

**RESORT VILLAGE OF FORT SAN  
AGENDA**

Tuesday, August 23, 2016 7:00 pm

Oath of Office

1. Call to Order
2. Delegate
3. Approval of Agenda
4. Adoption of Minutes
  - a. July 21, 2016
5. Business Arising From Minutes
6. Bylaws
7. Correspondence
  - a. B. Langman – 467 Lake Road
  - b. Residents of Echo Ridge Bay – Road Conditions
  - c. Government of Saskatchewan – Municipal Revenue Sharing
  - d. PARCS – Update #66
  - e. Calling Lakes District Planning Commission – Minutes
8. Reports
  - a. B. Walkington – Calling Lakes District Planning Commission
  - b. M. Johnson – Administration
9. Accounts for Payment / Financial Reports / Bank Reconciliation
10. Unfinished Business
  - a. Echo Valley Resort Ltd
  - b. Resort Village Lot – Echo Ridge Rise
  - c. All Nations Healing Hospital – Donation
  - d. PARCS – Membership
  - e. Dead Elm Tree Policy
11. New Business
  - a. Emergency Measures Coordinator
  - b. Tax Enforcement List – Advertising
  - c. Government of Saskatchewan Community Planning Subdivision RM North Qu'Appelle
  - d. Committees
12. Adjournment
  - e.) Remuneration
  - f.) Meeting Date.

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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. August 23, 2016**

Oath of Office

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

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

**16-098 AGENDA / J. NAUMETZ**

"THAT the agenda be adopted with the following additions:  
New business  
d. Committees  
e. Remuneration  
f. Meeting Dates."

CARRIED

**16-099 MINUTES / D. WILLIAMS**

"THAT the minutes of the regular meeting of Council held July 21, 2016 be adopted with as presented."

CARRIED

**16-100 CORRESPONDENCE / S. HELFRICK**

"THAT the following correspondence be filed as presented:  
a) B. Langman – 467 Lake Road  
b) Residents of Echo Ridge Bay – Road Conditions  
c) Government of Saskatchewan – Municipal Revenue Sharing  
d) PARCS – Update #66  
e) Calling Lakes District Planning Commission – Minutes."

CARRIED

**16-101 SPRAYING OF HANK VONK PARK / J. NAUMETZ**

"THAT Fort San Council approve the spraying of Hank Vonk Park with approved signage and park closure."

CARRIED

**16-102 REPORTS / B. REDMAN**

"THAT the verbal/ written reports from:  
a) B. Walkington - CLDPC  
b) M. Johnson - Administration  
be accepted as presented."

CARRIED

**16-103 ACCOUNTS FOR PAYMENT / B. REDMAN**

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4841 to 4851 totalling \$41,191.12 is hereby approved by Resort Village Council for payment."

CARRIED

**16-104 FINANCIAL STATEMENT/ D. WILLIAMS**

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

CARRIED

**16-105 BANK RECONCILIATION / J. NAUMETZ**

"THAT the Bank Reconciliation for the month of July 2016, 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. August 23, 2016**

**16-106 DUTCH ELM TREES / S. HELFRICK**

"THAT FS Council approve the Administrator M. Johnson to hire Rodney Tree Service to cut Dutch Elm trees on municipal property at a cost of \$1,575 plus tax."

CARRIED

**16-107 TAX ENFORCEMENT ADVERTISING / S. HELFRICK**

"THAT the Administrator, Marcy Johnson, be authorized to proceed under *The Tax Enforcement Act* to acquire title for the following described lands:

Part of Lot / parcel number	Lot / sec.	Blk / Twp	Plan / Range	Meridian	Title No.	Total Arrears	Costs Advertising	Total Arrears and Costs
109841979	2	D	BP31	Ext 0	145254999	1,768.68	41.58	1,810.26
110812126	3	4	64R30399	Ext 0	141048413	467.41	41.58	508.99

AND FURTHERMORE, the Administrator M. Johnson to send the tax enforcement letters if not paid by the sent day."

