

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

Tuesday, November 28 2017

1. Call to Order
2. Delegate
 - a. Gary & Lisa LaRoque 7:05 p.m.
3. Approval of Agenda
4. Adoption of Minutes
 - a. October 24, 2017 – regular meeting
5. Business Arising From Minutes
6. Bylaws
7. Communication
 - a. Community Policing Report
 - b. PBI newsletter October 31, 2017
 - c. North Valley Waste Management Authority Inc. – minutes October 23, 2017
 - d. PARCS update 80
8. Reports
 - a. – 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. Gordons - Subdivision application Lots 7-9 Block BP31 SW 18-21-13 W2 – approved
 - b. Trans Canada Trail – bridge & boardwalk
11. New Business
 - a. Public Disclosure Statement
 - b. SUMA - convention February 4-7, 2018
 - c. Water Levels in the Qu'Appelle Valley
 - d. Fort Winter Festival – donation
 - e. Saskatchewan Snowmobile Racing Association – donation
 - f. Dudley & Company LLP, Chartered Professional Accountants
 - g. Professional Building Inspections Inc – appointment of building official
12. Adjournment

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, November 28, 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 7:04 p.m.

DELEGATE 7:05 pm – 7:45 pm - Gary & Lisa Larocque

17-128- AGENDA / S. HELFRICK

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

CARRIED

17-129 MINUTES / J. NAUMETZ

"THAT the minutes of the Fort San Resort Village regular meeting of Council held October 24, 2017 be adopted as presented."

CARRIED

17-130 COMMUNICATION / J. NAUMETZ

"THAT the following communication be filed as presented:

- a. Community Policing Report
- b. PBI newsletter October 31, 2017
- c. North Valley Waste Management Authority Inc. – minutes October 23, 2017
- d. PARCS update 80."

CARRIED

17-131 REPORTS / J. NAUMETZ

"THAT the verbal reports from:

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

CARRIED

17-132 ACCOUNTS FOR PAYMENT / D. WILLIAMS

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5020 to 5033 totalling \$28,359.50, is hereby approved by Resort Village Council for payment."

CARRIED

17-133 FINANCIAL STATEMENT/ D. WILLIAMS

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

CARRIED

17-134 BANK RECONCILIATION / D. WILLIAMS

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

CARRIED

17-135 PUBLIC DISCLOSURE STATEMENTS / J. NAUMETZ

"THAT Resort Village of Fort San Council sign the Public Disclosure Annual Declaration."

CARRIED

Resort Village of Fort San
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17-136 FORT WINTER FESTIVAL DONATION / D. WILLIAMS

"THAT Resort Village of Fort San Council donate \$500.00 to the Fort Winter Festival for 2018."

CARRIED

17-137 AUDITOR DUDLEY & COMPANY LLP ENGAGEMENT LETTER / J. NAUMETZ

"THAT Resort Village of Fort San engage the services of Dudley & Company LLP, Chartered Professional Accountants for the 2018 annual audit."

CARRIED

17-138 PROFESSIONAL BUILDING INSPECTIONS INC. BUILDING INSPECTOR / S. HELFRICK

"THAT Resort Village of Fort San Council acknowledge the certificate of appointment of Myron Stenka building official for Professional Building Inspections Inc."

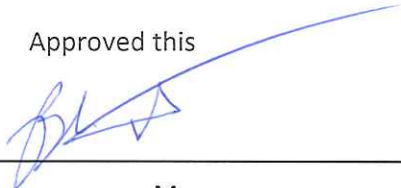
CARRIED

17139- ADJOURNMENT / D. WILLIAMS

"THAT the meeting of the Resort Village of Fort San Council be adjourned at 8:15 pm."

CARRIED

Approved this _____ day of _____, 2017.



