

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

Tuesday, October 24 2017

1. Call to Order
2. Delegate
3. Approval of Agenda
4. Adoption of Minutes
  - a. September 26, 2017 – regular meeting
5. Business Arising From Minutes
6. Bylaws
7. Communication
  - a. Fort Qu'Appelle Library – minutes September 20, 2017
  - b. Calling Lakes District Planning Commission September 13 minutes
  - c. NVWM September 18 minutes
  - d. PARCS update 79
8. Reports
  - a. S. Helfrick – 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. Echo Valley Resorts – demolition
  - b. Highway 56 speed request
11. New Business
  - a. Gordons - Subdivision application Lots 7-9 Block BP31 SW 18-21-13 W2
  - b. North Valley Waste Management Inc. 2017 requisition
  - c. Trans Canada Trail – bridge & boardwalk
  - d. Valley Lawn Services – change of schedule
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 24, 2017**

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

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

**17-115 AGENDA /S. HELFRICK**

"THAT the Fort San Resort Village agenda be adopted with the following additions under New Business;

- e) 241 Fort San Road
- f) Drainage Gordons Subdivision."

CARRIED

**17-116 MINUTES / J. NAUMETZ**

"THAT the minutes of the Fort San Resort Village regular meeting of Council held September 26, 2017 be adopted as presented."

CARRIED

**17-117 COMMUNICATION / D. WILLIAMS**

"THAT the following communication be filed as presented:

- a. Fort Qu'Appelle Library – minutes September 20, 2017
- b. Calling Lakes District Planning Commission - September 13 minutes
- c. NVWM - September 18 minutes
- d. PARCS - update 79."

CARRIED

**17-118 REPORTS / J. NAUMETZ**

"THAT the verbal reports from:

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

CARRIED

**17-119 ACCOUNTS FOR PAYMENT / D. WILLIAMS**

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5010 to 5019 totalling \$25,244.14, is hereby approved by Resort Village Council for payment."

CARRIED

**17-120 FINANCIAL STATEMENT/ D. WILLIAMS**

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

CARRIED

**17-121 BANK RECONCILIATION / D. WILLIAMS**

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

CARRIED

**17-122 ECHO VALLEY RESORTS – DEMOLITION / J. NAUMETZ**

"THAT Resort Village of Fort San Council approve the demolition at Echo Valley Resorts for the cottage A."

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, October 24, 2017**

**17-123 ECHO VALLEY RESORTS - DEMOLITION EXTENSION / S. HELFRICK**

"THAT Resort Village of Fort San Council approve the extension to the demolition permit number 17-17D for 15 business days;  
AND FURTHERMORE the date needed to be completed is Friday November 17, 2017, if not complete the Resort Village of Fort San will process an order to remedy."

CARRIED

**17-124 SUBDIVISION LOTS 7-9, BLOCK D, PLAN BP31, SW 18-21-13 W2**

"THAT Resort Village of Fort San Council approve the subdivision application for Lots 7-9, Block D, Plan BP31, SW 18-21-13 as it complies to the zoning bylaw."

CARRIED

**17-125 VALLEY LAWN SERVICES / S. HELFRICK**

"THAT Resort Village of Fort San Council approve the change to the garbage policy and pick up days from Tuesday to Wednesday."

CARRIED

**17-126 GORDONS DRAINAGE ALLEYWAY / S. HELFRICK**

"THAT Resort Village of Fort San send a letter and invite G. & L. LaRocque to the next meeting of Council November 28, 2017 at 7:05 pm to discuss the drainage and property issues."

CARRIED

**17-127 ADJOURNMENT / D. WILLIAMS**

"THAT the meeting of the Resort Village of Fort San Council be adjourned at 7:50 pm."

CARRIED

Approved this 28 day of November, 2017.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Next meeting: Regular Meeting Tuesday, November 28, 2017 7:00 pm

Report Date  
10/20/2017 3:14 PM

Resort Village of Fort San  
List of Accounts for Approval  
As of 10/20/2017  
Batch: 2017-00049 to 2017-00052

