

September 17, 2024

The regular meeting of the Council of the Resort Village of Fort San, in the Province of Saskatchewan, was held on Tuesday, September 17, 2024.

PRESENT:

Mayor Huntington, Councillors Hamilton, Schill, Vonk and CAO Amy Railton
By phone: Councillor Redman

ABSENT:

None.

CALL TO ORDER:

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

AGENDA:

149-24 HAMILTON/SCHILL that the agenda be adopted as presented.

CARRIED

MINUTES:

150-24 HAMILTON/VONK that the minutes from the regular meeting held August 20, 2024 are approved as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES:

No business arising from the minutes.

DELEGATION:

No delegation scheduled.

PUBLIC HEARING:

No public hearing scheduled.

FINANCIALS:

151-24 VONK/SCHILL that the accounts for approval dated September 12, 2024 cheque No. 6077 to 6096 in the amount of \$19,526.35 is approved for payment.

CARRIED

152-24 REDMAN/SCHILL that the employee salaries in the amount of \$1,722.85 is approved for payment.

CARRIED

153-24 HUNTINGTON/HAMILTON that the bank reconciliation statement for the month of August, 2024 is approved as circulated.

CARRIED

154-24 VONK/SCHILL that the Education Property Tax in the amount of \$175,917.98 is approved for payment.

CARRIED

155-24 HUNTINGTON/REDMAN that the Sasktel Mobility invoice in the amount of \$69.46 is approved for payment.

CARRIED

156-24 REDMAN/VONK that the Canada Revenue Agency – Source Deductions statement in the amount of \$1,677.42 is approved for payment.

CARRIED

157-24 VONK/REDMAN that the Municipal Employees' Pension Plan Contributions in the amount of \$1,903.28 is approved for payment.

CARRIED

158-24 HAMILTON/SCHILL that the statement of financial activities for the month of August, 2024 is approved as circulated.

CARRIED

OLD BUSINESS:

159-24 SCHILL/VONK that Council table "7.1 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" to the October regular Council meeting for further clarification from Ashley Beaton.

CARRIED

160-24 HUNTINGTON/SCHILL that Council asks the CAO to seek out dates for Council training with Matthewson and Co. and provide those to Council to pick what works best for everyone.

CARRIED

161-24 REDMAN/SCHILL that Council approves the quote from Valley Lawn Service in the amount of \$1,240.00 to tie the walking path in to the newly installed crosswalk lights.

CARRIED



Page 2 of 3

NEW BUSINESS:

162-24 HAMILTON/SCHILL that Council agrees that the CAO and Mayor sign the Municipal Funding Agreement Under the Canada Community-Building Fund on behalf of the Resort Village of Fort San.

CARRIED

CORRESPONDENCE:

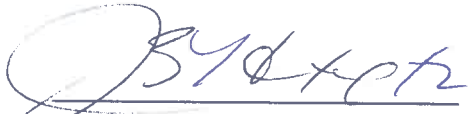
No correspondence for this meeting.

REPORTS:

No reports for this meeting.

ADJOURNMENT:

163-24 VONK that the meeting now adjourns – 8:17 p.m.


MAYOR


CHIEF ADMINISTRATIVE OFFICER

Report Date
2024-09-12 9:54 AM

Resort Village of Fort San
List of Accounts for Approval
As of 2024-09-12
Batch: 2024-00052 to 2024-00058

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:

