

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

Tuesday, July 25 2017

1. Call to Order
2. Delegate
3. Approval of Agenda
4. Adoption of Minutes
  - a. June 27, 2017 – regular meeting
5. Business Arising From Minutes
6. Bylaws
7. Communication
  - a. SUMA SARM respond to bank and credit union closures in Saskatchewan
  - b. RCMP Community Policing Report
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. Emterra Recycling
11. New Business
  - a. 135 Lakeside Ave. – building information
  - b. Garbage Policy
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, July 25, 2017**

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

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

**17-085 AGENDA / J. NAUMETZ**

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

CARRIED

**17-086 MINUTES / D. WILLIAMS**

"THAT the minutes of the Fort San Resort Village regular meeting of Council held June 27, 2017 be adopted as presented."

CARRIED

**17-087 COMMUNICATION / B. REDMAN**

"THAT the following communication be filed as presented:

- a. SUMA SARM respond to bank and credit union closures in Saskatchewan
- b. RCMP Community Policing Report."

CARRIED

**17-088 TOWN OF FORT QU'APPELLE PARKS RECREATION AND CULTURE FINANCIALS / B. REDMAN**

"THAT the Fort San Resort Village request from the Town of Fort Qu'Appelle a statement of financials for the Parks Recreation and Culture accounts before they give their annual contribution."

CARRIED

**17-089 REPORTS / J. NAUMETZ**

"THAT the verbal reports from:

- a. B. Redman – North Valley Waste Management Inc.
  - b. J. Naumetz – Regional Library – no report
  - c. M. Johnson – Administration
- be accepted as presented."

CARRIED

**17-090 ACCOUNTS FOR PAYMENT / D. WILLIAMS**

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4982 to 4986 totalling \$3,587.27, is hereby approved by Resort Village Council for payment."

CARRIED

**17-091 FINANCIAL STATEMENT/ D. WILLIAMS**

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

CARRIED

**17-092 BANK RECONCILIATION / D. WILLIAMS**

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

CARRIED

**17-093 GARBAGE POLICY / J. NAUMETZ**

"THAT Fort San Resort Village Council approve the garbage policy 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, July 25, 2017

17-094 ADJOURNMENT / B. REDMAN

"THAT the meeting of the Resort Village of Fort San Council be adjourned at 7:37p.m."

CARRIED

Approved this 22 day of August, 2017.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Next meeting:  
Regular Meeting Tuesday, August 22, 2017 7:00 pm

Report Date  
7/24/2017 3:19 PM

Resort Village of Fort San  
**List of Accounts for Approval**  
As of 7/24/2017  
Batch: 2017-00033 to 2017-00037

Page 1

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

Computer Cheques:

4982	6/30/2017	Grismer, Camille 06/17 contract	Garbage contract	1,332.00	1,332.00
383	6/30/2017	Prairie Valley S. D. #208 June 2017	Taxes collected June 2017	121.58	121.58
4984	7/25/2017	Grasslands News Group 29499	Advertising - Tax List	99.75	
		29506	Advertising - Canada 150	38.81	138.56
4985	7/25/2017	Grismer, Camille 7/17	Contract	666.00	
		602	Extra Debris	454.13	1,120.13
4986	7/25/2017	Valley Lawn Services July 2017	Contract	875.00	875.00
				Total for AP:	3,587.27

