

**RESORT VILLAGE OF FORT SAN**  
**AGENDA**  
**Regular Meeting of Council**  
**7:00 pm**

Tuesday, August 28, 2018

1. Call to Order
2. Delegate
3. Approval of Agenda
4. Adoption of Minutes
  - a. July 24, 2018 Regular Meeting
5. Business Arising from Minutes
6. Bylaws
7. Communication
  - a. North Valley Waste Management Authority – June 18, 2018 Minutes
  - b. PARCS Update #89
  - c. Fort Qu'Appelle RCMP Weekly Report – August 6 – 13, 2018
  - d. PARCS Update #90
  - e. Town of Fort Qu'Appelle – Invitation – Restructuring Discussion
  - f. North Valley Waste Management Authority – July 16, 2018 Minutes
  - g. Fort Qu'Appelle RCMP Weekly Report – August 13 – 20, 2018
  - h. Ministry of Government Relation – CanOps
  - i. City of Prince Albert – CanOps
  - j. Gas Tax Fund
8. 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
9. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
10. Unfinished Business
  - a. Okanese First Nation – Treaty Land Entitlement
  - b. Digital Speed Sign Request – 770 Fort San Road – Print off email from Yves
  - c. Block F, Plan 83R54692 - Tax Arrears – bring letters from SMB
11. New Business
  - a. Roll 296 000 – Abatement Request
  - b. Letter to Chaplin's for KAO
  - c. Loraas Disposal Bin Request
  - d. Tree Removal - Quote
12. Adjournment

**Resort Village of Fort San**  
**Regular meeting of Council held in the Resort Village Council Chambers**  
**Fort Qu'Appelle Saskatchewan**  
**7:00 pm Tuesday, August 28, 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 7:05 pm.

*Councillor B. Redman arrived to Council chambers at 7:06 pm.*

**18-106 AGENDA / J. NAUMETZ**

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

CARRIED

**18-107 MINUTES / D. WILLIAMS**

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

CARRIED

**18-108 COMMUNICATION / B. REDMAN**

"THAT the following communication be filed as presented:

- a. North Valley Waste Management Authority – June 18, 2018 Minutes
  - b. PARCS Update #89
  - c. Fort Qu'Appelle RCMP Weekly Report – August 6 – 13, 2018
  - d. PARCS Update #90
  - e. Town of Fort Qu'Appelle – Invitation – Restructuring Discussion
  - f. North Valley Waste Management Authority – July 16, 2018 Minutes
  - g. Fort Qu'Appelle RCMP Weekly Report – August 13 – 20, 2018
  - h. Ministry of Government Relation – CanOps
  - i. City of Prince Albert – CanOps
  - j. Gas Tax Fund
- be accepted as presented."

CARRIED

**18-109 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. N. Keith – Administration
- be accepted as presented."

CARRIED

**18-110 ACCOUNTS FOR PAYMENT /D. WILLIAMS**

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5112 to 5120 totalling \$17,443.94 is hereby approved by Resort Village Council for payment."

CARRIED

**Resort Village of Fort San**  
**Regular meeting of Council held in the Resort Village Council Chambers**  
**Fort Qu'Appelle Saskatchewan**  
**7:00 pm Tuesday, August 28, 2018**

**18-111 FINANCIAL STATEMENT / D. WILLIAMS**

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

CARRIED

**18-112 BANK RECONCILIATION / B. REDMAN**

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

CARRIED

**18-113 OKANESE FIRST NATION MUNICIPAL SERVICES AGREEMENT / J. NAUMETZ**

"THAT Fort San Council postpone the decision of the Municipal Services Agreement with Okanese First Nation to the September 25, 2018 meeting."

CARRIED

**18-114 TAX ABATEMENT MUNICIPAL ROLL 296 000 / D. WILLIAMS**

"THAT Fort San Council approve the tax abatement for Roll 296 000 portion N ½ 24-21-14-W2 the amount of \$5,407.62."

