

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, January 24, 2017

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.

17-001 AGENDA / S. HELFRICK

"THAT the agenda be adopted as presented."

CARRIED

17-002 MINUTES / S. HELFRICK

"THAT the minutes of the regular meeting of Council held December 12, 2016 be adopted as presented."

CARRIED

17-003 CORRESPONDENCE / J. NAUMETZ

"THAT the following correspondence be filed as presented:

- a. East Central Transportation Planning Committee (ECTPC)
- b. SUMAssure Annual Meeting February 5, 2017
- c. SAMA – 2017 Revaluation Information Sheets
- d. SAMA – Annual Meeting April 12, 2017
- e. Government of Saskatchewan - Gas Tax Fund."

CARRIED

17-004 REPORTS / S. HELFRICK

"THAT the verbal reports from:

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

be accepted as presented."

CARRIED

17-005 ACCOUNTS FOR PAYMENT / D. WILLIAMS

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4912 to 4928 totalling \$19,436.98, is hereby approved by Resort Village Council for payment."

CARRIED

17-006 FINANCIAL STATEMENT/ B. REDMAN

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

CARRIED

17-007 BANK RECONCILIATION / D. WILLIAMS

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

CARRIED

17-008 SASKATCHEWAN LOTTERIES GRANT ALLOCATION / D. WILLIAMS

"THAT the Saskatchewan Lotteries Grant Program allocations go to the Town of Fort Qu'Appelle for the 2017 year."

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, January 24, 2017

17-009 THE LOCAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT / D. WILLIAMS

"THAT Fort San Council approve the Mayor B. Walkington to delegate his duties as "head" under *The Local Authority Freedom of information and Protection of Privacy Act* to the Administrator M. Johnson."

CARRIED

17-010 426 LILAC GROVE / S. HELFRICK

"THAT Fort San Council approve the building permit for 426 Lilac Grove."

CARRIED

17-011 FEDERATION OF CANADIAN MUNICIPALITIES MEMBERSHIP / S. HELFRICK

"THAT Fort San renew the membership for the Federation of Canadian Municipalities."

CARRIED

17-012 DUDLEY & COMPANY / D. WILLIAMS

"THAT Council acknowledges receipt of the Terms of Engagement letter from Dudley & Company LLP, Chartered Accountants for the 2016 Audit."

CARRIED

17-013 WINTER FESTIVAL SPONSORSHIP / B. REDMAN

"THAT Fort San sponsor the Winter Festival in the amount of \$500.00 for 2017."

CARRIED

17-014 SIGNING AUTHORITY / S. HELFRICK

"THAT Fort San Council bank signers at Conexus be:
Mayor Blair Walkington
Councillors Steve Helfrick, John Naumetz, Brad Redman, and Don Williams
Administrator Marcy Johnson
Assistant Administrator Nicole Keith;
AND FURTHERMORE, signers have to be one of Council and one office staff."

CARRIED

17-015 ADJOURNMENT / B. REDMAN

"THAT the meeting of the Resort Village of Fort San be adjourned at 8:45 p.m."

CARRIED

Approved this 1 day of March, 2017.



Mayor



Administrator

Next meeting:
Regular Meeting Wednesday March 1, 2017 7:00 pm

Report Date
1/20/2017 3:21 PM

Resort Village of Fort San
List of Accounts for Approval
As of 1/20/2017
Batch: 2016-00071 to 2017-00003

Page 1

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

Computer Cheques:

4912	12/31/2016	Grasslands News Group 00025479	Advertising	38.81	38.81
4913	12/31/2016	Kotrla, Norbert 10/19/16 12/15/16 12/20/16	Plan review-McCreery Nameth Insp #3 Bldg Insp. McCreery#5	150.00 150.00 150.00	450.00
4914	12/31/2016	Munisoft 2016/17-04459	Village map work	225.50	225.50
4915	12/31/2016	R.M. of North Qu'Appelle No187 2016-00149	postage	105.94	105.94
4916	12/31/2016	Prairie Valley S. D. #208 12/16	Taxes Collected	6,417.05	6,417.05
4917	12/31/2016	Sask Power 12/19/16	12/16 St Lights	920.59	920.59
4918	12/31/2016	Taxervice 34032 34033	Tax Enforcement-Maurice Tax Enforcement-Conley	379.05 484.05	863.10
4919	12/31/2016	Jackson Bros. Bobcat Services .48..	5.5hrs-Loader w/ blade	1,010.63	1,010.63
4920	12/31/2016	Sask Tel CMR 12/16 Office	Office	186.03	186.03
4921	1/24/2017	Aon Reed Stenhouse Inc. 2016-2017	SumAssure Premium	1,750.00	1,750.00
4922	1/24/2017	Provincial Emergency 000080833	Contract - police	233.75	233.75
4923	1/24/2017	Southeast Regional Library 2017 Fee	Fees - 1st Installment	1,029.44	1,029.44
4924	1/24/2017	SUMA - Saskatchewan Urban 000073994	Membership 2017	673.98	673.98
4925	1/24/2017	UMAAS 01/17	Membership	185.00	185.00
4926	1/24/2017	Valley Lawn Services 4376	contract-walk way	598.50	598.50
4927	1/31/2017	Grismer, Camille 01/17	Contract - Jan	1,332.00	1,332.00
4928	1/31/2017	R.M. of North Qu'Appelle No187 2017-00017	Office Services Jan	3,416.66	3,416.66
Total for AP:					19,436.98

