

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

Tuesday, May 23, 2017

1. Call to Order
2. Delegate
 - a. Fort Qu'Appelle Regional Library 7:00 p.m.
3. Approval of Agenda
4. Adoption of Minutes
 - a. April 25, 2017
5. Business Arising From Minutes
6. Bylaws
7. Communication
 - a. Professional Building Inspectors – newsletter April 2017
 - b. PARCS – update #73
 - c. Dudley & Company -2016 audit letter
 - d. Saskatchewan Parks and Recreation Association – June is recreation & parks month
 - e. Sasktip – newsletter
 - f. Halford Law Office – RM 187 Certificates of Appreciation
8. Reports
 - a. B. Redman – North Valley Waste Management Inc.
 - b. J. Naumetz – Regional Library
 - c. S. Helfrick - Calling Lakes District Planning Commission
 - d. M. Johnson – Administration
9. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
10. Unfinished Business
 - a. Garbage Tender
 - b. Animal Carcass
 - c. Emterra Recycling
11. New Business
 - a. 806 Fort San Road – setback requirement
 - b. Rural Crime Watch
 - c. Urban Municipal Administrator Association Convention June 6-9
 - d. Snow removal in Gordons Subdivision
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, May 23, 2017

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

A quorum being present, Mayor B. Walkington called the meeting to order at 7:00 p.m.

DELEGATION

Kelly Seabrook from the Fort Qu'Appelle Library 7:00 p.m.
Updated Council on programs in the library and asked for donation.

17-056 AGENDA / D. WILLIAMS

"THAT the agenda be adopted with the following addition to correspondence:
f. Halford Law office."

CARRIED

17-057 MINUTES / J. NAUMETZ

"THAT the minutes of the regular meeting of Council held April 25, 2017 be adopted as presented."

CARRIED

17-058 COMMUNICATION / D. WILLIAMS

"THAT the following communication be filed as presented:

- a. Professional Building Inspectors – newsletter April 2017
- b. PARCS – update #73
- c. Dudley & Company -2016 audit letter
- d. Saskatchewan Parks and Recreation Association – June is recreation & parks month
- e. Sasktip – newsletter
- f. Halford Law Office – RM 187 Certificates of Appreciation

CARRIED

17-059 EMTERRA RECYCLING BIN COURT PLACE / D. WILLIAMS

"THAT the Fort San Council request the removal of the Emterra recycling bin from Court Place effective immediately."

CARRIED

17-060 FORT QU'APPELLE LIBRARY DONATION / J. NAUMETZ

"THAT Fort San Council donate \$500.00 to the Fort Qu'Appelle Library to assist with the summer programing."

CARRIED

17-061 REPORTS / J. NAUMETZ

"THAT the verbal reports from:

- a. B. Redman – North Valley Waste Management Inc. – No Report
- b. J. Naumetz – Regional Library
- c. S. Helfrick – Calling Lakes District Planning Commission
- d. M. Johnson – Administration
be accepted as presented."

CARRIED

17-062 ACCOUNTS FOR PAYMENT / B. REDMAN

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4956 to 4969 totalling \$60,946.57, is hereby approved by Resort Village Council for payment."

CARRIED

17-063 FINANCIAL STATEMENT/ S. HELFRICK

"THAT the Statement of Financial Activities for the month of April 2017, attached and forming a part of these minutes, be accepted as presented."

CARRIED

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 23, 2017

17-064 BANK RECONCILIATION / J. NAUMETZ

"THAT the Bank Reconciliation for the month of April 2017, attached and forming a part of these minutes, be accepted as presented."

CARRIED

17-065 ANIMAL CARCASS / B. REDMAN

"THAT Fort San Council approve Jerry Banks as the animal carcass collector at a price of \$20.00 per hour and .60\$ per kilometer."

CARRIED

17-066 806 SETBACK REQUIREMENT / B. REDMAN

"THAT Fort San Council approve the requested setback of 14 feet off the property line to ensure that the house and garage are even."

CARRIED

17-067 URBAN MUNICIPAL ADMINISTRATOR ASSOCIATION CONVENTION / J. NAUMETZ

"THAT Fort San Council approve the Administrator M. Johnson to attend the Urban Municipal Administrator Association Convention in Saskatoon June 6-9 with all expenses paid."

