

**RESORT VILLAGE OF FORT SAN  
AGENDA**

Thursday, April 28, 2016 7:00 pm

1. Call to Order
2. Resignation of Daryl Strayer
3. Delegate
4. Adoption of Agenda
5. Approval of minutes –
  - a. April 7, 2016
6. Business Arising From Minutes
7. Bylaws –
8. Correspondence
9. Reports
  - a. G. Chatterson – North Valley Waste Management - CLPC
  - b. M. Johnson – Office Matters
10. Accounts for Payment / Financial Reports / Bank Reconciliation
11. Unfinished Business
  - a. CF Asphalt – Steel Lane and Palmer Road
  - b. Valley Lawn Services
  - c. Septic Sewage Survey
12. New Business
  - a. Urban Municipal Administrators' Association of Saskatchewan – June 7 – 10, 2016
  - b. Echo Valley Resort Ltd. – Fort Sanatorium Property
  - c. Budget 2016
  - d. Garbage Contract – Yard Debris
  - e. Audited Financial Statements – Dudley & Company
13. Adjournment

BW  
1

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

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

A quorum being present, Mayor B. Walkington called the meeting to order at 6:45 p.m.

16-062 RESIGNATION OF D. STRAYER / C. HAHN:

"THAT Resort Village Council accept the resignation of D. Strayer."

16-063 AGENDA / G. CHATTERSON:

"THAT the agenda be adopted with the following addition,  
f. Campground."

CARRIED

16-064 MINUTES / D. WILLIAMS:

"THAT the minutes of the regular meeting of Council held April 7, 2016 be adopted with as presented."

CARRIED

16-065 GARBAGE CAN FOR LOOKOUT / C. HAHN

"THAT Resort Village Council approve a garbage can to be placed at the lookout at the west end of the village."

CARRIED

16-066 REPORTS / C. HAHN:

"THAT the verbal/ written reports from:  
G. Chatterson –North Valley Waste Management  
M. Johnson - Administration.  
be accepted as presented."

CARRIED

16-067 ACCOUNTS FOR PAYMENT / C. HAHN:

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4804 to 4808 totalling \$5,796.12, is hereby approved by Resort Village Council for payment."

CARRIED

16-068 FINANCIAL STATEMENT/ D. WILLIAMS:

"THAT the Statement of Financial Activities for the month of March 2016, attached and forming a part of these minutes, be accepted as presented."

CARRIED

16-069 BANK RECONCILIATION /G. CHATTERSON:

"THAT the Bank Reconciliation for the month of March 2016, attached and forming a part of these minutes, be accepted as presented."

CARRIED

070 CF ASPHALT / C. HAHN:

"THAT Resort Village Council accept the estimate from CF Asphalt of \$42,525 to pave Palmer Ave. and Steele Lane."

CARRIED

16-071 VALLEY LAWN SERVICES / C. HAHN:

"THAT the Resort Village Council approve the quote for the work in Hank Vonk Park and the Trans Canada Trail."

CARRIED

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

16-072 URBAN MUNICIPAL ADMINISTRATORS' ASSOCIATION OF SASKATCHEWAN / C. HAHN:

"THAT Resort Village Council approve the Administrator, Marcy Johnson, to go to the Urban Municipal Administrators Association Annual Convention held in Saskatoon June 7 to 10<sup>th</sup>, all expenses and registration paid by the Resort Village."

CARRIED

16-073 ECHO VALLEY RESORTS – FORT SANATORIUM PROPERTY/ C. HAHN:

"THAT Resort Village Council will look at amending the Resort Village of Fort San Bylaw to Designate Municipal Heritage Property 07-01 to remove the Nurse's Residence (Wood Mountain Lodge) subsection 2(c)."

CARRIED

16-074 2016 BUDGET / C. HAHN:

“THAT RV of Fort San Council adopt the 2016 budget which is attached to and forms part of these minutes which provides for:

Estimated Revenues	\$ 200,075.55
--------------------	---------------

Estimated Expenditures	\$ 254,014.85
------------------------	---------------

And which sets the mill rates and base taxes for municipal purposes as follows:

Mill rate	2.4
-----------	-----

Base tax land	\$150
---------------	-------

	\$150
Base tax on improvements	\$125

Discounts are as follows, before August 31, 2015 - 15%,

September 30, 2015 - 4%,

October 31, 2015 - 2%

November 30, 2015 – 1%

December - no discount."

