RESORT VILLAGE OF FORT SAN
AGENDA

Thursday, May 26, 2016 7:00 pm

1. Call to Order
2. Delegate
    a. Alton Tangedal Architect Ltd. 7:00 p.m.
3. Adoption of Agenda
4. Approval of Minutes
    a. April 28, 2016
5. Business Arising From Minutes
6. Bylaws
7. Correspondence
    a. Saskatchewan Parks and Recreation Association – June is Recreation and Parks Month
    b. PARCS – Aquatic Invasive Mussels – Stop Them at the Borders
    c. SAMA – Resolutions
    d. East Central Transportation Planning Committee – AGM June 15, 2016
8. Reports
    a. G. Chatterson – North Valley Waste Management - CLPC
    b. M. Johnson – Administration
9. Accounts for Payment / Financial Reports / Bank Reconciliation
10. Unfinished Business
    a. Echo Valley Resort Ltd
11. New Business
    a. Resort Village Lot – Echo Ridge Rise
    b. SUMAssure
    c. All Nations Healing Hospital - Donation
12. Adjournment

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Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. May 26, 2016

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

A quorum being present, Mayor B. Walkington called the meeting to order at 7:03 p.m.

16-078 AGENDA / D. WILLIAMS

"THAT the agenda be adopted with the following addition,
d. transfers to reserves."

CARRIED

16-079 MINUTES / G. CHATTERSON

"THAT the minutes of the regular meeting of Council held April 28, 2016 be adopted with as presented."

CARRIED

16-080 CORRESPONDENCE / D. WILLIAMS

"THAT the following correspondence be filed as presented:

a. Saskatchewan Parks and Recreation Association – June is Recreation and Parks Month
b. PARCS – Aquatic Invasive Mussels – Stop Them at the Borders
c. SAMA – Resolutions
d. East Central Transportation Planning Committee – AGM June 15, 2016

CARRIED

16-081 REPORTS / D. WILLIAMS:

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

CARRIED

16-082 ACCOUNTS FOR PAYMENT / D. WILLIAMS

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4809 to 4818 totalling $11,015.12, is hereby approved by Resort Village Council for payment."

CARRIED

16-083 FINANCIAL STATEMENT/ G. CHATTERSON

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

CARRIED

16-084 BANK RECONCILIATION / G. CHATTERSON

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

CARRIED

16-085 TRANSFER TO RESERVES / D. WILLIAMS

"THAT the Resort Village Council transfer $10,622.00 to reserves."

CARRIED

16-086 ADJOURNMENT / D. WILLAMS

"THAT the meeting of the Resort Village of Fort San be adjourned at 8:25 p.m."

CARRIED

Approved this 21 day of July, 2016.

Mayor Administrator

Next meeting:
Regular Meeting Thursday, June 30, 2016 7:00 p.m.

BW

Report Date
5/26/2016 2:15 PM

Resort Village of Fort San
List of Accounts for Approval
As of 5/26/2016
Batch: 2016-00026 to 2016-00031

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4809	**4/30/2016**	**Prairie Valley S. D. #208**			
		04/16 taxes	Taxes collected	932.32	932.32
310	**5/26/2016**	**Grismer, Camille**			
		580	Extra yard debris	157.50	157.50
4811	**5/26/2016**	**Kotrla, Norbert**			
		05/17 BP-16-001	Jackson, K-Inps 2	150.00	
		05/16 BP 16-002	Carnochan-Plan Review	150.00	300.00
4812	**5/26/2016**	**R.M. of North Qu'Appelle No187**			
		04/116 Bin	Garbage bin	200.00	200.00
4813	**5/26/2016**	**Sask Power**			
		05/16 Str.light	Street lights	875.96	875.96
4814	**5/26/2016**	**Sask Tel CMR**			
		04/16 Office	Office	184.53	184.53
4815	**5/26/2016**	**Southeast Regional Library**			
		05/16 Fees	2nd Installment	1,019.15	1,019.15
4816	**5/31/2016**	**Grismer, Camille**			
		05/16 Contract	Garbage Contract	1,332.00	1,332.00
4817	**5/31/2016**	**R.M. of North Qu'Appelle No187**			
		2016-00041	Office Services	2,988.66	2,988.66
4818	**5/26/2016**	**Dudley & Company**			
		18262	Year End Audit	3,025.00	3,025.00
				Total for AP:	11,015.12

