

RESORT VILLAGE OF FORT SAN
AGENDA
Thursday, July 23, 2015

1. Call to Order
2. Adoption of Agenda
3. Approval of minutes – June 25, 2015
4. Business Arising From Minutes
5. Correspondence
 - a. RCMP – Community Policing Report
 - b. EMO – Minutes June 10, 2015
 - c. North Valley Waste Management – May 19, 2015 minutes
 - d. SUMA – Multi-Material Recycling Program
 - e. PARCS – July update
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
9. New Business
 - a. Gordons Subdivision – R. Jakubowski signage, speed bumps
 - b. Tax Enforcement
 - c. Road Allowance - Meladale - L. & C. Brisbois
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. July 23, 2015

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

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

15-090 AGENDA / D. STRAYER:

"THAT the agenda be adopted with the following changes:
Move Unfinished Business l.) Service Agreement to New Business d.) Service Agreement."
CARRIED

15-091 MINUTES / D. WILLIAMS:

"THAT the minutes of the regular meeting of Council held June 28, 2015 be accepted as presented."
CARRIED

15-092 CORRESPONDENCE / G. CHATTERSON:

"THAT the following correspondence, having been read, now be filed:
a. RCMP – Community Policing Report
b. EMO – Minutes June 10, 2015
c. North Valley Waste Management – May 19, 2015 Minutes
d. SUMA – Multi-Material Recycling Program
e. PARCS – July update."
CARRIED

15-093 REPORTS / G. CHATTERSON:

"THAT the verbal reports from:
Acting Administrator M. Johnson,
Councillor D. Strayer regarding road work - Library
Councillor G. Chatterson regarding North Valley Waste
Mayor J. Harding Lower Qu'Appelle Water Shed be accepted as presented."
CARRIED

15-094 JUNE 2015 FINANCIAL STATEMENT/ D. WILLIAMS :

"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

15-095 ACCOUNTS / D. STRAYER:

"THAT the list of accounts paid by cheque number 4681 to ⁴⁶⁹⁰~~4691~~ totaling \$76,818.19 attached and forming a part of these minutes, be approved for payment."
CARRIED

15-096 JUNE 2015 BANK RECONCILIATION /D. STRAYER:

"THAT the Bank Reconciliation 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. July 23, 2015

15-097 RESORT VILLAGE OF FORT SAN REINSPECTION OF SANATORIUM HERITAGE PROPERTY REPORT / G. CHATTERSON

"THAT the Resort Village Council accept the report from Mayor Harding, Councilors D. Strayer and G. Chatterson from the inspection on July 2, 2015."

CARRIED

15-098 TAX ENFORCEMENT / D. STRAYER

"THAT in accordance with the Tax Enforcement Act, the Acting Administrator be authorized to advertise the, attached & forming part of these minutes, list of land in arrears, excluding properties where arrears are less than ½ of the previous year's levy; and proceed with Tax Enforcement for the collection of the outstanding taxes on said attached list."

CARRIED

15-099 ROAD ALLOWANCE – MELADALE / D. WILLIAMS

"THAT FS Council approve the improvements that L. & C. Brisbois requested to the road allowance named Steyning St. for better access;
AND FURTHERMORE, all costs occurred will be on the ratepayer whom requested the improvement. "

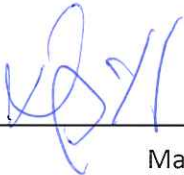
CARRIED

15-100 ADJOURNMENT / D. STRAYER:

"That the meeting of the Resort Village of Fort San be adjourned at 8:50 pm."

CARRIED

Approved this 27 day of August, 2015.



Mayor



Acting Administrator

Next meeting:
Regular Meeting Thursday, August 27, 2015 7:00 p.m.



Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4681	23/07/2015	Apex Enterprizes LTD. 1151	PDAP Culvert	68,215.19	68,215.19
4682	23/07/2015	Grismer, Camille 573	Extra yard debris	370.91	370.91
4683	23/07/2015	Kotrla, Norbert 06/15 14-009 06/15 Gelinass 06/15 Reed 07/15 14-003 07/15 Milo	14-009-Inspec-5, 6 & 7 Gelinass - Insp-4 Reed - Insp-5 D. Jackson-14-003-Insp-2 Milo-Plan Review	360.00 120.00 120.00 120.00 120.00	840.00
4684	23/07/2015	R.M. of North Qu'Appelle No187 RM15-027 RM15-028	Office supplies Office-copies & newsletter	49.46 31.96	81.42
4685	23/07/2015	Sali, Barbara 07/15 Refund	Refund-Assess. Appeal	25.00	25.00
4686	23/07/2015	Sask Tel CMR 06/15 office	office	195.01	195.01
4687	23/07/2015	Solvey Motors Ltd. 14744	Paint sign	187.00	187.00
4688	23/07/2015	Valley Lawn Services 3094	Walkway	2,583.00	2,583.00
4689	31/07/2015	Grismer, Camille 07/15 contract	Garbage contract	1,332.00	1,332.00
4690	31/07/2015	R.M. of North Qu'Appelle No187 07/15 contract	Office services contract	2,988.66	2,988.66
				Total for AP:	76,818.19