CARRIED

16-075 GARBAGE CONTRACT – YARD DEBRIS / C. HAHN:

“THAT the Resort Village Council approve the Administrator Marcy Johnson to send a letter to the Garbage Contactor with the expectations regarding the yard debris pick up for the 2016 year.”

CARRIED

16-076 AUDITED FINANCIAL STATEMENTS / D. WILLIAMS"

“THAT the Resort Village Council 2015 audited financial statement, prepared by Dudley & Company, attached and forming a part of these minutes, be accepted as presented.”


CARRIED

16-077 ADJOURNMENT / C. HAHN:

"THAT the meeting of the Resort Village of Fort San be adjourned at 8:01 p.m."

CARRIED

Approved this 26 day of May, 2016.

Bh 

Mayor

Administrator

Administrator

Next meeting:



Regular Meeting Thursday, May 26, 2016 7:00 p.m.

Report Date  
4/26/2016 2:48 PM

Resort Village of Fort San  
List of Accounts for Approval  
As of 4/26/2016  
Batch: 2016-00023 to 2016-00024

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4804	4/28/2016	Fort Qu'Appelle Library Board 04/16 Donation	Donation	400.00	400.00
4805	4/28/2016	Sask Power 04/16 str.light	Street lights	875.96	875.96
4806	4/28/2016	UMAAS 04/16 Reg. Gee	Convention Registration	199.50	199.50
4807	4/29/2016	Grismer, Camille 04/16 Contract	Garbage contract	1,332.00	1,332.00
4808	4/29/2016	R.M. of North Qu'Appelle No187 2016-00025	Office services contract	2,988.66	2,988.66
				Total for AP:	5,796.12

Certified Correct This April 26, 2016

**Resort Village of Fort San**  
**Statement of Financial Activities - Condensed**  
For the Period Ending March 31, 2016

