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Resort Village of Candle Lake  
Regular Meeting  
July 12, 2010**

A Regular Meeting of Council for the Resort Village of Candle Lake was held July 12, 2010 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** A quorum being present, Mayor Toporowski called the meeting to order at 7:00 p.m.

**ACCEPT  
AGENDA** **214-2010**  
PERRAS

That the Agenda for the July 12, 2010 meeting be accepted, as presented.

**CARRIED**

**ADOPT  
MINUTES** **215-2010**  
CAITHCART

That the minutes of the Regular Meeting of Council, held June 7, 2010 and the Special Meeting held June 28, 2010 be adopted.

**CARRIED**

**CORRESPONDENCE:**

**MINISTRY  
ENVIRONMENT-  
HHWD** Nancy Heppner, Minister of Environment, responded to our correspondence of May 13, 2010 regarding the discontinued Household Hazardous Waste Day Program. The Program was sponsored by the Go Green Fund and was a pilot project to evaluate the need for a system of household hazardous waste collection and how a system could be effectively operated. The Ministry of Environment is currently working on the development of a 'Multi-Material Recycling Program' (MMRP) for paper and packaging waste and, at this time, the Ministry intends to consider the need for household hazardous waste collection as part of a larger solid waste management plan in the future.

**STEWART-  
QUADS IN  
RESORT  
VILLAGE** Dave Stewart, a property owner in Candle Lake, forwarded a letter expressing concern with respect to quads within the Resort Village. The concerns included damage by quads to walking trails and the environment, riders under the age of sixteen, as well as the driving of quads on streets and roads, in amongst vehicles/trailers and pedestrians. Mr. Stewart acknowledged that, when quads are used in a responsible manner, they are a great tool on the family farm and in some commercial/construction settings. The letter requested action to curb the use, or simply ban the use of quads within the boundaries of the Resort Village.

Council is in the process of reviewing the ATV Bylaw for the Resort Village. Many of the concerns addressed by Mr. Stewart are covered by Provincial legislation

**SK. POWER -  
VOLUNTEER  
FIRE DEPT.**

Mark Tendeck, District Operator for Sask. Power forwarded a letter commending the Candle Lake Volunteer Fire Department and First Responders, and in particular, Fire Chief Wes Harker, Deputy Fire Chief Grant Carrier and First Responder Stephanie vonHagen, for their quick response and diligent work when a power line was downed by a fallen tree during a wind and rain storm on July 2, 2010.

The Resort Village will forward this message to the Fire Department, along with appreciation for a job well done.

**216-2010**  
GEDDES

That the correspondence be noted and filed.

**CARRIED**

**COMMITTEE REPORTS:**

**PARKS &  
RECREATION  
/TRAILS**

Ed Horn, on behalf of Parks and Recreation, provided Council with a report including a proposed Slo-Pitch Tournament for the August, 2010 long weekend. The Parks and Recreation Committee requested formal approval of the cancellation of rental fees by the Candle Lake Community Church and Advantage Credit Union, covering rental of the hall to accommodate the pancake breakfast that was held on 'Welcome to Candle Lake Day', held May 21, 2010. Adverse weather conditions required the breakfast be moved indoors. The Committee suggested that, when the Resort Village is placing protective posts around the new fence of Ball Diamond #1, a row of posts also be installed to protect the green space of Diamond #2. Larry Watts will supply topsoil to fill in ruts on Diamond #1 that were made during installation of the new fence, however, Resort Village crews and equipment will be required to haul the top soil. A survey sheet was included in the July, 2010 Parks and Recreation Newsletter to assist in assessing needs and improvements to the recreation facilities. Following a mishap during the July 1<sup>st</sup> fireworks display, the Committee is researching the possibility of purchasing an electronic system for the setting of fireworks that would allow for a safe distance between the operator and the actual fireworks. The partnering with Gary Fjellgaard for a concert that was held June 24, 2010 was a successful venture and generated funds towards the playground. The Committee feels that more efforts should be made to sponsor this type of event.

Council members were in agreement with the use of Resort Village personnel and equipment to haul top soil for Diamond #1. Council also determined that, at this time, posts would be purchased for protecting the fence of Diamond #1 only.

**217-2010**  
CAITHCART

That the \$200.00 rental fee charged to Candle Lake Community Church and Advantage Credit Union for use of the Candle Lake Recreation Hall on the morning of May 21, 2010, to accommodate the Welcome to Candle Lake Day breakfast when adverse weather required the breakfast be moved indoors, be cancelled and absorbed by the Resort Village.

