

July 16, 2024

The regular meeting of the Council of the Resort Village of Fort San, in the Province of Saskatchewan, was held on Tuesday, July 16, 2024.

PRESENT:

Mayor Helfrick, Deputy Mayor Redman, Councillors Naumetz, Hamilton, Huntington, and CAO Amy Railton

ABSENT:

None.

CALL TO ORDER:

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

AGENDA:

116-24 HAMILTON/HUNTINGTON that the agenda be adopted as presented.

CARRIED

MINUTES:

117-24 NAUMETZ/HAMILTON that the minutes from the regular meeting held June 18, 2024 are approved as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES:

No business arising from the minutes.

DELEGATION:

No delegation scheduled.

PUBLIC HEARING:

118-24 HAMILTON/HUNTINGTON that Council suspends the current regular Council meeting and opens the public hearing re: Bylaw No. 03-2024 – A Bylaw of the Resort Village of Fort San in the Province of Saskatchewan, to Amend Bylaw No. 09-02, Known as the Zoning Bylaw.

CARRIED

The gallery raised concerns regarding living quarters above the proposed boathouse amendment as well as set back being regulated by the Resort Village versus the Water Security Agency. The CAO was asked to contact Ashley Beaton regarding these topics and bring them back to Council.



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July 16, 2024

119-24 HELFRICK/REDMAN that Council closes the public hearing re: Bylaw No. 03-2024 - A Bylaw of the Resort Village of Fort San in the Province of Saskatchewan, to Amend Bylaw No. 09-02, Known as the Zoning Bylaw and reopens the current regular Council meeting.

CARRIED

120-24 NAUMETZ/HUNTINGTON that Council table topic "5. Bylaw 03-2024 A Bylaw in the Resort Village of Fort San in the Province of Saskatchewan, to Amend Bylaw No. 09-02 known as the Zoning Bylaw."

CARRIED

FINANCIALS:

121-24 HUNTINGTON/REDMAN that the accounts for approval dated July 11, 2024 cheque No. 6040 to 6055 in the amount of \$25,475.82 is approved for payment.

CARRIED

122-24 NAUMETZ/HUNTINGTON that the employee salaries in the amount of \$3,445.70 is approved for payment.

CARRIED

123-24 HAMILTON/REDMAN that the statement of financial activities for the month of June, 2024 is approved as circulated.

CARRIED

NEW BUSINESS:

124-24 NAUMETZ/HUNTINGTON that the Community Policing Report having been reviewed by Council now be filed.

CARRIED

125-24 REDMAN/NAUMETZ that the SAMA – A look Ahead to 2025 having been reviewed by Council now be filed.

CARRIED

126-24 HUNTINGTON/REDMAN that the North Valley Waste Management Authority Inc – May 27, 2024 Meeting Minutes having been reviewed by Council now be filed.

CARRIED

127-24 NAUMETZ/HELFRICK that Council appoint Charles Fiss as a licensed building official with Professional Building Inspectors Inc under the authority of subsections 16(2) and 16(3) of the Construction Codes Act.

CARRIED

CORRESPONDENCE:



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No correspondence for this meeting.

REPORTS:

The CAO will be working with Mayor Helfrick to attain online access to the CRA account, currently Mr. Helfrick is the only one with online access, he has agreed to meet with the CAO to update the file. Also that the website re-construction is ongoing and will continue to be updated as needed.

ADJOURNMENT:

128-24 NAUMETZ that the meeting now adjourns – 6:59 p.m.


MAYOR


CHIEF ADMINISTRATIVE OFFICER



Report Date
2024-07-11 1:45 PM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-07-11
Batch: 2024-00035 to 2024-00040

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Bank Code: AP - AP GENERAL

Computer Cheques:

