

**RESORT VILLAGE OF FORT SAN
AGENDA**

Tuesday, October 25, 2016 7:00 pm

1. Call to Order
2. Delegate
 - a. Alton Tangedal 7:00 p.m.
3. Approval of Agenda
4. Adoption of Minutes
 - a. September 27, 2016
5. Business Arising From Minutes
6. Bylaws
7. Correspondence
 - a. RCMP – Community Report
 - b. SUMAssure – Resignation of Jason Minvielle New contact Susan Fedyck
8. Reports
 - a. S. Helfrick – Calling Lakes District Planning Commission
 - b. B. Walkington – North Valley Waste Management Inc.
 - c. J. Naumetz – Regional Library
 - d. M. Johnson – Administration
9. Accounts for Payment / Financial Reports / Bank Reconciliation
10. Unfinished Business
 - a. Echo Valley Resort Ltd
 - b. Dead Elm Tree Policy
11. New Business
 - a. Lilac Grove road allowance- Jackson
 - b. December Meeting Date
 - c. Vision / Mission Statement
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. Tuesday, October 25, 2016

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

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

16-115 IN CAMERA / J. NAUMETZ

"THAT Fort San Council move into camera at 7:01 p.m. to discuss future planning and zoning with delegate Alton Tangedal."

CARRIED

Mayor Walkington called the meeting back to order at 7:25 p.m.

16-116 AGENDA / D. WILLIAMS

"THAT the agenda be adopted as presented."

CARRIED

16-117 MINUTES / S. HELFRICK

"THAT the minutes of the regular meeting of Council held September 27, 2016 be adopted with as presented."

CARRIED

16-118 CORRESPONDENCE / J. NAUMETZ

"THAT the following correspondence be filed as presented:

- a. RCMP – Community Report
- b. SUMAssure – Resignation of Jason Minvielle New contact Susan Fedyck

CARRIED

16-119 REPORTS / D. WILLIAMS

"THAT the verbal/ written reports from:

- a. S. Helfrick – Calling Lakes District Planning Commission
 - b. B. Walkington – North Valley Waste Management Inc.
 - c. J. Naumetz – Regional Library
 - d. M. Johnson – Administration
- be accepted as presented."

CARRIED

16-120 ACCOUNTS FOR PAYMENT / S. HELFRICK

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4865 to 4880 totalling \$52,216.21, not including cheque number 4874, is hereby approved by Resort Village Council for payment."

CARRIED

16-121 FINANCIAL STATEMENT/ J. NAUMETZ

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

CARRIED

16-122 BANK RECONCILIATION / B. REDMAN

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

CARRIED

16-123 ECHO VALLEY RESORTS LTD. DEMOLITION PERMIT / D. WILLIAMS

"THAT Fort San Council approve the demolition permit for Echo Valley Resorts Ltd. for the Nurse's Residence (Wood Mountain Lodge) as per permit application."

CARRIED

BW

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, October 25, 2016

16-124 LILAC GROVE EASMENT / S. HELFRICK

"THAT Fort San Council approve Jackson Brothers to do the work at Lilac Grove Easement as per Water Security Agency permit at a cost not to exceed \$6,000."

CARRIED

16-125 DECEMBER MEETING DATE / B. REDMAN

"THAT Fort San Council approve the December meeting date change;
AND FURTHERMORE, the December date be Monday, December 12, 2016 at 7:00 p.m."

CARRIED

16-126 ADJOURNMENT / B. REDMAN

"THAT the meeting of the Resort Village of Fort San be adjourned at 8:50 p.m."

CARRIED

Approved this 22 day of November, 2016.

Mayor



Administrator

Next meeting:
Regular Meeting Tuesday November 22, 2016 7:00 p.m.