Certified Correct This July 24, 2017

BW



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

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>TAXATION</b>					
<b>Municipal Taxes</b>					
410-110-100 - General Municipal Levy			172,062.00	(172,062.00)	100.00-
410-120-100 - Abatements and Adjustments			1,000.00	(1,000.00)	100.00-
410-130-100 - Discount on Municipal Tax - Property	(17.44)	(192.29)	(22,000.00)	21,807.71	99.13
	(17.44)	(192.29)	151,062.00	(151,254.29)	100.13-
<b>Penalties on Tax Arrears</b>					
410-400-110 - Tax Penalties	130.44	988.15	1,500.00	(511.85)	34.12-
	130.44	988.15	1,500.00	(511.85)	34.12-
<b>TOTAL TAXATION:</b>	113.00	795.86	152,562.00	(151,766.14)	99.48-
<b>FEES AND CHARGES</b>					
<b>Sale of Supplies and Gravel</b>					
420-200-500 - F&C - Sale of Supplies		1,146.00		1,146.00	
	0.00	1,146.00	0.00	1,146.00	0.00
<b>Licenses and Permits</b>					
420-710-100 - F&C - Building Permits		1,210.00	4,000.00	(2,790.00)	69.75-
420-710-210 - F&C - Development Permits		150.00	500.00	(350.00)	70.00-
	0.00	1,360.00	4,500.00	(3,140.00)	69.78-
<b>Other</b>					
<b>Tax Certificate</b>					
420-800-100 - F&C - Tax Certificate	60.00	135.00	200.00	(65.00)	32.50-
	60.00	135.00	200.00	(65.00)	32.50-
<b>General Office Services Provided</b>					
420-800-220 - F&C - Appeal Fees	50.00	75.00		75.00	
	50.00	75.00	0.00	75.00	0.00
	110.00	210.00	200.00	10.00	5.00
<b>TOTAL FEES AND CHARGES:</b>	110.00	2,716.00	4,700.00	(1,984.00)	42.21-
<b>UNCONDITIONAL TRANSFERS</b>					
<b>Unconditional Transfers</b>					
450-110-100 - Unconditional - (Revenue Sharing)	49,252.00	49,252.00	49,252.00		
	49,252.00	49,252.00	49,252.00	0.00	0.00
<b>TOTAL UNCONDITIONAL TRANSFERS:</b>	49,252.00	49,252.00	49,252.00	0.00	0.00
<b>INVESTMENT INCOME AND COMMISSIONS</b>					
<b>Investment and Income Revenue</b>					
470-100-100 - Interest Revenue		365.56	2,000.00	(1,634.44)	81.72-
	0.00	365.56	2,000.00	(1,634.44)	81.72-
<b>TOTAL INVESTMENT INCOME AND COMMIS</b>	0.00	365.56	2,000.00	(1,634.44)	81.72-
<b>TOTAL REVENUES:</b>	49,475.00	53,129.42	208,514.00	(155,384.58)	74.52-

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

	Current	Year To Date	Budget	Variance	%
<b>EXPENDITURES</b>					
<b>GENERAL GOVERNMENT SERVICES</b>					
<b>Wages &amp; Benefits</b>					
<b>Wages</b>					
510-110-110 - GG - Council - Indemnity			2,000.00	2,000.00	100.00
	0.00	0.00	2,000.00	2,000.00	100.00
	0.00	0.00	2,000.00	2,000.00	100.00
<b>Benefits</b>					
510-120-110 - GG - Council - Payroll Benefits		232.58	300.00	67.42	22.47
	0.00	232.58	300.00	67.42	22.47
	0.00	232.58	300.00	67.42	22.47
	0.00	232.58	2,300.00	2,067.42	89.89
<b>Professional/Contract Services</b>					
510-200-110 - GG - Cont. - Legal			500.00	500.00	100.00
510-200-120 - GG - Cont. - Office Services	3,416.66	20,499.96	41,000.00	20,500.04	50.00
510-200-130 - GG - Cont. - Audit/Accounting		2,940.00	3,000.00	60.00	2.00
510-200-140 - GG - Cont. - Building Inspections	400.00	2,140.00	4,000.00	1,860.00	46.50
510-200-150 - GG - Cont. - Assessment - SAMA		5,622.00	5,500.00	(122.00)	2.22-
510-200-160 - GG - Cont. - Board of Revision		150.00	500.00	350.00	70.00
510-200-170 - GG - Cont. - Advertising	94.66	680.10	500.00	(180.10)	36.02-
510-210-110 - GG - Mayor - Travel & Meals			250.00	250.00	100.00
510-210-120 - GG - Council - Meeting/Travel/Meals			500.00	500.00	100.00
510-210-140 - GG - Council - Committee/Travel/Meal			200.00	200.00	100.00
510-210-150 - GG - Council - Convention/Travel/Meal			500.00	500.00	100.00
510-210-170 - GG - Admin. - Training, Travel & Meals	779.09	969.09	1,500.00	530.91	35.39
510-210-175 - GG - Council Training /Travel Meals			1,000.00	1,000.00	100.00
510-230-100 - GG - Cont. - Insurance - General & Boi		1,750.00	1,600.00	(150.00)	9.38-
510-240-100 - GG - Cont. - Memberships & Subscript		1,208.95	1,500.00	291.05	19.40
510-240-150 - GG - Cont. - Conference Fees			200.00	200.00	100.00
510-250-100 - GG - Cont. - Communications			200.00	200.00	100.00
510-290-100 - GG - Cont. - Bank Charges	18.50	111.00	200.00	89.00	44.50
	4,708.91	36,071.10	62,650.00	26,578.90	42.42
<b>Maintenance, Material and Supplies</b>					
510-400-110 - GG - Maint. - Stationery & Postage			500.00	500.00	100.00
510-410-140 - GG - Maint. - Office Supplies		174.63	500.00	325.37	65.07
	0.00	174.63	1,000.00	825.37	82.54
<b>Grants and Contributions</b>					
510-500-110 - GG - Grants and Contributions		704.70	500.00	(204.70)	40.94-
	0.00	704.70	500.00	(204.70)	40.94-
<b>Other</b>					
510-900-110 - GG - Celebrations			500.00	500.00	100.00
	0.00	0.00	500.00	500.00	100.00
<b>TOTAL GENERAL GOVERNMENT SERVICES</b>	<b>4,708.91</b>	<b>37,183.01</b>	<b>66,950.00</b>	<b>29,766.99</b>	<b>44.46</b>
<b>PROTECTIVE SERVICES</b>					
<b>POLICE PROTECTION</b>					
<b>Professional/Contractual Services</b>					
520-210-110 - PS - Police - Contracted Services		233.75	8,000.00	7,766.25	97.08
	0.00	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>					
<b>Professional/Contractual Services</b>					
525-210-100 - PS - Fire - EMS Contract - 911			240.00	240.00	100.00
525-210-110 - PS - Fire - Contracted Services			4,500.00	4,500.00	100.00
	0.00	0.00	4,740.00	4,740.00	100.00
<b>TOTAL FIRE PROTECTION:</b>	<b>0.00</b>	<b>0.00</b>	<b>4,740.00</b>	<b>4,740.00</b>	<b>100.00</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>					

