

**RESORT VILLAGE OF FORT SAN**  
**AGENDA**  
**Thursday, October 22, 2015**

1. Call to Order
2. Adoption of Agenda
3. Approval of minutes –September 24, 2015
4. Business Arising From Minutes
5. Delegate:
  - C. Grismer – Garbage contractor 7:15 p.m.
6. Bylaws
  - a. Bylaw 15-01 – To Provide for the Closing and Selling of a Municipal Road or Street
  - b. Bylaw 15-02 – Building Bylaw
7. Correspondence
  - a. Sask. Gov. – Community Policing
  - b. PARCS update #51
  - c. Calling Lakes District Planning Commission – minutes
  - d. Community Policing Report
8. Reports
  - a. D. Strayer – Works – Library
  - b. G. Chatterson – North Valley Waste Management - CLPC
  - c. M. Johnson – Office Matters
9. Financial Reports/ Accounts for Payment / Bank Reconciliation
10. Unfinished Business
  - a. 2011 & 2014 PDAP Claim – Received \$24,848.68 2011 year
  - b. Trans Canada Trail –Re-routing – insurance
  - c. Trans Canada Trail – walkway Premier Skidsteer
11. New Business
  - a. 230 Lakeside Ave. Drainage
  - b. Ministry of Highways – Slumping update
  - c. Heritage workshops
  - d. Yard debris
  - e. 539 Merlin Ave. – Detached Garage
  - f. Remuneration of Election Officials
  - g. Insurance – SUMAssure – Mainline
12. 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. October 22, 2015**

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

A quorum being present, Deputy Mayor G. Chatterson called the meeting to order at 7:00 p.m.

**15-145 AGENDA / C. HAHN:**

"THAT the agenda be adopted as presented."

CARRIED

**15-146 MINUTES / D. STRAYER:**

"THAT the minutes of the regular meeting of Council held September 24, 2015 be adopted with the following changes:

Councillor D. Williams arrived in Council Chambers at 7:00 p.m."

CARRIED

**DELEGATION:**

Camille Grismer and Laryssa Gerber arrived at 7:05 to discuss the issue of damaged garbage containers and yard debris pick up.

**15-147 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 introduced and read for the first time."

CARRIED

**15-148 CORRESPONDENCE / D. STRAYER:**

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

- a. Sask. Gov. – Community Policing
- b. PARCS - Update #51
- c. Calling Lakes District Planning Commission – Minutes
- d. Community Policing Report."

CARRIED

**15-149 REPORTS / C. HAHN:**

"THAT the verbal/ written reports from:

- D. Strayer – Works - Library
- G. Chatterson – North Valley Waste Management - CLPC
- M. Johnson - Administration."

CARRIED

**15-150 SEPTEMBER 2015 FINANCIAL STATEMENT/ C. HAHN:**

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

CARRIED

**15-151 ACCOUNTS FOR PAYMENT / D. WILLIAMS:**

"THAT the list of accounts attached hereto and forming a part of these minutes cheque number 4714 to 4724 totaling \$21,612.17, with the exception of cheque number 4724 totalling \$722.14 until administration gets confirmation from Council to pay, is hereby approved by RV Council for payment."

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. October 22, 2015

**15-152 SEPTEMBER 2015 BANK RECONCILIATION / D. WILLIAMS:**

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

CARRIED

**15-153 YARD DEBRIS COLLECITON / D. WILLIAMS**

"THAT Council agree that there will be no more yard debris pick up for the 2015 season; AND FURTHERMORE, the 2016 yard debris season pick up will occur when Council notifies the garbage contractors."

CARRIED

**15-154 ECHO RIDGE RISE GARBAGE CONTAINER COMPLAINT / D. STRAYER**

"THAT RV Council request that the garbage contractors, C. Grismer, reimburse properties 104 and 108 Echo Ridge Rise subdivision for the damaged caused by windy conditions and the containers not being secured."

CARRIED

**15-155 REMUNERATION OF ELECTION OFFICIALS / C. HAHN**

"THAT Council approve the remuneration of election officials, M. Johnson, N. Keith and L. Peagam at their payroll rate; AND FURTHERMORE, meals will be paid on the Election Day with receipts."

CARRIED

**15-156 ADJOURNMENT / C. HAHN:**

"That the meeting of the Resort Village of Fort San be adjourned at 8:55 p.m."

CARRIED

Approved this 26 day of November, 2015.



Mayor



Acting Administrator

Next meeting:

Regular Meeting Thursday, November 26, 2015 7:00 p.m.

