

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

Tuesday, May 22, 2018

1. Call to Order
2. Delegate
3. Approval of Agenda
4. Adoption of Minutes
  - a. April 24, 2018 Regular meeting
5. Business Arising from Minutes
6. Public Hearing 7:05 pm – Amend Zoning Bylaw 09-02
7. Bylaws
  - a. Bylaw 2018-02 To amend Zoning Bylaw 09-02
  - b. Bylaw 2018-03 To Extend the Assessment Roll
8. Communication
  - a. Ministry of Government Relations – 2018 Confirmed Education Property Tax Mill Rates
  - b. SAMA – 2018 Annual Meeting Resolutions
  - c. PARCS - Newsletter
  - d. Crime Stoppers – contribution request
  - e. PARCS – Update #86
  - f. Ministry of Government Relations – SaskEnergy Municipal Surcharge
  - g. Noise Complaint
9. Reports
  - a. B. Redman – North Valley Waste Management Inc.
  - b. J. Naumetz – Regional Library
  - c. S. Helfrick - Calling Lakes District Planning Commission
  - d. N. Keith – Acting Administration
10. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
11. Unfinished Business
  - a. 2017 Audit
  - b. Transfer to reserve – gas tax
  - c. Transfer from reserve – paving
  - d. Okanese First Nation – Treaty Land Entitlement
12. New Business
  - a. Conexus - term deposit
  - b. Saskatchewan Lotteries
  - c. FCM – Membership
  - d. Calling Lakes Branding Committee – Signage Request
  - e. Board of Revision & Development Appeals Board
  - f. 2018 Assessor – appointment
  - g. Digital Speed Sign Request – 770 Fort San Road
  - h. 353 Merlin Avenue - Leading Thunderbird Lodge & Silver Sage Housing Corp
13. Closed Session
  - a. Strategic Planning 2018 Budget
14. 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, May 22, 2018**

Present:	Mayor:	Blair Walkington
	Council Members:	John Naumetz
		Steve Helfrick
		Brad Redman
		Don Williams
	Acting Administrator:	Nicole Keith

A quorum being present, Mayor B. Walkington called the meeting to order at 7:01 p.m.

**18-048 AGENDA / S. HELFRICK**

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

CARRIED

**18-049 MINUTES / B. REDMAN**

"THAT the minutes of the Fort San Resort Village regular meeting of Council held April 24, 2018 be adopted."

CARRIED

**18-050 RECESS / B. REDMAN**

"THAT this meeting be recessed at 7:05 pm for the public hearing."

CARRIED

**18-051 RECONVENE / J. NAUMETZ**

"THAT this meeting reconvene at 7:18 pm."

CARRIED

**18-052 BYLAW 2018-02 BYLAW TO AMEND ZONING BYLAW 09-02 / D. WILLIAMS**

"THAT Bylaw 2018-02 Bylaw to Amend Zoning Bylaw 09-02 be read for the second time."

CARRIED

**18-053 BYLAW 2018-02 BYLAW TO AMEND ZONING BYLAW 09-02 / J. NAUMETZ**

"THAT Bylaw 2018-02 to Amend Zoning Bylaw 09-02 be read for the third time and adopted."

CARRIED

**18-054 BYLAW 2018-03 TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL / D. WILLIAMS**

"THAT Bylaw 2018-03 to Extend the Time Required For The Completion of the Assessment Roll be read for the first time."

CARRIED

**18-055 BYLAW 2018-03 TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL / B. REDMAN**

"THAT Bylaw 2018-03 to Extend the Time Required For The Completion of the Assessment Roll be read for a second time."

CARRIED

**18-056 BYLAW 2018-02 BYLAW TO AMEND ZONING BYLAW 09-02 / J. NAUMETZ**

"THAT Bylaw 2018-03 to Extend the Time Required For The Completion of the Assessment Roll have three readings at this meeting."

CARRIED

**18-057 BYLAW 2018-02 BYLAW TO AMEND ZONING BYLAW 09-02 / B. REDMAN**

"THAT Bylaw 2018-03 to Extend the Time Required For The Completion of the Assessment Roll be read for the third time and adopted."

CARRIED

**18-058 COMMUNICATION / J. NAUMETZ**

"THAT the following communication be filed as presented:

- a. SAMA – 2018 Annual Meeting Resolutions
- b. PARCS - Newsletter
- c. Crime Stoppers – contribution request
- d. PARCS – Update #86
- e. Ministry of Government Relations – SaskEnergy Municipal Surcharge
- f. Noise Complaint

*me*

**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, May 22, 2018**

CARRIED

**18-059 REPORTS / J. NAUMETZ**

"THAT the verbal reports from:

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

CARRIED

**18-060 ACCOUNTS FOR PAYMENT / D. WILLIAMS**

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5083 to 5089 totalling \$13,469.37 is hereby approved by Resort Village Council for payment."

