

A Regular Meeting of Council for the Resort Village of Candle Lake was held December 13, 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 1:00 p.m.

**ACCEPT  
AGENDA** **321-2010**  
QUINN

That the Agenda for the December 13, 2010 meeting be accepted, with the addition of the following items under new business:

15. Planning for Growth Initiative
16. Candle Lake Parks & Rec – Canada Day Celebration 2011

**CARRIED**

**ADOPT  
MINUTES** **322-2010**  
GEDDES

That the minutes of the Regular Meeting of Council, held November 8, 2010, be adopted.

**CARRIED**

**BUSINESS ARISING FROM MINUTES:**

**PROPOSED  
BIKE SKILLS  
PARK**

The Parks and Recreation Committee are considering the granting of a portion of Sask. Lotteries Community Grants Program funding to the Candle Lake Youth Group for construction of a 'Bike Skills Park' on Resort Village property, to the east of the old ball diamond. Specifics of the proposed park were not available at the November, 2010 meeting. The Committee has now provided Council with a general design and site plan for the proposed park, information on materials and costs, as well as pictures of a bike park in Fernie, B.C. that is similar to the park being proposed for the Candle Lake Recreation area. The Resort Village is waiting for information from the insurance provider regarding regulations and standards for this type of structure.

**323-2010**  
PERRAS

That a decision on the proposed bike skills park be tabled until the January, 2011 meeting.

**CARRIED**

**CORRESPONDENCE:**

**C.L.CHAMBER  
OF COMMERCE-  
L.KOLISNEK**

The Candle Lake Chamber of Commerce requests the Resort Village to dedicate some form of remembrance of Lorne Kolisnek. Mr. Kolisnek operated Wilmac Septic and was a member of the Chamber. The Chamber will be advised of Council's agreement that some form of recognition in memory of Mr. Kolisnek is appropriate and suggestions from the Chamber will be welcomed.

**324-2010  
QUINN**

That the Resort Village establish a policy outlining the process, criteria and methods for recognition of persons who have contributed to the Resort Village and that the Chamber of Commerce be advised that, as per their request and in memory of Lorne Kolisnek, his name will be placed on the list of persons to be so recognized.

**CARRIED**

**EPS  
MANAGEMENT**

EPS Management provided a written report outlining bylaw enforcement for the period November, 2010.

**325-2010  
QUINN**

That the Report on Bylaw Enforcement for the period November, 2010, as presented by EPS Management Services Inc., be noted and filed.

**CARRIED**

**COMMITTEE REPORTS:**

**PARKS &  
RECREATION  
/TRAILS**

Ed Horn reported on behalf of Parks and Recreation. There are still three vacant positions to be filled on the Parks and Recreation Committee Board. The Christmas Supper held Saturday, November 27, 2010 was a huge success, thanks to good cooks, good organization and good community involvement. Approximately \$950.00 was received for expansion and improvements to the youth playing area.

The Parks and Recreation Committee has disbursed community grant funds, as per a list supplied, with the exception of \$4,262.00 which is tentatively allocated to the Candle Lake Youth Group for the proposed Bike Skills Park.

**FIRE DEPT/  
FIRST  
RESPONDERS/  
EM0**

Councilor Quinn reported a relatively quiet past month for fire and first responder volunteers. The new radio system has been received and is being tested. The number of available volunteers declines during the winter months and new volunteers are always welcome.

**ROADS &  
MAINTENANCE/  
LANDFILL**

Councilor Caithcart advised the seasonal staff are off for the winter. The staff are focusing mainly on snow removal, garbage collection and landfill work. The recently purchased 953 Cat crawler loader is now in operation at the landfill.

**WATERSHED  
STEWARDS**

Councilors Quinn and Perras attended the meeting of the Watershed Stewards held at 1:00 p.m. on Friday, November 19, 2010 at the Fire Hall. Representatives from Saskatchewan Watershed were also in attendance. Mayor Toporowski attended the Watershed Stewards Meeting on December 6, 2010 where discussion was held on the possibility of hosting a public 'Lake Day' in early May, 2011. The proposed day would see presentations on the importance of keeping the watershed clean, as well as provide information on lake water levels.

**P.A. MODEL  
FOREST**

Mayor Toporowski advised that Prince Albert Model Forest will provide additional funding to the Candle Lake Watershed Stewards for continued water quality testing. Aschim Homestead has a carry over of funds and will not be requesting additional funding for 2011.

