

February 13, 2024

The regular meeting of the Council of the Resort Village of Fort San, in the Province of Saskatchewan, was held on Tuesday, February 13, 2024.

PRESENT:

Mayor Helfrick, Deputy Mayor Redman, Councillor Naumetz, and CAO Amy Railton
By ZOOM: Councillor Huntington

ABSENT:

Councillor Hamilton

CALL TO ORDER:

A quorum being present Deputy Mayor Redman called the meeting to order at 6:30 p.m.

AGENDA:

012-24 HELFRICK/HUNTINGTON that the agenda be adopted as presented.

CARRIED

MINUTES:

013-24 NAUMETZ/HELFRICK that the minutes from the regular meeting held January 9, 2024 are approved as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES:

No business arising from the minutes.

DELEGATION:

6:45 p.m. - Brent Kinvig addressed Council with a request to close a portion of village owned roadway that is not developed behind his property and purchase it to be added to the lot he currently owns. He would assume all costs for the closure of the roadway as well as any other costs associated with this process.

014-24 HELFRICK/REDMAN that Council instruct the CAO to contact Community Planning and Development for the process of closing and selling a roadway and that the information be brought back to Council to discuss further.

CARRIED

PUBLIC HEARING:

015-24 NAUMETZ/HELFRICK that Council suspends the current regular Council meeting and opens the public hearing re: Bylaw No. 03-23 - Discretionary Use Application – 208 Lakeside Avenue.

CARRIED

There were no questions or concerns from the gallery.

016-24 HELFRICK/NAUMETZ that Council closes the public hearing re: Bylaw No. 03-23 - Discretionary Use Application – 208 Lakeside Avenue and reopens the current regular Council meeting.

CARRIED

017-24 REDMAN/NAUMETZ that Council approves the application for a discretionary use from 208 Lakeside avenue under Bylaw 03-23 A bylaw to amend Bylaw No. 09-02 Known as the Zoning Bylaw.

CARRIED

FINANCIALS:

018-24 HUNTINGTON/NAUMETZ that the accounts for approval dated February 7, 2024 cheque No. 5949 to 595966 in the amount of \$30,161.60 is approved for payment.

CARRIED

019-24 HELFRICK/REDMAN that the employee salaries in the amount of \$3,322.14 is approved for payment.

CARRIED

020-24 NAUMETZ/HELFRICK that the statement of financial activities for the month of January, 2024 is approved as circulated.

CARRIED

OLD BUSINESS:

No old business scheduled for this meeting

NEW BUSINESS:

021-24 NAUMETZ/HUNTINGTON that the subdivision application – RM of North Qu'Appelle 187 AG having been reviewed by Council now be filed.

CARRIED

022-24 HUNTINGTON/REDMAN that the CAO is authorized to work with Ashley Beaton, the Resort Villages Community Planner, to update the current Zoning Bylaw with requirements for boathouses.

CARRIED

023-24 REDMAN/HELFRICK that Council approves the CAO attends the Election Workshop in Melville on March 27, 2024 and that the office will be closed for the day.

CARRIED

024-24 REDMAN/HELFRICK that Council instruct the CAO to respond to the homeowner at 896 Fort San Road regarding the shoreline reinforcement request and that he provides an approved Water Security Agency Permit prior to Council's approval.

CARRIED

025-24 HELFRICK/NAUMETZ that Council does not want to move forward with the East Central Transportation Planning Committee Membership at this time.

CARRIED

026-24 HELFRICK/NAUMETZ that Council instructs the CAO to contact the Resort Village of Fort San's legal counsel regarding the servicing agreement with Echo Valley Resorts.

CARRIED

027-24 NAUMETZ/HELFRICK that Council approves the documents provided by the owner of 650 Fort San Road as submitted.

CARRIED

CORRESPONDENCE:

No correspondence for this meeting.

REPORTS:

The CAO updated Council that the crosswalk lights under the SGI Grant have been ordered and should be delivered beginning of April. The CAO also reminded Council that the village office will be closed February 20-22, 2024.

Councillor Huntington attended a library board meeting February 7, 2024 but there are no updates at this time.

ADJOURNMENT:

028-24 NAUMETZ that the meeting now adjourns – 7:37 p.m.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

Report Date
2024-02-07 2:51 PM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-02-07
Batch: 2023-00083 to 2024-00007