CARRIED

**18-061 FINANCIAL STATEMENT/ D. WILLIAMS**

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

CARRIED

**18-062 BANK RECONCILIATION / D. WILLIAMS**

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

CARRIED

**18-063 TERM DEPOSIT / B. REDMAN**

"THAT Fort San Council redeposit the funds, \$160,939.52, at Conexus Credit Union in a redeemable term deposit at 1.5%."

CARRIED

**18-064 BOARD OF REVISION & DEVELOPMENT APPEALS BOARD / J. NAUMETZ**

"THAT Fort San Council appoint Gord Krismer & Associates Ltd. for the Fort San Board of Revision and the Development Appeals Board with Board members:

Clint Krismer Chair  
Gord Krismer Vice Chair  
Jeff Hutton Member  
Charmaine Luscombe Member  
Brenda Lauf Member  
Dave Lang Member  
Cam Duncan Member  
Kirby Bodnard Member  
and Aileen Swenson as Secretary to the Board."

CARRIED

**18-065 APPOINT ASSESSOR FOR 2018 ASSESSEMENT ROLL / D. WILLIAMS**

"THAT Fort San Council appoint Acting Administrator N. Keith as the Assessor for the 2018 Assessment Roll."

CARRIED

**18-066 ADJOURNMENT / S. HELFRICK**

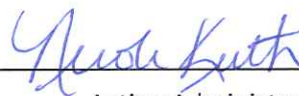
"THAT the meeting of the Resort Village of Fort San Council be adjourned at 8:35 pm."

CARRIED

Approved this                      day of                      , 2018



Mayor



Acting Administrator

Next meeting: Regular Meeting Tuesday, June 26, 2018 7:00 pm

**RESORT VILLAGE OF FORT SAN**  
**AGENDA**  
**Regular Meeting of Council**  
**7:05 pm.**

Tuesday, May 22, 2018

1. Call to Order
2. Public Hearing
  - a. Amend Zoning Bylaw 09-02
3. Adjournment



**Resort Village of Fort San**  
**Public Hearing of Council held in the Fort San Council Chambers**  
**136 Company Avenue, Fort Qu'Appelle, Saskatchewan**  
**Tuesday May 22, 2018 at 7:05 pm**

Present:

Mayor:

Blair Walkington

Council Members:

John Naumetz

Steve Helfrick

Brad Redman

Don Williams

Acting Administrator:

Nicole Keith

A quorum being present, Mayor Walkington called the meeting to order at 7:05 pm.

Two People were in attendance.

Jim Chaplin

Connie Chaplin

Approved this

day of

, 2018

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Acting Administrator

The Resort Village of Fort San

Bylaw No. 2018-02

A Bylaw to amend the Zoning Bylaw No. 09-02 known as the Zoning Bylaw of the Resort Village of Fort San.

The Council of the Resort Village of Fort San, incorporated in the Province of Saskatchewan, enacts to amend Bylaw 09-02 as follows:

1. The Zoning District Map referred to in Section 5 Zoning Districts of the Zoning Bylaw No. 09-02 is amended by rezoning from "Future Urban Development" to "Parks and Recreation District"  
Parcel 164091810 NE 24-21-14 W2 Ext 3  
Parcel 136162740 LSD 8 24-21-14 W2 Ext 17  
Parcel 164091764 LSD 7- 24-21-14 W2 Ext 18

Districts of the Zoning Bylaw No. 09-02 is amended by rezoning from "Future Urban Development" to Mixed Use"

Parcel 164091809 LSD 7 24-21-14 W2 Ext. 17

Parcel 202780975 LSD 7 24-21-14 W2 Ext 20

Parcel 202780931 LSD 7 24-21-14 W2 Ext 19

Parcel 136162751 LSD 8 24-21-14-W2 Ext 18, shown in bold outline on the map attached hereto and marked Schedule "A".