**CARRIED**

**FIRE DEPT/  
RESPONDERS/  
EM0**

Councilor Quinn reported the premature ignition of one of the fireworks caused injuries to three of the volunteers during the July 1, 2010 fireworks display. Fortunately, all are recovering from their injuries. The weekend following July 1<sup>st</sup> was relatively quiet.

**ROADS &  
MAINTENANCE/  
LANDFILL**

Councilor Caithcart reported that a substantial amount of the summer gravelling has been completed. A new landfill pit will be required prior to freeze-up. The landfill is being well maintained. Freon has been removed from appliances.

**WATERSHED  
STEWARDS**

Councilor Perras reported no meetings of the Watershed Stewards since the last report. Water levels are close to the maximum. One more quality testing was to be completed in August, 2010. The water quality testing may be delayed due to the involvement of Watershed staff with the flooding situations in the south of the province.

**COMMUNITIES  
IN BLOOM**

Carol Jorgenson reported on behalf of CiB outlining some of the activities since the last report. Several volunteers participated in beach clean-up on June 22, 2010. Appreciation was extended to all volunteers. The official opening of the roadside turnout was held June 23, 2010. Mayor Toporowski and Councilor Caithcart raised the flags while several members of the community were in attendance to help celebrate the completion of the kiosk. The only thing that remains to be completed is the power to the kiosk. Saskatchewan Express performed at Sandy Bay Campground on Saturday, July 10, 2010 and CiB again hosed the hamburger BBQ. The event was very enjoyable and financially successful for CiB. A thank you was extended to Vince Steen for providing assistance with the installation of the 'Bloomin' Baskets'. Thank you was extended to the following businesses and individuals for sponsoring the baskets: Candle Lake All Season Service, Frangipanis, Fisher Creek Store, Wilmac Septic, Mary MacFarlane-Sefton (in memory of Bill Sefton), Outback Renewal, Whole Earth Builders, Pineview Lumber, Candle Lake Golf Resort, Rick's Lounge and Nica's Clothing and Accessories.

Gail Haight, representing the Recycling Committee of Communities in Bloom, provided a detailed report on recycling. The report included ten items they would like to see included in a recycling program. June of 2011 has been set as a target date by the provincial government for implementation of the Multi-Material Recycling Program (MMRP). Details of the program have not yet been provided to municipalities. Council members will work with the Committee to review the proposal and suggested items for inclusion in a recycling program.

**HEALTH**

Councilor Quinn reported the number of people utilizing the services of the Health Centre continues to increase.

**PARCS**

The Resort Village has supplied the Provincial Association of Resort Communities of Saskatchewan with suggestions for lobbying for an increase to resort communities in the per capita funding under the Municipal Operating Grant formula to provide recognition for seasonal residents.

**P.A. MODEL  
FOREST**

Mayor Toporowski advised no meetings will be held during the summer months.

**ACCOUNTS PAYABLE & FINANCIAL & STAFFING:**

**ACCOUNTS  
PAYABLE**

**218-2010  
CAITHCART**

That the accounts payable listing, cheques number 3687 to 3767, inclusive, totaling \$626,504.80, be approved.

**CARRIED**

**FINANCIAL**

**219-2010  
GEDDES**

That the report on revenue and expenditures to June 30, 2010, be accepted as presented.

**CARRIED**

**STAFFING**

**220-2010  
QUINN**

That the following staff change be ratified:

Karen Born – Part-time Administrative Assistance, commencing June 14, 2010.

**CARRIED**

**NEW BUSINESS:**

**CANDLE LAKE  
COMMUNITY  
CHURCH -  
PARKING**

The Candle Lake Community Church is requesting an area be cleared to provide for additional parking for use by the Church. The expansions of both the Church and the Fire Hall have reduced the parking area somewhat.

The general consensus of Council was that an area to the north and west of the Church would be acceptable as an additional area for parking. There is an underground water line from the well located in the Fire Hall to the flower bed along Highway 265 that might be jeopardized if the area west of the Fire Hall was cleared

**JACK PINE  
DEVELOPMENTS  
BAY LAKE  
ESTATES -  
REVISION  
OF PLAN**

The surveyor for Bay Lake Estates, by developer Jack Pine Developments, has submitted a revision to the original proposal for this development to accommodate Ministry of Highways building restrictions on an area of the development. The revised plan reduces Phase I of the subdivision from 30 parcels to 25 parcels. The revised plan has received the approval of Community Planning.

