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Resort Village of Candle Lake  
Regular Meeting  
August 10, 2009

A Regular Meeting of Council for the Resort Village of Candle Lake was held August 10, 2009 in the Administration Office at Candle Lake, Saskatchewan.

**ATTENDANCE** The following were in attendance:

Toporowski, Nick	- Mayor
Caithcart, Lloyd	- Councilor
Geddes, David	- Councilor
Perras, Clem	- Councilor
Quinn, John	- Councilor
English, Margo	- Administrator

**CALL TO ORDER** Elections were held on July 25, 2009 and the Administrator opened the meeting at 7:00 p.m. and reviewed the declaration of oath for elected officials.

**OATH OF OFFICE** Each member of Council signed an "Oath of Office" for the position to which they were elected.

Following the oaths of office, the Administrator turned the meeting over to Mayor Toporowski.

**ACCEPT AGENDA** 189-2009  
QUINN

That the agenda for the Regular Meeting of August 10, 2009 be accepted with the following addition:

Business Arising out of Minutes:

- Van Impe Subdivision – Servicing Agreement

**CARRIED**

**ADOPT MINUTES** 190-2009  
CAITHCART

That the minutes of the Regular Meeting of Council, held July 13, 2009 be adopted, as presented.

**CARRIED**

**ORGANIZATIONAL MEETING:**

**REGULAR MEETING DATE** 191-2009  
GEDDES

That the Regular Meeting date continue to be the second Monday of each month, commencing at 7:00 p.m.

**CARRIED**



COUNCIL  
INDEMNITY 192-2009  
PERRAS

That there be no change made to Council Indemnities, as outlined in Policy 200-11 and approved by resolution 016-2009.

CARRIED

TRAVEL  
PER KM 193-2009  
QUINN

That the rate of reimbursement for travel while on Resort Village business remain at \$0.45 per kilometer, as per Policy 200-12, approved by resolution 017-2009.

CARRIED

MEAL  
ALLOWANCE 194-2009  
CAITHCART

That meal allowance rates remain as outlined in Policy 200-13, approved by resolution 018-2009.

CARRIED

COMMITTEE  
APPOINTMENTS 195-2009  
PERRAS

That the following committee appointments, for the period August 10, 2009 to December 31, 2010, be ratified:

Parks and Recreation/Trails.....Geddes, David  
Communities in Bloom.....Caithcart, Lloyd  
Roads/Maintenance/Landfill/Environment.....Caithcart, Lloyd  
and Geddes, David  
Finance & Budget.....Perras, Clem  
and Quinn, John  
Economic Planning & Development.....Caithcart, Lloyd  
and Perras, Clem  
PARCS.....Quinn, John  
Fire/First Responders/EMO/Search & Rescue.....Quinn, John  
SUMA.....Caithcart, Lloyd  
Aschim Homestead.....Caithcart, Lloyd  
and Geddes, David  
Wapiti Regional Library.....Perras, Clem  
Health.....Quinn, John  
P.A. Model Forest.....Caithcart, Lloyd  
Road Committee (Restrictions).....Caithcart, Lloyd  
Geddes, David  
Toporowski, Nick  
Alternate.....Perras, Clem  
Alternate.....Quinn, John  
Watershed Stewards.....Perras, Clem  
and Quinn, John  
All Committees (Ex Officio).....Toporowski, Nick

CARRIED



**DEPUTY  
MAYOR** 196-2009  
QUINN

That Councilor Caithcart be appointed Deputy Mayor for the period August 10, 2009 to December 31, 2009.

**CARRIED**

**SIGNING  
AUTHORITY** 197-2009  
CAITHCART

That signing authority for the Resort Village of Candle Lake, effective August 10, 2009 be as follows:

The Administrator and one of:  
Mayor Toporowski,  
Councilor Perras, or  
Councilor Quinn.

**CARRIED**

**BUSINESS ARISING OUT OF MINUTES:**

**- FIRE HALL  
EXPANSION**

Following the July, 2009 Meeting, the position of "Project Manager", to oversee the expansion to the fire hall, was advertised.

198-2009  
GEDDES

**PROJECT  
MANAGER**

That the position of "Project Manager" to oversee the planned expansion to the fire hall be offered to Lyle Ponath, at a rate of \$25.00 per hour and that details of the arrangement be reviewed and finalized with Mr. Ponath, by the Administrator and Fire Hall Committee representatives.

**CARRIED**

199-2009  
PERRAS

That the planned fire hall expansion be moved from the west to the east end of the existing fire hall.