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5949	2024-01-09	PP 1Dec 28-Jan 10			
5950	2023-12-31	Fort Qu'Appelle	2023 FQ Comm. Outreach Donatio		
0114		510-900-110 - GG - Celebrations	2023 FQ Comm. Outreach Do	200.00	200.00
5951	2024-01-24	PP 2 Jan11-24, 2024			
5952	2024-01-25	CIBC	Christmas baskets		
12/07/2023		510-900-110 - GG - Celebrations	Christmas baskets	61.91	
		110-340-110 - GST Receivable - 1	Both Tax Code	2.92	
		900-110-110 - GST Paid	Both Tax Code	2.92	64.83
2023/12/20		510-400-110 - GG - Maint. - Statio	Postage	92.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.60	
		900-110-110 - GST Paid	GST Tax Code	4.60	96.60
2023/12/19		510-410-140 - GG - Maint. - Office	printer toner	74.19	
		110-340-110 - GST Receivable - 1	Both Tax Code	3.50	
		900-110-110 - GST Paid	Both Tax Code	3.50	77.69
			Payment Total:		239.12
5953	2024-01-25	Sask Tel CMR	Pffice Phone, internet, alarm		
01/10/2024		510-300-140 - GG - Utility - Phone	Pffice Phone, internet, a	243.96	
		110-340-110 - GST Receivable - 1	Both Tax Code	11.51	
		900-110-110 - GST Paid	Both Tax Code	11.51	255.47
5954	2024-01-31	Beach, Randy and Mandy	February Rent		
0115		510-290-130 - GG - Cont. - Office	February Rent	465.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	23.25	
		900-110-110 - GST Paid	GST Tax Code	23.25	488.25
0115-2		510-300-150 - GG - Utility - Office	December Water	46.01	46.01
0115-3		510-300-150 - GG - Utility - Office	December 2023 Energy	35.11	
		110-340-110 - GST Receivable - 1	GST Tax Code	1.76	
		900-110-110 - GST Paid	GST Tax Code	1.76	36.87
0115-4		510-300-150 - GG - Utility - Office	December 2023 Power	24.69	
		110-340-110 - GST Receivable - 1	GST Tax Code	1.23	
		900-110-110 - GST Paid	GST Tax Code	1.23	25.92
			Payment Total:		597.05
5955	2024-01-31	Sask Power	Streetlights		
2415-0073-2310		530-310-100 - TS - Maint. - Utility	Streetlights	997.82	
		110-340-110 - GST Receivable - 1	GST Tax Code	49.89	
		900-110-110 - GST Paid	GST Tax Code	49.89	1,047.71

BR

List of Accounts for Approval

As of 2024-02-07

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Report Date

2024-02-07 2:51 PM

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
5956	2024-02-07	PP 3 Jan 25-Feb 7			
5957 0116	2024-02-07	Cochrane, Cory	February cleaning		
		510-290-140 - GG - Cont. - Office	February cleaning	112.50	
		110-340-110 - GST Receivable - 1	GST Tax Code	5.63	
		900-110-110 - GST Paid	GST Tax Code	5.63	118.13
5958 25710	2024-02-07	Grasslands News Group	Public Notice - Sali		
		510-200-170 - GG - Cont. - Advert	Public Notice - Sali	93.60	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.68	
		900-110-110 - GST Paid	GST Tax Code	4.68	98.28
25743		510-200-170 - GG - Cont. - Advert	Public Notice - Sali	93.60	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.68	
		900-110-110 - GST Paid	GST Tax Code	4.68	98.28
				Payment Total:	196.56
5959 1	2024-02-07	Jackson Bros. Bobcat Services	Rip Rap/loader		
		537-430-100 - TS - Snow - Gravel	Rip Rap/loader	310.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	15.50	
		900-110-110 - GST Paid	GST Tax Code	15.50	325.50
5960 2024/25-00019	2024-02-07	Munisoft	February 2024 Software Lease		
		510-400-120 - GG - Maint. - Softw	February 2024 Software Le	454.21	
		110-340-110 - GST Receivable - 1	Both Tax Code	21.43	
		900-110-110 - GST Paid	Both Tax Code	21.43	475.64
5961 2024-00003	2024-02-07	R.M. of North Qu'Appelle No187	2023 Road Maint. Agreement		
		540-200-130 - EH - Sewage Lagor	2023 Road Maint. Agreemen	904.09	904.09
5962 24013185	2024-02-07	Professional Building	Building Permit fees		
		510-200-140 - GG - Cont. - Buildir	Building Permit fees	790.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	39.50	
		900-110-110 - GST Paid	GST Tax Code	39.50	829.50
5963 2024050	2024-02-07	SAMA - Saskatchewan Assessm	2024 Operating Revenues		
		510-200-150 - GG - Cont. - Asses	2024 Operating Revenues	5,897.00	5,897.00
5964 335477	2024-02-07	SUMA - Saskatchewan Urban	January 2024 health benefits		
		210-200-170 - SUMA - Health & D	January 2024 health benef	406.29	
		110-340-110 - GST Receivable - 1	GST Tax Code	0.50	
		900-110-110 - GST Paid	GST Tax Code	0.50	406.79
11870		210-200-170 - SUMA - Health & D	February 2024 Health bene	406.29	
		110-340-110 - GST Receivable - 1	GST Tax Code	0.50	
		900-110-110 - GST Paid	GST Tax Code	0.50	406.79