Report Date
10/21/2016 3:44 PM

Resort Village of Fort San
List of Accounts for Approval
As of 10/21/2016
Batch: 2016-00054 to 2016-00059

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4865	9/30/2016	Johnson Marcy 09/16 Expense	Fax machine	172.97	172.97
4866	9/30/2016	Prairie Valley S. D. #208 09/16 Taxes	Taxes collected	6,453.49	6,453.49
4867	9/30/2016	Sask Power 09/16 str.light	Street lights	920.59	920.59
4868	10/25/2016	Calling Lakes Planning 08/30/16	Grants-CLDPC	1,286.56	1,286.56
4869	10/25/2016	101144872 Saskatchewan Ltd. 1143	Asphalt/surfacing	26,318.25	26,318.25
4870	10/25/2016	Grasslands News Group 00022774	Advertising	77.62	77.62
4871	10/25/2016	Grismer, Camille 592	Yard Debris	275.63	275.63
4872	10/25/2016	Information Services Corp. 10/17/16	Postage, Meters, & Other equip	250.00	250.00
4873	10/25/2016	Jackson Bros. Bobcat Services 40-10	Contract	1,023.75	1,023.75
4874	10/25/2016	Kotrla, Norbert 14/10/16 27/09/16 28/09/16 29/09/16 14/10/2016 28/09/2016 29/09/2016 9/28/2016 10/21/16	Bldg. Insp. bldg. Insp Bldg. Insp. bldg. Insp. carnochan Insp. #5 Bldg. Insp., Bldg. Insp. Bldg. Insp. Plan Review	100.00 75.00 150.00 450.00 150.00 120.00 120.00 120.00 150.00	1,435.00
4875	10/25/2016	Rodney's Tree Service 1663	FS Tree Removal	1,916.25	1,916.25
4876	10/25/2016	Sask Tel CMR 09/28/16	Phone/Fax	191.44	191.44
4877	10/25/2016	Taxervice 32778 32779	Tax Enforcement Tax Enforcement	236.25 236.25	472.50
4878	10/25/2016	Valley Lawn Services 4119 4120	contract - walk-way contract - walk-way	4,095.00 3,006.50	7,101.50
4879	10/31/2016	R.M. of North Qu'Appelle No187 2016-00116	Office Services contract	2,988.66	2,988.66
4880	10/31/2016	Grismer, Camille Oct 31/16	Contract	1,332.00	1,332.00



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Report Date
10/21/2016 3:44 PM

Resort Village of Fort San
List of Accounts for Approval
As of 10/21/2016
Batch: 2016-00054 to 2016-00059


Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
				Total for AP:	52,216.21

ertified Correct This October 21, 2016

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

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy		164,745.96	163,122.00	1,623.96	1.00
Abatements and Adjustments			(1,500.00)	1,500.00	100.00
Discount on Current Year Taxes	(189.17)	(21,875.73)	(22,000.00)	124.27	0.56
Net Municipal Taxes	(189.17)	142,870.23	139,622.00	3,248.23	2.33
Penalties on Tax Arrears	113.83	1,249.39		1,249.39	
Total Taxation:	(75.34)	144,119.62	139,622.00	4,497.62	3.22
Fees and Charges					
Sale of Supplies and Gravel		387.54		387.54	
Policing and Fire Fees			800.00	(800.00)	100.00-
Licenses and Permits	(950.00)	3,335.00	3,000.00	335.00	11.17
General Office Services		190.00	100.00	90.00	90.00
Total Fees and Charges:	(950.00)	3,912.54	3,900.00	12.54	0.32
Unconditional Transfers					
Unconditional Transfers		44,932.00	43,930.00	1,002.00	2.28
Total Unconditional Transfers:	0.00	44,932.00	43,930.00	1,002.00	2.28
Conditional Grants					
Federal		10,883.40	10,620.00	263.40	2.48
Provincial		11,075.25		11,075.25	
Total Conditional Grants:	0.00	21,958.65	10,620.00	11,338.65	106.77
Investment Income and Commissions					
Investment and Income Revenue	81.34	3,179.66	2,000.00	1,179.66	58.98
Total Investment Income and Commissions:	81.34	3,179.66	2,000.00	1,179.66	58.98
Total REVENUES:	(944.00)	218,102.47	200,072.00	18,030.47	9.01
EXPENDITURES					
General Government Services					
Wages		700.00	3,500.00	2,800.00	80.00
Benefits		234.78	500.00	265.22	53.04
Professional/Contract Services	3,190.61	41,559.83	71,000.00	24,523.67	34.54
Utilities		1,508.50	2,300.00	608.59	26.46
Maintenance, Material and Supplies	165.11	897.91	1,500.00	352.09	23.47
Grants and Contributions		400.00	400.00		
Total General Government Services:	3,355.72	45,301.02	79,200.00	28,549.57	36.05
Protective Services					
Police Protection					
Contractual Services			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	4,518.40	4,752.15	4,740.00	(12.15)	0.26-
Total Fire Protection:	4,518.40	4,752.15	4,740.00	(12.15)	0.26-
Total Protective Services:	4,518.40	4,752.15	12,740.00	7,987.85	62.70
Transportation Services					
Maintenance					
Professional/Contractual Services	188.00	13,768.00	21,000.00	(1,495.50)	7.12-
Utilities	876.75	7,631.62	11,000.00	3,368.38	30.62
Maintenance, Materials & Supplies	8.34	8.34	45,525.00	20,451.66	44.92
Capital Expenditures			14,000.00	14,000.00	100.00
Total Maintenance:	1,073.09	21,407.96	91,525.00	36,324.54	39.69
Snow Removal					
Maintenance, Materials & Supplies		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:	1,073.09	22,432.96	97,525.00	41,299.54	42.35