**DEFEATED**

200-2009  
CAITHCART

That the fire hall expansion be constructed on the west end of the existing fire hall and that the 40' by 40' expansion have only two garage doors and that the garage doors be installed on the north side of the expansion.

**CARRIED**



**BAY LAKE  
ESTATES  
SUBDIVISION  
(JACK PINE  
DEVELOPMENTS)  
RATIFY  
SERVICING  
AGREEMENT**

Amendments to the Servicing Agreement between Jack Pine Developments and the Resort Village of Candle Lake, covering the Bay Lake Estates Subdivision were made and the agreement forwarded to the developer for signature. The agreement has now been signed by the developer.

**201-2009  
QUINN**

That the Servicing Agreement between Jack Pine Developments Ltd. and the Resort Village of Candle Lake, covering the Bay Lake Estates Subdivision, be ratified.

**CARRIED**

**GOTGEEK.ca  
- INTERNET  
SERVICES**

Don Zurakowski of Gotgeek.ca has provided Council with an informal plan for the provision of high speed internet services throughout the Resort Village. A detailed plan and proposal will be forthcoming.

**202-2009  
CAITHCART**

That the proposed provision of high speed internet services throughout the Resort Village by Don Zurakowski of Gotgeek.ca be tabled until such time as additional information and a formal proposal has been received.

**CARRIED**

**RCMP  
DETACHMENT**

In preparation for the submission of a proposal for the construction of an RCMP Detachment at the Resort Village of Candle Lake, a proposed building plan and estimate of costs is required.

**203-2009  
QUINN**

That the Resort Village authorize up to \$5,000. to cover costs for an architectural building plan proposal and cost estimate, as required for submission of a proposal for an RCMP Detachment at the Resort Village.

**CARRIED**

**AN IMPE  
SUBDIVISION  
SERVICING  
AGREEMENT -  
OBLIGATIONS  
COMPLETE**

Resolution 180-2009 was passed at the July 13<sup>th</sup>, 2009 Meeting of Council authorizing the acknowledgement of the completion of servicing agreement obligations, following an inspection. Inspections have now been finalized and the developer has been given a written notice acknowledging that all obligations under the servicing agreement have been fulfilled.



**CORRESPONDENCE:**

**MEILI,  
ERNEST -  
TENNIS  
COURT  
FEASIBILITY**

Ernest Meili, a property owner at the Resort Village of Candle Lake, forwarded a request to Council to discuss the feasibility of building two enclosed tennis courts on one of the publicly owned land sites. Included in the request were suggestions for the financing, construction and maintenance costs associated with such a project. Mr. Meili offered his assistance to advance the idea and bring it to reality.

**204-2009  
CAITHCART**

That the letter of Ernest Meili requesting discussion on the feasibility of constructing enclosed tennis courts and offering assistance in advancing the idea be forwarded to the Parks and Recreation/Facilities Committee for suggestions and recommendations.

**CARRIED**

**NORTH CENTRAL  
ENTERPRISE  
REGION  
(NCER)**

The North Central Enterprise Region (NCER) is a new program to replace the former REDA (Regional Economic Development Authority) Program. The mandate of NCER is "to assist the region to increase business and industry competitiveness, realize its economic potential and compete globally". The strategic direction of NCER includes four objectives – 1) Build Regional Economies, 2) Foster a Culture of Enterprise and Innovation, 3) Build on Competitive Advantages, and 4) Engage Leadership and Effective Governance.

NCER forwarded an information package to the Resort Village and a request to consider membership in this newly created regional economic development agency. Membership fees for all organizations are \$25.00 per year and allow one appointed representative.

**205-2009  
CAITHCART**

That the Resort Village of Candle Lake purchase an annual membership to the North Central Enterprise Region (NCER), at a cost of \$25.00 and that Councilor Clem Perras be appointed as the Resort Village representative for NCER.

**CARRIED**

**LAFAYER,  
CHRIS -  
MAINTENANCE  
CONCERNS**

Chris LaFaver of #16 Alder Place submitted a letter to Council expressing concern with a number of items including maintenance around the Resort Village, a number of projects that have been started and not yet completed, the lack of grass cutting and the hiring of summer students.

**206-2009  
GEDDES**

That the correspondence of Chris Lafavre regarding maintenance items around the Resort Village be noted and that the Administrator prepare a response to his letter.

**CARRIED**



COMMITTEE REPORTS:

**PARKS &  
RECREATION  
, TRAILS**

No report available.