Mayor





Administrator

Next meeting: Regular Meeting Tuesday, December 12, 2017 7:00 pm


Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5020	10/31/2017	Prairie Valley S. D. #208 October 2017	Taxes Collected	2,274.49	2,274.49
5021	10/31/2017	Royal Canadian Legion 620302	Poppy Fund	50.00	50.00
5022	10/31/2017	Sask Power 10/19/17	Street Lights	953.61	953.61
5023	11/28/2017	Gord Krismer & Associates Ltd. 4891	Dev. Appeal Board	110.25	110.25
5024	11/28/2017	Grasslands News Group 00031250	Advertising	52.50	52.50
5025	11/28/2017	Helfrick, Steve 11/28/17	Indemnity	825.00	825.00
5026	11/28/2017	Jackson Bros. Bobcat Services 07/Oct	Contract	336.00	336.00
5027	11/28/2017	Melcher Media & Design 4495	Domain - FS	83.25	83.25
5028	11/28/2017	Naumetz, John 11/28/17	Indmnty	1,300.00	1,300.00
5029	11/28/2017	R.M. of North Qu'Appelle No187 11/01/17 2017-00121 2017-00126	Grants & Cont. Bus. Award Contract Office Services Annual Lagoon Fees	100.00 3,416.66 15,637.67	19,154.33
5030	11/28/2017	Professional Building 17103185	Building Inspections	391.99	391.99
5031	11/28/2017	Redman, Brad 11/28/17	Indemnity	825.00	825.00
5032	11/28/2017	SARM ATS12230-500020	Road/Street signs	253.08	253.08
5033	11/28/2017	Valley Lawn Services Nov/17	Contract	1,750.00	1,750.00
				Total for AP:	28,359.50

Certified Correct This November 24, 2017

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending October 31, 2017

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
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	(29.42)	(22,624.83)	(22,000.00)	(624.83)	2.84-
Net Municipal Taxes	(29.42)	148,057.72	151,062.00	(3,004.28)	1.99-
Penalties on Tax Arrears	113.37	1,469.71	1,500.00	(30.29)	2.02-
Total Taxation:	83.95	149,527.43	152,562.00	(3,034.57)	1.99-
Fees and Charges					
Custom Work	79.00	86.50		86.50	
Sale of Supplies and Gravel		1,266.00		1,266.00	
Licenses and Permits	300.00	3,600.00	4,500.00	(900.00)	20.00-
General Office Services		375.00	200.00	175.00	87.50
Total Fees and Charges:	379.00	5,327.50	4,700.00	627.50	13.35
Unconditional Transfers					
Unconditional Transfers		49,252.00	49,252.00		
Total Unconditional Transfers:	0.00	49,252.00	49,252.00	0.00	0.00
Conditional Grants					
Federal		11,369.60	11,145.00	224.60	2.02
Total Conditional Grants:	0.00	11,369.60	11,145.00	224.60	2.02
Investment Income and Commissions					
Investment and Income Revenue	33.07	398.63	2,000.00	(1,601.37)	80.07-
Total Investment Income and Commissions:	33.07	398.63	2,000.00	(1,601.37)	80.07-
Total REVENUES:	496.02	215,875.16	219,659.00	(3,783.84)	1.72-
EXPENDITURES					
General Government Services					
Wages			2,000.00	(100.00)	5.00-
Benefits		423.88	300.00	(123.88)	41.29-
Professional/Contract Services	6,888.78	51,507.63	62,650.00	6,206.16	9.91
Maintenance, Material and Supplies		185.99	1,000.00	814.01	81.40
Grants and Contributions	150.00	854.70	500.00	(354.70)	70.94-
Other			500.00	500.00	100.00
Total General Government Services:	7,038.78	52,972.20	66,950.00	6,941.59	10.37
Protective Services					
Police Protection					
Contractual Services		233.75	8,000.00	7,766.25	97.08
Total Police Protection:	0.00	233.75	8,000.00	7,766.25	97.08
Fire Protection					
Professional/Contractual Services		4,518.40	4,740.00	221.60	4.68
Total Fire Protection:	0.00	4,518.40	4,740.00	221.60	4.68
Total Protective Services:	0.00	4,752.15	12,740.00	7,987.85	62.70
Transportation Services					
Maintenance					
Professional/Contractual Services	3,240.00	23,414.25	25,000.00	1,265.75	5.06
Utilities	1,816.40	9,069.83	10,500.00	1,430.17	13.62
Maintenance, Materials & Supplies		40,870.00	42,250.00	1,138.32	2.69
Capital Expenditures			14,000.00	14,000.00	100.00
Total Maintenance:	5,056.40	73,354.08	91,750.00	17,834.24	19.44
Snow Removal					
Maintenance, Materials & Supplies		1,000.00	6,000.00	5,000.00	83.33
Total Snow Removal:	0.00	1,000.00	6,000.00	5,000.00	83.33
Total Transportation Services:	5,056.40	74,354.08	97,750.00	22,834.24	23.36
Environmental Services					