DEFEATED

**18-115 ADJOURNMENT / J. NAUMETZ**

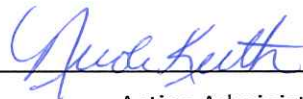
"THAT the meeting of the Resort Village of Fort San Council be adjourned at 8:35 pm."

CARRIED

Approved this 25<sup>th</sup> day of September, 2018.



Mayor



Acting Administrator

**Next meeting: Regular Meeting Tuesday, September 25, 2018 7:00 pm**





Administrator Report to Council  
Tuesday, August 28, 2018

Bouquets:  
Complaints:

Building Permits: 18-002 - 232 Lakeside Ave – New Dwelling – Benson – submitted to PBI  
18-003 - 770 Fort San Road – Stacked Cabins – Echo Lake Bible Camp – submitted to PBI  
18-004 - 770 Fort San Road – Stacked Cabins – Echo Lake Bible Camp – submitted to PBI  
18-007 – 912 Fort San Road – Dwelling w/Covered Deck – Schwartz, B & D – approved  
18-010 – 828 Fort San Road – Detached Garage w/ Loft – Barss, A – approved

Office:

Jul 24 – Aug 24	<ul style="list-style-type: none"><li>-Regular office duties</li><li>-Building Permit applications &amp; approvals – review daily</li><li>Action Items – from FS Council meeting July 24, 2018<ul style="list-style-type: none"><li>• Emailed Nicole Hamm of OWZW – for update on Municipal Agreement</li><li>• Forwarded signed Financial Statements to Government of Saskatchewan for Gas Tax funding.</li><li>• Grasslands – submitted ad August 2, 2018 for 2017 Financial Statement for Fort Times for August 10, 2018 edition.</li><li>• Hwys – regulate constant speed along Hwy 56 from Standing Buffalo to Fort Qu'Appelle.</li><li>• Request quote from ATS for digital speed signs, for Council review.</li><li>• SMB &amp; Tax Service update regarding Conley Management.</li><li>• Received copies letters from SMB regarding Conley Management.</li><li>• Received email from Highways regarding speed study to be done in August, 2018</li><li>• Received email – Nicole Hamm of OWZW regarding municipal agreement draft – forwarded email.</li></ul></li><li>-FS 2018 Mill Rate Return – submitted</li><li>-Received email from property owner 431 Lawless Street regarding concerns for tree On Village easement beside her property. Request quotes from two companies.</li><li>-Received request from garbage contractor regarding Loraas bin rental.</li><li>-Prepare FS agenda, review previous minutes, financial statements &amp; motion form for</li></ul>
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Dates to Remember:

Holidays -

To take holiday at later date.

Respectfully submitted

N. Keith Acting Administrator


Box 99 Fort Qu'Appelle SK S0G 1S0  
Phone 306.332.5979 Fax 306.332.6028  
Email rm187@sasktel.net

Report Date  
8/24/2018 2:13 PM

Resort Village of Fort San  
List of Accounts for Approval  
As of 8/24/2018  
Batch: 2018-00037 to 2018-00042

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5112	7/31/2018	Ministry of Finance Issued To: Minister of Finance July 2018	remittance	358.05	358.05
5113	7/31/2018	Sask Power 07/19/18	Street Lights	978.87	978.87
5114	7/31/2018	Valley Lawn Services 5430	Contract	3,150.00	3,150.00
5115	8/28/2018	Professional Building 18073185	Building Permit	391.99	391.99
5116	8/28/2018	Valley Lawn Services 5563	Trail and Park-Cut&Trim	6,930.00	6,930.00
5117	8/28/2018	Saskatchewan Workers' 114735154	WCB Bennefits	193.37	193.37
5118	8/31/2018	R.M. of North Qu'Appelle No187 2018-00102	Office Services -August	3,416.66	3,416.66
5119	8/31/2018	Valley Lawn Services 08/18 Contract	Garbage Contract	1,750.00	1,750.00
5120	8/28/2018	UMAAS 08/18 CERT	UMAAS-Conditional Certificate	275.00	275.00
				Total for AP:	17,443.94