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	Current	Year To Date	Budget	Variance	%
<b>MAINTENANCE</b>					
<b>Professional/Contractual Services</b>					
530-210-120 - TS - Maint. - Contract - Contract	4,376.58	4,376.58	5,000.00	623.42	12.47
530-210-130 - TS - Maint. - Contract - Walkway	2,820.00	3,900.00	15,000.00	11,100.00	74.00
530-210-160 - TS - Maint. - Cont. - Cut Brush			5,000.00	5,000.00	100.00
	7,196.58	8,276.58	25,000.00	16,723.42	66.89
<b>Utilities</b>					
530-310-100 - TS - Maint. - Utility - Street Lights	908.20	5,437.03	10,500.00	5,062.97	48.22
	908.20	5,437.03	10,500.00	5,062.97	48.22
<b>Maintenance, Materials &amp; Supplies</b>					
530-460-100 - TS - Maint. - Asphalt/Surfacing Material		40,870.00	42,000.00	1,130.00	2.69
530-470-100 - TS - Maint. - Road/Street Signs			250.00	250.00	100.00
	0.00	40,870.00	42,250.00	1,380.00	3.27
<b>Capital Expenditures</b>					
530-600-699 - TS - Maint. - Amort - Infrastructure			14,000.00	14,000.00	100.00
	0.00	0.00	14,000.00	14,000.00	100.00
<b>TOTAL MAINTENANCE:</b>	8,104.78	54,583.61	91,750.00	37,166.39	40.51
<b>SNOW REMOVAL</b>					
<b>Maintenance, Materials &amp; Supplies</b>					
537-430-100 - TS - Snow - Gravel/Sand		900.00	6,000.00	5,100.00	85.00
	0.00	900.00	6,000.00	5,100.00	85.00
<b>TOTAL SNOW REMOVAL:</b>	0.00	900.00	6,000.00	5,100.00	85.00
<b>TOTAL TRANSPORTATION SERVICES:</b>	8,104.78	55,483.61	97,750.00	42,266.39	43.24
<b>ENVIRONMENTAL SERVICES</b>					
<b>Professional/Contractual Services</b>					
540-200-110 - EH - Waste Collection	1,531.07	8,340.89	17,000.00	8,659.11	50.94
540-200-120 - EH - Waste Collection Site		6,263.40	13,500.00	7,236.60	53.60
540-200-130 - EH - Sewage Lagoon			20,000.00	20,000.00	100.00
540-210-100 - EH - Cont. - Pest Control			2,000.00	2,000.00	100.00
	1,531.07	14,604.29	52,500.00	37,895.71	72.18
<b>TOTAL ENVIRONMENTAL SERVICES:</b>	1,531.07	14,604.29	52,500.00	37,895.71	72.18
<b>PLANNING AND DEVELOPMENT SERVICES</b>					
<b>Professional/Contractual Services</b>					
560-200-110 - P&D - Cont. - Other Services		45.00		(45.00)	
	0.00	45.00	0.00	(45.00)	0.00
<b>TOTAL PLANNING AND DEVELOPMENT SERVICES:</b>	0.00	45.00	0.00	(45.00)	0.00
<b>RECREATION AND CULTURAL SERVICES</b>					
<b>Grants and Contributions</b>					
570-500-120 - R&C - Grants - Rexentre			3,000.00	3,000.00	100.00
570-500-130 - R&C - Grants - Library/Museum		2,058.87	2,000.00	(58.87)	2.94
	0.00	2,058.87	5,000.00	2,941.13	58.82
<b>TOTAL RECREATION AND CULTURAL SERVICES:</b>	0.00	2,058.87	5,000.00	2,941.13	58.82
<b>TOTAL EXPENDITURES:</b>	14,344.76	109,608.53	234,940.00	125,331.47	53.35
<b>CHANGE IN NET-FINANCIAL ASSETS</b>	35,130.24	(56,479.11)	(26,426.00)	(30,053.11)	113.73-
Change in Non-Financial Assets		(22.00)		(22.00)	
<b>CHANGE IN NET ASSETS</b>	35,130.24	(56,457.11)	(26,426.00)	(30,031.11)	113.64-
<b>TRANSFERS</b>					
590-110-100 - Transfer to Reserves			(6,283.00)	(6,283.00)	100.00-
<b>CHANGE IN SURPLUS</b>	35,130.24	(56,457.11)	(20,143.00)	(36,314.11)	180.28-

