

RESORT VILLAGE OF FORT SAN
AGENDA
Thursday, August 27, 2015

1. Call to Order
2. Adoption of Agenda
3. Approval of minutes – July 23, 2015
4. Business Arising From Minutes
5. Correspondence
 - a. Lower Qu'Appelle Watershed Stewards Annual report
 - b. PARCS update – Convention October 16 & 17 2015
6. Reports
 - M. Johnson – Office Matters
 - D. Strayer – Works
 - D. Strayer – Library
 - J. Harding – CLPC – Lower Qu'Appelle Watershed
 - G. Chatterson – North Valley Waste Management
7. Financial Reports/ Accounts for Payment / Bank Reconciliation
8. Unfinished Business
 - a. Lakeside Ave. Development Request – October 14, 2014
 - b. Bylaw Review
 - c. Heritage Property Act Investigations
 - d. Gordon's Subdivision - Drainage
 - e. 2014 PDAP Claim
 - f. Town of Fort Qu'Appelle – Fire Rescue & Fire Agreement
 - g. Sask. Alert
 - h. Environment Policy
 - i. Directory
 - j. AGM – July 25
 - k. Garbage Policy
 - l. Service Agreement
 - m. Trans Canada Trail
 - n. Gordons Subdivision – R. Jakubowski signage, speed bumps
9. New Business
 - a. PDAP Denial C. Chaplin
 - b. Premier Skidsteer Quote
 - c. Subdivision NW 24-21-14 W2 Lots 7 & 8 Block F & Lot G
 - d. Councillors Oaths of Office
 - e. Emtera Recycling Redman Hill
10. 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. August 27, 2015**

Present:	Mayor:	D. Jim Harding
	Council Members:	Greg Chatterson
		Daryl Strayer
	Acting Administrator:	Marcy Johnson
	Absent:	Chris Hahn
		Don Williams

A quorum being present, Mayor J. Harding called the meeting to order at 7:02 p.m.

15-101 AGENDA / G. CHATTERSON:

"THAT the agenda be adopted as presented."

CARRIED

15-102 MINUTES / G. CHATTERSON:

"THAT the minutes of the regular meeting of Council held July 23, 2015 be adopted with the following change:

Motion 15-095 replace cheque number 4691 with cheque number 4690."

CARRIED

15-103 PARCS CONVENTION / G. CHATTERSON:

"THAT Council approve the Acting Administrator to attend the PARCS Convention October 17, 2015 in Saskatoon;

AND FURTHERMORE, the Resort Village will pay half of the expenses and registration."

CARRIED

15-104 CORRESPONDENCE / D. STRAYER:

"THAT the following correspondence, having been read, now be filed:

- a. Lower Qu'Appelle Watershed Stewards Annual report
- b. PARCS update – Convention October 16 & 17 2015"

CARRIED

15-105 NAMING OF A VILLAGE LANE / D. STRAYER:

"THAT Council approve the signage for the lane that runs along the house numbers 655 to 690;

AND FURTHERMORE, the name shall be Steele Lane."

CARRIED

15-106 TRANS CANADA TRAIL SLUMPING / D. STRAYER:

"THAT Council assess the possibility of spanning boards and using guardrails over the area in the Trans Canada Trail where the slumping has occurred;

AND FURTHERMORE, if the spanning does not work the Council will close the TCT."

CARRIED

15-107 CLASS ACTION / G. CHATTERSON:

"THAT the Village supply ratepayers the information of how to join the class action suit at Merchant Law Group, with regards to the Regina sewage dump."

CARRIED

15-108 REPORTS / G. CHATTERSON:

"THAT the verbal/ written reports from:

Acting Administrator M. Johnson,

Councillor D. Strayer regarding road work – Library,

Councillor G. Chatterson regarding North Valley Waste,

Mayor J. Harding regarding CLDPC, Lower Qu'Appelle Water Shed be accepted as presented."

CARRIED

15-109 JULY 2015 FINANCIAL STATEMENT/ D. STRAYER:

"THAT the Statement of Financial Activities for the month of June 2015, 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 27, 2015

15-110 ACCOUNTS / G. CHATTERSON:

"THAT the list of accounts paid by cheque number 4691 to 4703 totaling \$155,824.46 attached and forming a part of these minutes, be approved for payment."

CARRIED

15-111 JULY 2015 BANK RECONCILIATION /G. CHATTERSON:

"THAT the Bank Reconciliation for the month of June, 2015 attached and forming a part of these minutes, be accepted as presented."

CARRIED

15-112 SINK HOLE BARNET DRIVE / D. STRAYER:

"THAT the Resort Village Council approves the work at the sink hole on Barnet Drive within the cost parameters as per PDAP's email dated August 27, 2015, attached and forming a part of these minutes;
AND FURTHERMORE, the Acting Administrator will look into the culvert cost being covered as well."

CARRIED

15-113 HERITAGE PUBLIC MEETING DATE / D. STRAYER:

"THAT the Heritage information forum be held late in October, date and venue to be announced."

