

RESORT VILLAGE OF FORT SAN
AGENDA
Thursday, November 26, 2015
First Meeting of Council

1. Oath of Office – Mayor
2. Call to Order
3. Adoption of Agenda
4. Approval of minutes –October 22, 2015
5. Business Arising From Minutes
6. Public Hearing – 7:30
 - a. Bylaw 15-01 To Provide for the Closing and Selling of a Municipal Road or Street
7. Bylaws
 - a. Bylaw 15-02 – Building Bylaw
8. Correspondence
 - a. Fort Winter Festival – Donation 2016
 - b. 911 Emergency Communications – Fire Suppression
 - c. Brian Macdonald Spencer Seymour – Fort San Sanatorium
 - d. RCMP – Community Policing Report
 - e. NVWMA Inc. – Emtera Bin Redman Hill
 - f. Government of Saskatchewan Ministry of Government Relations – Bill 186 Conflict of Interest
 - g. Government of Saskatchewan Ministry of Government Relations – Boundary Alterations
 - h. SGI – Flashing Blue lights for snow removal
 - i. G. Watson – Christmas Dinner donation
 - j. Phillips & Co.
 - k. Calling Lakes District Planning Commission – Meeting minutes October 27, 2015
9. Reports
 - a. D. Strayer – Works – Library
 - b. G. Chatterson – North Valley Waste Management - CLPC
 - c. M. Johnson – Office Matters
10. Financial Reports/ Accounts for Payment / Bank Reconciliation
11. Unfinished Business
 - a. 2014 PDAP Claim
 - b. Trans Canada Trail –Re-routing – insurance
 - c. Trans Canada Trail – Walkway Premier Skidsteer
12. New Business
 - a. SUMA – Convention and Resolutions
 - b. Contractor work 2016
 - c. Federation of Canadian Municipalities
 - d. Echo Valley Resorts – Fort Sanatorium Property
 - e. Dudley & Company – Auditor
13. Adjournment

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OATH – MEMBER OF COUNCIL
(Section 3)
FORM A

I, Blair Walkington, having been elected to the office of Mayor in the Resort Village of Fort San,

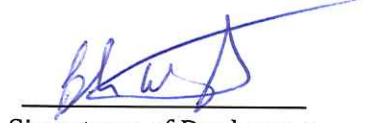
DO SOLEMNLY PROMISE AND DECLARE THAT:

1. I will truly, faithfully and impartially, to the best of my knowledge and ability, perform the duties of this office;
2. I have not received and will not receive any payment or reward, or promise of payment or reward, for the exercise of any corrupt practice or other undue extension of this office;
3. I will disclose any pecuniary interest as required by and in accordance with *The Municipalities Act*.

DECLARED before me at Fort
Qu'Appelle in the Province
of Saskatchewan, this
26th day of November, 2015

A blue ink signature, appearing to be 'MOM', written over a horizontal line.

A Commissioner for Oaths
in and for Saskatchewan.
My appointment expires
December 31, 2018

A blue ink signature, appearing to be 'Blair Walkington', written over a horizontal line.

Signature of Declarant

Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. November 26, 2015

Present:	Mayor:	Blair Walkington
	Council Members:	Daryl Strayer
		Chris Hahn
		Don Williams
	Acting Administrator:	Marcy Johnson
	Absent:	Greg Chatterson

Oaths of Office were subscribed to by Mayor Blair Walkington

A quorum being present, Mayor B. Walkington called the meeting to order at 7:03 p.m.

15-157 SIGNING AUTHORITY / D. WILLIAMS:

"THAT signing authority for the Resort Village of Fort San shall be Mayor, Blair Walkington or Councilor and the Acting Administrator, Marcy Johnson or Office Manager, Nicole Keith."

CARRIED

15-158 AGENDA / C. HAHN:

"THAT the agenda be adopted as presented."

CARRIED

15-159 MINUTES / C. HAHN:

"THAT the minutes of the regular meeting of Council held October 22, 2015 be adopted with as presented."

CARRIED

15-160 FORT WINTER FESTIVAL DONATION / C. HAHN:

"THAT the Resort Village of Fort San support the Winter Festival with a bronze donation of \$250, two hundred fifty dollars. "

CARRIED

15-161 RECESS / C. HAHN:

"THAT this meeting be recessed at 7:30 p.m."