Report Date  
22/10/2015 12:55 PM

Resort Village of Fort San  
**List of Accounts for Approval**  
As of 22/10/2015  
Batch: 2015-00048 to 2015-00053

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP GENERAL</b>					
Computer Cheques:					
4714	30/09/2015	Prairie Valley S. D. #208 09/15 taxes	Taxes collected	4,668.46	4,668.46
4715	22/10/2015	Canada Culvert 84-11448	Culverts	2,531.10	2,531.10
4716	22/10/2015	Johnson Marcy 10/15 Election	Nomination Day-Oct 17/15	95.00	95.00
4717	22/10/2015	Kotrla, Norbert 10/15 B.Jackson 10/15 G. Putz 10/15D.Jackson	B. Jackson-Insp.#2 G. Putz-Final D.Jackson-Insp#4-14-003	120.00 120.00 120.00	360.00
4718	22/10/2015	North Valley Waste Management 151001	Quarterly Contribution	3,122.00	3,122.00
4719	22/10/2015	Sask Tel CMR 09/15 office	Office	186.51	186.51
4720	22/10/2015	Valley Lawn Services 3360 3361	Walkway contract Walkway contract	3,465.00 2,016.00	5,481.00
4721	22/10/2015	Voeltz, Ronnie 08/15 Pest	Pest Control-Gordon's	125.30	125.30
4722	30/10/2015	Grismer, Camille 10/15 contract	Garbage contract	1,332.00	1,332.00
4723	30/10/2015	R.M. of North Qu'Appelle No187 10/15 Contract	Office contract	2,988.66	2,988.66
4724	22/10/2015	Grismer, Camille 579	Extra yard debris	722.14	722.14
Total for AP:					21,612.17

Certified Correct This October 22, 2015





Date Printed  
13/10/2015 9:16 AM

Resort Village of Fort San  
Bank Reconciliation - Detailed

Page 1

CIBC  
For Ending Date 30/09/2015

110-110-120 - Cash - Bank - Demand

**GL Balance to 30/09/2015**

**125,971.16**

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

**Adjusted Book Balance** **125,953.16**

**Bank Statement Balance:** **260,053.57**

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	31/08/2015	Ch 4704	Prairie Valley S. D. #208	AP	-115,256.45
3	24/09/2015	Ch 4708	Minister Of Finance	AP	-7,930.84
4	24/09/2015	Ch 4709	R.M. of North Qu'Appelle No187	AP	-2,988.66
5	24/09/2015	Ch 4710	North Valley Waste Management	AP	-3,122.00
6	24/09/2015	Ch 4713	The Valley Scoreboard	AP	-84.00
7	30/09/2015	Ch 4714	Prairie Valley S. D. #208	AP	-4,668.46
Subtotal:					-134,100.41