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
Discount on Current Year Taxes	(121.33)	(122.58)		(122.58)	
<b>Net Municipal Taxes</b>	<b>(121.33)</b>	<b>(122.58)</b>	<b>0.00</b>	<b>(122.58)</b>	<b>0.00</b>
Penalties on Tax Arrears	156.17	506.51		506.51	
<b>Total Taxation:</b>	<b>34.84</b>	<b>383.93</b>	<b>0.00</b>	<b>383.93</b>	<b>0.00</b>
<b>Fees and Charges</b>					
Licenses and Permits	950.00	1,070.00		1,070.00	
General Office Services	15.00	60.00		60.00	
<b>Total Fees and Charges:</b>	<b>965.00</b>	<b>1,130.00</b>	<b>0.00</b>	<b>1,130.00</b>	<b>0.00</b>
<b>Conditional Grants</b>					
Federal	5,310.80	5,310.80		5,310.80	
Provincial	11,075.25	11,075.25		11,075.25	
<b>Total Conditional Grants:</b>	<b>16,386.05</b>	<b>16,386.05</b>	<b>0.00</b>	<b>16,386.05</b>	<b>0.00</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue		2,544.62		2,544.62	
<b>Total Investment Income and Commissions:</b>	<b>0.00</b>	<b>2,544.62</b>	<b>0.00</b>	<b>2,544.62</b>	<b>0.00</b>
<b>Total REVENUES:</b>	<b>17,385.89</b>	<b>20,444.60</b>	<b>0.00</b>	<b>20,444.60</b>	<b>0.00</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Professional/Contract Services	9,774.66	17,883.28		(17,883.28)	
Utilities	178.70	349.86		(349.86)	
Maintenance, Material and Supplies	437.60	437.60		(437.60)	
<b>Total General Government Services:</b>	<b>10,390.96</b>	<b>18,670.74</b>	<b>0.00</b>	<b>(18,670.74)</b>	<b>0.00</b>
<b>Protective Services</b>					
<b>Fire Protection</b>					
Professional/Contractual Services	233.75	233.75		(233.75)	
<b>Total Fire Protection:</b>	<b>233.75</b>	<b>233.75</b>	<b>0.00</b>	<b>(233.75)</b>	<b>0.00</b>
<b>Total Protective Services:</b>	<b>233.75</b>	<b>233.75</b>	<b>0.00</b>	<b>(233.75)</b>	<b>0.00</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Utilities	834.25	2,515.89		(2,515.89)	
<b>Total Maintenance:</b>	<b>834.25</b>	<b>2,515.89</b>	<b>0.00</b>	<b>(2,515.89)</b>	<b>0.00</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies	150.00	1,025.00		(1,025.00)	
<b>Total Snow Removal:</b>	<b>150.00</b>	<b>1,025.00</b>	<b>0.00</b>	<b>(1,025.00)</b>	<b>0.00</b>
<b>Total Transportation Services:</b>	<b>984.25</b>	<b>3,540.89</b>	<b>0.00</b>	<b>(3,540.89)</b>	<b>0.00</b>
<b>Environmental Services</b>					
Professional/Contractual Services	4,335.93	6,873.09		(6,873.09)	
<b>Total Environmental Services:</b>	<b>4,335.93</b>	<b>6,873.09</b>	<b>0.00</b>	<b>(6,873.09)</b>	<b>0.00</b>
<b>Recreation and Cultural Services</b>					
Grants and Contributions	3,000.00	4,019.15		(4,019.15)	
<b>Total Recreation and Cultural Services:</b>	<b>3,000.00</b>	<b>4,019.15</b>	<b>0.00</b>	<b>(4,019.15)</b>	<b>0.00</b>
<b>Total EXPENDITURES:</b>	<b>18,944.89</b>	<b>33,337.62</b>	<b>0.00</b>	<b>(33,337.62)</b>	<b>0.00</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>					
<b>REVENUES</b>	<b>17,385.89</b>	<b>20,444.60</b>	<b>0.00</b>	<b>20,444.60</b>	<b>0.00</b>
<b>EXPENDITURES</b>	<b>18,944.89</b>	<b>33,337.62</b>	<b>0.00</b>	<b>(33,337.62)</b>	<b>0.00</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(1,559.00)</b>	<b>(12,893.02)</b>	<b>0.00</b>	<b>(12,893.02)</b>	<b>0.00</b>

BW MD




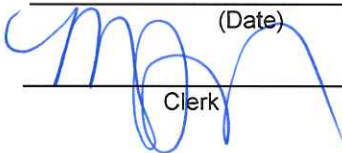
Resort Village of Fort San  
Statement of Financial Activities - Condensed  
For the Period Ending March 31, 2016

	Current	Year To Date	Budget	Variance	%
Change in Surplus	(1,559.00)	(12,893.02)	0.00	(12,893.02)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(138.69)	(15,553.62)	118,765.46
Cash - Bank - Term Deposit		2,544.62	159,063.96
Total Cash and Investments:	(138.69)	(13,009.00)	277,879.42
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(654.20)	(315.13)	6,461.24
Municipal - Tax Receivable - Arrears	(451.66)	(2,979.28)	2,257.01
Municipal - Tax Enforcement			98.22
Total Municipal Taxes Receivable:	(1,105.86)	(3,294.41)	8,816.47

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

  
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
(Date)  
  
\_\_\_\_\_  
Clerk

Resort Village of Fort San  
Bank Reconciliation - Detailed

Conesus Credit Union \*\*\*\*\*4487  
For Ending Date 3/31/2016

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

GL Balance to 3/31/2016 159,063.96

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

Adjusted Book Balance 159,063.96

Bank Statement Balance: 159,063.96

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 0.00

Adjusted Bank Balance 159,063.96

Notes



Resort Village of Fort San  
Bank Reconciliation - Summary

CIBC  
For Ending Date 3/31/2016

110-110-120 - Cash - Bank - Demand

GL Balance to 3/31/2016 118,797.46

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

Adjusted Book Balance 118,779.46

Bank Statement Balance: 127,994.61

Deposits in Transit: 932.25  
Outstanding Payments: -10,147.40  
Total Uncleared: -9,215.15 -9,215.15

Adjusted Bank Balance 118,779.46

Notes

BW  
MD