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

	Current	Year To Date	Budget	Variance	%
Environmental Services					
Professional/Contractual Services	1,959.83	21,818.52	50,450.00	26,806.48	53.13
Total Environmental Services:	1,959.83	21,818.52	50,450.00	26,806.48	53.13
Recreation and Cultural Services					
Grants and Contributions		5,038.30	5,000.00	(1,324.86)	26.50-
Total Recreation and Cultural Services:	0.00	5,038.30	5,000.00	(1,324.86)	26.50-
Total EXPENDITURES:	10,907.04	99,342.95	244,915.00	103,318.58	42.19
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	(944.00)	218,102.47	200,072.00	18,030.47	9.01
EXPENDITURES	10,907.04	99,342.95	244,915.00	103,318.58	42.19
CHANGE IN NET FINANCIAL ASSETS	(11,851.04)	118,759.52	(44,843.00)	121,349.05	270.61
Change in Non-Financial Assets		(156.38)		(156.38)	
Change in Surplus	(11,851.04)	118,915.90	(44,843.00)	121,505.43	270.96


Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(7,104.71)	112,779.23	247,098.31
Cash - Bank - Term Deposit	81.34	3,179.66	159,699.00
Total Cash and Investments:	(7,023.37)	115,958.89	406,847.31
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(3,720.43)	17,491.79	24,268.16
Municipal - Tax Receivable - Arrears	(337.91)	(5,888.66)	(652.37)
Municipal - Tax Enforcement		228.51	326.73
Total Municipal Taxes Receivable:	(4,058.34)	11,831.64	23,942.52

Certified correct and in accordance with the records

Presented to council on



Mayor

October 25/16
(Date)


Clerk

Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 9/30/2016

110-110-120 - Cash - Bank - Demand

GL Balance to 9/30/2016 247,116.81

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

Adjusted Book Balance 247,098.31

Bank Statement Balance: 257,965.89

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	5/20/2015	GR--150013-001	REV-Deposit Entry	RC	-50.00
2	9/27/2016	Ch 4856	M & J Bedel	AP	-71.40
3	9/27/2016	Ch 4857	Grasslands News Group	AP	-90.47
4	9/27/2016	Ch 4860	Lorraine's Kitchen	AP	-120.00
5	9/30/2016	Ch 4864	R.M. of North Qu'Appelle No187	AP	-2,988.66
6	9/30/2016	Ch 4865	Johnson Marcy	AP	-172.97
7	9/30/2016	Ch 4866	Prairie Valley S. D. #208	AP	-6,453.49
8	9/30/2016	Ch 4867	Sask Power	AP	-920.59
				Subtotal:	-10,867.58

Total Uncleared: -10,867.58

Adjusted Bank Balance 247,098.31

Notes

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Resort Village of Fort San
Bank Reconciliation - Detailed

Conesus Credit Union *****4487
For Ending Date 9/29/2016

<u>110-110-130 - Cash - Bank - Term Deposit</u>	
GL Balance to 9/29/2016	159,617.66
Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	81.34
Adjusted Book Balance	159,699.00

Bank Statement Balance: 159,699.00

<u>Deposits in Transit</u>	
Subtotal:	0.00
<u>Outstanding Payments</u>	
Subtotal:	0.00
Total Uncleared:	0.00

Adjusted Bank Balance 159,699.00

Notes

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