Certified Correct This May 26, 2016

Date Printed
5/11/2016 3:42 PM

Resort Village of Fort San
Bank Reconciliation - Detailed

Conesus Credit Union *****4487
For Ending Date 4/30/2016

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

GL Balance to 4/30/2016		**159,063.96**
Service Charges:		0.00
Interest Charges:		0.00
Interest Revenue:		265.40
Adjusted Book Balance		**159,329.36**
Bank Statement Balance:		**159,329.36**
Deposits in Transit		
Subtotal:	0.00	
Outstanding Payments		
Subtotal:	0.00	
Total Uncleared:		0.00
Adjusted Bank Balance		**159,329.36**

Notes

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5/19/2016 3:16 PM

Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC
For Ending Date 4/30/2016

110-110-120 - Cash - Bank - Demand

GL Balance to 4/30/2016 114,757.08

Service Charges:	-18.00
Interest Charges:	0.00
Interest Revenue:	0.00
Adjusted Book Balance	**114,739.08**

Bank Statement Balance: 120,419.27

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	2/23/2016	Ch 4776-Rev	Jackson Bros. Bobcat Services	AP	918.25
			Subtotal:		918.25

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	5/20/2015	GR--150013-001	REV-Deposit Entry	RC	-50.00
2	2/25/2016	Ch 4776	Jackson Bros. Bobcat Services	AP	-918.25
3	3/31/2016	Ch 4797	Provincial Emergency	AP	-233.75
4	4/28/2016	Ch 4804	Fort Qu'Appelle Library Board	AP	-400.00
5	4/28/2016	Ch 4805	Sask Power	AP	-875.96
6	4/28/2016	Ch 4806	UMAAS	AP	-199.50
7	4/29/2016	Ch 4808	R.M. of North Qu'Appelle No187	AP	-2,988.66
8	4/30/2016	Ch 4809	Prairie Valley S. D. #208	AP	-932.32
			Subtotal:		-6,598.44

Total Uncleared:	-5,680.19
Adjusted Bank Balance	**114,739.08**

Notes

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Report Date
5/25/2016 2:22 PM

Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2016

REVENUES	Current	Year To Date	Budget	Variance	%
TAXATION					
Municipal Taxes					
410-110-100 - General Municipal Levy			163,122.00	(163,122.00)	100.00-
410-120-100 - Abatements and Adjustments			(1,500.00)	1,500.00	100.00
410-130-100 - Discount on Municipal Tax - Property	(30.89)	(153.47)	(22,000.00)	21,846.53	99.30
	(30.89)	(153.47)	139,622.00	(139,775.47)	100.11-
Penalties on Tax Arrears					
410-400-110 - Tax Penalties	133.99	640.50		640.50	
	133.99	640.50	0.00	640.50	0.00
TOTAL TAXATION:	103.10	487.03	139,622.00	(139,134.97)	99.65-
FEES AND CHARGES					
Policing and Fire Fees					
420-400-300 - F&C - Fire Fees			800.00	(800.00)	100.00-
	0.00	0.00	800.00	(800.00)	100.00-
Licenses and Permits					
420-710-100 - F&C - Building Permits	900.00	1,800.00	2,500.00	(700.00)	28.00-
420-710-210 - F&C - Development Permits	100.00	270.00	500.00	(230.00)	46.00-
	1,000.00	2,070.00	3,000.00	(930.00)	31.00-
Other					
Tax Certificate					
420-800-100 - F&C - Tax Certificate		60.00	100.00	(40.00)	40.00-
	0.00	60.00	100.00	(40.00)	40.00-
General Office Services Provided					
420-800-220 - F&C - Appeal Fees	25.00	25.00		25.00	
	25.00	25.00	0.00	25.00	0.00
	25.00	85.00	100.00	(15.00)	15.00-
TOTAL FEES AND CHARGES:	1,025.00	2,155.00	3,900.00	(1,745.00)	44.74-
UNCONDITIONAL TRANSFERS					
Unconditional Transfers					
450-110-100 - Unconditional - (Revenue Sharing)			43,930.00	(43,930.00)	100.00-
	0.00	0.00	43,930.00	(43,930.00)	100.00-
TOTAL UNCONDITIONAL TRANSFERS:	0.00	0.00	43,930.00	(43,930.00)	100.00-
INVESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	265.40	2,810.02	2,000.00	810.02	40.50
	265.40	2,810.02	2,000.00	810.02	40.50
TOTAL INVESTMENT INCOME AND COMMIS	265.40	2,810.02	2,000.00	810.02	40.50