*Blair Walker*

Mayor

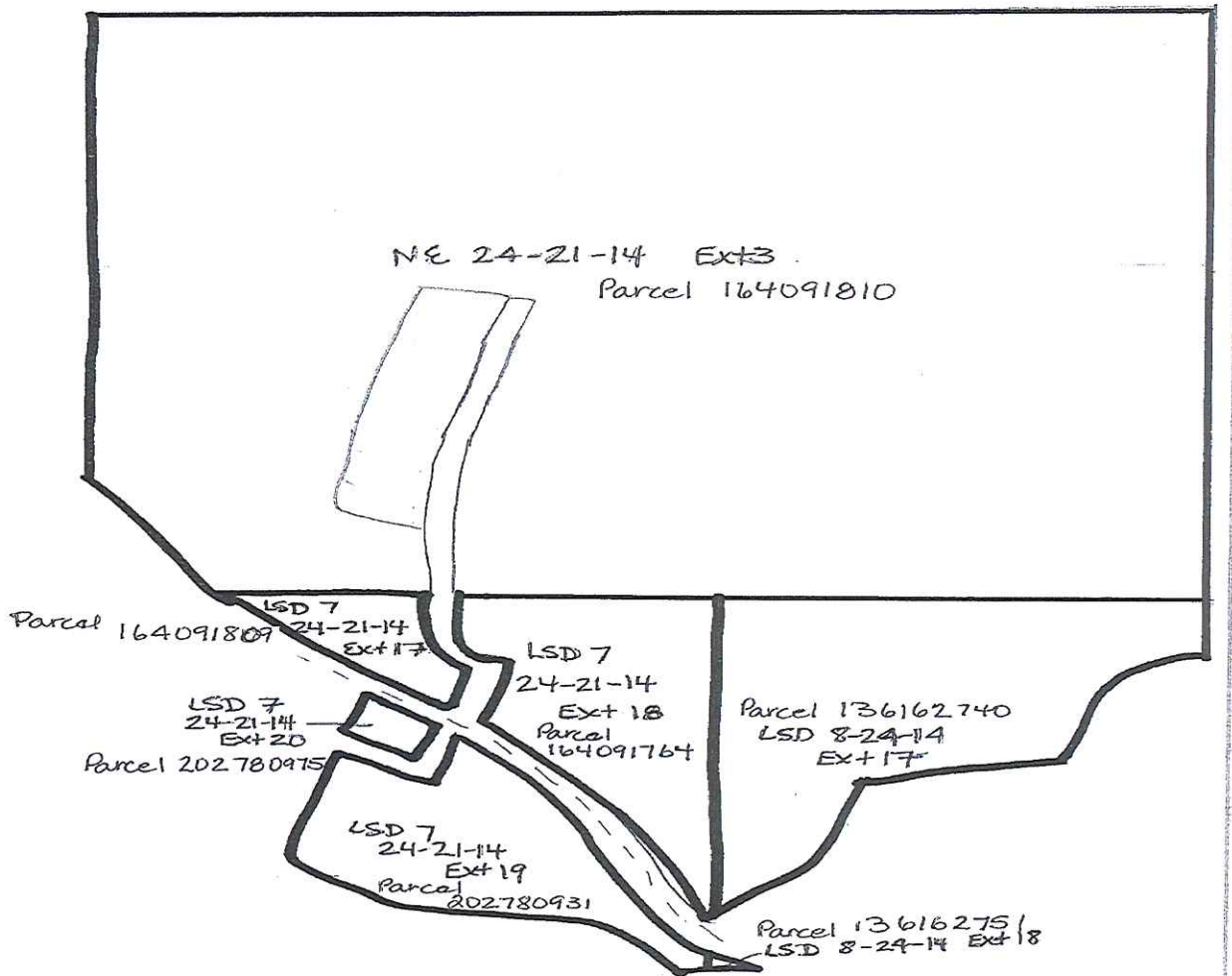
*Quole Keith*

Acting Administrator

The Resort Village of Fort San

Bylaw No. 2018-02

Schedule "A"



*Blair Wray*

Mayor

*Yvonne Kuehls*

Administrator

BYLAW NO. 2018-03


RESORT VILLAGE OF FORT SAN

A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL.

The Council of the Resort Village of Fort San in the Province of Saskatchewan, enacts as follows:

1. The time required pursuant to subsection 204(1) of *The Municipalities Act* for preparation of the assessment roll be and is extended to July 27, 2018.