CARRIED

**16-108 COUNCIL COMMITTEES / S. HELFRICK**

"THAT the 2016 Council committees be:

Works – B. Walkington  
Finance – D. Williams  
Personnel – All Council  
Sewage Lagoon – S. Helfrick  
South West Regional Library – J. Naumetz  
North Valley Waste Management – B. Redman  
Calling Lakes District Planning Commission – S. Helfrick"

CARRIED

**16-109 REMUNERATION / J. NAUMETZ**

"THAT the Resort Village Council remuneration be set at:

- a) attendance at Council meeting \$50.00, per meeting plus a meal allowance of \$25.00 per meeting,
- b) attendance for committee meetings, conferences and seminars, \$50.00, which includes a written report for conferences and seminars;
- c) attending Village business between meetings, \$10.00 per hour,
- d) travel with own vehicle on Village business, where the trip is in excess of 17 km, .40\$ per km; and
- e) reimbursement of out of pocket expenses while on Village business."

CARRIED

**16-110 COUNCIL MEETING DATES / S. HELFRICK**

"THAT Resort Village Council meetings be held on the fourth Tuesday of each month starting at 7:00 pm in the Resort Village of Fort San office at 136 Company Ave. South Fort Qu'Appelle."

CARRIED

**16-111 ADJOURNMENT / B. REDMAN**

"THAT the meeting of the Resort Village of Fort San be adjourned at 9:15 p.m."

CARRIED

Approved this 27 day of September, 2016.

Mayor

Administrator

Next meeting:

Regular Meeting Tuesday September 27, 2016 7:00 p.m.



Report Date  
8/19/2016 1:37 PM

Resort Village of Fort San  
**List of Accounts for Approval**  
As of 8/19/2016  
Batch: 2016-00044 to 2016-00047

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Bank Code: AP - AP GENERAL

Computer Cheques:

4841	7/31/2016	Chatterson, Greg 07/16 Indemnity	Indemnity	75.00	75.00
342	7/31/2016	Hahn, Christopher 07/16 Indemnity	Indemnity	75.00	75.00
4843	7/31/2016	Prairie Valley S. D. #208 07/16 taxes	Taxes collected	22,778.79	22,778.79
4844	7/31/2016	Sask Power 07/16 str.light	Street lights	902.46	902.46
4845	8/23/2016	Grasslands News Group 00021689	Ad-Notice of Abandonment Poll	58.21	58.21
4846	8/23/2016	R.M. of North Qu'Appelle No187 2016-00089	Postage	122.40	122.40
4847	8/23/2016	North Valley Waste Management 160802	Quarterly contribution	3,067.35	3,067.35
4848	8/23/2016	SARM 20908	Leagl access question	89.25	89.25
4849	8/23/2016	Valley Lawn Services 3975 4015	Walkway contract Walkway contract	4,945.50 4,756.50	9,702.00
4850	8/31/2016	Grismer, Camille 08/16 Contract	Garbage contractg	1,332.00	1,332.00
4851	8/31/2016	R.M. of North Qu'Appelle No187 2016-00080	Office services contract	2,988.66	2,988.66
				Total for AP:	41,191.12

Certified Correct This August 19, 2016


Resort Village of Fort San  
Statement of Financial Activities - Condensed  
For the Period Ending July 31, 2016