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

Current	Year To Date	Budget	Variance	%
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ACCOUNT BALANCES

Cash and Investments

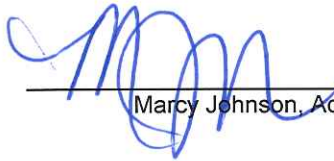
	Current	Year to Date	Balance
110-110-110 - Cash - On Hand - Petty Cash			50.00
110-110-120 - Cash - Bank - Demand	36,267.80	(47,727.20)	116,633.30
110-110-130 - Cash - Bank - Term Deposit		365.56	160,379.60
<b>Total Cash and Investments:</b>	<b>36,267.80</b>	<b>(47,361.64)</b>	<b>277,062.90</b>

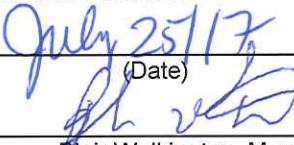
Municipal Taxes Receivable

110-200-100 - Municipal - Tax Receivable - Current	1.95	(373.86)	3,818.75
110-200-110 - Municipal - Tax Receivable - Arrears	(117.37)	(4,285.39)	2,545.83
110-200-120 - Municipal - Tax Enforcement		(242.01)	1,019.43
<b>Total Municipal Taxes Receivable:</b>	<b>(115.42)</b>	<b>(4,901.26)</b>	<b>7,384.01</b>

Certified correct and in accordance with the records

Presented to council on

  
\_\_\_\_\_  
Marcy Johnson, Administrator

  
\_\_\_\_\_  
(Date)  
Blair Walkington, Mayor



Resort Village of Fort San  
Bank Reconciliation - Detailed

CIBC  
For Ending Date 6/30/2017

110-110-120 - Cash - Bank - Demand  
GL Balance to 6/30/2017

116,530.22

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

Adjusted Book Balance 116,511.72

Bank Statement Balance: 128,844.15

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	6/27/2017	Ch 4975	Jackson Bros. Bobcat Services	AP	-4,137.00
2	6/27/2017	Ch 4978	Professional Building	AP	-420.00
3	6/27/2017	Ch 4979	Sask Power	AP	-953.61
4	6/27/2017	Ch 4980	Valley Lawn Services	AP	-3,283.58
5	6/30/2017	Ch 4981	R.M. of North Qu'Appelle No187	AP	-3,416.66
6	6/30/2017	Ch 4983	Prairie Valley S. D. #208	AP	-121.58
Subtotal:					-12,332.43

Total Uncleared: -12,332.43

Adjusted Bank Balance 116,511.72

Notes

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Resort Village of Fort San  
Bank Reconciliation - Detailed

Conesus Credit Union \*\*\*\*\*4487  
For Ending Date 5/31/2017

110-110-130 - Cash - Bank - Term Deposit  
GL Balance to 5/31/2017

160,379.60

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

Adjusted Book Balance 160,379.60

Bank Statement Balance: 0.00

Deposits in Transit

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

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 76.03

Adjusted Bank Balance 76.03

Notes

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