CARRIED

15-162 RECONVENE / C. HAHN:

"THAT this meeting reconvene at 7:37 p.m."

CARRIED

15-163 CORRESPONDENCE / C. HAHN:

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

- a. Fort Winter Festival – Donation 2016
- b. 911 Emergency Communications – Fire Suppression
- c. Brian Macdonald Spencer Seymour – Fort San Sanatorium
- d. RCMP – Community Policing Report
- e. NVWMA Inc. – Emterra Bin Redman Hill
- f. Government of Saskatchewan Ministry of Government Relations – Bill 186 Conflict of Interest
- g. Government of Saskatchewan Ministry of Government Relations – Boundary Alterations
- h. SGI – Flashing Blue Lights for Snow Removal
- i. G. Watson – Christmas Dinner Donation
- j. Phillips & Co.
- k. Calling Lakes District Planning Commission – Meeting Minutes October 27, 2015"

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. November 26, 2015

15-164 REPORTS / C. HAHN:

"THAT the verbal/ written reports from:
D. Strayer – Works - Library
M. Johnson - Administration."

CARRIED

-165 BYLAW 15-01 TO PROVIDE FOR THE CLOSING AND SELLING OF A MUNICIPAL ROAD OR STREET / C. HAHN:

"THAT Bylaw 15-01 to Provide for the Closing and Selling of a Municipal Road or Street be read for the second time."

CARRIED

15-166 BYLAW 15-01 TO PROVIDE FOR THE CLOSING AND SELLING OF A MUNICIPAL ROAD OR STREET / D. STRAYER:

"THAT Bylaw 15-01 to Provide for the Closing and Selling of a Municipal Road or Street be third time and adopted."

CARRIED

15-167 ACCOUNTS FOR PAYMENT / D. WILLIAMS:

"THAT the list of accounts attached hereto and forming a part of these minutes cheque number 4725 to 4743 totaling \$42,452.07, with the exception of cheque number 4739 totalling \$556.49 until administration gets confirmation from Council to pay, is hereby approved by RV Council for payment."

CARRIED

15-168 OCTOBER 2015 BANK RECONCILIATION / D. WILLIAMS:

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

CARRIED

15-169 OCTOBER 2015 FINANCIAL STATEMENT/ C. HAHN:

"THAT the Statement of Financial Activities for the month of October 2015, attached and forming a part of these minutes, be accepted as presented."

CARRIED

15-170 SUMA CONVENTION / D. WILLIAMS:

"THAT Council approve any Councillor and Acting Administrator to participate in SUMA 2016 held in Regina January 31 to February 3."

CARRIED

15-171 SUMA RESOLUTION FOR CONVENTION / D. STRAYER:

"THAT RV Council recommend that the following resolution be sent to SUMA for the convention in February 2016,

Whereas water quality in our lakes and rivers is essential to both public health, and Saskatchewan tourism; and

Whereas there are new environmental regulations governing water supply and quality; and

Whereas despite these regulations, breaches still occur, with no timely notice or information being disseminated to the public or affected communities;

Therefore be it resolved that the Saskatchewan Urban Municipalities Association work with the 3 levels of government, federal, provincial and municipal, to ensure that there is a full public disclosure of information regarding water quality, quantity and waste management monitoring in Saskatchewan."

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. November 26, 2015

15-172 CONTRACTOR WORK 2016 / C. HAHN:

"THAT Council approve the renewal of Valley Lawn Services for the 2016 year."

CARRIED

15-173 DUDLEY & COMPANY – AUDITOR / D. STRAYER:

"THAT Council acknowledge the letter form Dudley & Co. for Audit purposes for the 2015 year-end audit."

CARRIED

15-174 ADJOURNMENT / C. HAHN:

"That the meeting of the Resort Village of Fort San be adjourned at 9:02 p.m."

CARRIED

Approved this 17 day of December, 2015.



Mayor



Acting Administrator

Next meeting:
Regular Meeting Thursday, December 17, 2015 7:00 p.m.