6040	2024-06-18	CIBC	Printer Toner		
10133244		510-410-140 - GG - Maint. - Office Printer Toner		105.99	
		110-340-110 - GST Receivable - 1 Both Tax Code		5.00	
		900-110-110 - GST Paid	Both Tax Code	5.00	110.99
0127		510-700-120 - Interest Charges - Interest - late payment		5.42	5.42
				Payment Total:	116.41
6041	2024-06-20	Sask Tel CMR	Office phone, internet, alarm		
06-10-2024		510-300-140 - GG - Utility - Phone Office phone, internet, a		243.97	
		110-340-110 - GST Receivable - 1 Both Tax Code		11.51	
		900-110-110 - GST Paid	Both Tax Code	11.51	255.48
6042	2024-06-24	PP 13 June 13-26			
6043	2024-06-30	Beach, Randy and Mandy	July Rent		
0128		510-290-130 - GG - Cont. - Office July 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
0128-1		510-300-150 - GG - Utility - Office		103.96	103.96
				Payment Total:	592.21
6044	2024-06-30	Sask Power	Streetlights		
2448-0075-9038		530-310-100 - TS - Maint. - Utility Streetlights		998.21	
		110-340-110 - GST Receivable - 1 GST Tax Code		49.91	
		900-110-110 - GST Paid	GST Tax Code	49.91	1,048.12
6045	2024-07-11	PP 14 June 27-July 10			
6046	2024-07-11	Airmaster Sales Ltd.	Use at own risk signs		
64640		530-470-100 - TS - Maint. - Road/ Use at own risk signs		174.86	
		110-340-110 - GST Receivable - 1 Both Tax Code		8.25	
		900-110-110 - GST Paid	Both Tax Code	8.25	183.11
6047	2024-07-11	Beaton Community Planning	Boathouse/Pools Bylaw		
07-02-2024		510-200-140 - GG - Cont. - Buildir Boathouse/Pools Bylaw		305.50	
		110-340-110 - GST Receivable - 1 GST Tax Code		15.28	
		900-110-110 - GST Paid	GST Tax Code	15.28	320.78
6048	2024-07-11	Cochrane, Cory	July Cleaning		
0129		510-290-140 - GG - Cont. - Office July 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
6049	2024-07-11	Dudley & Company	2023 Audit		

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Report Date
2024-07-11 1:45 PM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-07-11
Batch: 2024-00035 to 2024-00040

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
42364		510-200-130 - GG - Cont. - Audit//	2023 Audit	5,830.00	
		110-340-110 - GST Receivable - 1	Both Tax Code	275.00	
		900-110-110 - GST Paid	Both Tax Code	275.00	6,105.00
6050 27328	2024-07-11	Grasslands News Group	Public Hearing-Lebret Map		
		510-200-170 - GG - Cont. - Advert	Public Hearing-Lebret Map	117.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	5.85	
		900-110-110 - GST Paid	GST Tax Code	5.85	122.85
6051 35-01	2024-07-11	Jackson Bros. Bobcat Services	2 yrds Base Delivered		
		530-210-120 - TS - Maint. - Contra	2 yrds Base Delivered	160.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	8.00	
		900-110-110 - GST Paid	GST Tax Code	8.00	168.00
6052 24063085	2024-07-11	Professional Building	Building Permits		
		510-200-140 - GG - Cont. - Buildir	Building Permits	875.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	43.75	
		900-110-110 - GST Paid	GST Tax Code	43.75	918.75
6053 14134	2024-07-11	Scot's Printing Ltd.	Mayor election Ballots		
		510-260-150 - GG - Cont. - Electic	Mayor election Ballots	115.54	
		110-340-110 - GST Receivable - 1	Both Tax Code	5.45	
		900-110-110 - GST Paid	Both Tax Code	5.45	120.99
14135		510-260-150 - GG - Cont. - Electic	Council Election Ballots	147.34	
		110-340-110 - GST Receivable - 1	Both Tax Code	6.95	
		900-110-110 - GST Paid	Both Tax Code	6.95	154.29
				Payment Total:	275.28
6054 13521	2024-07-11	SUMA - Saskatchewan Urban	July 2024 Benefits		
		210-200-170 - SUMA - Health & D	July 2024 Benefits	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
6055 4285	2024-07-11	Valley Lawn Services	Repair hole at Boardwalk		
		530-210-120 - TS - Maint. - Contra	Trail Maintenance	253.71	
		110-340-110 - GST Receivable - 1	GST Tax Code	12.69	
		900-110-110 - GST Paid	GST Tax Code	12.69	266.40
4506		530-210-120 - TS - Maint. - Contra	Grass cutting/pick up bra	3,955.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	197.75	
		900-110-110 - GST Paid	GST Tax Code	197.75	4,152.75
4510		540-200-110 - EH - Waste Collect	June Waste Collection	2,245.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	112.25	
		900-110-110 - GST Paid	GST Tax Code	112.25	2,357.25
4406		540-210-100 - EH - Cont. - Pest C	420 LilacElm/clean up Ash	2,650.00	
		530-210-120 - TS - Maint. - Contra	420 LilacElm/clean up Ash	265.00	


Report Date
2024-07-11 1:45 PM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-07-11
Batch: 2024-00035 to 2024-00040