Payment Total: 813.58

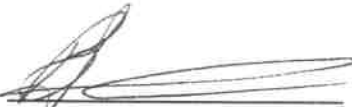
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Resort Village of Fort San
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As of 2024-02-07
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
5965 2024-00166	2024-02-07	Town of Fort Qu'appelle 525-210-110 - PS - Fire - Contract	2023 Fire Agreement 2023 Fire Agreement	7,952.50	7,952.50
2024-00167		525-210-110 - PS - Fire - Contract	2024 Fire Agreement	7,952.50	7,952.50
				Payment Total:	15,905.00
5966 4076	2024-02-07	Valley Lawn Services 540-200-110 - EH - Waste Collect 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	December 2023 Waste Collection December 2023 Waste Colle GST Tax Code GST Tax Code	2,245.00 112.25 112.25	2,357.25
				Total for AP:	30,161.60

Certified Correct and in accordance with the records.


CAO


Mayor

Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2024

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
REVENUES					
TAXATION					
Penalties on Tax Arrears					
410-400-110 - Tax Penalties	184.60	184.60		184.60	
	184.60	184.60	0.00	184.60	0.00
TOTAL TAXATION:	184.60	184.60	0.00	184.60	0.00
CONDITIONAL GRANTS					
Federal					
450-400-050 - Conditional - Local	15,330.60	15,330.60		15,330.60	
	15,330.60	15,330.60	0.00	15,330.60	0.00
TOTAL CONDITIONAL GRANTS:	15,330.60	15,330.60	0.00	15,330.60	0.00
TOTAL REVENUES:	15,515.20	15,515.20	0.00	15,515.20	0.00



Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2024

	Current	Year To Date	Budget	Variance	%
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-230 - GG - Salaries - Administrator	5,351.12	5,351.12		(5,351.12)	
	5,351.12	5,351.12	0.00	(5,351.12)	0.00
Benefits					
510-130-230 - GG - Benefits - Administrator	1,133.50	1,133.50		(1,133.50)	
	1,133.50	1,133.50	0.00	(1,133.50)	0.00
	6,484.62	6,484.62	0.00	(6,484.62)	0.00
Professional/Contract Services					
510-290-130 - GG - Cont. - Office Rent	465.00	465.00		(465.00)	
	465.00	465.00	0.00	(465.00)	0.00
Utilities					
510-300-140 - GG - Utility - Phone/Internet/Mobility	243.96	243.96		(243.96)	
510-300-150 - GG - Utility - Office Power	105.81	105.81		(140.92)	
	349.77	349.77	0.00	(384.88)	0.00
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Stationery & Postage	92.00	92.00		(92.00)	
510-410-140 - GG - Maint. - Office Supplies	74.19	74.19		(74.19)	
	166.19	166.19	0.00	(166.19)	0.00
Other					
510-900-110 - GG - Donations	61.91	61.91		(61.91)	
	61.91	61.91	0.00	(61.91)	0.00
TOTAL GENERAL GOVERNMENT SERVICES	7,527.49	7,527.49	0.00	(7,562.60)	0.00
TRANSPORTATION SERVICES					
MAINTENANCE					
Utilities					
530-310-100 - TS - Maint. - Utility - Street Lights	997.82	997.82		(997.82)	
	997.82	997.82	0.00	(997.82)	0.00
TOTAL MAINTENANCE:	997.82	997.82	0.00	(997.82)	0.00
TOTAL TRANSPORTATION SERVICES:	997.82	997.82	0.00	(997.82)	0.00
TOTAL EXPENDITURES:	8,525.31	8,525.31	0.00	(8,560.42)	0.00
CHANGE IN NET-FINANCIAL ASSETS	6,989.89	6,989.89	0.00	6,954.78	0.00
CHANGE IN NET ASSETS	6,989.89	6,989.89	0.00	6,954.78	0.00
CHANGE IN SURPLUS	6,989.89	6,989.89	0.00	6,954.78	0.00

Report Date
2024-02-07 2:54 PM

Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2024

<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending January 31, 2024

	Current	Year To Date	Budget	Variance	%
ACCOUNT BALANCES					
Cash and Investments					
110-110-110 - Cash - On Hand - Petty Cash			50.00		
110-110-120 - Cash - Bank - Demand	22,550.57	22,550.57	314,627.70		
110-110-130 - Cash - Bank - Term Deposit			403.07		
110-120-100 - Short Term Investments			167,141.70		
Total Cash and Investments:	22,550.57	22,550.57	482,222.47		
Municipal Taxes Receivable					
110-200-100 - Municipal - Tax Receivable - Current	113.57	113.57	20,139.63		
110-200-110 - Municipal - Tax Receivable - Arrears	(5,940.00)	(5,940.00)	(12,315.13)		
Total Municipal Taxes Receivable:	(5,826.43)	(5,826.43)	7,824.50		

Certified correct and in accordance with the records.



CAO



Mayor