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5010	9/30/2017	Fort Qu'Appelle Chamber of 08/28/17	Sponsorship-Business Awards	100.00	100.00
5011	9/30/2017	R.M. of North Qu'Appelle No187 2017-00097	Office Services	3,416.66	3,416.66
5012	9/30/2017	Prairie Valley S. D. #208 September 2017	Collection for Sept	7,651.50	7,651.50
5013	9/30/2017	Sask Power 09/20/17	Street Lights	953.61	953.61
5014	9/30/2017	Town of Fort Qu'appelle 2017-00041	Rexentre Contribution	1,500.00	1,500.00
5015	10/24/2017	Grasslands News Group 00030819	Advertising	38.81	38.81
5016	10/24/2017	North Valley Waste Management 171001	Quarterly Contribution	3,014.90	3,014.90
5017	10/24/2017	Valley Lawn Services 4961	Contract	2,835.00	3,402.00
		4962	Contract	567.00	
5018	10/31/2017	R.M. of North Qu'Appelle No187 2017-00109	Office Services	3,416.66	3,416.66
5019	10/31/2017	Valley Lawn Services Oct/2017	Contract	1,750.00	1,750.00
Total for AP:					25,244.14

Certified Correct This October 20, 2017



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

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy		170,682.55	172,062.00	(1,379.45)	0.80-
Abatements and Adjustments			1,000.00	(1,000.00)	100.00-
Discount on Current Year Taxes	(503.98)	(22,595.41)	(22,000.00)	(595.41)	2.71-
<b>Net Municipal Taxes</b>	<b>(503.98)</b>	<b>148,087.14</b>	<b>151,062.00</b>	<b>(2,974.86)</b>	<b>1.97-</b>
Penalties on Tax Arrears	117.47	1,356.34	1,500.00	(143.66)	9.58-
<b>Total Taxation:</b>	<b>(386.51)</b>	<b>149,443.48</b>	<b>152,562.00</b>	<b>(3,118.52)</b>	<b>2.04-</b>
<b>Fees and Charges</b>					
Custom Work	7.50	7.50		7.50	
Sale of Supplies and Gravel		1,266.00		1,266.00	
Licenses and Permits	50.00	3,300.00	4,500.00	(1,200.00)	26.67-
General Office Services	15.00	375.00	200.00	175.00	87.50
<b>Total Fees and Charges:</b>	<b>72.50</b>	<b>4,948.50</b>	<b>4,700.00</b>	<b>248.50</b>	<b>5.29</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		49,252.00	49,252.00		
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>49,252.00</b>	<b>49,252.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Conditional Grants</b>					
Federal		11,369.60	11,145.00	224.60	2.02
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>11,369.60</b>	<b>11,145.00</b>	<b>224.60</b>	<b>2.02</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue		365.56	2,000.00	(1,634.44)	81.72-
<b>Total Investment Income and Commissions:</b>	<b>0.00</b>	<b>365.56</b>	<b>2,000.00</b>	<b>(1,634.44)</b>	<b>81.72-</b>
<b>Total REVENUES:</b>	<b>(314.01)</b>	<b>215,379.14</b>	<b>219,659.00</b>	<b>(4,279.86)</b>	<b>1.95-</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages			2,000.00	2,000.00	100.00
Benefits		423.88	300.00	(123.88)	41.29-
Professional/Contract Services	4,166.82	44,632.85	62,650.00	17,980.19	28.70
Maintenance, Material and Supplies	11.36	185.99	1,000.00	814.01	81.40
Grants and Contributions		704.70	500.00	(204.70)	40.94-
Other			500.00	500.00	100.00
<b>Total General Government Services:</b>	<b>4,178.18</b>	<b>45,947.42</b>	<b>66,950.00</b>	<b>20,965.62</b>	<b>31.32</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services		233.75	8,000.00	7,766.25	97.08
<b>Total Police Protection:</b>	<b>0.00</b>	<b>233.75</b>	<b>8,000.00</b>	<b>7,766.25</b>	<b>97.08</b>
<b>Fire Protection</b>					
Professional/Contractual Services	4,518.40	4,518.40	4,740.00	221.60	4.68
<b>Total Fire Protection:</b>	<b>4,518.40</b>	<b>4,518.40</b>	<b>4,740.00</b>	<b>221.60</b>	<b>4.68</b>
<b>Total Protective Services:</b>	<b>4,518.40</b>	<b>4,752.15</b>	<b>12,740.00</b>	<b>7,987.85</b>	<b>62.70</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Professional/Contractual Services	1,666.67	20,174.25	25,000.00	4,825.75	19.30
Utilities	908.20	7,253.43	10,500.00	3,246.57	30.92
Maintenance, Materials & Supplies		40,870.00	42,250.00	1,380.00	3.27
Capital Expenditures			14,000.00	14,000.00	100.00
<b>Total Maintenance:</b>	<b>2,574.87</b>	<b>68,297.68</b>	<b>91,750.00</b>	<b>23,452.32</b>	<b>25.56</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies	100.00	1,000.00	6,000.00	5,000.00	83.33
<b>Total Snow Removal:</b>	<b>100.00</b>	<b>1,000.00</b>	<b>6,000.00</b>	<b>5,000.00</b>	<b>83.33</b>
<b>Total Transportation Services:</b>	<b>2,674.87</b>	<b>69,297.68</b>	<b>97,750.00</b>	<b>28,452.32</b>	<b>29.11</b>
<b>Environmental Services</b>					

