

**MINUTES OF THE REGULAR MEETING OF THE RESORT VILLAGE OF FORT SAN COUNCIL  
HELD FRIDAY MAY 28, 2021, AT 9:00 A.M.  
IN THE TOWN OF FORT QU'APPELLE COUNCIL CHAMBERS**

**Present:** Mayor Stephen Helfrick, Councilor Valerie Hamilton, Councilor John Naumetz,  
Councilor Brad Redman  
**Staff:** Victor Goodman, CAO

Note: This meeting was originally scheduled to occur on May 18, 2021 but was postponed by Council in order to ensure all Councillors would be able to attend.

**1. CALL TO ORDER:** A quorum being present, Mayor Helfrick called the meeting to order at 9:01 a.m.

**2. ADOPTION OF AGENDA**

**44-21 AGENDA – REDMAN/ NAUMETZ**

THAT the Agenda be accepted as presented.

CARRIED

**3. DELEGATIONS - NONE**

**4. ADOPTION OF MINUTES**

**45-21 MOTION TO ADOPT THE MINUTES OF THE APRIL 20, 2021, REGULAR MEETING OF THE RESORT VILLAGE OF FORT SAN COUNCIL – REDMAN/HAMILTON**

CARRIED

**5. BUSINESS ARISING FROM MINUTES – None**

**6. FINANCIALS**

6.1. Accounts for Approval

**46-21 THAT THE ACCOUNTS FOR APPROVAL BE APPROVED WITH THE EXCEPTION OF CHEQUE 5404 REXENTRE CONTRIBUTION, WHICH WILL BE DISCUSSED AT A FUTURE MEETING OF THE RESORT VILLAGE OF FORT SAN COUNCIL – HELFRICK/NAUMETZ**

CARRIED

6.2. Financial Statements

**47-21 FINANCIAL STATEMENTS – HAMILTON/NAUMETZ**

THAT the Financial Statements for April 30, 2021, be approved as presented.

CARRIED

6.3. Bank Reconciliations

**48-21 BANK RECONCILIATIONS – REDMAN/HAMILTON**

THAT the Bank Reconciliation for April 30, 2021, be approved as presented.

CARRIED

6.4. Conexus Short Term

**49-21 ACCOUNTS FOR APPROVAL – REDMAN/HAMILTON**

THAT the Conexus Short Term reconciliation for March 31, 2021, be approved as presented.

CARRIED

**7. IN CAMERA**

7.1. Documents of a local authority

**50-21 MOTION TO GO IN CAMERA AT 9:34 A.M. – HAMILTON/NAUMETZ**

CARRIED

**51-21 MOTION TO COME OUT OF CAMERA AT 10:08 A.M. – REDMAN/HAMILTON**

CARRIED

Mayor Helfrick apologized for comments he made in error on March 16 and March 17, 2021.

**8. INTRODUCTION AND PASSING OF BYLAWS AND POLICIES**

8.1. Bylaw 2021-02 Employee Code of Conduct Bylaw – First Reading

**52-21 Bylaw 2021-02 – Bylaw of the Resort Village of Fort San in the Province of Saskatchewan to establish a Code of Conduct for Municipal Employees of the Resort Village of Fort San – Hamilton/Redman**

THAT Council approve first reading of Bylaw 2021-02 to establish an Employee Code of Conduct bylaw.

CARRIED

8.2. Bylaw 2021-02 Employee Code of Conduct Bylaw – Second Reading

**53-21 Bylaw 2021-02 – Bylaw of the Resort Village of Fort San in the Province of Saskatchewan to establish a Code of Conduct for Municipal Employees of the Resort Village of Fort San – Naumetz/Redman**

THAT Council approve first reading of Bylaw 2021-02 to establish an Employee Code of Conduct bylaw.

CARRIED

8.3. Bylaw 2021-02 Employee Code of Conduct Bylaw – No objections to 3<sup>rd</sup> reading

**54-21 Bylaw 2021-02 – Bylaw of the Resort Village of Fort San in the Province of Saskatchewan to establish a Code of Conduct for Municipal Employees of the Resort Village of Fort San – Redman/Helfrick**

THAT Council resolve to have 3 readings at one sitting.

CARRIED

8.4. Bylaw 2021-02 Employee Code of Conduct Bylaw – Third Reading

**55-21 Bylaw 2021-02 – Bylaw of the Resort Village of Fort San in the Province of Saskatchewan to establish a Code of Conduct for Municipal Employees of the Resort Village of Fort San – Naumetz/Helfrick**

THAT Council approve first reading of Bylaw 2021-02 to establish an Employee Code of Conduct bylaw.

CARRIED

**9. OLD BUSINESS – NONE**

**10. NEW BUSINESS**

10.1. Request for Decision – Town Hall Meetings

TABLED

10.2. 2019 Resort Village of Fort San Audit

Council listened to a presentation from Rosemarie Pagaspas, Auditor, Dudley and Company, who was on the telephone.

**56-21 APPROVAL OF 2019 RESORT VILLAGE OF FORT SAN AUDIT – HAMILTON/NAUMETZ**  
THAT Council approve the 2019 Resort Village of Fort San Audit.

CARRIED

10.3. Municipal Revenue Sharing Grant – Declaration of Eligibility

**57-21 MUNICIPAL REVENUE SHARING GRANT – DECLARATION OF ELIGIBILITY – HELFRICK/NAUMETZ**

THAT the Council of the Resort Village of Fort San confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
- The municipality does not run a Municipal Waterworks System;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required;

and

THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

**11. CORRESPONDENCE – None**

CARRIED

**12. REPORTS**

12.1. CAO

- CAO provided verbal report

**58-21 REPORTS – REDMAN/NAUMETZ**

THAT the verbal report from the CAO be accepted as presented.

CARRIED

**13. NEXT MEETING: JUNE 15, 2021, AT 7:00 P.M.**

**14. ADJOURNMENT – 10:56 a.m.**

**59-21 ADJOURN – HAMILTON**

DRAFT