

March 19, 2024

The regular meeting of the Council of the Resort Village of Fort San, in the Province of Saskatchewan, was held on Tuesday, March 19, 2024.

PRESENT:

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

ABSENT:

Mayor Helfrick

CALL TO ORDER:

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

AGENDA:

029-24 HAMILTON/NAUMETZ that the agenda be amended by removing;

“6:45 p.m. – Sergeant Kurtenbach – Fort Qu’Appelle RCMP”

CARRIED

MINUTES:

030-24 NAUMETZ/HAMILTON that the minutes from the regular meeting held February 13, 2024 are approved as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES:

No business arising from the minutes

DELEGATION:

No delegation

PUBLIC HEARING:

No public hearing scheduled

FINANCIALS:

031-24 HUNTINGTON/REDMAN that the accounts for approval dated March 14, 2024 cheque No. 5967 to 5986 in the amount of \$30,274.20 is approved for payment.

CARRIED



032-24 HAMILTON/NAUMETZ that the employee salaries in the amount of \$3,322.14 is approved for payment.

CARRIED

033-24 HUNTINGTON/NAUMETZ that the statement of financial activities for the month of February, 2024 is approved as circulated.

CARRIED

034-24 HAMILTON/HUNTINGTON that the bank reconciliation statement for the month of December, 2023 is approved as circulated.

CARRIED

035-24 REDMAN/HUNTINGTON that the bank reconciliation statement for the month of January, 2024 is approved as circulated.

CARRIED

036-24 NAUMETZ/REDMAN that the bank reconciliation statement for the month of February, 2024 is approved as circulated.

CARRIED

OLD BUSINESS:

Councillor Hamilton declared an interest in agenda item 7.1 Servicing Agreement – Echo Valley Resorts Ltd. and left the meeting at 6:34 p.m.

Councillor Hamilton returned to the meeting at 6:36 p.m.

037-24 HUNTINGTON/HAMILTON that Council accept SGI's proposed payment regarding the walking bridge claim and that Council agrees to pay the amount of \$606.71 which is the depreciation for the existing bridge and the contract be awarded to Shawn Dales Carpentry.

CARRIED

NEW BUSINESS:

038-24 HAMILTON/NAUMETZ that the RCMP CTSS District Commander Update having been reviewed by Council now be filed.

CARRIED

039-24 REDMAN/NAUMETZ that the North Valley Waste Management Authority Inc. Minutes – January 16, 2024 having been reviewed by Council now be filed.

CARRIED

CORRESPONDENCE:

No correspondence for this meeting.



REPORTS:

The CAO informed Council that the auditors will be in the office for the annual audit on March 26, 2024. On March 27, 2024 the office will be closed for the Municipal Election Workshop in Melville and also on March 28, 2024 in leu of Good Friday.

Councillor Hamilton reported that Pasqua Lake has requested tot be added to the Calling Lakes District Planning Commission and that applications have been sent in for approval.

Councillor Huntington attended a library board meeting March 20, 2024 but there are no updated at this time.

Councillor Naumetz reported that North Valley Waste Management continues to look for a company that can cap cell 6.

ADJOURNMENT:

040-24 NAUMETZ that the meeting now adjourns – 6:48 p.m.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

Report Date
2024-03-14 10:36 AM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-03-14
Batch: 2024-00009 to 2024-00017