**221-2010  
CAITHCART**

That the Resort Village approve Jack Pine Development's revised plan of subdivision, under date of June 9, 2010, covering Phase I of Bay Lake Estates and that corresponding amendments be made to the Servicing Agreement to indicate the revised plan and reduce the number of parcels in Phase I.

**CARRIED**

**ZAPARANIUK-  
BOAT DOCK**

Ed Zaparaniuk made application to the Ministry of Environment to install a boat dock in the area of #14 – 1<sup>st</sup> Crescent North. Being that the land adjacent to the shore is Municipal Reserve, the Ministry has advised Mr. Zaparaniuk that approval must be granted by the Resort Village. The Resort Village is working with government departments to determine policies and procedures for dealing with boat docks and/or lifts.

**222-2010**  
CAITHCART

That the application by Edward Zaparaniuk for approval to install a boat dock in the area of #14 – 1<sup>st</sup> Crescent North and adjacent to Municipal Reserve land be tabled until such time as additional information has been received from government departments and policies have been established.

**CARRIED**

**ZURLOFF -  
CONSOLIDATE  
LOTS**

Larry and Jenny Zurloff request approval to consolidate their two residential lots located on Shelley Street. The consolidation of lots is required to accommodate building plans.

**223-2010**  
CAITHCART

That the Resort Village approve the application of Larry and Jenny Zurloff to consolidate Lots 07 and 08, Block 105, Plan 81PA20331 and that any future subdivision will be subject to the regular costs of subdivision, including infrastructure fees.

**CARRIED**

**DEMKIW-  
CONSOLIDATE  
LOTS**

David and Jeanine Demkiw request approval to consolidate their two residential lots located in Hanson Place. The consolidation of lots will legally combine one residential property and a half lot that was subdivided a number of years ago.

**224-2010**  
PERRAS

That the Resort Village of Candle Lake approve the application of David and Jeanine Demkiw to consolidate Lots 09 and 10, Block 102, Plan 78PA09802, and that any future subdivision will be subject to the regular costs of subdivision, including infrastructure fees.

**CARRIED**

**WINGERT-  
CONSOLIDATE  
LOTS**

Glen and Debra Wingert request approval to consolidate their two residential lots located in Buchanan Place. The consolidation of lots will legally combine one residential property and a half lot that was subdivided a number of years ago.

**225-2010**  
QUINN

That the Resort Village of Candle Lake approve the application of Glen and Debra Wingert to consolidate Lot 04, Block 104, Plan 78PA09802 and Lot 14, Block 103, Plan 101550440, and that any future subdivision will be subject to the regular costs of subdivision, including infrastructure fees.

**CARRIED**

**MEIER -  
LAMBERT-  
SET BACK**

A permit was issued to the Wayne and Diane Meier based on their site plan and the indicated property line. Since that time, the owner of a neighboring property questioned the property line as indicated and the Meier's did relocate the building to allow for a two foot setback, as indicated in an original version of Zoning Bylaw 2/2002. This setback has subsequently been increased to 2.5 feet. As it was not the intention of the Meier's to deliberately build an accessory building that does not comply with our bylaws, they are requesting Council to approve the non-compliance as a 'minor variance'. The variance does not conform to the percentage allowance for a minor variance.

**226-2010**

CAITHCART

That, providing the property owners sharing a common property line on properties legally described as Lot 11, Block 01, Plan 92PA09751 and Lot 01, Block 01, Plan 68PA09429, being Wayne and Diane Meier and Gerald and Julie Flegel, are prepared to sign an agreement for registration on the properties, and the agreement has approval of both legal counsel and Municipal Affairs, the Resort Village will acknowledge the non-compliance of the accessory building on the Meier property, however no action will be brought forward to force compliance of the accessory building.

**CARRIED**

**BEUKER-  
CONSOLIDATE  
LOTS**

Keith and Jan Beuker request approval to consolidate their two residential properties located on Simon Lehne. The consolidation of lots will legally combine one residential property and a half lot that was subdivided a number of years ago.

**227-2010**

PERRAS

That the Resort Village of Candle Lake approve the application of Keith and Jan Beuker to consolidate Lots 2 and 3, Block 1, Plan 62PA10733, and that any future subdivision will be subject to the regular costs of subdivision, including infrastructure fees.