(seal)

  
\_\_\_\_\_  
Reeve ~~MAYOR~~

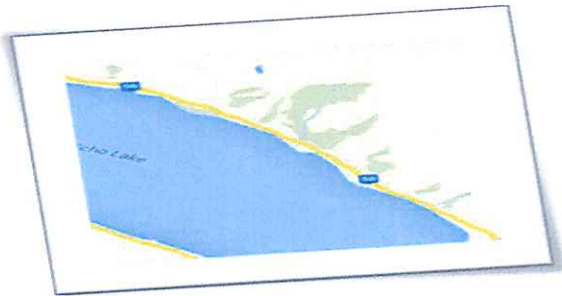
  
\_\_\_\_\_  
Acting Administrator

Section 404(9) *The Municipalities Act*

Read a third time and adopted  
this 22 day of May, 20 18







Administrator Report to Council  
Tuesday, May 22, 2018

**Bouquets:**

**Complaints:** Noise Complaint – Block M, Plan 101884417 Ext 0

**Building Permits:**

230 Lakeside Ave – New Dwelling – Haynes - approved  
232 Lakeside Ave – New Dwelling – Benson – awaiting architectural drawing  
770 Fort San Road – Stacked Cabins (2) – Echo Lake Bible Camp – submitted to PBI  
185 Lakeside Ave – Insulated Detached Garage – submitted to PBI  
872 Fort San Road – Deck – Moran, S & L – submitted to PBI

**Office:**

May 9 – May 18	Regular office duties Building Permit applications & approvals – review daily MLT Aikins – cannot represent Village due to possible conflict Advertise – Public Hearing to Amend Zoning Bylaw Contact OWZW LLP Fire Ban Recommendation - email to ratepayers and put on website SMHI Training – RM boardroom Assistant Administrator advertisement – May 18 & 25 Assessment Training – Sharon Pope – balanced RM assessment roll – to be mailed by May 25 RM Assessment advertisement – in Gazette and Fort Times for May 25 Yard Debris Collection Schedule – on website and Facebook RMAA convention – May 16 MuniSoft Training – Taxation Training – May 17 Prepare FS agenda & motion form OWZW LLP – forwarded all correspondence and Municipal Service Agreement for lawyer to review. He will contact Village office next week. Review the Assessment Roll Changes Print Assessment Notice – Mail at end of work day May 24

**Dates to Remember:**

**Holidays -**

Nicole Monday s in July

Respectfully submitted

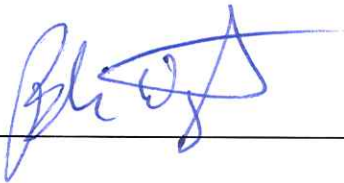
N. Keith

Acting Administrator

*Ypk*

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5083	4/30/2018	Ministry of Finance Issued To: Minister of Finance April 2018	Remittance	2,115.18	2,115.18
5084	4/30/2018	R.M. of North Qu'Appelle No187 April 2018	Office Services	3,416.66	3,416.66
5085	4/30/2018	Sask Power 04/19/18	Street Lights	978.87	978.87
5086	4/30/2018	Valley Lawn Services April 2018	Contract	1,750.00	1,750.00
5087	5/22/2018	Jackson Bros. Bobcat Services ..34	Contract - Walkway	42.00	42.00
5088	5/31/2018	R.M. of North Qu'Appelle No187 2018-00052	Contract	3,416.66	3,416.66
5089	5/31/2018	Valley Lawn Services May	Contract	1,750.00	1,750.00
				Total for AP:	13,469.37

Certified Correct This May 18, 2018





Resort Village of Fort San  
Statement of Financial Activities - Condensed  
For the Period Ending April 30, 2018