**FIRE DEPT/  
FIRST  
RESPONDERS/  
EMO**

Assistant Fire Chief, Del Epp reported five incidents since the last meeting. The incidents consisted of one fire call and four medical calls, one of which was related to a motor vehicle accident.

Councilor Quinn gave a brief summary of the RCMP Occurrence Stats for the period January 1, 2009 to July 28, 2009. During this period there was a total of 152 reports and/or complaints received for the Resort Village of Candle Lake, 12 of which were unfounded and 140 of which were investigated accordingly. Included in the 140 actual occurrences were 36 break/enter and nine thefts and crimes against property. Traffic offenses and collisions totaled 27 and there were 17 violations under the Liquor Act.

**ROADS &  
MAINTENANCE/  
LANDFILL**

Councilor Cathcart reported the completion of gravel crushing for the year. Direct application of gravel is still in progress throughout the Resort Village. Some aggregate for sand sealing has also been crushed.

**WATERSHED  
STEWARDS**

No report available.

**COMMUNITIES  
IN BLOOM**

Carol Jorgenson provided a written report. Appreciation was extended to the Councilors and volunteers who participated in the 2009 final beach clean-up held on Tuesday, August 4, 2009. Composting has begun at the landfill. TPCS (Tourism, Parks, Culture and Sport) has supplied CiB with blue barrels for recycling, as well as 'recycle' decals. CiB will be initially placing the recycle barrels at Waskateena, Sandy Bay and Minowukaw. The recycling that was previously in place by TPCS at Sandy Bay has been turned over to CiB. The main objective of CiB was to keep bottles and cans out of the landfill, however, they have raised a substantial amount of funds through the sale of the bottles and cans. The Highway Turnout has now received an inspection and approval by the Ministry of Highways and the kiosk is being readied for the move.

**HEALTH**

Councilor Quinn reported that the Annual General Meeting of the Prince Albert Parkland Regional Health Authority will be held on Wednesday, September 9, 2009, commencing at 7:00 p.m. at the Shellbrook Legion Hall. He will be attending.

**PARCS**

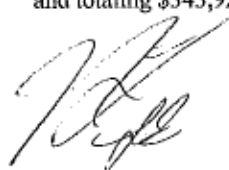
The Provincial Association of Resort Communities of Saskatchewan (PARCS) will hold its Annual Convention on October 15 to 17, 2009 in Saskatoon. A proposed agenda was provided to Council members.

ACCOUNTS PAYABLE & FINANCIAL:

**ACCOUNTS  
PAYABLE**

207-2009  
PERRAS

That accounts payable, cheques number 2951 to 3024, inclusive, and totaling \$343,921.70, be approved for payment.



CARRIED

**FINANCIAL  
REPORT**

**208-2009  
QUINN**

That the financial report on revenues and expenditures vs budget, to July 31, 2009 be accepted, as presented.

**CARRIED**

**STAFFING**

**209-2009  
GEBDES**

That the following staff changes be noted:

Graff, Ronald – Casual Laborer effective June 16, 2009  
Elliott, Tina – Resignation as contract caretaker for the Fire Hall and Health Centre - effective July 31, 2009  
Matkowski, Patty – Contract caretaker for Fire Hall and Health Centre,  
- effective August 1, 2009.

**CARRIED**

**NEW BUSINESS:**

**-HOEFLICHER-  
CONSOLIDATE  
LOTS**

Norman and Brenda Hoeflicher request approval to consolidate Lots 02 and 03, Block 04, Plan 76PA06038, civic addresses #4 and #6 Willow Street, to accommodate their building plans.

**210-2009  
CAITHCART**

That the Resort Village approve the application of Norman and Brenda Hoeflicher to consolidate Lots 02 and 03, Block 04, Plan 76PA06038 and that any future subdivision will be subject to the regular costs of subdivision, including infrastructure fees.

**CARRIED**

**NORTH  
COUNTRY  
WELDING-  
DISCRETIONARY  
BLDG.-  
INDUSTRIAL**

Lorne Schmidt has submitted an application on behalf of North Country Welding for the construction of a welding shop and indoor storage facility, with an attached second storey staff living quarters, on industrial property located at #62 Industrial Drive. A rough plan of the building was included with the application.

**211-2009  
PERRAS**

That the Resort Village approve the construction of attached second storey staff living quarters to a welding shop and indoor storage facility on industrial property located at #62 Industrial Drive and legally described as Lot 08, Block 112, Plan 101887858, as a discretionary use, as applied for by Lorne Schmidt, on behalf of North Country Welding Ltd.