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		110-340-110 - GST Receivable - 1	Both Tax Code	137.50	
		900-110-110 - GST Paid	Both Tax Code	137.50	3,052.50
4295		530-210-120 - TS - Maint. - Contra	Repair hole at Boardwalk	225.25	
		110-340-110 - GST Receivable - 1	Both Tax Code	10.63	
		900-110-110 - GST Paid	Both Tax Code	10.63	235.88
4296		540-200-110 - EH - Waste Collect	May Waste Collection	2,251.07	
		110-340-110 - GST Receivable - 1	Both Tax Code	106.18	
		900-110-110 - GST Paid	Both Tax Code	106.18	2,357.25
4297		530-210-120 - TS - Maint. - Contra	Cut Grass/clean up debris	2,313.74	
		110-340-110 - GST Receivable - 1	Both Tax Code	109.14	
		900-110-110 - GST Paid	Both Tax Code	109.14	2,422.88
				Payment Total:	14,844.91
				Total for AP:	25,475.82

Certified Correct and in accordance with the records.


CAO


Mayor

Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

REVENUES	Current	Year To Date	Budget	Variance	%
TAXATION					
Municipal Taxes					
410-110-100 - General Municipal Levy	243,200.35	243,200.35	243,300.00	(99.65)	0.04-
410-130-100 - Discount on Municipal Tax - Property	(415.25)	(613.73)	12,000.00	(12,613.73)	105.11-
	242,785.10	242,586.62	255,300.00	(12,713.38)	4.98-
Penalties on Tax Arrears					
410-400-110 - Tax Penalties	72.57	644.29	1,000.00	(355.71)	35.57-
	72.57	644.29	1,000.00	(355.71)	35.57-
TOTAL TAXATION:	242,857.67	243,230.91	256,300.00	(13,069.09)	5.10-
FEES AND CHARGES					
Licenses and Permits					
420-710-100 - F&C - Building Permits	1,740.00	4,605.00	8,000.00	(3,395.00)	42.44-
420-710-210 - F&C - Development Permits	100.00	300.00	500.00	(200.00)	40.00-
	1,840.00	4,905.00	8,500.00	(3,595.00)	42.29-
Other					
Tax Certificate					
420-800-100 - F&C - Tax Certificate	15.00	30.00	200.00	(170.00)	85.00-
	15.00	30.00	200.00	(170.00)	85.00-
	15.00	30.00	200.00	(170.00)	85.00-
TOTAL FEES AND CHARGES:	1,855.00	4,935.00	8,700.00	(3,765.00)	43.28-
UNCONDITIONAL TRANSFERS					
Unconditional Transfers					
450-110-100 - Unconditional - (Revenue Sharing)	66,502.00	66,502.00	66,510.00	(8.00)	0.01-
	66,502.00	66,502.00	66,510.00	(8.00)	0.01-
TOTAL UNCONDITIONAL TRANSFERS:	66,502.00	66,502.00	66,510.00	(8.00)	0.01-
CONDITIONAL GRANTS					
Federal					
450-230-110 - Conditional - Federal Gas Tax	0.00	7,126.20	14,260.00	(7,133.80)	50.03-
	0.00	7,126.20	14,260.00	(7,133.80)	50.03-
Local					
450-430-100 - Conditional - Sask Lotteries	0.00	2,551.00	2,090.00	461.00	22.06
	0.00	2,551.00	2,090.00	461.00	22.06
TOTAL CONDITIONAL GRANTS:	0.00	9,677.20	16,350.00	(6,672.80)	40.81-
INVESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	0.00	5,601.44	12,000.00	(6,398.56)	53.32-
	0.00	5,601.44	12,000.00	(6,398.56)	53.32-
TOTAL INVESTMENT INCOME AND COMMIS	0.00	5,601.44	12,000.00	(6,398.56)	53.32-

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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
OTHER REVENUES					
Other Revenue					
480-150-100 - LA FOIP Fees			40.00	(40.00)	100.00-
	<u>0.00</u>	<u>0.00</u>	<u>40.00</u>	<u>(40.00)</u>	<u>100.00-</u>
TOTAL OTHER REVENUES:	<u>0.00</u>	<u>0.00</u>	<u>40.00</u>	<u>(40.00)</u>	<u>100.00-</u>
TOTAL REVENUES:	<u>311,214.67</u>	<u>329,946.55</u>	<u>359,900.00</u>	<u>(29,953.45)</u>	<u>8.32-</u>



Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

	Current	Year To Date	Budget	Variance	%
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-110 - GG - Council - Indemnity		1,050.00	10,000.00	8,950.00	89.50
	0.00	1,050.00	10,000.00	8,950.00	89.50
510-110-230 - GG - Salaries - Administrator	5,286.86	34,773.39	68,770.00	33,996.61	49.44
	5,286.86	35,823.39	78,770.00	42,946.61	54.52
Benefits					
510-120-110 - GG - Council - Payroll Benefits		1,468.08	1,700.00	231.92	13.64
	0.00	1,468.08	1,700.00	231.92	13.64
510-130-230 - GG - Benefits - Administrator	1,172.84	7,492.31	16,000.00	8,507.69	53.17
	1,172.84	8,960.39	17,700.00	8,739.61	49.38
	6,459.70	44,783.78	96,470.00	51,686.22	53.58
Professional/Contract Services					
510-200-110 - GG - Cont. - Legal		742.00	8,000.00	7,258.00	90.73
510-200-120 - GG - Cont. - Office Services - Engineer		419.61	3,610.00	3,190.39	88.38
510-200-130 - GG - Cont. - Audit/Accounting			6,000.00	6,000.00	100.00
510-200-140 - GG - Cont. - Building Inspections	1,858.30	6,450.81	8,000.00	1,549.19	19.36
510-200-150 - GG - Cont. - Assessment - SAMA		5,897.00	5,900.00	3.00	0.05
510-200-160 - GG - Cont. - Board of Revision			480.00	480.00	100.00
510-200-170 - GG - Cont. - Advertising	355.00	345.64	800.00	454.36	56.80
510-210-170 - GG - Admin. - Training, Travel & Meals			1,500.00	1,500.00	100.00
510-230-100 - GG - Cont. - Insurance - General & Boi			2,570.00	2,570.00	100.00
510-240-100 - GG - Cont. - Memberships & Subscript			1,290.00	1,290.00	100.00
510-260-100 - GG - Cont. - Tax Enforcement/Collectic			450.00	450.00	100.00
510-260-150 - GG - Cont. - Elections		107.95	3,000.00	2,892.05	96.40
510-290-100 - GG - Cont. - Bank Charges		92.50	300.00	207.50	69.17
510-290-120 - GG - Cont. - Penny Rounding		(0.01)	5.00	5.01	100.20
510-290-130 - GG - Cont. - Office Rent	465.00	2,911.53	7,000.00	4,088.47	58.41
510-290-140 - GG - Cont. - Office Cleaning Services	112.50	562.50	1,500.00	937.50	62.50
	2,790.80	17,529.53	50,405.00	32,875.47	65.22
Utilities					
510-300-140 - GG - Utility - Phone/Internet/Mobility	243.97	1,820.66	4,300.00	2,479.34	57.66
510-300-150 - GG - Utility - Office Power	103.96	610.06	2,000.00	1,389.94	69.50
	347.93	2,430.72	6,300.00	3,869.28	61.42
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Stationery & Postage		355.09	500.00	144.91	28.98
510-400-120 - GG - Maint. - Software Maint	1,574.21	3,391.05	7,500.00	4,108.95	54.79
510-410-140 - GG - Maint. - Office Supplies	105.99	817.36	3,000.00	2,182.64	72.75
	1,680.20	4,563.50	11,000.00	6,436.50	58.51
Interest					
510-700-120 - Interest Charges - Misc.	5.42	5.42		(5.42)	
	5.42	5.42	0.00	(5.42)	0.00
Other					
510-900-110 - GG - Donations		211.91	1,000.00	788.09	78.81

Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

	Current	Year To Date	Budget	Variance	%
TOTAL GENERAL GOVERNMENT SERVICES	11,284.05	69,524.86	165,175.00	95,650.14	57.91
PROTECTIVE SERVICES					
POLICE PROTECTION					
Professional/Contractual Services					
520-210-110 - PS - Police - Contracted Services			14,000.00	14,000.00	100.00
520-260-100 - PS - Police - Other		164.24	500.00	335.76	67.15
	0.00	164.24	14,500.00	14,335.76	98.87
TOTAL POLICE PROTECTION:	0.00	164.24	14,500.00	14,335.76	98.87
FIRE PROTECTION					
Professional/Contractual Services					
525-210-100 - PS - Fire - EMS Contract - 911			500.00	500.00	100.00
525-210-110 - PS - Fire - Contracted Services		15,905.00	8,000.00	(7,905.00)	98.81-
	0.00	15,905.00	8,500.00	(7,405.00)	87.12-
TOTAL FIRE PROTECTION:	0.00	15,905.00	8,500.00	(7,405.00)	87.12-
TOTAL PROTECTIVE SERVICES:	0.00	16,069.24	23,000.00	6,930.76	30.13
TRANSPORTATION SERVICES					
MAINTENANCE					
Professional/Contractual Services					
530-210-120 - TS - Maint. - Contract - Valley Lawn		1,128.50	30,000.00	28,121.50	93.74
	0.00	1,128.50	30,000.00	28,121.50	93.74
Utilities					
530-310-100 - TS - Maint. - Utility - Street Lights	1,996.42	5,988.87	12,000.00	6,011.13	50.09
	1,996.42	5,988.87	12,000.00	6,011.13	50.09
Maintenance, Materials & Supplies					
530-460-100 - TS - Maint. - Asphalt/Surfacing Materia			15,000.00	15,000.00	100.00
530-470-100 - TS - Maint. - Road/Street Signs			300.00	300.00	100.00
	0.00	0.00	15,300.00	15,300.00	100.00
Capital Expenditures					
530-600-699 - TS - Maint. - Amort - Infrastructure			17,640.00	17,640.00	100.00
	0.00	0.00	17,640.00	17,640.00	100.00
TOTAL MAINTENANCE:	1,996.42	7,117.37	74,940.00	67,072.63	89.50
SNOW REMOVAL					
Maintenance, Materials & Supplies					
537-430-100 - TS - Snow - Gravel/Sand		4,985.00	8,000.00	3,015.00	37.69
	0.00	4,985.00	8,000.00	3,015.00	37.69
TOTAL SNOW REMOVAL:	0.00	4,985.00	8,000.00	3,015.00	37.69
TOTAL TRANSPORTATION SERVICES:	1,996.42	12,102.37	82,940.00	70,087.63	84.50
ENVIRONMENTAL SERVICES					