6077	2024-08-15	PP17 Aug 8-21/2nd Q Council			
6078	2024-08-15	PP17 Aug 8-21/2nd Q Council			
6079	2024-08-15	PP17 Aug 8-21/2nd Q Council			
6080	2024-08-15	PP17 Aug 8-21/2nd Q Council			
6081	2024-08-15	PP17 Aug 8-21/2nd Q Council			
6082	2024-08-15	PP17 Aug 8-21/2nd Q Council			
6083	2024-08-21	CIBC	Postage		
0135		510-260-150 - GG - Cont. - Electic Lunch and Supper-Election		101.92	101.92
07/25/2024		510-410-140 - GG - Maint. - Office Office Supplies		11.13	
		110-340-110 - GST Receivable - 1 Both Tax Code		0.53	
		900-110-110 - GST Paid Both Tax Code		0.53	11.66
07/25/24		510-410-140 - GG - Maint. - Office Office Supplies		23.29	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.10	
		900-110-110 - GST Paid Both Tax Code		1.10	24.39
2024/07/10		510-400-110 - GG - Maint. - Statio Postage		99.00	
		110-340-110 - GST Receivable - 1 GST Tax Code		4.95	
		900-110-110 - GST Paid GST Tax Code		4.95	103.95
0136		510-400-120 - GG - Maint. - Softw miscalculation of refund		0.67	0.67
				Payment Total:	242.59
6084	2024-08-21	Sask Tel CMR	Office ph, internet, alarm		
08/10/2024		510-300-140 - GG - Utility - Phone Office ph, internet, alar		246.91	
		110-340-110 - GST Receivable - 1 Both Tax Code		11.65	
		900-110-110 - GST Paid Both Tax Code		11.65	258.56
6085	2024-08-28	Sask Power	Street lights		
2349-0077-6698		530-310-100 - TS - Maint. - Utility Street lights		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
6086	2024-09-04	Beach, Randy and Mandy	Sept rent/July utilities		
0137		510-290-130 - GG - Cont. - Office Sept rent/July utilities		488.25	
		510-300-150 - GG - Utility - Office Sept rent/July utilities		66.41	
		110-340-110 - GST Receivable - 1 GST Tax Code		24.41	
		900-110-110 - GST Paid GST Tax Code		24.41	579.07
6087	2024-09-04	PP 18 Aug 22-Sept 4			
6088	2024-09-12	Beaton Community Planning	Boathouse/Pool Bylaw amendm		
2024-09-08		510-200-140 - GG - Cont. - Buildir Boathouse/Pool Bylaw amen		130.00	
		110-340-110 - GST Receivable - 1 GST Tax Code		6.50	

Report Date
2024-09-12 9:54 AM

Resort Village of Fort San
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As of 2024-09-12
Batch: 2024-00052 to 2024-00058

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-110-110 - GST Paid	GST Tax Code	6.50	136.50
6089 0138	2024-09-12	Cochrane, Cory 510-290-140 - GG - Cont. - Office 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	September Cleaning September Cleaning GST Tax Code GST Tax Code	112.50 5.63 5.63	118.13
6090 09/01/2024	2024-09-12	G. Pavelich 510-410-140 - GG - Maint. - Office	New website New website	784.28	784.28
6091 728526	2024-09-12	MCDUGALL GAULEY LLP 510-200-110 - GG - Cont. - Legal 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Buiding official Orders -PCTC Buiding official Orders - Both Tax Code Both Tax Code	460.00 14.00 14.00	474.00
6092 2024/25-02287	2024-09-12	Munisoft 510-400-120 - GG - Maint. - Softw 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	September Software Lease September Software Lease Both Tax Code Both Tax Code	454.21 21.43 21.43	475.64
6093 01092024F	2024-09-12	North Valley Waste Managemen 540-200-120 - EH - Waste Collect	Q3 2024 Contributions Q3 2024 Contributions	4,164.68	4,164.68
6094 24083185	2024-09-12	Professional Building 510-200-140 - GG - Cont. - Buildir 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Building Permits Building Permits GST Tax Code GST Tax Code	945.00 47.25 47.25	992.25
6095 14221	2024-09-12	SUMA - Saskatchewan Urban 210-200-170 - SUMA - Health & D 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	September Benefits September Benefits GST Tax Code GST Tax Code	406.29 0.50 0.50	406.79
6096 4591	2024-09-12	Valley Lawn Services 540-200-110 - EH - Waste Collect 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Waste Collection Waste Collection GST Tax Code GST Tax Code	2,245.00 112.25 112.25	2,357.25
4609		530-210-120 - TS - Maint. - Contræ 110-340-110 - GST Receivable - 1 900-110-110 - GST Paid	Grass & Trail Maintenance Both Tax Code Both Tax Code	7,133.43 355.06 355.06	7,488.49

Payment Total: 9,845.74

Total for AP: 19,526.35

Report Date
2024-09-12 9:54 AM

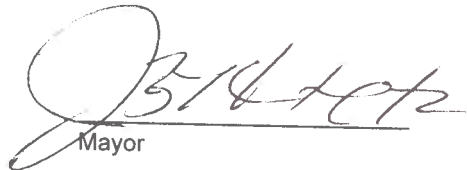
Resort Village of Fort San
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As of 2024-09-12
Batch: 2024-00052 to 2024-00058

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Certified Correct and in accordance with the records.