Certified Correct This August 24, 2018

  
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Resort Village of Fort San  
Statement of Financial Activities - Condensed  
For the Period Ending July 31, 2018

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy	171,058.41	171,058.41	172,061.84	(1,003.43)	0.58-
Abatements and Adjustments			(1,500.00)	1,500.00	100.00
Discount on Current Year Taxes	(40.19)	(323.78)	(22,461.13)	22,137.35	98.56
<b>Net Municipal Taxes</b>	<b>171,018.22</b>	<b>170,734.63</b>	<b>148,100.71</b>	<b>22,633.92</b>	<b>15.28</b>
Penalties on Tax Arrears	170.31	1,386.29	1,600.00	(213.71)	13.36-
<b>Total Taxation:</b>	<b>171,188.53</b>	<b>172,120.92</b>	<b>149,700.71</b>	<b>22,420.21</b>	<b>14.98</b>
<b>Fees and Charges</b>					
Licenses and Permits	2,205.00	5,960.00	4,500.00	1,460.00	32.44
General Office Services		185.00	350.00	(165.00)	47.14-
A/R Interest	0.13	99.66		99.66	
<b>Total Fees and Charges:</b>	<b>2,205.13</b>	<b>6,244.66</b>	<b>4,850.00</b>	<b>1,394.66</b>	<b>28.76</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		46,038.00	49,252.00	(3,214.00)	6.53-
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>46,038.00</b>	<b>49,252.00</b>	<b>(3,214.00)</b>	<b>6.53-</b>
<b>Conditional Grants</b>					
Federal		5,572.60	11,250.00	(5,677.40)	50.47-
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>5,572.60</b>	<b>11,250.00</b>	<b>(5,677.40)</b>	<b>50.47-</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	60.03	847.53	1,000.00	(152.47)	15.25-
<b>Total Investment Income and Commissions:</b>	<b>60.03</b>	<b>847.53</b>	<b>1,000.00</b>	<b>(152.47)</b>	<b>15.25-</b>
<b>Total REVENUES:</b>	<b>173,453.69</b>	<b>230,823.71</b>	<b>216,052.71</b>	<b>14,771.00</b>	<b>6.84</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages	400.00		2,000.00	2,000.00	100.00
Benefits		214.39	400.00	185.61	46.40
Professional/Contract Services	4,616.83	33,654.28	61,550.00	27,895.72	45.32
Maintenance, Material and Supplies			500.00	500.00	100.00
Grants and Contributions			500.00	500.00	100.00
Interest	6.38	6.38		(6.38)	
Other			1,000.00	1,000.00	100.00
<b>Total General Government Services:</b>	<b>5,023.21</b>	<b>33,875.05</b>	<b>65,950.00</b>	<b>32,074.95</b>	<b>48.64</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services		277.50	9,000.00	8,722.50	96.92
<b>Total Police Protection:</b>	<b>0.00</b>	<b>277.50</b>	<b>9,000.00</b>	<b>8,722.50</b>	<b>96.92</b>
<b>Fire Protection</b>					
Professional/Contractual Services		700.00	4,750.00	4,050.00	85.26
<b>Total Fire Protection:</b>	<b>0.00</b>	<b>700.00</b>	<b>4,750.00</b>	<b>4,050.00</b>	<b>85.26</b>
<b>Total Protective Services:</b>	<b>0.00</b>	<b>977.50</b>	<b>13,750.00</b>	<b>12,772.50</b>	<b>92.89</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Professional/Contractual Services	1,380.00	4,165.00	25,000.00	20,835.00	83.34
Utilities	932.25	5,536.09	11,000.00	5,463.91	49.67
Maintenance, Materials & Supplies		829.98	40,500.00	39,670.02	97.95
Capital Expenditures			14,000.00	14,000.00	100.00
<b>Total Maintenance:</b>	<b>2,312.25</b>	<b>10,531.07</b>	<b>90,500.00</b>	<b>79,968.93</b>	<b>88.36</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies		825.00	6,000.00	5,175.00	86.25
<b>Total Snow Removal:</b>	<b>0.00</b>	<b>825.00</b>	<b>6,000.00</b>	<b>5,175.00</b>	<b>86.25</b>
<b>Total Transportation Services:</b>	<b>2,312.25</b>	<b>11,356.07</b>	<b>96,500.00</b>	<b>85,143.93</b>	<b>88.23</b>
<b>Environmental Services</b>					