**Total Uncleared:** **-134,100.41**

**Adjusted Bank Balance** **125,953.16**

Notes



Date Printed  
07/10/2015 11:52 AM

Resort Village of Fort San  
Bank Reconciliation - Detailed

Conesus Credit Union \*\*\*\*\*4487  
For Ending Date 30/09/2015

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

GL Balance to 30/09/2015 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

78 md

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

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
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	(169.99)	(21,198.27)	(20,860.00)	(338.27)	1.62-
<b>Net Municipal Taxes</b>	<b>(169.99)</b>	<b>141,924.68</b>	<b>137,248.00</b>	<b>4,676.68</b>	<b>3.41</b>
Penalties on Tax Arrears	76.64	916.21		916.21	
<b>Total Taxation:</b>	<b>(93.35)</b>	<b>142,840.89</b>	<b>137,248.00</b>	<b>5,592.89</b>	<b>4.08</b>
<b>Fees and Charges</b>					
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		2,730.00	4,500.00	(1,770.00)	39.33-
General Office Services	15.00	210.00	100.00	110.00	110.00
<b>Total Fees and Charges:</b>	<b>15.00</b>	<b>4,696.14</b>	<b>4,825.00</b>	<b>(128.86)</b>	<b>2.67-</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		43,932.00	43,932.00		
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>43,932.00</b>	<b>43,932.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Conditional Grants</b>					
Federal		10,621.60	10,621.00	0.60	0.01
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>10,621.60</b>	<b>10,621.00</b>	<b>0.60</b>	<b>0.01</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue		3,294.34	3,000.00	294.34	9.81
<b>Total Investment Income and Commissions:</b>	<b>0.00</b>	<b>3,294.34</b>	<b>3,000.00</b>	<b>294.34</b>	<b>9.81</b>
<b>Total REVENUES:</b>	<b>(78.35)</b>	<b>205,384.97</b>	<b>199,626.00</b>	<b>5,758.97</b>	<b>2.88</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages		300.00	3,300.00	3,000.00	90.91
Benefits		416.96	900.00	483.04	53.67
Professional/Contract Services	3,686.66	47,212.72	69,001.00	21,788.28	31.58
Utilities	178.35	1,415.74	2,100.00	684.26	32.58
Maintenance, Material and Supplies		81.42	1,100.00	1,018.58	92.60
Grants and Contributions		76,861.35	400.00	(76,461.35)	####.##-
<b>Total General Government Services:</b>	<b>3,865.01</b>	<b>126,288.19</b>	<b>76,801.00</b>	<b>(49,487.19)</b>	<b>64.44-</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services	7,930.84	7,930.84	7,500.00	(430.84)	5.74-
<b>Total Police Protection:</b>	<b>7,930.84</b>	<b>7,930.84</b>	<b>7,500.00</b>	<b>(430.84)</b>	<b>5.74-</b>
<b>Fire Protection</b>					
Professional/Contractual Services		4,258.95	4,500.00	241.05	5.36
<b>Total Fire Protection:</b>	<b>0.00</b>	<b>4,258.95</b>	<b>4,500.00</b>	<b>241.05</b>	<b>5.36</b>
<b>Total Protective Services:</b>	<b>7,930.84</b>	<b>12,189.79</b>	<b>12,000.00</b>	<b>(189.79)</b>	<b>1.58-</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Professional/Contractual Services	131.25	18,628.48	20,000.00	1,371.52	6.86
Utilities	840.71	7,716.00	11,000.00	3,284.00	29.85
Maintenance, Materials & Supplies		73,388.00	113,369.00	39,981.00	35.27
<b>Total Maintenance:</b>	<b>971.96</b>	<b>99,732.48</b>	<b>144,369.00</b>	<b>44,636.52</b>	<b>30.92</b>
<b>Construction</b>					
Professional/Contractual Services			20,000.00	20,000.00	100.00
<b>Total Construction:</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>100.00</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies		180.00	6,000.00	5,820.00	97.00
<b>Total Snow Removal:</b>	<b>0.00</b>	<b>180.00</b>	<b>6,000.00</b>	<b>5,820.00</b>	<b>97.00</b>
<b>Total Transportation Services:</b>	<b>971.96</b>	<b>99,912.48</b>	<b>170,369.00</b>	<b>70,456.52</b>	<b>41.36</b>

*[Handwritten signature]*

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

	Current	Year To Date	Budget	Variance	%
<b>Environmental Services</b>					
Professional/Contractual Services	4,755.57	21,993.96	47,250.00	25,256.04	53.45
<b>Total Environmental Services:</b>	<b>4,755.57</b>	<b>21,993.96</b>	<b>47,250.00</b>	<b>25,256.04</b>	<b>53.45</b>
<b>Recreation and Cultural Services</b>					
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
<b>Total Recreation and Cultural Services:</b>	<b>0.00</b>	<b>1,999.03</b>	<b>15,850.00</b>	<b>13,850.97</b>	<b>87.39</b>
<b>Total EXPENDITURES:</b>	<b>17,523.38</b>	<b>262,383.45</b>	<b>322,270.00</b>	<b>59,886.55</b>	<b>18.58</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>					
REVENUES	(78.35)	205,384.97	199,626.00	5,758.97	2.88
EXPENDITURES	17,523.38	262,383.45	322,270.00	59,886.55	18.58
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(17,601.73)</b>	<b>(56,998.48)</b>	<b>(122,644.00)</b>	<b>65,645.52</b>	<b>53.53</b>
<b>Change in Surplus</b>	<b>(17,601.73)</b>	<b>(56,998.48)</b>	<b>(122,644.00)</b>	<b>65,645.52</b>	<b>53.53</b>

<b>Account Balances</b>	Current	Year to Date	Balance
<b>Cash and Investments</b>			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	(12,966.40)	(85,233.47)	125,953.16
Cash - Bank - Term Deposit		3,294.34	156,519.34
<b>Total Cash and Investments:</b>	<b>(12,966.40)</b>	<b>(81,939.13)</b>	<b>282,522.50</b>
<b>Municipal Taxes Receivable</b>			
Municipal - Tax Receivable - Current	(4,307.49)	19,206.36	24,402.49
Municipal - Tax Receivable - Arrears	(471.04)	(5,214.51)	(1,983.80)
Municipal - Tax Enforcement		103.16	186.38
<b>Total Municipal Taxes Receivable:</b>	<b>(4,778.53)</b>	<b>14,095.01</b>	<b>22,605.07</b>

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

(Date)

Mayor

Clerk