.00	(277.50)	0.00
Transportation Services					
Maintenance					
Utilities	908.20	1,816.40		(1,816.40)	
Maintenance, Materials & Supplies		829.98		(829.98)	
Total Maintenance:	908.20	2,646.38	0.00	(2,646.38)	0.00
Snow Removal					
Maintenance, Materials & Supplies	225.00	225.00		(225.00)	
Total Snow Removal:	225.00	225.00	0.00	(225.00)	0.00
Total Transportation Services:	1,133.20	2,871.38	0.00	(2,871.38)	0.00
Environmental Services					
Professional/Contractual Services		1,666.67		(1,666.67)	
Total Environmental Services:	0.00	1,666.67	0.00	(1,666.67)	0.00
Recreation and Cultural Services					
Grants and Contributions		1,222.11		(1,222.11)	
Total Recreation and Cultural Services:	0.00	1,222.11	0.00	(1,222.11)	0.00
Total EXPENDITURES:	10,354.36	19,714.36	0.00	(19,714.36)	0.00
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	302.24	573.52	0.00	573.52	0.00
EXPENDITURES	10,354.36	19,714.36	0.00	(19,714.36)	0.00
CHANGE IN NET FINANCIAL ASSETS	(10,052.12)	(19,140.84)	0.00	(19,140.84)	0.00
Change in Surplus	(10,052.12)	(19,140.84)	0.00	(19,140.84)	0.00

YK BW

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending February 28, 2018

	Current	Year To Date	Budget	Variance	%
Cash and Investments					
Cash - On Hand - Petty Cash			50.00		
Cash - Bank - Demand	(3,464.01)	(12,082.54)	158,161.62		
Cash - Bank - Term Deposit			161,015.55		
Total Cash and Investments:	(3,464.01)	(12,082.54)	319,227.17		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Current	241.14	79.80	13,406.35		
Municipal - Tax Receivable - Arrears	(659.14)	(3,056.68)	(2,043.84)		
Municipal - Tax Enforcement	83.04	57.68	1,423.34		
Total Municipal Taxes Receivable:	(334.96)	(2,919.20)	12,785.85		

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



Blair Walkington Mayor

(Date)


Marcy Johnson Administrator

Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 2/28/2018

110-110-120 - Cash - Bank - Demand
GL Balance to 2/28/2018

158,132.80

Service Charges:	-18.50
Interest Charges:	0.00
Interest Revenue:	47.32

Adjusted Book Balance	158,161.62
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Bank Statement Balance:	165,644.33
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Deposits in Transit

Subtotal:	0.00
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Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	12/12/2017	Ch 5039	Helfrick, Steve	AP	-400.00
2	2/27/2018	Ch 5066	Provincial Emergency	AP	-277.50
3	2/27/2018	Ch 5067	SAMA - Saskatchewan Assessment	AP	-5,818.00
4	2/27/2018	Ch 5068	Sask Power	AP	-953.61
5	2/27/2018	Ch 5069	Taxervice	AP	-33.60
				Subtotal:	-7,482.71

Total Uncleared:	-7,482.71
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Adjusted Bank Balance	158,161.62
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Notes

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