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
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	(2,779.05)	(6,716.32)	(22,000.00)	15,283.68	69.47
<b>Net Municipal Taxes</b>	<b>(2,779.05)</b>	<b>158,029.64</b>	<b>139,622.00</b>	<b>18,407.64</b>	<b>13.18</b>
Penalties on Tax Arrears	117.83	1,020.74		1,020.74	
<b>Total Taxation:</b>	<b>(2,661.22)</b>	<b>159,050.38</b>	<b>139,622.00</b>	<b>19,428.38</b>	<b>13.91</b>
<b>Fees and Charges</b>					
Sale of Supplies and Gravel	387.54	387.54		387.54	
Policing and Fire Fees			800.00	(800.00)	100.00-
Licenses and Permits		4,135.00	3,000.00	1,135.00	37.83
General Office Services		(2,798.66)	100.00	(2,898.66)	2898.66-
<b>Total Fees and Charges:</b>	<b>387.54</b>	<b>1,723.88</b>	<b>3,900.00</b>	<b>(2,176.12)</b>	<b>55.80-</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		44,932.00	43,930.00	1,002.00	2.28
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>44,932.00</b>	<b>43,930.00</b>	<b>1,002.00</b>	<b>2.28</b>
<b>Conditional Grants</b>					
Federal		5,310.80	10,620.00	(5,309.20)	49.99-
Provincial		11,075.25		11,075.25	
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>16,386.05</b>	<b>10,620.00</b>	<b>5,766.05</b>	<b>54.29</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	78.64	3,017.02	2,000.00	1,017.02	50.85
<b>Total Investment Income and Commissions:</b>	<b>78.64</b>	<b>3,017.02</b>	<b>2,000.00</b>	<b>1,017.02</b>	<b>50.85</b>
<b>Total REVENUES:</b>	<b>(2,195.04)</b>	<b>225,109.33</b>	<b>200,072.00</b>	<b>25,037.33</b>	<b>12.51</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages	100.00	700.00	3,500.00	2,800.00	80.00
Benefits		234.78	500.00	265.22	53.04
Professional/Contract Services	3,223.24	32,076.17	71,000.00	38,923.83	54.82
Utilities		1,050.09	2,300.00	1,249.91	54.34
Maintenance, Material and Supplies	156.38	660.40	1,500.00	839.60	55.97
Grants and Contributions		400.00	400.00		
<b>Total General Government Services:</b>	<b>3,479.62</b>	<b>35,121.44</b>	<b>79,200.00</b>	<b>44,078.56</b>	<b>55.65</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services			8,000.00	8,000.00	100.00
<b>Total Police Protection:</b>	<b>0.00</b>	<b>0.00</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>100.00</b>
<b>Fire Protection</b>					
Professional/Contractual Services		233.75	4,740.00	4,506.25	95.07
<b>Total Fire Protection:</b>	<b>0.00</b>	<b>233.75</b>	<b>4,740.00</b>	<b>4,506.25</b>	<b>95.07</b>
<b>Total Protective Services:</b>	<b>0.00</b>	<b>233.75</b>	<b>12,740.00</b>	<b>12,506.25</b>	<b>98.17</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Professional/Contractual Services		3,260.00	21,000.00	17,740.00	84.48
Utilities	859.48	5,878.12	11,000.00	5,121.88	46.56
Maintenance, Materials & Supplies			45,525.00	45,525.00	100.00
Capital Expenditures			14,000.00	14,000.00	100.00
<b>Total Maintenance:</b>	<b>859.48</b>	<b>9,138.12</b>	<b>91,525.00</b>	<b>82,386.88</b>	<b>90.02</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies		1,025.00	6,000.00	4,975.00	82.92
<b>Total Snow Removal:</b>	<b>0.00</b>	<b>1,025.00</b>	<b>6,000.00</b>	<b>4,975.00</b>	<b>82.92</b>
<b>Total Transportation Services:</b>	<b>859.48</b>	<b>10,163.12</b>	<b>97,525.00</b>	<b>87,361.88</b>	<b>89.58</b>

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**Resort Village of Fort San**  
**Statement of Financial Activities - Condensed**  
For the Period Ending July 31, 2016