Resort Village of Fort San  
Statement of Financial Activities - Condensed  
For the Period Ending July 31, 2018

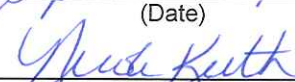
	Current	Year To Date	Budget	Variance	%
Professional/Contractual Services	1,666.67	19,544.19	46,500.00	26,955.81	57.97
Total Environmental Services:	1,666.67	19,544.19	46,500.00	26,955.81	57.97
Planning and Development Services					
Professional/Contractual Services			100.00	100.00	100.00
Total Planning and Development Services:	0.00	0.00	100.00	100.00	100.00
Recreation and Cultural Services					
Grants and Contributions		3,944.22	5,700.00	1,755.78	30.80
Other	200.00	200.00		(200.00)	
Total Recreation and Cultural Services:	200.00	4,144.22	5,700.00	1,555.78	27.29
Total EXPENDITURES:	9,202.13	69,897.03	228,500.00	158,602.97	69.41
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	173,453.69	230,823.71	216,052.71	14,771.00	6.84
EXPENDITURES	9,202.13	69,897.03	228,500.00	158,602.97	69.41
CHANGE IN NET FINANCIAL ASSETS	164,251.56	160,926.68	(12,447.29)	173,373.97	1392.87
Change in Surplus	164,251.56	160,926.68	(12,447.29)	173,373.97	1392.87

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(8,378.02)	(3,666.79)	166,577.37
Cash - Bank - Term Deposit		477.76	161,417.28
Total Cash and Investments:	(8,378.02)	(3,189.03)	328,044.65
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	171,017.66	170,228.15	176,919.55
Municipal - Tax Receivable - Arrears		(5,309.33)	2,390.86
Municipal - Tax Enforcement	19.04	152.88	1,466.34
Total Municipal Taxes Receivable:	171,036.70	165,071.70	180,776.75

Certified correct and in accordance with the records

Presented to council on

  
Blair Walkington, Mayor

September 25, 2018  
(Date)  
  
Nicole Keith, Acting Administrator

Resort Village of Fort San  
Bank Reconciliation - Detailed

CIBC  
For Ending Date 7/31/2018

110-110-120 - Cash - Bank - Demand

GL Balance to 7/31/2018 162,048.92

Service Charges: -18.50  
Interest Charges: 0.00  
Interest Revenue: 60.03

Adjusted Book Balance 162,090.45

Bank Statement Balance: 172,194.03

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	6/30/2018	Ch 5103	Helfrick, Steve	AP	-400.00
2	7/24/2018	Ch 5106	Haynes, Cindy	AP	-25.00
3	7/24/2018	Ch 5108	Schwartz, Brad	AP	-25.00
4	7/31/2018	Ch 5110	R.M. of North Qu'Appelle No187	AP	-3,416.66
5	7/31/2018	Ch 5111	Valley Lawn Services	AP	-1,750.00
6	7/31/2018	Ch 5112	Ministry of Finance	AP	-358.05
7	7/31/2018	Ch 5113	Sask Power	AP	-978.87
8	7/31/2018	Ch 5114	Valley Lawn Services	AP	-3,150.00
Subtotal:					-10,103.58

Total Uncleared: -10,103.58

Adjusted Bank Balance 162,090.45

Notes