BC

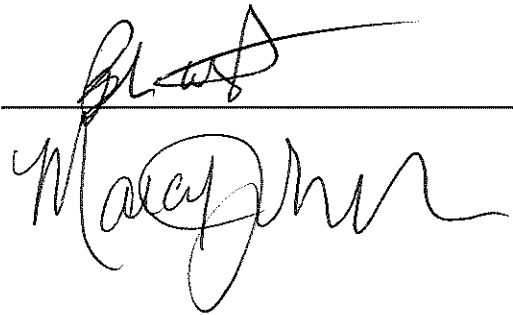
MA

Report Date
1/20/2017 3:21 PM

Resort Village of Fort San
List of Accounts for Approval
As of 1/20/2017
Batch: 2016-00071 to 2017-00003

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Certified Correct This January 20, 2017

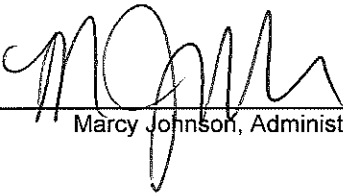


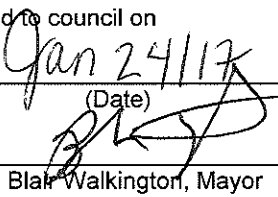
Resort Village of Fort San
Statement of Financial Activities - Summary
For the Period Ending November 30, 2016

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	67.64	144,265.87	139,622.00	4,643.87	3.33
Fees and Charges	73.50	7,986.04	3,900.00	4,086.04	104.77
Grants		66,890.65	54,550.00	12,340.65	22.62
Investment Income and Commissions	81.42	3,339.84	2,000.00	1,339.84	66.99
Total Revenues:	222.56	222,482.40	200,072.00	22,410.40	11.20
Expenditures					
General Government Services	3,669.88	53,789.48	79,200.00	25,410.52	32.08
Protective Services		4,752.15	12,740.00	7,987.85	62.70
Transportation Services	1,416.75	57,543.96	97,525.00	39,981.04	41.00
Environmental Health Services	4,673.85	29,848.45	50,450.00	20,601.55	40.84
Planning and Development Services	42.50	42.50		(42.50)	
Recreation and Cultural Services		6,324.86	5,000.00	(1,324.86)	26.50-
Total Expenditures:	9,802.98	152,301.40	244,915.00	92,613.60	37.81
Change in Net Financial Assets	(9,580.42)	70,181.00	(44,843.00)	115,024.00	256.50
Change in Non-Financial Assets	250.00	136.03		136.03	
Change in Net Assets	(9,830.42)	70,044.97	(44,843.00)	114,887.97	256.20
Change in Surplus	(9,830.42)	70,044.97	(44,843.00)	114,887.97	256.20

Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(5,171.28)	66,321.97	200,641.05
Cash - Bank - Term Deposit	81.42	3,339.84	159,859.18
Total Cash:	(5,089.86)	69,661.81	360,550.23
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(3,728.91)	12,097.35	18,873.72
Municipal - Tax Receivable - Arrears	(1,037.80)	(7,024.59)	(1,788.30)
Municipal - Tax Enforcement	(292.76)	385.75	483.97
Total Municipal Taxes Receivable:	(5,059.47)	5,458.51	17,569.39

Certified correct and in accordance with the records


Marcy Johnson, Administrator

Presented to council on

(Date)
Blair Walkington, Mayor

Date Printed
1/20/2017 11:32 AM

Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC
For Ending Date 11/30/2016

110-110-120 - Cash - Bank - Demand
GL Balance to 11/30/2016

200,659.55

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

Adjusted Book Balance 200,641.05

Bank Statement Balance: 213,135.44

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	11/22/2016	Ch 4889	North Valley Waste Management	AP	-3,067.35
2	11/22/2016	Ch 4892	SUMA - Saskatchewan Urban	AP	-65.00
3	11/30/2016	Ch 4894	R.M. of North Qu'Appelle No187	AP	-2,988.66
4	11/30/2016	Ch 4895	Prairie Valley S. D. #208	AP	-5,452.79
5	11/30/2016	Ch 4896	Sask Power	AP	-920.59
Subtotal:					-12,494.39
Total Uncleared:					-12,494.39