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	Current	Year To Date	Budget	Variance	%
TOTAL REVENUES:	1,393.50	5,452.05	189,452.00	(183,999.95)	97.12-

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EXPENDITURES	Current	Year To Date	Budget	Variance	%
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-110 - GG - Council - Indemnity			2,500.00	2,500.00	100.00
	0.00	0.00	2,500.00	2,500.00	100.00
.0-110-150 - GG - Council - Village Business			1,000.00	1,000.00	100.00
	0.00	0.00	3,500.00	3,500.00	100.00
Benefits					
510-120-110 - GG - Council - Payroll Benefits			500.00	500.00	100.00
	0.00	0.00	500.00	500.00	100.00
	0.00	0.00	500.00	500.00	100.00
	0.00	0.00	4,000.00	4,000.00	100.00
Professional/Contract Services					
510-200-110 - GG - Cont. - Legal			2,000.00	2,000.00	100.00
510-200-120 - GG - Cont. - Office Services	2,988.66	11,954.64	38,000.00	26,045.36	68.54
510-200-130 - GG - Cont. - Audit/Accounting			3,000.00	3,000.00	100.00
510-200-140 - GG - Cont. - Building Inspections		270.00	5,000.00	4,730.00	94.60
510-200-150 - GG - Cont. - Assessment - SAMA			7,000.00	7,000.00	100.00
510-200-160 - GG - Cont. - Board of Revision			300.00	300.00	100.00
510-200-170 - GG - Cont. - Advertising	85.44	122.40	1,000.00	877.60	87.76
510-210-110 - GG - Mayor - Travel & Meals			200.00	200.00	100.00
510-210-120 - GG - Council - Meeting/Travel/Meals			1,000.00	1,000.00	100.00
510-210-140 - GG - Council - Committee/Travel/Meal:			250.00	250.00	100.00
510-210-150 - GG - Council - Convention/Travel/Meal			1,500.00	1,500.00	100.00
510-210-170 - GG - Admin. - Training, Travel & Meals	190.00	390.56	1,500.00	1,109.44	73.96
510-210-175 - GG - Council Training /Travel Meals			1,500.00	1,500.00	100.00
0-230-100 - GG - Cont. - Insurance - General & Boı			2,000.00	2,000.00	100.00
ı0-240-100 - GG - Cont. - Memberships & Subscript		8,270.23	2,000.00	(6,270.23)	313.51
510-240-150 - GG - Cont. - Conference Fees		86.00	2,000.00	1,914.00	95.70
510-260-150 - GG - Cont. - Elections			2,500.00	2,500.00	100.00
510-290-100 - GG - Cont. - Bank Charges	18.00	71.55	250.00	178.45	71.38
	3,282.10	21,165.38	71,000.00	49,834.62	70.19
Utilities					
510-300-140 - GG - Utility - Telephone	174.68	524.54	2,300.00	1,775.46	77.19
	174.68	524.54	2,300.00	1,775.46	77.19
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Stationery & Postage	66.42	66.42	1,000.00	933.58	93.36
510-410-140 - GG - Maint. - Office Supplies		437.60	500.00	62.40	12.48
	66.42	504.02	1,500.00	995.98	66.40
Grants and Contributions					
510-500-110 - GG - Grants and Contributions	400.00	400.00	400.00		
	400.00	400.00	400.00	0.00	0.00
TOTAL GENERAL GOVERNMENT SERVICES	3,923.20	22,593.94	79,200.00	56,606.06	71.47

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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2016