CARRIED

17-068 ADJOURNMENT / B. REDMAN

"THAT the meeting of the Resort Village of Fort San be adjourned at 8:55 p.m."

CARRIED

Approved this day of , 2017.



Mayor



Administrator

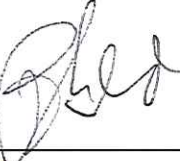
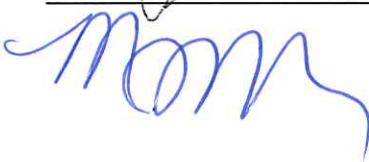
Next meeting:
Regular Meeting Tuesday, June 27, 2017 7:00 pm

Report Date
5/24/2017 2:18 PM

Resort Village of Fort San
List of Accounts for Approval
As of 5/24/2017
Batch: 2017-00021 to 2017-00026

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4956	4/30/2017	Calling Lakes Planning 04/17	Membership	204.70	204.70
4957	4/30/2017	Prairie Valley S. D. #208 April 2017	Taxes Collected	1,593.44	1,593.44
4958	4/30/2017	Sask Power 04/20/17	Power	953.61	953.61
4959	5/23/2017	101144872 Saskatchewan Ltd. 1156	Repair & Asphalt-Palmer Road	24,097.50	42,913.50
		1157	Rep /Asphalt-H.Vonk Park	18,816.00	
4960	5/23/2017	Dudley & Company 20580	Year end Audit	3,080.00	3,080.00
4961	5/23/2017	Grasslands News Group 00028060	Adv. Assess Roll	58.21	218.04
		00028337	Office Supply-envelopes	159.83	
4962	5/23/2017	Grismer, Camille 597	Contract- Extra yard debris	423.68	423.68
4963	5/23/2017	R.M. of North Qu'Appelle No187 2017-00048	Office Services April	3,416.66	3,416.66
4964	5/23/2017	VOID - Incorrect Payee			
4965	5/23/2017	Publications Saskatchewan Issued To: Minister of Finance 231394	Advertising-Roll-Gazette	30.00	30.00
4966	5/23/2017	Saskatchewan Workers' 4337662-17	Benefits	232.58	232.58
4967	5/31/2017	Grismer, Camille May /17	Contract	1,332.00	1,332.00
4968	5/31/2017	R.M. of North Qu'Appelle No187 2017-00049	Office Services - May	3,416.66	3,416.66
4969	5/23/2017	North Valley Waste Management 170520	Quarterly Contribution	3,131.70	3,131.70
				Total for AP:	60,946.57


Certified Correct This May 24, 2017

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending April 30, 2017

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
Discount on Current Year Taxes	(42.96)	(115.38)		(115.38)	
Net Municipal Taxes	(42.96)	(115.38)	0.00	(115.38)	0.00
Penalties on Tax Arrears	161.27	704.19		704.19	
Total Taxation:	118.31	588.81	0.00	588.81	0.00
Fees and Charges					
Sale of Supplies and Gravel	1,146.00	1,146.00		1,146.00	
General Office Services		60.00		60.00	
Total Fees and Charges:	1,146.00	1,206.00	0.00	1,206.00	0.00
Conditional Grants					
Federal		5,572.60		5,572.60	
Total Conditional Grants:	0.00	5,572.60	0.00	5,572.60	0.00
Investment Income and Commissions					
Investment and Income Revenue	147.24	365.56		365.56	
Total Investment Income and Commissions:	147.24	365.56	0.00	365.56	0.00
Total REVENUES:	1,411.55	7,732.97	0.00	7,732.97	0.00
EXPENDITURES					
General Government Services					
Benefits				(232.58)	
Professional/Contract Services	3,902.16	21,484.93		(27,927.03)	
Maintenance, Material and Supplies				(152.63)	
Total General Government Services:	3,902.16	21,484.93	0.00	(28,312.24)	0.00
Protective Services					
Police Protection					
Contractual Services		233.75		(233.75)	
Total Police Protection:	0.00	233.75	0.00	(233.75)	0.00
Total Protective Services:	0.00	233.75	0.00	(233.75)	0.00
Transportation Services					
Maintenance					
Professional/Contractual Services	240.00	1,080.00		(1,080.00)	
Utilities		2,712.43		(2,712.43)	
Maintenance, Materials & Supplies				(40,870.00)	
Total Maintenance:	240.00	3,792.43	0.00	(44,662.43)	0.00
Snow Removal					
Maintenance, Materials & Supplies	900.00	900.00		(900.00)	
Total Snow Removal:	900.00	900.00	0.00	(900.00)	0.00
Total Transportation Services:	1,140.00	4,692.43	0.00	(45,562.43)	0.00
Environmental Services					
Professional/Contractual Services	1,268.58	8,269.44		(9,941.52)	
Total Environmental Services:	1,268.58	8,269.44	0.00	(9,941.52)	0.00
Planning and Development Services					
Professional/Contractual Services		45.00		(45.00)	
Total Planning and Development Services:	0.00	45.00	0.00	(45.00)	0.00
Recreation and Cultural Services					
Grants and Contributions		1,029.44		(1,029.44)	
Total Recreation and Cultural Services:	0.00	1,029.44	0.00	(1,029.44)	0.00
Total EXPENDITURES:	6,310.74	35,754.99	0.00	(85,124.38)	0.00