**RESORT VILLAGE OF FORT SAN
AGENDA**

**Thursday, November 26, 2015
Public Hearing 7:30 p.m.**

1. Call to Order
2. By-law 15-01 A bylaw to provide for the closing and selling of a municipal road or street
3. Adjournment

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**Resort Village of Fort San
Public Hearing in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:30 p.m. November 26, 2015**

Present:

Mayor:

Council Members:

Blair Walkington

Daryl Strayer

Chris Hahn

Don Williams

Greg Chatterson

Acting Administrator:

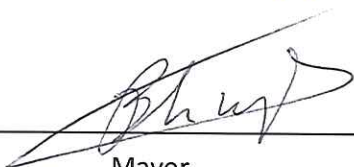
Marcy Johnson

A quorum being present, Mayor B. Walkington called the meeting to order at 7:30 p.m.

Public hearing held for the Bylaw 15-01 with no submissions or public in attendance.

THAT the public hearing adjourned at 7:35 p.m.

Approved this 17 day of December, 2015.



Mayor



Acting Administrator

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4725	31/10/2015	Prairie Valley S. D. #208 10/15 taxes	Taxes collected	2,066.11	2,066.11
4726	02/11/2015	Sask Power 10/15 Str.light	Street lights	875.96	875.96
4727	09/11/2015	Sask Tel CMR 10/15 office	Telephone	180.81	180.81
4728	26/11/2015	Aon Reed Stenhouse Inc. Oct2015-Dec2016	Insurance premium	1,988.00	1,988.00
4729	26/11/2015	Davis, Cindy 09/15 Container	Replace garbage container	208.99	208.99
4730	26/11/2015	Grasslands News Group 00015120 00015170 00015482 00015483	Ad-Fire Prevention Ad-Nomination for Mayor Ad-Advance Poll Ad-Poll	47.25 58.21 47.04 47.04	199.54
4731	26/11/2015	Grismer, Camille 579	Extra yard debris	407.14	407.14
4732	26/11/2015	Jackson Bros. Bobcat Services 2.	PDAP-Install culvert	6,825.00	6,825.00
4733	26/11/2015	Johnson Marcy 11/15 Election	Hrs-\$518.1/Food\$106.06	624.16	624.16
4734	26/11/2015	Nicole Keith 11/15 Election	Hours-16.5	321.75	321.75
4735	26/11/2015	Kotrla, Norbert 11/15-Pre-Move 11/16 Flett 11/15 Milo 11/15 Williams	Pre-Move Insp/K. Jackson Flett-Insp. 4 Milo-Insp.-2, 3, 4 Williams-Final	375.00 120.00 360.00 120.00	975.00
4736	26/11/2015	R.M. of North Qu'Appelle No187 RM15-040 RM15-046 RM15-048 RM15-052	Sign-Steele Lane Annual Lagoon Road Fee Annual Support/Equip. Fee 2015 Lagoon Share	69.45 1,100.00 1,535.91 18,637.85	21,343.21
4737	26/11/2015	Pawliuk, Karen 09/15 Container	Replace garbage container	208.99	208.99
4738	26/11/2015	Peagam, Linda 11/15 Election	Hours-13	253.50	253.50
4739	26/11/2015	Phillips & Co. 10381	Legal fees	556.49	556.49
4740	26/11/2015	Sask Power 11/15 STr.light	Street lights	875.96	875.96

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
4741	26/11/2015	SUMA - Saskatchewan Urban INV-000068913	Election-ballots	220.80	220.80
4742	30/11/2015	Grismer, Camille 11/15 Contract	Garbage contract	1,332.00	1,332.00
4743	30/11/2015	R.M. of North Qu'Appelle No187 11/15 Contract	Office services contract	2,988.66	2,988.66
				Total for AP:	42,452.07

Certified Correct This November 25, 2015

BW MD

Resort Village of Fort San
Bank Reconciliation - Detailed

Conesus Credit Union *****4487
For Ending Date 31/10/2015

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

GL Balance to 31/10/2015 **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**

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 0.00

Adjusted Bank Balance **156,519.34**

Notes

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Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC

For Ending Date 31/10/2015

110-110-120 - Cash - Bank - Demand

GL Balance to 31/10/2015 178,127.27

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

Adjusted Book Balance 178,109.27

Bank Statement Balance: 191,817.04

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	31/10/2015	Ch 4724-Rev	Grismer, Camille	AP	722.14
Subtotal:					722.14

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	20/05/2015	GR--150013-001	REV-Deposit Entry	RC	-50.00
2	22/10/2015	Ch 4718	North Valley Waste Management	AP	-3,122.00
3	22/10/2015	Ch 4720	Valley Lawn Services	AP	-5,481.00
4	22/10/2015	Ch 4724	Grismer, Camille	AP	-722.14
5	30/10/2015	Ch 4723	R.M. of North Qu'Appelle No187	AP	-2,988.66
6	31/10/2015	Ch 4725	Prairie Valley S. D. #208	AP	-2,066.11
Subtotal:					-14,429.91