	Current	Year To Date	Budget	Variance	%
PROTECTIVE SERVICES					
POLICE PROTECTION					
Professional/Contractual Services					
520-210-110 - PS - Police - Contracted Services			8,000.00	8,000.00	100.00
	0.00	0.00	8,000.00	8,000.00	100.00
TOTAL POLICE PROTECTION:	0.00	0.00	8,000.00	8,000.00	100.00
FIRE PROTECTION					
Professional/Contractual Services					
525-210-100 - PS - Fire - EMS Contract - 911		233.75	240.00	6.25	2.60
525-210-110 - PS - Fire - Contracted Services			4,500.00	4,500.00	100.00
	0.00	233.75	4,740.00	4,506.25	95.07
TOTAL FIRE PROTECTION:	0.00	233.75	4,740.00	4,506.25	95.07
TOTAL PROTECTIVE SERVICES:	0.00	233.75	12,740.00	12,506.25	98.17
TRANSPORTATION SERVICES					
MAINTENANCE					
Professional/Contractual Services					
530-210-120 - TS - Maint. - Contract - Contract			6,000.00	6,000.00	100.00
530-210-130 - TS - Maint. - Contract - Walkway			15,000.00	15,000.00	100.00
	0.00	0.00	21,000.00	21,000.00	100.00
Utilities					
530-310-100 - TS - Maint. - Utility - Street Lights	834.25	3,350.14	11,000.00	7,649.86	69.54
	834.25	3,350.14	11,000.00	7,649.86	69.54
Maintenance, Materials & Supplies					
530-450-100 - TS - Maint. - Culverts/Drainage			2,500.00	2,500.00	100.00
530-460-100 - TS - Maint. - Asphalt/Surfacing Materia			42,525.00	42,525.00	100.00
530-470-100 - TS - Maint. - Road/Street Signs			500.00	500.00	100.00
	0.00	0.00	45,525.00	45,525.00	100.00
Capital Expenditures					
530-600-699 - TS - Maint. - Amort - Infrastructure			14,000.00	14,000.00	100.00
	0.00	0.00	14,000.00	14,000.00	100.00
TOTAL MAINTENANCE:	834.25	3,350.14	91,525.00	88,174.86	96.34
SNOW REMOVAL					
Maintenance, Materials & Supplies					
537-430-100 - TS - Snow - Gravel/Sand		1,025.00	6,000.00	4,975.00	82.92
	0.00	1,025.00	6,000.00	4,975.00	82.92
TOTAL SNOW REMOVAL:	0.00	1,025.00	6,000.00	4,975.00	82.92
TOTAL TRANSPORTATION SERVICES:	834.25	4,375.14	97,525.00	93,149.86	95.51
ENVIRONMENTAL SERVICES					
Professional/Contractual Services					
540-200-110 - EH - Waste Collection	1,268.58	5,074.32	17,000.00	11,925.68	70.15
540-200-120 - EH - Waste Collection Site		3,067.35	14,000.00	10,932.65	78.09

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	Current	Year To Date	Budget	Variance	%

	Current	Year to Date	Balance
ACCOUNT BALANCES			
Cash and Investments			
110-110-110 - Cash - On Hand - Petty Cash			50.00
110-110-120 - Cash - Bank - Demand	(4,026.38)	(19,580.00)	114,739.08
110-110-130 - Cash - Bank - Term Deposit	265.40	2,810.02	159,329.36
Total Cash and Investments:	**(3,760.98)**	**(16,769.98)**	**274,118.44**
Municipal Taxes Receivable			
110-200-100 - Municipal - Tax Receivable - Current	(57.74)	(372.87)	6,403.50
110-200-110 - Municipal - Tax Receivable - Arrears	(939.53)	(3,918.81)	1,317.48
110-200-120 - Municipal - Tax Enforcement			98.22
Total Municipal Taxes Receivable:	**(997.27)**	**(4,291.68)**	**7,819.20**

	Current	Year To Date	Budget	Variance	%
540-200-130 - EH - Sewage Lagoon			19,200.00	19,200.00	100.00
540-210-100 - EH - Cont. - Pest Control			250.00	250.00	100.00
	1,268.58	8,141.67	50,450.00	42,308.33	83.86
TOTAL ENVIRONMENTAL SERVICES:	1,268.58	8,141.67	50,450.00	42,308.33	83.86
RECREATION AND CULTURAL SERVICES					
Grants and Contributions					
570-500-120 - R&C - Grants - Rexentre		3,000.00	3,000.00		
570-500-130 - R&C - Grants - Library/Museum		1,019.15	2,000.00	980.85	49.04
	0.00	4,019.15	5,000.00	980.85	19.62
TOTAL RECREATION AND CULTURAL SERV	0.00	4,019.15	5,000.00	980.85	19.62
TOTAL EXPENDITURES:	6,026.03	39,363.65	244,915.00	205,551.35	83.93
CHANGE IN NET-FINANCIAL ASSETS	(4,632.53)	(33,911.60)	(55,463.00)	21,551.40	38.86
CHANGE IN NET ASSETS	(4,632.53)	(33,911.60)	(55,463.00)	21,551.40	38.86
CHANGE IN SURPLUS	(4,632.53)	(33,911.60)	(55,463.00)	21,551.40	38.86

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