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
Discount on Current Year Taxes	(27.27)	(87.50)		(87.50)	
<b>Net Municipal Taxes</b>	(27.27)	(87.50)	0.00	(87.50)	0.00
Penalties on Tax Arrears	201.30	861.78		861.78	
<b>Total Taxation:</b>	<b>174.03</b>	<b>774.28</b>	<b>0.00</b>	<b>774.28</b>	<b>0.00</b>
<b>Fees and Charges</b>					
Custom Work	5.13	99.27		99.27	
General Office Services	75.00	105.00		105.00	
<b>Total Fees and Charges:</b>	<b>80.13</b>	<b>204.27</b>	<b>0.00</b>	<b>204.27</b>	<b>0.00</b>
<b>Conditional Grants</b>					
Federal		5,572.60		5,572.60	
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>5,572.60</b>	<b>0.00</b>	<b>5,572.60</b>	<b>0.00</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	61.51	197.21		197.21	
<b>Total Investment Income and Commissions:</b>	<b>61.51</b>	<b>197.21</b>	<b>0.00</b>	<b>197.21</b>	<b>0.00</b>
<b>Total REVENUES:</b>	<b>315.67</b>	<b>6,748.36</b>	<b>0.00</b>	<b>6,748.36</b>	<b>0.00</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Professional/Contract Services	3,435.16	20,847.02		(20,847.02)	
<b>Total General Government Services:</b>	<b>3,435.16</b>	<b>20,847.02</b>	<b>0.00</b>	<b>(20,847.02)</b>	<b>0.00</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services		277.50		(277.50)	
<b>Total Police Protection:</b>	<b>0.00</b>	<b>277.50</b>	<b>0.00</b>	<b>(277.50)</b>	<b>0.00</b>
<b>Total Protective Services:</b>	<b>0.00</b>	<b>277.50</b>	<b>0.00</b>	<b>(277.50)</b>	<b>0.00</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Professional/Contractual Services	2,265.00	2,745.00		(2,745.00)	
Utilities	1,855.19	3,671.59		(3,671.59)	
Maintenance, Materials & Supplies		829.98		(829.98)	
<b>Total Maintenance:</b>	<b>4,120.19</b>	<b>7,246.57</b>	<b>0.00</b>	<b>(7,246.57)</b>	<b>0.00</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies	600.00	825.00		(825.00)	
<b>Total Snow Removal:</b>	<b>600.00</b>	<b>825.00</b>	<b>0.00</b>	<b>(825.00)</b>	<b>0.00</b>
<b>Total Transportation Services:</b>	<b>4,720.19</b>	<b>8,071.57</b>	<b>0.00</b>	<b>(8,071.57)</b>	<b>0.00</b>
<b>Environmental Services</b>					
Professional/Contractual Services	1,666.67	10,688.76		(10,688.76)	
<b>Total Environmental Services:</b>	<b>1,666.67</b>	<b>10,688.76</b>	<b>0.00</b>	<b>(10,688.76)</b>	<b>0.00</b>
<b>Recreation and Cultural Services</b>					
Grants and Contributions		2,722.11		(2,722.11)	
<b>Total Recreation and Cultural Services:</b>	<b>0.00</b>	<b>2,722.11</b>	<b>0.00</b>	<b>(2,722.11)</b>	<b>0.00</b>
<b>Total EXPENDITURES:</b>	<b>9,822.02</b>	<b>42,606.96</b>	<b>0.00</b>	<b>(42,606.96)</b>	<b>0.00</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>					
<b>REVENUES</b>	<b>315.67</b>	<b>6,748.36</b>	<b>0.00</b>	<b>6,748.36</b>	<b>0.00</b>
<b>EXPENDITURES</b>	<b>9,822.02</b>	<b>42,606.96</b>	<b>0.00</b>	<b>(42,606.96)</b>	<b>0.00</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(9,506.35)</b>	<b>(35,858.60)</b>	<b>0.00</b>	<b>(35,858.60)</b>	<b>0.00</b>

*mw*

Resort Village of Fort San  
Statement of Financial Activities - Condensed  
For the Period Ending April 30, 2018

	Current	Year To Date	Budget	Variance	%
Change in Surplus	(9,506.35)	(35,858.60)	0.00	(35,858.60)	0.00

Account Balances

Cash and Investments

	Current	Year to Date	Balance
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(8,511.20)	(28,083.05)	142,161.11
Cash - Bank - Term Deposit			161,015.55
Total Cash and Investments:	(8,511.20)	(28,083.05)	303,226.66


Municipal Taxes Receivable

Municipal - Tax Receivable - Current	0.44	201.63	13,528.18
Municipal - Tax Receivable - Arrears	(1,710.99)	(4,815.75)	(3,802.91)
Municipal - Tax Enforcement	19.04	95.76	1,461.42
Total Municipal Taxes Receivable:	(1,691.51)	(4,518.36)	11,186.69

Certified correct and in accordance with the records

Presented to council on

  
Blair Walkington, Mayor

May 22, 2018  
(Date)  
  
Nicole Keith, Acting Administrator





Resort Village of Fort San  
Bank Reconciliation - Detailed

CIBC  
For Ending Date 4/30/2018

110-110-120 - Cash - Bank - Demand

GL Balance to 4/30/2018 142,118.10

Service Charges: -18.50  
Interest Charges: 0.00  
Interest Revenue: 61.51

Adjusted Book Balance 142,161.11

Bank Statement Balance: 151,121.82

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	12/12/2017	Ch 5039	Helfrick, Steve	AP	-400.00
2	3/27/2018	Ch 5071	Lower Qu'Appelle Watershed	AP	-300.00
3	4/30/2018	Ch 5083	Ministry of Finance	AP	-2,115.18
4	4/30/2018	Ch 5084	R.M. of North Qu'Appelle No187	AP	-3,416.66
5	4/30/2018	Ch 5085	Sask Power	AP	-978.87
6	4/30/2018	Ch 5086	Valley Lawn Services	AP	-1,750.00
				Subtotal:	-8,960.71

Total Uncleared: -8,960.71

Adjusted Bank Balance 142,161.11

Notes