CAO



Mayor



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

	Current	Year To Date	Budget	Variance	%
REVENUES					
TAXATION					
Municipal Taxes					
410-110-100 - General Municipal Levy		243,200.35	243,300.00	(99.65)	0.04-
410-130-100 - Discount on Municipal Tax - Property	(663.32)	(9,193.05)	12,000.00	(21,193.05)	176.61-
	(663.32)	234,007.30	255,300.00	(21,292.70)	8.34-
Penalties on Tax Arrears					
410-400-110 - Tax Penalties	66.66	778.13	1,000.00	(221.87)	22.19-
	66.66	778.13	1,000.00	(221.87)	22.19-
TOTAL TAXATION:	(596.66)	234,785.43	256,300.00	(21,514.57)	8.39-
FEES AND CHARGES					
Licenses and Permits					
420-710-100 - F&C - Building Permits		5,280.00	8,000.00	(2,720.00)	34.00-
420-710-210 - F&C - Development Permits		300.00	500.00	(200.00)	40.00-
	0.00	5,580.00	8,500.00	(2,920.00)	34.35-
Other					
Tax Certificate					
420-800-100 - F&C - Tax Certificate		45.00	200.00	(155.00)	77.50-
	0.00	45.00	200.00	(155.00)	77.50-
	0.00	45.00	200.00	(155.00)	77.50-
TOTAL FEES AND CHARGES:	0.00	5,625.00	8,700.00	(3,075.00)	35.34-
UNCONDITIONAL TRANSFERS					
Unconditional Transfers					
450-110-100 - Unconditional - (Revenue Sharing)		66,502.00	66,510.00	(8.00)	0.01-
	0.00	66,502.00	66,510.00	(8.00)	0.01-
TOTAL UNCONDITIONAL TRANSFERS:	0.00	66,502.00	66,510.00	(8.00)	0.01-
CONDITIONAL GRANTS					
Federal					
450-230-110 - Conditional - Federal Gas Tax		7,126.20	14,260.00	(7,133.80)	50.03-
450-400-050 - Conditional - Local	(4,770.00)	(935.93)		(935.93)	
450-430-100 - Conditional - Sask Lotteries		2,551.00	2,090.00	461.00	22.06
	(4,770.00)	8,741.27	16,350.00	(7,608.73)	46.54-
TOTAL CONDITIONAL GRANTS:	(4,770.00)	8,741.27	16,350.00	(7,608.73)	46.54-
INVESTMENT INCOME AND COMMISSIONS					
Investment and Income Revenue					
470-100-100 - Interest Revenue	1,364.42	8,689.14	12,000.00	(3,310.86)	27.59-
	1,364.42	8,689.14	12,000.00	(3,310.86)	27.59-
TOTAL INVESTMENT INCOME AND COMMIS	1,364.42	8,689.14	12,000.00	(3,310.86)	27.59-
OTHER REVENUES					

Report Date
2024-10-17 1:12 PM

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

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
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>(4,002.24)</u>	<u>324,342.84</u>	<u>359,900.00</u>	<u>(35,557.16)</u>	<u>9.88-</u>

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

EXPENDITURES	Current	Year To Date	Budget	Variance	%
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	45,347.11	68,770.00	23,422.89	34.06
	5,286.86	46,397.11	78,770.00	32,372.89	41.10
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	9,837.99	16,000.00	6,162.01	38.51
	1,172.84	11,306.07	17,700.00	6,393.93	36.12
	6,459.70	57,703.18	96,470.00	38,766.82	40.19
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		5,830.00	6,000.00	170.00	2.83
510-200-140 - GG - Cont. - Building Inspections	555.80	8,187.11	8,000.00	(187.11)	2.34
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	257.40	720.04	800.00	79.96	10.00
510-210-120 - GG - Council - Meeting/Travel/Meals	1,700.00	1,700.00		(1,700.00)	
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	583.80	2,682.13	3,000.00	317.87	10.60
510-290-100 - GG - Cont. - Bank Charges	20.00	149.50	300.00	150.50	50.17
510-290-120 - GG - Cont. - Penny Rounding		0.02	5.00	4.98	99.60
510-290-130 - GG - Cont. - Office Rent		3,376.53	7,000.00	3,135.22	44.79
510-290-140 - GG - Cont. - Office Cleaning Services	112.50	787.50	1,500.00	712.50	47.50
	3,229.50	30,491.44	50,405.00	19,425.31	38.54
Utilities					
510-300-140 - GG - Utility - Phone/Internet/Mobility	316.37	2,526.60	4,300.00	1,773.40	41.24
510-300-150 - GG - Utility - Office Power		699.62	2,000.00	1,300.38	65.02
	316.37	3,226.22	6,300.00	3,073.78	48.79
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Stationery & Postage	99.00	458.98	500.00	41.02	8.20
510-400-120 - GG - Maint. - Software Maint	454.88	4,694.34	7,500.00	2,805.66	37.41
510-410-140 - GG - Maint. - Office Supplies	34.42	979.45	3,000.00	2,020.55	67.35
	588.30	6,132.77	11,000.00	4,867.23	44.25
Grants and Contributions					
510-500-110 - GG - Grants and Contributions	480.43	480.43		(480.43)	
	480.43	480.43	0.00	(480.43)	0.00
Interest					