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Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending October 31, 2017

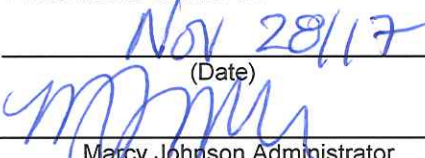
	Current	Year To Date	Budget	Variance	%
Professional/Contractual Services	4,681.57	26,109.37	52,500.00	24,723.96	47.09
Total Environmental Services:	4,681.57	26,109.37	52,500.00	24,723.96	47.09
Planning and Development Services					
Professional/Contractual Services		45.00		(45.00)	
Total Planning and Development Services:	0.00	45.00	0.00	(45.00)	0.00
Recreation and Cultural Services					
Grants and Contributions	1,500.00	3,558.87	5,000.00	1,441.13	28.82
Total Recreation and Cultural Services:	1,500.00	3,558.87	5,000.00	1,441.13	28.82
Total EXPENDITURES:	18,276.75	161,791.67	234,940.00	63,883.77	27.19
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	496.02	215,875.16	219,659.00	(3,783.84)	1.72-
EXPENDITURES	18,276.75	161,791.67	234,940.00	63,883.77	27.19
CHANGE IN NET FINANCIAL ASSETS	(17,780.73)	54,083.49	(15,281.00)	60,099.93	393.30
Change in Non-Financial Assets		(22.00)		(22.00)	
TRANSFERS			(6,283.00)	(6,283.00)	100.00-
Change in Surplus	(17,780.73)	54,105.49	(8,998.00)	53,838.93	598.34

Account Balances	Current	Year to Date	Balance
Cash and Investments			
sh - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(23,078.89)	41,946.08	206,306.58
Cash - Bank - Term Deposit		365.56	160,379.60
Total Cash and Investments:	(23,078.89)	42,311.64	366,736.18
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(1,454.46)	17,512.92	21,705.53
Municipal - Tax Receivable - Arrears	(35.88)	(5,611.95)	1,219.27
Municipal - Tax Enforcement		79.82	1,341.26
Total Municipal Taxes Receivable:	(1,490.34)	11,980.79	24,266.06

Certified correct and in accordance with the records

Presented to council on


Blair Walkington Mayor


(Date)
Nov 28/17
Marcy Johnson Administrator

Date Printed
11/24/2017 8:17 AM

**Resort Village of Fort San
Bank Reconciliation - Detailed**

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CIBC
For Ending Date 10/31/2017

110-110-120 - Cash - Bank - Demand

GL Balance to 10/31/2017

206,292.01

Service Charges:

-18.50

Interest Charges:

0.00

Interest Revenue:

33.07

Adjusted Book Balance

206,306.58

Bank Statement Balance:

213,700.71

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	10/24/2017	Ch 5015	Grasslands News Group	AP	-38.81
6	10/31/2017	Ch 5018	R.M. of North Qu'Appelle No187	AP	-3,416.66
7	10/31/2017	Ch 5020	Prairie Valley S. D. #208	AP	-2,274.49
8	10/31/2017	Ch 5021	Royal Canadian Legion	AP	-50.00
9	10/31/2017	Ch 5022	Sask Power	AP	-953.61
Subtotal:					<u>-7,394.13</u>

Total Uncleared:

-7,394.13

Adjusted Bank Balance

206,306.58

Notes