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5967 17-10-23	2024-02-13	The Royal Canadian Legion	Veteran's Room - Council Meeti 510-410-140 - GG - Maint. - Office Veteran's Room - Council	22.00	22.00
5968	2024-02-13	PP 4 Feb 8-21			
5969 0117	2024-02-14	RMAA Workshop Fund	Municipal Elections Workshop 510-260-150 - GG - Cont. - Electic Municipal Elections Works	100.00	100.00
5970 02/07/2024	2024-02-29	CIBC	Printer toner 510-410-140 - GG - Maint. - Office Printer toner 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code	105.99 5.00 5.00	110.99
5971 23123185	2024-02-29	Professional Building	Building Permit Inspections 510-200-140 - GG - Cont. - Buildir Building Permit Inspectio 110-340-110 - GST Receivable - 1 GST Tax Code 900-110-110 - GST Paid GST Tax Code	315.00 15.75 15.75	330.75
5972 02/10/2024	2024-02-29	Sask Tel CMR	Office phone, internet, alarm 510-300-140 - GG - Utility - Phone Office phone, internet, a 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code	247.58 11.68 11.68	259.26
5973	2024-03-06	PP 5 Feb22-Mar 6			
5974 0118	2024-03-06	Beach, Randy and Mandy	Marcg rent, Jan utilities 510-290-130 - GG - Cont. - Office Marcg rent, Jan utilities 510-300-150 - GG - Utility - Office Marcg rent, Jan utilities 110-340-110 - GST Receivable - 1 GST Tax Code 900-110-110 - GST Paid GST Tax Code	465.00 148.18 23.25 23.25	636.43
5975 2349-0074-6198	2024-03-06	Sask Power	Streetlights 530-310-100 - TS - Maint. - Utility Streetlights 110-340-110 - GST Receivable - 1 GST Tax Code 900-110-110 - GST Paid GST Tax Code	998.21 49.91 49.91	1,048.12
5976 63842	2024-03-14	Airmaster Sales Ltd.	Sgi Grant -Crosswalk lights 450-400-050 - Conditional - Local SGI Grant -Crosswalk ligh 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code	11,144.65 525.69 525.69	11,670.34
63866			450-400-050 - Conditional - Local SGI Grant -crosswalk ligh 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code	351.88 16.60 16.60	368.48
				Payment Total:	12,038.82

Report Date
2024-03-14 10:36 AM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-03-14
Batch: 2024-00009 to 2024-00017

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
5977 FortSan-Mar2024	2024-03-14	Beaton Community Planning 510-200-140 - GG - Cont. - Buildir 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Zoning Bylaw Review Zoning Bylaw Review GST Tax Code GST Tax Code	345.80	363.09
				17.29	
				17.29	
5978 0119	2024-03-14	Cochrane, Cory 510-290-140 - GG - Cont. - Office 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	March Cleaning March Cleaning GST Tax Code GST Tax Code	112.50	118.13
				5.63	
				5.63	
5979 004	2024-03-14	Jackson Bros. Bobcat Services 537-430-100 - TS - Snow - Gravel 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Snow Removal-January Snow Removal-January GST Tax Code GST Tax Code	1,300.00	1,365.00
				65.00	
				65.00	
0023		537-430-100 - TS - Snow - Gravel 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Sand Roads-January GST Tax Code GST Tax Code	150.00	157.50
				7.50	
				7.50	
0024		537-430-100 - TS - Snow - Gravel 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Snow Removal Gorson's-Jan GST Tax Code GST Tax Code	175.00	183.75
				8.75	
				8.75	
0026		537-430-100 - TS - Snow - Gravel 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Snow Removal GST Tax Code GST Tax Code	50.00	52.50
				2.50	
				2.50	
0035		537-430-100 - TS - Snow - Gravel 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Snow Removal-February GST Tax Code GST Tax Code	1,000.00	1,050.00
				50.00	
				50.00	
0041		537-430-100 - TS - Snow - Gravel 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Sand Roads-February GST Tax Code GST Tax Code	325.00	341.25
				16.25	
				16.25	
5980 2024/25-00287	2024-03-14	Munisoft 510-400-120 - GG - Maint. - Softw 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	March software lease March software lease Both Tax Code Both Tax Code	454.21	475.64
				21.43	
				21.43	
5981 01032024F	2024-03-14	North Valley Waste Managemen 540-200-120 - EH - Waste Collect	2024 Q1 Contributions 2024 Q1 Contributions	4,164.68	4,164.68
5982 24022985	2024-03-14	Professional Building 510-200-140 - GG - Cont. - Buildir 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Building Permit Fees Building Permit Fees GST Tax Code GST Tax Code	1,585.04	1,664.29
				79.25	
				79.25	
				Payment Total:	3,150.00