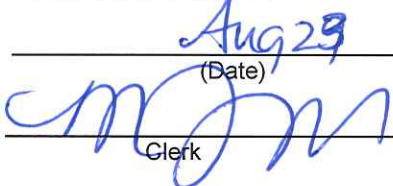
	Current	Year To Date	Budget	Variance	%
<b>Environmental Services</b>					
Professional/Contractual Services	1,589.08	15,522.76	50,450.00	34,927.24	69.23
<b>Total Environmental Services:</b>	<b>1,589.08</b>	<b>15,522.76</b>	<b>50,450.00</b>	<b>34,927.24</b>	<b>69.23</b>
<b>Recreation and Cultural Services</b>					
Professional/Contractual Services		1,080.00		(1,080.00)	
Grants and Contributions		5,038.30	5,000.00	(38.30)	0.77-
<b>Total Recreation and Cultural Services:</b>	<b>0.00</b>	<b>6,118.30</b>	<b>5,000.00</b>	<b>(1,118.30)</b>	<b>22.37-</b>
<b>Total EXPENDITURES:</b>	<b>5,928.18</b>	<b>67,159.37</b>	<b>244,915.00</b>	<b>177,755.63</b>	<b>72.58</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>					
REVENUES	(2,195.04)	225,109.33	200,072.00	25,037.33	12.51
EXPENDITURES	5,928.18	67,159.37	244,915.00	177,755.63	72.58
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(8,123.22)</b>	<b>157,949.96</b>	<b>(44,843.00)</b>	<b>202,792.96</b>	<b>452.23</b>
Change in Non-Financial Assets	(156.38)	(156.38)		(156.38)	
<b>Change in Surplus</b>	<b>(7,966.84)</b>	<b>158,106.34</b>	<b>(44,843.00)</b>	<b>202,949.34</b>	<b>452.58</b>

<b>Account Balances</b>	<b>Current</b>	<b>Year to Date</b>	<b>Balance</b>
<b>Cash and Investments</b>			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	11,731.71	48,265.01	182,584.09
Cash - Bank - Term Deposit	78.64	3,017.02	159,536.36
<b>Total Cash and Investments:</b>	<b>11,810.35</b>	<b>51,282.03</b>	<b>342,170.45</b>
<b>Municipal Taxes Receivable</b>			
Municipal - Tax Receivable - Current	(18,446.45)	120,960.74	127,737.11
Municipal - Tax Receivable - Arrears	(220.47)	(5,478.55)	(242.26)
Municipal - Tax Enforcement		7.35	105.57
<b>Total Municipal Taxes Receivable:</b>	<b>(18,666.92)</b>	<b>115,489.54</b>	<b>127,600.42</b>

Certified correct and in accordance with the records

Presented to council on

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

Aug 29  
(Date)

Date Printed  
8/8/2016 1:48 PM

Resort Village of Fort San  
Bank Reconciliation - Detailed

Page 1

Conesus Credit Union \*\*\*\*\*4487  
For Ending Date 7/29/2016

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

**GL Balance to 7/29/2016**

**159,457.72**

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

78.64

**Adjusted Book Balance**

**159,536.36**

**Bank Statement Balance:**

**159,536.36**

Deposits in Transit

Subtotal:

0.00

Outstanding Payments

Subtotal:

0.00

Total Uncleared:

0.00

**Adjusted Bank Balance**

**159,536.36**

Notes

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Resort Village of Fort San  
Bank Reconciliation - Detailed

CIBC  
For Ending Date 7/31/2016

<u>110-110-120 - Cash - Bank - Demand</u>	
GL Balance to 7/31/2016	182,602.59
Service Charges:	-18.50
Interest Charges:	0.00
Interest Revenue:	0.00
Adjusted Book Balance	182,584.09

Bank Statement Balance: 212,521.35

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	6/30/2016	Ch 4828	North Valley Waste Management	AP	-3,067.35
3	7/29/2016	Ch 4840	R.M. of North Qu'Appelle No187	AP	-2,988.66
4	7/31/2016	Ch 4841	Chatterson, Greg	AP	-75.00
5	7/31/2016	Ch 4842	Hahn, Christopher	AP	-75.00
6	7/31/2016	Ch 4843	Prairie Valley S. D. #208	AP	-22,778.79
7	7/31/2016	Ch 4844	Sask Power	AP	-902.46
Subtotal:					-29,937.26

Total Uncleared: -29,937.26

Adjusted Bank Balance 182,584.09

Notes