Adjusted Bank Balance 200,641.05

Notes

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Date Printed
1/20/2017 11:33 AM

Resort Village of Fort San
Bank Reconciliation - Detailed

Page 1

Conesus Credit Union *****4487
For Ending Date 11/29/2016

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

GL Balance to 11/29/2016

159,777.76

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

81.42

Adjusted Book Balance

159,859.18

Bank Statement Balance:

159,859.18

Deposits in Transit

Subtotal:

0.00

Outstanding Payments

Subtotal:

0.00

Total Uncleared:

0.00

Adjusted Bank Balance

159,859.18

Notes

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

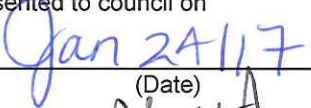
	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	95.93	144,361.80	139,622.00	4,739.80	3.39
Fees and Charges	432.54	8,418.58	3,900.00	4,518.58	115.86
Grants		66,890.65	54,550.00	12,340.65	22.62
Investment Income and Commissions	78.83	3,418.67	2,000.00	1,418.67	70.93
Total Revenues:	607.30	223,089.70	200,072.00	23,017.70	11.50
Expenditures					
General Government Services	7,307.54	61,097.02	79,200.00	18,102.98	22.86
Protective Services	8,073.70	12,825.85	12,740.00	(85.85)	0.67-
Transportation Services	6,500.25	64,044.21	97,525.00	33,480.79	34.33
Environmental Health Services	22,525.34	52,373.79	50,450.00	(1,923.79)	3.81-
Planning and Development Services		42.50		(42.50)	
Recreation and Cultural Services		6,324.86	5,000.00	(1,324.86)	26.50-
Total Expenditures:	44,406.83	196,708.23	244,915.00	48,206.77	19.68
Change in Net Financial Assets	(43,799.53)	26,381.47	(44,843.00)	71,224.47	158.83
Change in Non-Financial Assets	(75.00)	61.03		61.03	
Change in Net Assets	(43,724.53)	26,320.44	(44,843.00)	71,163.44	158.69
Change in Surplus	(43,724.53)	26,320.44	(44,843.00)	71,163.44	158.69

Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(36,280.55)	30,041.42	164,360.50
Cash - Bank - Term Deposit	78.83	3,418.67	159,938.01
Total Cash:	(36,201.72)	33,460.09	324,348.51
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(5,462.85)	6,634.50	13,410.87
Municipal - Tax Receivable - Arrears	(598.74)	(7,623.33)	(2,387.04)
Municipal - Tax Enforcement	777.47	1,163.22	1,261.44
Total Municipal Taxes Receivable:	(5,284.12)	174.39	12,285.27

Certified correct and in accordance with the records

Presented to council on


Marcy Johnson, Administrator


(Date)
Blair Walkington, Mayor

Date Printed
1/20/2017 9:17 AM

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

Page 1

Conesus Credit Union ***4487**
For Ending Date 12/29/2016

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

GL Balance to 12/29/2016

159,859.18

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

78.83

Adjusted Book Balance

159,938.01

Bank Statement Balance:

159,938.01

Deposits in Transit

Subtotal:

0.00

Outstanding Payments

Subtotal:

0.00

Total Uncleared:

0.00

Adjusted Bank Balance

159,938.01

Notes

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Date Printed
1/20/2017 9:18 AM

Resort Village of Fort San
Bank Reconciliation - Detailed

Page 1

CIBC

For Ending Date 12/31/2016

110-110-120 - Cash - Bank - Demand

GL Balance to 12/31/2016

164,379.00

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

Adjusted Book Balance	164,360.50
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Bank Statement Balance:

176,327.55

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	12/31/2016	2016-0118	Deposit Entry	RC	1,614.26
Subtotal:					1,614.26

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	12/9/2016	Ch 4911	R.M. of North Qu'Appelle No187	AP	-2,988.66
2	12/12/2016	Ch 4906	Redman, Brad	AP	-375.00
3	12/31/2016	Ch 4912	Grasslands News Group	AP	-38.81
4	12/31/2016	Ch 4913	Kotrla, Norbert	AP	-450.00
5	12/31/2016	Ch 4914	Munisoft	AP	-225.50
6	12/31/2016	Ch 4915	R.M. of North Qu'Appelle No187	AP	-105.94
7	12/31/2016	Ch 4916	Prairie Valley S. D. #208	AP	-6,417.05
8	12/31/2016	Ch 4917	Sask Power	AP	-920.59
9	12/31/2016	Ch 4918	Taxervice	AP	-863.10
10	12/31/2016	Ch 4919	Jackson Bros. Bobcat Services	AP	-1,010.63
11	12/31/2016	Ch 4920	Sask Tel CMR	AP	-186.03
Subtotal:					-13,581.31

Total Uncleared:	-11,967.05
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Adjusted Bank Balance	164,360.50
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Notes

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MD