**CARRIED**

**HAYDUKEWICH  
PROPOSED  
SUBDIVISION**

A formal plan of proposed subdivision, under date of May 27, 2010 has been made to the Ministry of Municipal Affairs, Community Planning Branch by Betty Haydukewich. The plan has been forwarded to the Resort Village of Candle Lake. The proposal provides for the subdivision of Parcel E, Plan 70PA03321 into twenty- one residential acreage lots.

**228-2010**

CAITHCART

That the necessary applications be forwarded to Betty Haydukewich to provide for a proposed subdivision of Parcel E, Plan 70PA03321 and that following receipt of the application, bylaws be prepared for the re-designation and rezoning of this parcel.

**CARRIED**

**SHARE-THE-FUN –  
SLO-PITCH  
AUG./10  
LONG  
WEEKEND**

Share-The-Fun, a non-profit organization is requesting authorization from the Resort Village to provide a relaxation of the Noise Bylaw and to approve the issuance of a special events liquor permit to cover a proposed slo-pitch tournament on the August, 2010 long week-end. An agreement for rental of the hall and recreation facilities is in place.

**229-2010**  
QUINN

That the Resort Village approve the request of Share-The-Fun Organization, Inc. for a relaxation of the noise bylaw for the periods 11:00 p.m. to 2:00 a.m. the following morning of each of days Friday, July 30, Saturday, July 31 and Sunday, August 1, 2010 to accommodate a Slo-Pitch Tournament, together with beer gardens and nightly entertainment, and that the Resort Village has no objection to the issuance of a special events liquor permit to operate a tented beer garden to be attached to the Recreation Hall. The approval is given with the provision that evidence of insurance is provided, adequate toilet facilities and security services are in place for the duration of the event.

**CARRIED**

**LEMOAL -  
REZONE**

Yves LeMoal, owner of property located at #11 Highway 265 has requested approval for rezoning of his property from commercial to residential. The parcel is adjacent to both commercial and residential properties.

**230-2010**  
CAITHCART

That the necessary application and agreement be forwarded to Yves LeMoal to provide for the rezoning of Parcel C, Plan 90PA17616 from commercial to residential, and that bylaws be prepared for the re-designation and rezoning of this parcel.

**CARRIED**

**#14 NIPAWIN  
DRIVE**

Property owners in the neighborhood of #14 Nipawin Drive have approached the Resort Village to provide an update on a situation that developed a number of years ago regarding a renovation project that was started by previous owners of #14 Nipawin Drive and was not permitted to be completed.

**231-2010**  
CAITHCART

That the owners of property located at #14 Nipawin Drive be contacted and invited to meet with Council for discussion of a previous renovation project on the property that was not permitted to be completed.

**CARRIED**

**SCHERBANUIK-  
BOAT DOCK/  
LIFT**

Deborah Scherbanuik, together with Robert Chambers, have requested permission to install a boat dock and lift in the area 2<sup>nd</sup> Crescent South, where the shore line is bordered by Municipal Reserve. This is similar to an earlier request and requires clarification between the Resort Village and appropriate government departments.

**232-2010  
PERRAS**

That the application by Deborah Scherbanuik for approval to install a boat dock and lift near 2<sup>nd</sup> Crescent South and adjacent to Municipal Reserve land be tabled until such time as additional information has been received from government departments and policies have been established.

**CARRIED**

**TISDALE-  
CONSOLIDATE  
LOTS**

Troy and Kerri Tisdale request approval to consolidate their two residential properties located on Elm Place. The consolidation of lots will accommodate the buildings that were constructed a number of years ago and do not conform to the present bylaws.

**233-2010  
GEDDES**

That the Resort Village of Candle Lake approve the application of Troy and Kerri Tisdale to consolidate Lots 52 and 53, Block 03, Plan 69PA12758, and that any future subdivision will be subject to the regular costs of subdivision, including infrastructure fees.

**CARRIED**

**BYLAWS & POLICIES:**

**LANDFILL  
GATE FEES**

Discussion regarding land fill fees resulted in the following revision to the large trailers and single axle trucks for both burnable brush and material, and non-burnable materials, as specified in Policy 400-20.