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

	Current	Year To Date	Budget	Variance	%
Professional/Contractual Services		21,427.80	52,500.00	26,390.63	50.27
<b>Total Environmental Services:</b>	<b>0.00</b>	<b>21,427.80</b>	<b>52,500.00</b>	<b>26,390.63</b>	<b>50.27</b>
<b>Planning and Development Services</b>					
Professional/Contractual Services		45.00		(45.00)	
<b>Total Planning and Development Services:</b>	<b>0.00</b>	<b>45.00</b>	<b>0.00</b>	<b>(45.00)</b>	<b>0.00</b>
<b>Recreation and Cultural Services</b>					
Grants and Contributions		2,058.87	5,000.00	2,941.13	58.82
<b>Total Recreation and Cultural Services:</b>	<b>0.00</b>	<b>2,058.87</b>	<b>5,000.00</b>	<b>2,941.13</b>	<b>58.82</b>
<b>Total EXPENDITURES:</b>	<b>11,371.45</b>	<b>143,528.92</b>	<b>234,940.00</b>	<b>86,692.55</b>	<b>36.90</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>					
REVENUES	(314.01)	215,379.14	219,659.00	(4,279.86)	1.95-
EXPENDITURES	11,371.45	143,528.92	234,940.00	86,692.55	36.90
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(11,685.46)</b>	<b>71,850.22</b>	<b>(15,281.00)</b>	<b>82,412.69</b>	<b>539.31</b>
Change in Non-Financial Assets		(22.00)		(22.00)	
TRANSFERS			(6,283.00)	(6,283.00)	100.00-
<b>Change in Surplus</b>	<b>(11,685.46)</b>	<b>71,872.22</b>	<b>(8,998.00)</b>	<b>76,151.69</b>	<b>846.32</b>

Account Balances	Current	Year to Date	Balance
<b>Cash and Investments</b>			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(157,033.90)	65,024.97	229,385.47
Cash - Bank - Term Deposit		365.56	160,379.60
<b>Total Cash and Investments:</b>	<b>(157,033.90)</b>	<b>65,390.53</b>	<b>389,815.07</b>
<b>Municipal Taxes Receivable</b>			
Municipal - Tax Receivable - Current	(5,247.30)	18,953.38	23,145.99
Municipal - Tax Receivable - Arrears	(342.31)	(5,576.07)	1,255.15
Municipal - Tax Enforcement		79.82	1,341.26
<b>Total Municipal Taxes Receivable:</b>	<b>(5,589.61)</b>	<b>13,457.13</b>	<b>25,742.40</b>

Certified correct and in accordance with the records

Presented to council on

(Date)

Blair Walkington Mayor

Marcy Johnson Administrator

Resort Village of Fort San  
Bank Reconciliation - Detailed

CIBC  
For Ending Date 9/30/2017

110-110-120 - Cash - Bank - Demand  
GL Balance to 9/30/2017

215,782.20

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

Adjusted Book Balance 215,763.70

Bank Statement Balance: 231,846.03

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	8/8/2017	TX 2017-0059	NSF Charge	TX	-7.00
2	8/8/2017	TX 2017-0065	NSF ADJ	TX	-7.00
3	9/26/2017	Ch 5001	Christoffel, Cory	AP	-621.56
4	9/26/2017	Ch 5002	Fahlman, Bob	AP	-25.00
5	9/26/2017	Ch 5006	Stewart, Margaret	AP	-25.00
6	9/26/2017	Ch 5008	Zimmerman, Alfred	AP	-25.00
7	9/30/2017	Ch 5009	Valley Lawn Services	AP	-1,750.00
8	9/30/2017	Ch 5010	Fort Qu'Appelle Chamber of	AP	-100.00
9	9/30/2017	Ch 5011	R.M. of North Qu'Appelle No187	AP	-3,416.66
10	9/30/2017	Ch 5012	Prairie Valley S. D. #208	AP	-7,651.50
11	9/30/2017	Ch 5013	Sask Power	AP	-953.61
12	9/30/2017	Ch 5014	Town of Fort Qu'appelle	AP	-1,500.00
Subtotal:					-16,082.33

Total Uncleared: -16,082.33

Adjusted Bank Balance 215,763.70

Notes

Ba  
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