**CARRIED**



**GRUENDING,  
ROGER -  
SUBDIVIDE LOT**

Roger Gruending has submitted a request to subdivide his acreage residential lot located at #4 Whitewood Drive. Subdivision of the lot will require rezoning to R1-Residential Low Density.

**212-2009  
CAITHCART**

That Roger Gruending be advised, in response to his request to subdivide an 'RA-Residential Acreage' lot located at #4 Whitewood Drive and legally described as Lot 12, Block 3, Plan 78PA19997, that to subdivide the lot will require rezoning to 'R1-Residential Low Density', therefore costs for public hearing and infrastructure fees will apply and, if he wishes to go ahead with the proposed subdivision, bylaws will be prepared for the next meeting of Council.

**CARRIED**

**LIAISON -  
FIRE/FIRST  
RESPONDERS &  
PARKLAND  
AMBULANCE**

Louise Tarasiuk will now be working as liaison between the Candle Lake Volunteer Fire Department/First Responders and Parkland Ambulance. In the past, Dorothy Hovdebo worked in this capacity on an informal basis.

**213-2009  
GEDDES**

That the Resort Village appoint Louise Tarasiuk as Liaison between the Candle Lake Volunteer Fire Department/First Responders and Parkland Ambulance, effective August 1, 2009.

**CARRIED**

**LANDFILL-  
BUILDING**

The 2009 budget includes funds for a building at the landfill to house recyclables collected by Communities in Bloom. In addition to this purpose the proposed building will also be used for equipment storage at the landfill.

**214-2009  
QUINN**

That the Resort Village obtain quotes for the construction of a 30 foot by 30 foot metal building, with 12 foot walls, cement footings, a 10 foot by 18 foot wide garage door, a 7 foot by 10 foot wide garage door, one single door entry, two approximate 4 foot by 4 foot windows, with final details to be determined in consultation with Administration, Communities in Bloom and Landfill Committee representatives.

**CARRIED**

**CLEAR SAND  
DRIVE -  
DRAINAGE**

A drainage project for Clearsand Drive was planned to begin following the May, 2009 long weekend. At that time, some residents of the area were concerned with the plans for the project and discussions have been held with area residents. A letter signed by fourteen Clearsand Drive property owners has now been received requesting a stop to further work on the project and an engineered plan proposal. As well, a letter was received by one property owner with suggestions for alternate plans.

Following discussion of the project, Council members requested an additional meeting with property owners. A meeting will be arranged for Saturday, August 22<sup>nd</sup>, 2009 at the Administration Office, commencing at 10:00 a.m. All Clearsand Drive property owners will be notified.



**CANDLE LAKE  
GOLF RESORT  
- ANNUAL  
JULY 1  
PROPOSAL**

The Candle Lake Golf Resort previously approached the Resort Village for authorization to hold a 'Country Cabaret' requiring the issuance of a Special Occasion Liquor Permit to Candle Lake Sno Drifters and/or the Candle Lake Curling Club. The cabaret was to have been held on August 8, 2009, however it did not take place. The Golf Resort is now proposing an annual 'family' event to be held on July 1<sup>st</sup> of each year in conjunction with other Canada Day celebrations held in the Resort Village and similar to the previous 'Country Cabaret' proposal. The proposal is made to include the Candle Lake Sno Drifters and Curling Club.

Following discussion, Council requested additional information as to the exact nature of the planned event, including information regarding the sale of liquor. Additional information will be requested and as well, the Parks and Recreation Committee will be advised of the proposal and asked for their input. The request will be brought back to the next meeting of Council.

**SK VELOCITY  
INTERNET  
SERVICES**

G.L. Communications provide high speed internet services under the name SK Velocity and are looking into the possibility of erecting a tower or towers within the Resort Village for the distribution of high speed internet services. Council would be interested in meeting with them to determine exact location requirements for tower placements. A meeting will be arranged with representatives of G.L. Communications to further discuss this request.

**744589 ALBERTA  
SERVICING  
AGREEMENT**

Phil and Lois Hanna have submitted a request for an extension to the completion date for additional square footage on cabins that were existing at the time of the rezoning and subdivision from commercial property to residential along Lakeview Drive, or the removal of this requirement from the Servicing Agreement. Work has been completed on two of the three cabins, and the request for an extension is for the cabin located on #89 Lakeview Drive. A condition of the rezoning and subdivision was that the existing cabins must be brought up to the minimum square footage requirement. A request for an extension to the due date for payment of the 2<sup>nd</sup> installment of infrastructure fees was also received.