**POLICY 400-20**

**234-2010  
QUINN**

That Policy 400-20, Landfill Gate Fees be amended as follows:

	BURNABLE	NON-BURNABLE
Small Loads	No Charge	Minimum \$ 2.00
Pickup or Small Trailer	No Charge	\$ 5.00
Large Trailers	\$ 10.00	\$ 25.00
Single Axle Truck (1 Ton or Over)	\$ 10.00	\$ 25.00
Tandem Axle Truck	\$ 30.00	\$ 80.00
End dump truck	\$ 50.00	\$ 120.00
Vehicles .....	\$50.00	
Appliances.....	\$ 5.00	
Fridges/Freezers -with tag verifying removal of Freon.....	\$ 5.00	
-without tag.....	\$30.00	

\*\*\*\*\*Cabin/Building Demolition – as per loads and fee schedule  
\*\*\*\*\*Compost (grass, leaves, garden material & excluding trees and branches) –  
No Charge

**CARRIED**

**OFFICE  
SERVICES**

A review of Policy 200-30 resulted in a revision of rates for the provision of various office services.

**POLICY 200-30**

**235-2010**  
PERRAS

That Policy 200-30 be amended to authorize the following fee schedules and procedures for the provision of various office services:

1. Assessment Information/Field Sheets
  - \$15.00 per property
  - Provided to property owner, upon written request, free of charge
2. Fax Services
  - \$0.25 per sheet sending and receiving
3. Photocopying
  - \$0.25 per black and white copy
  - \$0.50 per color copy
4. Tax Certificates
  - \$30.00 per property
5. Property Owner Address Listing
  - \$15.00 per listing
6. Subdivision Map Booklet (Photocopy)
  - \$15.00 per booklet

**CARRIED**

**BYLAW  
28- 2010  
- RV PARK  
OPERATION**

Bylaw 28-2010 is a Bylaw to regulate the operation of Recreation Vehicle Parks within the Resort Village of Candle Lake.

**1<sup>st</sup> READING**

**236-2010**  
GEDDES

That Bylaw 28-2010, a Bylaw to regulate the operation of Recreation Vehicle Parks within the Resort Village of Candle Lake, be introduced and given first reading.

Councilor Caithcart requested a recorded vote.

IN FAVOR – Geddes, Perras, Quinn, Toporowski  
OPPOSED - Caithcart

**CARRIED**

**RESCIND  
236-2010**

**237-2010**  
GEDDES

That Resolution 236-2010 be rescinded.

**CARRIED**

**BYLAW  
28-2010 -  
RV PARK  
OPERATION  
AMENDED-  
1<sup>st</sup> READING**

**238-2010  
GEDDES**

That Bylaw 28-2010, a Bylaw to regulate the operation of Recreation Vehicle Parks within the Resort Village of Candle Lake be amended to remove the portion of Section 25 referencing Schedule 'A' as well as to remove Schedule 'A' and that the Bylaw, as amended, be given first reading.

**CARRIED**

**BYLAW  
28-2010 -  
2<sup>nd</sup> READING**

**239-2010  
CAITHCART**

That Bylaw 28-2010, a Bylaw to regulate the operation of Recreation Vehicle Parks within the Resort Village of Candle Lake, as amended, be given second reading.

**CARRIED**

**BYLAW  
28-2010 -  
PROCEED  
WITH 3<sup>rd</sup>  
READING**

**240-2010  
PERRAS**

That Council proceed with third reading of Bylaw 28-2010, a Bylaw to regulate the operation of Recreation Vehicle Parks within the Resort Village of Candle Lake.

**CARRIED UNANIMOUSLY**

**BYLAW  
28-2010 -  
3<sup>rd</sup>  
READING**

**241-2010  
QUINN**

That Bylaw 28-2010, a Bylaw to regulate the operation of Recreation Vehicle Parks within the Resort Village of Candle Lake be given third reading and passed.

**CARRIED**

**REFUND -  
PORTION  
FEE – BYLAW  
25-2010**

**242-2010  
QUINN**

That RV Park Owners be provided a refund of \$17.50 per site for fees paid under Bylaw 25-2010, The Emergency and Protective Services Program Bylaw and that such refund be paid for the 2010 year only.

**CARRIED**

**Resort Village of Candle Lake  
Regular Meeting  
July 12, 2010**

**NEXT  
MEETING**

The next regular meeting of Council will be held Monday, August 9, 2010, commencing at 7:00 p.m.

**ADJOURN**

**243-2010  
PERRAS**

That the meeting adjourn.

**CARRIED**

The meeting adjourned at 9:35 p.m.

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Mayor Toporowski

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Administrator, Margo English