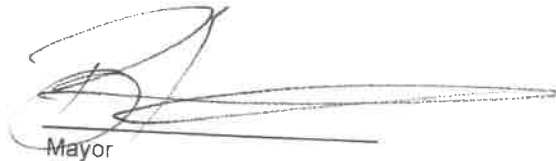
Report Date
2024-03-14 10:36 AM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-03-14
Batch: 2024-00009 to 2024-00017

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
5983 2024-1	2024-03-14	Southeast Regional Library 570-290-100 - R&C - Cont. - Libra	2024 Library Fees-1st installm 2024 Library Fees-1st ins	3,203.75	3,203.75
5984 2413237	2024-03-14	Taxervice 510-260-100 - GG - Cont. - Tax Er 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Tax Enforcement Tax Enforcement GST Tax Code GST Tax Code	20.00 1.00 1.00	21.00
5985 SI-1240	2024-03-14	UMAAS 510-210-170 - GG - Admin. - Train 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	2024 UMAAS Convention 2024 UMAAS Convention GST Tax Code GST Tax Code	200.00 10.00 10.00	210.00
5986 4130	2024-03-14	Valley Lawn Services 540-200-110 - EH - Waste Collect 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	January Waste Collection January Waste Collection GST Tax Code GST Tax Code	2,245.00 112.25 112.25	2,357.25
Total for AP:					30,274.20

Certified Correct and in accordance with the records.


CAO


Mayor

Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending February 29, 2024

REVENUES	Current	Year To Date	Budget	Variance	%
TAXATION					
Penalties on Tax Arrears					
410-400-110 - Tax Penalties	143.35	327.95		327.95	
TOTAL TAXATION:	143.35	327.95	0.00	327.95	0.00
	143.35	327.95	0.00	327.95	0.00
CONDITIONAL GRANTS					
Federal					
450-400-050 - Conditional - Local		15,330.60		15,330.60	
TOTAL CONDITIONAL GRANTS:	0.00	15,330.60	0.00	15,330.60	0.00
	0.00	15,330.60	0.00	15,330.60	0.00
INVESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	1,268.71	2,625.35		2,625.35	
TOTAL INVESTMENT INCOME AND COMMIS	1,268.71	2,625.35	0.00	2,625.35	0.00
	1,268.71	2,625.35	0.00	2,625.35	0.00
TOTAL REVENUES:	1,412.06	18,283.90	0.00	18,283.90	0.00

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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending February 29, 2024

EXPENDITURES	Current	Year To Date	Budget	Variance	%
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-230 - GG - Salaries - Administrator	5,351.12	10,702.24		(10,702.24)	
	5,351.12	10,702.24	0.00	(10,702.24)	0.00
Benefits					
510-130-230 - GG - Benefits - Administrator	1,133.50	2,267.00		(2,267.00)	
	1,133.50	2,267.00	0.00	(2,267.00)	0.00
Professional/Contract Services					
510-200-140 - GG - Cont. - Building Inspections	1,105.00	1,105.00		(1,105.00)	
510-200-150 - GG - Cont. - Assessment - SAMA	5,897.00	5,897.00		(5,897.00)	
510-200-170 - GG - Cont. - Advertising	187.20	187.20		(187.20)	
510-260-150 - GG - Cont. - Elections	100.00	100.00		(100.00)	
510-290-100 - GG - Cont. - Bank Charges	18.50	37.00		(37.00)	
510-290-120 - GG - Cont. - Penny Rounding		(0.01)		0.01	
510-290-130 - GG - Cont. - Office Rent		465.00		(465.00)	
510-290-140 - GG - Cont. - Office Cleaning Services	112.50	112.50		(112.50)	
	7,420.20	7,903.69	0.00	(7,903.69)	0.00
Utilities					
510-300-140 - GG - Utility - Phone/Internet/Mobility	316.96	630.30		(630.30)	
510-300-150 - GG - Utility - Office Power		105.81		(105.81)	
	316.96	736.11	0.00	(736.11)	0.00
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Stationery & Postage		92.00		(92.00)	
510-400-120 - GG - Maint. - Software Maint	454.21	454.21		(454.21)	
510-410-140 - GG - Maint. - Office Supplies	127.99	202.18		(202.18)	
	582.20	748.39	0.00	(748.39)	0.00
Other					
510-900-110 - GG - Donations		61.91		(61.91)	
	0.00	61.91	0.00	(61.91)	0.00
TOTAL GENERAL GOVERNMENT SERVICES	14,803.98	22,419.34	0.00	(22,419.34)	0.00
PROTECTIVE SERVICES					
FIRE PROTECTION					
Professional/Contractual Services					
525-210-110 - PS - Fire - Contracted Services	15,905.00	15,905.00		(15,905.00)	
	15,905.00	15,905.00	0.00	(15,905.00)	0.00
TOTAL FIRE PROTECTION:	15,905.00	15,905.00	0.00	(15,905.00)	0.00
TOTAL PROTECTIVE SERVICES:	15,905.00	15,905.00	0.00	(15,905.00)	0.00
TRANSPORTATION SERVICES					
MAINTENANCE					