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

	Current	Year To Date	Budget	Variance	%
510-700-120 - Interest Charges - Misc.		5.42		(5.42)	
Other	0.00	5.42	0.00	(5.42)	0.00
510-900-110 - GG - Donations		211.91	1,000.00	788.09	78.81
	0.00	211.91	1,000.00	788.09	78.81
TOTAL GENERAL GOVERNMENT SERVICES	11,074.30	98,251.37	165,175.00	66,435.38	40.22
PROTECTIVE SERVICES					
POLICE PROTECTION					
Professional/Contractual Services					
520-210-110 - PS - Police - Contracted Services	13,783.70	13,783.70	14,000.00	216.30	1.55
520-260-100 - PS - Police - Other		164.24	500.00	335.76	67.15
	13,783.70	13,947.94	14,500.00	552.06	3.81
TOTAL POLICE PROTECTION:	13,783.70	13,947.94	14,500.00	552.06	3.81
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:	13,783.70	29,852.94	23,000.00	(6,852.94)	29.80-
TRANSPORTATION SERVICES					
MAINTENANCE					
Professional/Contractual Services					
530-210-120 - TS - Maint. - Contract - Valley Lawn		8,301.20	30,000.00	21,698.80	72.33
	0.00	8,301.20	30,000.00	21,698.80	72.33
Utilities					
530-310-100 - TS - Maint. - Utility - Street Lights	998.21	7,985.29	12,000.00	4,014.71	33.46
	998.21	7,985.29	12,000.00	4,014.71	33.46
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	117.71	292.57	300.00	7.43	2.48
	117.71	292.57	15,300.00	15,007.43	98.09
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:	1,115.92	16,579.06	74,940.00	58,360.94	77.88
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

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

	Current	Year To Date	Budget	Variance	%
TOTAL SNOW REMOVAL:	0.00	4,985.00	8,000.00	3,015.00	37.69
TOTAL TRANSPORTATION SERVICES:	1,115.92	21,564.06	82,940.00	61,375.94	74.00
ENVIRONMENTAL SERVICES					
Professional/Contractual Services					
540-200-110 - EH - Waste Collection		15,833.32	28,000.00	12,166.68	43.45
540-200-120 - EH - Waste Collection Site		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		2,650.00	3,000.00	350.00	11.67
	0.00	27,716.77	64,000.00	36,283.23	56.69
TOTAL ENVIRONMENTAL SERVICES:	0.00	27,716.77	64,000.00	36,283.23	56.69
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:	25,973.92	180,588.89	339,825.00	158,747.86	46.71
CHANGE IN NET-FINANCIAL ASSETS	(29,976.16)	143,753.95	20,075.00	123,190.70	613.65
CHANGE IN NET ASSETS	(29,976.16)	143,753.95	20,075.00	123,190.70	613.65
CHANGE IN SURPLUS	(29,976.16)	143,753.95	20,075.00	123,190.70	613.65

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

	Current	Year To Date	Budget	Variance	%
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ACCOUNT BALANCES

Cash and Investments

	Current	Year to Date	Balance
110-110-110 - Cash - On Hand - Petty Cash			50.00
110-110-120 - Cash - Bank - Demand	(169,895.05)	72,969.96	372,550.50
110-110-130 - Cash - Bank - Term Deposit			406.85
110-120-100 - Short Term Investments			169,230.97
Total Cash and Investments:	(169,895.05)	72,969.96	542,238.32

Municipal Taxes Receivable

110-200-100 - Municipal - Tax Receivable - Current	(16,516.85)	58,294.03	75,062.55
110-200-110 - Municipal - Tax Receivable - Arrears	(2,277.94)	(13,673.62)	(20,048.75)
Total Municipal Taxes Receivable:	(18,794.79)	44,620.41	55,013.80

Certified correct and in accordance with the records.

CAO

Mayor