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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

	Current	Year To Date	Budget	Variance	%
Professional/Contractual Services					
540-200-110 - EH - Waste Collection	2,245.00	11,337.25	28,000.00	16,662.75	59.51
540-200-120 - EH - Waste Collection Site	4,164.68	8,329.36	17,000.00	8,670.64	51.00
540-200-130 - EH - Sewage Lagoon		904.09	16,000.00	15,095.91	94.35
540-210-100 - EH - Cont. - Pest Control/Elm Trees			3,000.00	(4,500.00)	150.00-
	6,409.68	20,570.70	64,000.00	35,929.30	56.14
TOTAL ENVIRONMENTAL SERVICES:	6,409.68	20,570.70	64,000.00	35,929.30	56.14
RECREATION AND CULTURAL SERVICES					
Professional/Contractual Services					
570-290-100 - R&C - Cont. - Library Requisition		3,203.75	3,210.00	6.25	0.19
	0.00	3,203.75	3,210.00	6.25	0.19
Grants and Contributions					
570-500-120 - R&C - Grants - Rexentre			1,500.00	1,500.00	100.00
	0.00	0.00	1,500.00	1,500.00	100.00
TOTAL RECREATION AND CULTURAL SERV	0.00	3,203.75	4,710.00	1,506.25	31.98
TOTAL EXPENDITURES:	19,690.15	121,470.92	339,825.00	210,104.08	61.83
CHANGE IN NET-FINANCIAL ASSETS	291,524.52	208,475.63	20,075.00	180,150.63	897.39
CHANGE IN NET ASSETS	291,524.52	208,475.63	20,075.00	180,150.63	897.39
CHANGE IN SURPLUS	291,524.52	208,475.63	20,075.00	180,150.63	897.39

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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
ACCOUNT BALANCES					
Cash and Investments					
110-110-110 - Cash - On Hand - Petty Cash			50.00		
110-110-120 - Cash - Bank - Demand	67,619.73	(39,245.71)	253,598.48		
110-110-130 - Cash - Bank - Term Deposit			403.07		
110-120-100 - Short Term Investments			167,141.70		
Total Cash and Investments:	67,619.73	(39,245.71)	421,193.25		
Municipal Taxes Receivable					
110-200-100 - Municipal - Tax Receivable - Current	234,987.70	233,279.52	253,305.58		
110-200-110 - Municipal - Tax Receivable - Arrears	(391.01)	(11,356.87)	(17,732.00)		
Total Municipal Taxes Receivable:	234,596.69	221,922.65	235,573.58		

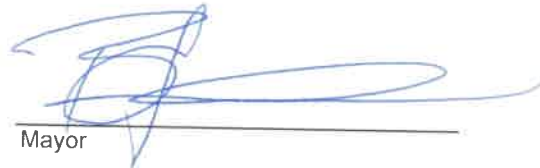
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Resort Village of Fort San
Statement of Financial Activities - Detailed
For the Period Ending June 30, 2024

	Current	Year To Date	Budget	Variance	%
Additional Tax Information					
Receipt of Arrears					
	Receipts		BalFwd		
Current Taxes Collected					
	Receipts		Levy		
Totals Arrears & Current	0.00	0.00	0.00	0.00	0.00

Certified correct and in accordance with the records

Amy Railton
CAO



Mayor