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Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending April 30, 2017

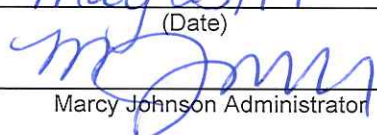
	Current	Year To Date	Budget	Variance	%
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	1,411.55	7,732.97	0.00	7,732.97	0.00
EXPENDITURES	6,310.74	35,754.99	0.00	(85,124.38)	0.00
CHANGE IN NET FINANCIAL ASSETS	(4,899.19)	(28,022.02)	0.00	(77,391.41)	0.00
Change in Surplus	(4,899.19)	(28,022.02)	0.00	(77,391.41)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(3,821.56)	(22,578.28)	141,782.22
Cash - Bank - Term Deposit	147.24	365.56	160,379.60
Total Cash and Investments:	(3,674.32)	(22,212.72)	302,211.82
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(138.68)	(119.35)	4,073.26
Municipal - Tax Receivable - Arrears	(534.33)	(2,621.27)	4,209.95
Municipal - Tax Enforcement	23.00	(147.88)	1,113.56
Total Municipal Taxes Receivable:	(650.01)	(2,888.50)	9,396.77

Certified correct and in accordance with the records

Presented to council on


Blair Walkington Mayor

May 23/17
(Date)

Marcy Johnson Administrator

Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 4/30/2017

110-110-120 - Cash - Bank - Demand

GL Balance to 4/30/2017 139,048.97

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

Adjusted Book Balance 139,030.47

Bank Statement Balance: 142,868.62

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	4/12/2017	2017-0019	Deposit Entry	RC	1,942.10
Subtotal:					1,942.10

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	4/25/2017	Ch 4950	Jackson Bros. Bobcat Services	AP	-945.00
2	4/25/2017	Ch 4951	Lower Qu'Appelle Watershed	AP	-300.00
3	4/25/2017	Ch 4953	UMAAS	AP	-199.50
4	4/25/2017	Ch 4954	Valley Lawn Services	AP	-252.00
5	4/30/2017	Ch 4955	Grismer, Camille	AP	-1,332.00
6	4/30/2017	Ch 4956	Calling Lakes Planning	AP	-204.70
7	4/30/2017	Ch 4957	Prairie Valley S. D. #208	AP	-1,593.44
8	4/30/2017	Ch 4958	Sask Power	AP	-953.61
Subtotal:					-5,780.25

Total Uncleared: -3,838.15

Adjusted Bank Balance 139,030.47

Notes

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Resort Village of Fort San
Bank Reconciliation - Detailed

Conesus Credit Union *****4487
For Ending Date 4/30/2017

110-110-130 - Cash - Bank - Term Deposit
GL Balance to 4/30/2017 160,232.36

Service Charges: 0.00
Interest Charges: 0.00
Interest Revenue: 147.24

Adjusted Book Balance 160,379.60

Bank Statement Balance: 160,303.57

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	12/31/2016	ADJ JE	interest revenue	GL	76.03
Subtotal:					76.03

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 76.03

Adjusted Bank Balance 160,379.60

Notes

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