CARRIED

15-114 RECESS / D. STRAYER:

"THAT this meeting be recessed at 9:05 p.m. "

CARRIED

15-115 RECONVIENE / D. STRAYER:

"THAT this meeting reconvene 9:07 p.m. "

CARRIED

15-116 PDAP DENIAL / D. STRAYER:

"THAT the Resort Village Council consider sending a letter of support to Provincial Disaster Assistance Program for the Claim ID PCC02554 because it was denied."

DEFEATED

15-117 TRANS CANADA TRAIL QUOTES / D. STRAYER:

"THAT Resort Village Council accept Premier Skidsteer's quote for the repair of the trail and the boardwalk with the change of using a 2 X 6 pressure treated 6" base.
AND FURTHERMORE Council realizes there will be an increase to the cost of the job due to this base."

CARRIED

15-118 POLICY STATEMENT TO ENFORCE BYLAWS / D. STRAYER:

"THAT the Mayor work on creating a policy statement on bylaw enforcement, to ensure that Councillors are accountable to the Village Bylaws."

CARRIED

15-119 ADJOURNMENT / D. STRAYER:

"That the meeting of the Resort Village of Fort San be adjourned at 10:25 pm."

CARRIED

Approved this day of , 2015.



Mayor



Acting Administrator

Next meeting:
Regular Meeting Thursday, September 24, 2015 7:00 p.m.

Report Date
27/08/2015 9:55 AM

Resort Village of Fort San
List of Accounts for Approval
As of 27/08/2015
Batch: 2015-00037 to 2015-00042

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

Computer Cheques:

4691	31/07/2015	Prairie Valley S. D. #208			
		07/15 taxes	taxes collected	66,023.69	66,023.69
4692	27/08/2015	101144872 Saskatchewan Ltd.			
		1075	Overlay	76,869.99	76,869.99
4693	27/08/2015	Chatterson, Greg			
		07/15 expenses	Expenses	396.50	396.50
4694	27/08/2015	Grasslands News Group			
		00013616	Ad-Tax Enforcement List	87.32	87.32
4695	27/08/2015	Grismer, Camille			
		575	Extra yard debris	517.13	517.13
4696	27/08/2015	Kotrla, Norbert			
		07/15 Klemetski	Klemetski-Final	120.00	
		07/15 G.14-007	Gelinas-14-007-#5	120.00	
		08/15 Klotz	Klotz-15-002-#2	120.00	360.00
4697	27/08/2015	R.M. of North Qu'Appelle No187			
		RM15-029	Ad-Financial	23.10	23.10
4698	27/08/2015	Sask Power			
		07/15 Str.light	Street lights	893.87	
		08/15 Str.light	Street lights	907.28	1,801.15
4699	27/08/2015	Sask Tel CMR			
		07/15 office	Office	186.31	186.31
4700	27/08/2015	Saskatchewan Workers'			
		08/15 Benefits	Benefits	341.03	341.03
4701	31/08/2015	Grismer, Camille			
		08/15 contract	Garbage contract	1,332.00	1,332.00
4702	31/08/2015	R.M. of North Qu'Appelle No187			
		08/15 contract	Office services contractg	2,988.66	2,988.66
4703	27/08/2015	Valley Lawn Services			
		3258	walkway contract	4,897.58	4,897.58
				Total for AP:	155,824.46

ertified Correct This August 27, 2015



Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 31/07/2015

110-110-120 - Cash - Bank - Demand

GL Balance to 31/07/2015 145,588.77

Service Charges: -18.00
Interest Charges: 0.00
Interest Revenue: 0.00

Adjusted Book Balance 145,570.77

Bank Statement Balance: 218,874.13

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	20/05/2015	GR--150013-001	REV-Deposit Entry	RC	-50.00
2	23/07/2015	Ch 4685	Sali, Barbara	AP	-25.00
3	31/07/2015	Ch 4690	R.M. of North Qu'Appelle No187	AP	-2,988.66
4	31/07/2015	Ch 4691	Prairie Valley S. D. #208	AP	-66,023.69
5	31/07/2015		Bank Rec-July 2015	GL	-4,216.01
				Subtotal:	-73,303.36

Total Uncleared: -73,303.36

Adjusted Bank Balance 145,570.77

Notes



Date Printed
13/08/2015 10:47 AM

Resort Village of Fort San
Bank Reconciliation - Detailed

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Conesus Credit Union *****4487
For Ending Date 31/07/2015

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

GL Balance to 31/07/2015

156,519.34

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

Adjusted Book Balance	156,519.34
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Bank Statement Balance:

156,519.34

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 0.00

Adjusted Bank Balance	156,519.34
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Notes



Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending July-31-15


	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy		163,122.95	163,608.00	(485.05)	0.30-
Abatements and Adjustments			(5,500.00)	5,500.00	100.00
Discount on Current Year Taxes	(7,188.84)	(7,423.76)	(20,860.00)	13,436.24	64.41
Net Municipal Taxes	(7,188.84)	155,699.19	137,248.00	18,451.19	13.44
Penalties on Tax Arrears	82.47	757.32		757.32	
Total Taxation:	(7,106.37)	156,456.51	137,248.00	19,208.51	14.00
Fees and Charges					
Sale of Supplies and Gravel	656.14	656.14	225.00	431.14	191.62
Policing and Fire Fees	1,100.00	1,100.00		1,100.00	
Licenses and Permits	200.00	2,730.00	4,500.00	(1,770.00)	39.33-
General Office Services	(25.00)	90.00	100.00	(10.00)	10.00-
Total Fees and Charges:	1,931.14	4,576.14	4,825.00	(248.86)	5.16-
Unconditional Transfers					
Unconditional Transfers		43,932.00	43,932.00		
Total Unconditional Transfers:	0.00	43,932.00	43,932.00	0.00	0.00
Conditional Grants					
Federal		5,310.80	10,621.00	(5,310.20)	50.00-
Total Conditional Grants:	0.00	5,310.80	10,621.00	(5,310.20)	50.00-
Investment Income and Commissions					
Investment and Income Revenue		3,294.34	3,000.00	294.34	9.81
Total Investment Income and Commissions:	0.00	3,294.34	3,000.00	294.34	9.81
Total REVENUES:	(5,175.23)	213,569.79	199,626.00	13,943.79	6.98
EXPENDITURES					
General Government Services					
Wages			3,300.00	3,300.00	100.00
Benefits		75.93	900.00	824.07	91.56
Professional/Contract Services	3,763.50	39,971.24	69,001.00	29,029.76	42.07
Utilities	186.15	1,059.55	2,100.00	1,040.45	49.55
Maintenance, Material and Supplies	81.42	81.42	1,100.00	1,018.58	92.60
Grants and Contributions	65,002.80	74,531.22	400.00	(74,131.22)	####.##-
Total General Government Services:	69,033.87	115,719.36	76,801.00	(38,918.36)	50.67-
Protective Services					
Police Protection					
Contractual Services			7,500.00	7,500.00	100.00
Total Police Protection:	0.00	0.00	7,500.00	7,500.00	100.00
Fire Protection					
Professional/Contractual Services		4,258.95	4,500.00	241.05	5.36
Total Fire Protection:	0.00	4,258.95	4,500.00	241.05	5.36
Total Protective Services:	0.00	4,258.95	12,000.00	7,741.05	64.51
Transportation Services					
Maintenance					
Professional/Contractual Services	2,460.00	14,788.72	20,000.00	5,211.28	26.06
Utilities		5,159.28	11,000.00	5,840.72	53.10
Maintenance, Materials & Supplies	178.50	1,558.50	113,369.00	111,810.50	98.63
Total Maintenance:	2,638.50	21,506.50	144,369.00	122,862.50	85.10
Construction					
Professional/Contractual Services			20,000.00	20,000.00	100.00
Total Construction:	0.00	0.00	20,000.00	20,000.00	100.00
Snow Removal					
Maintenance, Materials & Supplies			6,000.00	6,000.00	100.00
Total Snow Removal:	0.00	0.00	6,000.00	6,000.00	100.00
Total Transportation Services:	2,638.50	21,506.50	170,369.00	148,862.50	87.38

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending July-31-15

	Current	Year To Date	Budget	Variance	%
Environmental Services					
Professional/Contractual Services	1,621.83	15,477.31	47,250.00	31,772.69	67.24
Total Environmental Services:	1,621.83	15,477.31	47,250.00	31,772.69	67.24
Planning and Development Services					
Grants and Contributions		173.91		(173.91)	
Total Planning and Development Services:	0.00	173.91	0.00	(173.91)	0.00
Recreation and Cultural Services					
Professional/Contractual Services			11,950.00	11,950.00	100.00
Grants and Contributions		1,999.03	3,900.00	1,900.97	48.74
Total Recreation and Cultural Services:	0.00	1,999.03	15,850.00	13,850.97	87.39
Total EXPENDITURES:	73,294.20	159,135.06	322,270.00	163,134.94	50.62
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	(5,175.23)	213,569.79	199,626.00	13,943.79	6.98
EXPENDITURES	73,294.20	159,135.06	322,270.00	163,134.94	50.62
CHANGE IN NET FINANCIAL ASSETS	(78,469.43)	54,434.73	(122,644.00)	177,078.73	144.38
Change in Surplus	(78,469.43)	54,434.73	(122,644.00)	177,078.73	144.38

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(34,126.42)	(65,615.86)	145,570.77
Cash - Bank - Term Deposit		3,294.34	156,519.34
Total Cash and Investments:	(34,126.42)	(62,321.52)	302,140.11
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(47,761.93)	114,462.27	119,658.40
Municipal - Tax Receivable - Arrears	(14.91)	(4,326.03)	(1,095.32)
Municipal - Tax Enforcement			83.22
Total Municipal Taxes Receivable:	(47,776.84)	110,136.24	118,646.30

Certified correct and in accordance with the records Presented to council on



Mayor

(Date)

Clerk