Certified Correct This July 20, 2015



Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 30/06/2015

110-110-120 - Cash - Bank - Demand

GL Balance to 30/06/2015 179,715.19

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

Adjusted Book Balance 179,697.19

Bank Statement Balance: 187,663.73

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	25/06/2015	Ch 4675	Kotrla, Norbert	AP	-420.00
3	25/06/2015	Ch 4676	Sask Power	AP	-893.87
4	25/06/2015	Ch 4677	Southeast Regional Library	AP	-999.51
5	25/06/2015	Ch 4678	Valley Lawn Services	AP	-2,614.50
6	30/06/2015	Ch 4680	R.M. of North Qu'Appelle No187	AP	-2,988.66
Subtotal:					-7,966.54

Total Uncleared: -7,966.54

Adjusted Bank Balance 179,697.19

Notes



Resort Village of Fort San
Bank Reconciliation - Detailed

Conesus Credit Union *****4487
For Ending Date 30/06/2015

<u>110-110-130 - Cash - Bank - Term Deposit</u>	
GL Balance to 30/06/2015	156,519.34
Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.00
Adjusted Book Balance	156,519.34

Bank Statement Balance: **156,519.34**

<u>Deposits in Transit</u>	
	Subtotal: 0.00
<u>Outstanding Payments</u>	
	Subtotal: 0.00
Total Uncleared:	0.00

Adjusted Bank Balance	156,519.34
------------------------------	-------------------

Notes



Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending June-30-15

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy	163,122.95	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		(234.92)	(20,860.00)	20,625.08	98.87
Net Municipal Taxes	163,122.95	162,888.03	137,248.00	25,640.03	18.68
Penalties on Tax Arrears	82.47	674.85		674.85	
Total Taxation:	163,205.42	163,562.88	137,248.00	26,314.88	19.17
Fees and Charges					
Sale of Supplies and Gravel			225.00	(225.00)	100.00-
Licenses and Permits	1,760.00	2,530.00	4,500.00	(1,970.00)	43.78-
General Office Services	45.00	115.00	100.00	15.00	15.00
Total Fees and Charges:	1,805.00	2,645.00	4,825.00	(2,180.00)	45.18-
Unconditional Transfers					
Unconditional Transfers	43,932.00	43,932.00	43,932.00		
Total Unconditional Transfers:	43,932.00	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:	208,942.42	218,745.02	199,626.00	19,119.02	9.58
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	4,283.91	36,207.74	69,001.00	32,793.26	47.53
Utilities	169.79	873.40	2,100.00	1,226.60	58.41
Maintenance, Material and Supplies			1,100.00	1,100.00	100.00
Grants and Contributions		9,528.42	400.00	(9,128.42)	2282.11-
Total General Government Services:	4,453.70	46,685.49	76,801.00	30,115.51	39.21
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	2,490.00	12,328.72	20,000.00	7,671.28	38.36
Utilities	851.30	5,159.28	11,000.00	5,840.72	53.10
Maintenance, Materials & Supplies		1,380.00	113,369.00	111,989.00	98.78
Total Maintenance:	3,341.30	18,868.00	144,369.00	125,501.00	86.93
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:	3,341.30	18,868.00	170,369.00	151,501.00	88.93

Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending June-30-15

	Current	Year To Date	Budget	Variance	%
Environmental Services					
Professional/Contractual Services	1,268.58	13,855.48	47,250.00	33,394.52	70.68
Total Environmental Services:	1,268.58	13,855.48	47,250.00	33,394.52	70.68
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	999.51	1,999.03	3,900.00	1,900.97	48.74
Total Recreation and Cultural Services:	999.51	1,999.03	15,850.00	13,850.97	87.39
Total EXPENDITURES:	10,063.09	85,840.86	322,270.00	236,429.14	73.36
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	208,942.42	218,745.02	199,626.00	19,119.02	9.58
EXPENDITURES	10,063.09	85,840.86	322,270.00	236,429.14	73.36
CHANGE IN NET FINANCIAL ASSETS	198,879.33	132,904.16	(122,644.00)	255,548.16	208.37
Change in Surplus	198,879.33	132,904.16	(122,644.00)	255,548.16	208.37

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	35,994.72	(31,489.44)	179,697.19
Cash - Bank - Term Deposit		3,294.34	156,519.34
Total Cash and Investments:	35,994.72	(28,195.10)	336,266.53
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	163,204.17	162,224.20	167,420.33
Municipal - Tax Receivable - Arrears	1.25	(4,311.12)	(1,080.41)
Municipal - Tax Enforcement			83.22
Total Municipal Taxes Receivable:	163,205.42	157,913.08	166,423.14

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

(Date)

Mayor

Clerk