**215-2009  
QUINN**

That the Resort Village grant a one year extension to the date for completion of additional square footage on the cabin located at #89 Lakeview Drive, as required in the servicing agreement between the Resort Village of Candle Lake and 744589 Alberta Ltd., bringing the date for completion to December 31, 2010 and that the interest of the Resort Village be registered against this property.

**CARRIED**

**216-2009  
CAITHCART**

That the Resort Village deny the request of Phil and Lois Hanna for an extension to the due date for payment of the final installment of infrastructure fees, as outlined in the servicing agreement between the Resort Village of Candle Lake and 744589 Alberta Ltd.

**CARRIED**



**DRAINAGE  
EASEMENT -  
ALDER PLACE**

Cathy Anderson and Ken Lowe, property owners of #8 Alder Place and #10 Alder Place have authorized the registration of a drainage easement between their two properties, thereby enabling the Resort Village to trench and ensure proper drainage in the area.

**217-2009  
QUINN**

That the Resort Village register a drainage easement on the property line between #8 Alder Place and #10 Alder Place, legally described as Lots 04 and 05, Block 08, Plan 79PA19316 and owned by Cathy Anderson and Kenneth and Sylvia Lowe.

**CARRIED**

**BYLAWS & POLICIES:**

**BYLAW  
21-2007  
BPS -  
BAY LAKE  
ESTATES**

Bylaw 21-2007 is a Bylaw to amend the Basic Planning Statement with respect to the "Bay Lake Estates" sub-division proposal as submitted by Jack Pine Developments Ltd.. The Servicing Agreement for this proposal has now been finalized and ratified.

**BYLAW  
21-2007 -  
BPS  
BAY LAKE  
ESTATES  
3<sup>rd</sup> & FINAL  
READING**

**218-2009  
QUINN**

That Bylaw 21-2007, a Bylaw to provide for an amendment to the Basic Planning Statement by re-designating from "restricted development" to partly "low density residential" and partly "commercial" the land as shown in bold on Schedule 1 and inserting the said plan as "Inset O" to Schedule A of Bylaw 01/2002, known as the Future Land Use Concept Map, as well as deleting paragraph 2 of Section 7.4 Commercial Policies and replacing it with "New Commercial Land will be encouraged to be located in the village centre identified in the Future Land Use Concept Map with the exception of commercial extensions of the Golf Course expansion", with the amended Future Land Use Concept map including "Inset O", be given third reading and passed.

**CARRIED**

**BYLAW  
22-2007 -  
ZONING  
BAY LAKE  
ESTATES  
PROPOSED  
SUBDIVISION**

Bylaw 22-2007 provides for an amendment to the Zoning Bylaw 02/2002 to re-designate all the land located within the SW ¼ Sec 4, Township 55, Range 22, West of the 2<sup>nd</sup> Meridian, as shown outlined in bold on the attached plan labeled Schedule "A" from "CON Conservation District" to partly "R1 Residential District" and partly "C1 Commercial District" and thereafter by inserting the said plan as new "Inset O" of the said Zoning District Map. The Servicing Agreement for the Bay Lake Estates Subdivision, as submitted by Jack Pine Developments Ltd. has now been finalized and ratified.

**BYLAW  
2-2007  
ZONING -  
BAY LAKE  
ESTATES  
3<sup>rd</sup> & FINAL  
READING**

**219-2009  
PERRAS**

That Bylaw 22-2007, a Bylaw to provide for an amendment to the Zoning Bylaw 02/2002 by re-designating all the land located within the SW ¼ Section 4, Township 55, Range 22, West of the 2<sup>nd</sup> Meridian as shown outlined in bold on the attached plan labeled "Schedule A" from "Con Conservation District" to partly "R1 Residential District" and partly "C1 Commercial District" and thereafter by inserting the said plan as new "Inset O" of the said Zoning District Map, be given third reading and passed.

**CARRIED**



**NEXT  
MEETING**

The next meeting of Council will be held Monday, September 14, 2009  
commencing at 7:00 p.m.

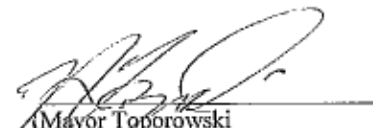
**ADJOURN**

220-2009  
GEDDES

That the meeting adjourn.

**CARRIED**

The meeting adjourned at 8:55 p.m.

  
\_\_\_\_\_  
Mayor Toporowski

  
\_\_\_\_\_  
Administrator, Margo English