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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending February 29, 2024

	Current	Year To Date	Budget	Variance	%
Utilities					
530-310-100 - TS - Maint. - Utility - Street Lights		997.82		(997.82)	
TOTAL MAINTENANCE:	0.00	997.82	0.00	(997.82)	0.00
	0.00	997.82	0.00	(997.82)	0.00
SNOW REMOVAL					
Maintenance, Materials & Supplies					
537-430-100 - TS - Snow - Gravel/Sand	310.00	310.00		(310.00)	
TOTAL SNOW REMOVAL:	310.00	310.00	0.00	(310.00)	0.00
TOTAL TRANSPORTATION SERVICES:	310.00	310.00	0.00	(310.00)	0.00
	310.00	1,307.82	0.00	(1,307.82)	0.00
ENVIRONMENTAL SERVICES					
Professional/Contractual Services					
540-200-110 - EH - Waste Collection	2,245.00	2,245.00		(2,245.00)	
540-200-130 - EH - Sewage Lagoon	904.09	904.09		(904.09)	
TOTAL ENVIRONMENTAL SERVICES:	3,149.09	3,149.09	0.00	(3,149.09)	0.00
	3,149.09	3,149.09	0.00	(3,149.09)	0.00
TOTAL EXPENDITURES:	34,168.07	42,781.25	0.00	(42,781.25)	0.00
CHANGE IN NET-FINANCIAL ASSETS	(32,756.01)	(24,497.35)	0.00	(24,497.35)	0.00
CHANGE IN NET ASSETS	(32,756.01)	(24,497.35)	0.00	(24,497.35)	0.00
CHANGE IN SURPLUS	(32,756.01)	(24,497.35)	0.00	(24,497.35)	0.00

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Resort Village of Fort San
Statement of Financial Activities - Detailed
 For the Period Ending February 29, 2024

<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
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ACCOUNT BALANCES

Cash and Investments

110-110-110 - Cash - On Hand - Petty Cash
 110-110-120 - Cash - Bank - Demand
 110-110-130 - Cash - Bank - Term Deposit
 110-120-100 - Short Term Investments

<u>Current</u>	<u>Year to Date</u>	<u>Balance</u>
		50.00
(41,200.08)	(59,237.16)	233,607.03
		403.07
		167,141.70
(41,200.08)	(59,237.16)	401,201.80

Total Cash and Investments:

Municipal Taxes Receivable

110-200-100 - Municipal - Tax Receivable - Current
 110-200-110 - Municipal - Tax Receivable - Arrears

21.95	87.96	20,114.02
	(6,080.32)	(12,455.45)
21.95	(5,992.36)	7,658.57

Total Municipal Taxes Receivable:

Certified correct and in accordance with the records.



 CAO



 Mayor