Total Uncleared: -13,707.77

Adjusted Bank Balance 178,109.27

Notes

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Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending October-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	(42.24)	(21,240.51)	(20,860.00)	(380.51)	1.82-
Net Municipal Taxes	(42.24)	141,882.44	137,248.00	4,634.44	3.38
Penalties on Tax Arrears	71.63	987.84		987.84	
Total Taxation:	29.39	142,870.28	137,248.00	5,622.28	4.10
Fees and Charges					
Sale of Supplies and Gravel		656.14	225.00	431.14	191.62
Policing and Fire Fees		1,100.00		1,100.00	
Licenses and Permits	100.00	2,830.00	4,500.00	(1,670.00)	37.11-
General Office Services	15.00	225.00	100.00	125.00	125.00
Total Fees and Charges:	115.00	4,811.14	4,825.00	(13.86)	0.29-
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		10,621.60	10,621.00	0.60	0.01
Provincial	66,418.74	66,418.74		66,418.74	
Total Conditional Grants:	66,418.74	77,040.34	10,621.00	66,419.34	625.36
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:	66,563.13	271,948.10	199,626.00	72,322.10	36.23
EXPENDITURES					
General Government Services					
Wages		300.00	3,300.00	3,000.00	90.91
Benefits		416.96	900.00	483.04	53.67
Professional/Contract Services	3,461.66	50,674.38	69,001.00	18,326.62	26.56
Utilities	178.03	1,593.77	2,100.00	506.23	24.11
Maintenance, Material and Supplies	182.35	263.77	1,100.00	836.23	76.02
Grants and Contributions		76,861.35	400.00	(76,461.35)	####.##-
Total General Government Services:	3,822.04	130,110.23	76,801.00	(53,309.23)	69.41-
Protective Services					
Police Protection					
Contractual Services		7,930.84	7,500.00	(430.84)	5.74-
Total Police Protection:	0.00	7,930.84	7,500.00	(430.84)	5.74-
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	12,189.79	12,000.00	(189.79)	1.58-
Transportation Services					
Maintenance					
Professional/Contractual Services	5,220.00	23,848.48	20,000.00	(3,848.48)	19.24-
Utilities		7,716.00	11,000.00	3,284.00	29.85
Maintenance, Materials & Supplies	2,416.05	75,804.05	113,369.00	37,564.95	33.14
Total Maintenance:	7,636.05	107,368.53	144,369.00	37,000.47	25.63
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		180.00	6,000.00	5,820.00	97.00
Total Snow Removal:	0.00	180.00	6,000.00	5,820.00	97.00

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

	Current	Year To Date	Budget	Variance	%
Total Transportation Services:	7,636.05	107,548.53	170,369.00	62,820.47	36.87
Environmental Services					
Professional/Contractual Services	4,513.38	26,507.34	47,250.00	20,742.66	43.90
Total Environmental Services:	4,513.38	26,507.34	47,250.00	20,742.66	43.90
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:	15,971.47	278,354.92	322,270.00	43,915.08	13.63
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	66,563.13	271,948.10	199,626.00	72,322.10	36.23
EXPENDITURES	15,971.47	278,354.92	322,270.00	43,915.08	13.63
CHANGE IN NET FINANCIAL ASSETS	50,591.66	(6,406.82)	(122,644.00)	116,237.18	94.78
Change in Non-Financial Assets	(182.35)	(182.35)		(182.35)	
Change in Surplus	50,774.01	(6,224.47)	(122,644.00)	116,419.53	94.92

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	52,156.11	(33,077.36)	178,109.27
Cash - Bank - Term Deposit		3,294.34	156,519.34
Total Cash and Investments:	52,156.11	(29,783.02)	334,678.61
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(1,550.32)	17,656.04	22,852.17
Municipal - Tax Receivable - Arrears	(191.57)	(5,406.08)	(2,175.37)
Municipal - Tax Enforcement	(90.66)	12.50	95.72
Total Municipal Taxes Receivable:	(1,832.55)	12,262.46	20,772.52

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

(Date)

Mayor

Clerk

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