**COMMUNITIES  
IN BLOOM**

Carol Jorgenson reported on behalf of CiB. Volunteers held work bees to prepare and refurbish Christmas decorations. The decorations have been distributed throughout the Resort Village and it is anticipated they will be installed within the next couple of days. The recycling of cans and bottles brought in \$2,538.00 for 2010. As well several half ton truck loads of paint cans were taken to Sarcan for recycling. The composting program is also up and running. These three programs have redirected large volumes from the landfill pit. The Committee would like to meet with Council to discuss and set goals for expanding the recycling program.

**HEALTH**

Councilor Quinn reported that, effective 2011, Health Committee Meetings will be held on the third Monday of each month. Connie Lee from the Prince Albert Parkland Health District attended the last meeting of the Health Committee. Ms. Lee is proposing the designation of the Candle Lake Health Centre as a 'Primary Health Care Unit'. This is the same designation that has been given to the Kinistino Health Centre from which the Candle Lake Health Centre receives a Nurse Practitioner for one day per week. If Candle Lake receives this designation, it will mean increased Nurse Practitioner time for our Health Centre, as well as an allocation of approximately one day per week for each of Meath Park and Christopher Lake. Ms. Lee requests the Resort Village to provide a letter of support for the proposal, as well as from the communities of Meath Park and Christopher Lake. At present, our Health Centre is averaging twelve appointments on each of the one day per week allocated days and this number is actually higher than what can comfortably handled within regular daily hours.

Council members were supportive of the proposed designation of the Candle Lake Health Centre as a Primary Health Care Unit and a letter of support will be provided to the Prince Albert Health District, as well as a request made to the municipalities of Meath Park and Christopher Lake for their written support of the proposal.

**PARCS** PARCS (Provincial Association of Resort Communities of Saskatchewan) Newsletters under the dates of November 16, 2010 and December 8, 2010 provide follow-up and review of the presentations from the annual PARCS Convention held during October, 2010.

**WAPITI LIBRARY** Councilor Perras attended the semi-annual meeting of Wapiti Regional Library on November 20, 2010. The SILS (Saskatchewan Integrated Library System) has been in place, province-wide, since June, 2010. There was a levy increase in 2010 to assist in costs associated with this new system. It has been determined the 2011 levy will be the same as that for 2010. The levy to the Resort Village is \$7,951.68 and allows residents of the Resort Village to obtain membership at no charge.

**ACCOUNTS PAYABLE & FINANCIAL:**

**ACCOUNTS PAYABLE** **326-2010**  
GEDDES

That accounts payable cheques number 3993 to 4132 inclusive, totaling \$118,911.81, be approved .

**CARRIED**

**FINANCIAL REPORT** **327-2010**  
PERRAS

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

**CARRIED**

**2006 RECEIVABLE** The Candle Lake Fire Department responded to a fire in July, 2006 at Candle Lake Outfitters Lodge. At that time it was assumed the Lodge was within the R.M. of Paddockwood and therefore within the area of the Mutual Aid Agreement. Following the fire, it was determined that the lodge was located within the R.M. of Torch River and outside of the Mutual Aid Agreement area. The invoice for provision of fire department services, in the amount of \$2,300.00 has been disputed by the owner of the lodge, the R.M. of Paddockwood, the Lakeland Volunteer Fire Department and the R.M. of Torch River. The property has since been added to the tax roll of the R.M. of Torch River and an agreement is in place between Torch River R.M. and the Resort Village which provides for an annual payment to the Resort Village for the availability of fire protection services to this property, and additional charges in the event of a fire call.

**328-2010**  
PERRAS

That invoice number 06-2020, covering a fire call in July, 2006 to Candle Lake Outfitters Lodge and in the amount of \$2,300.00 be formally written off and removed from the books of the Resort Village.

**CARRIED**

**NEW BUSINESS:**

**COMMITTEE 329-2010  
APPOINTMENTS CAITHCART  
2011**

That the following committee appointments, for the period January 1, 2011 to December 31, 2011, 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  
Recreation-Vehicle Parks.....Perras, Clem  
and Quinn, John  
Chamber of Commerce Rep.....Quinn, John  
CUPE Negotiations.....Caithcart, Lloyd  
and Perras, Clem  
  
All Committees (Ex Officio).....Toporowski, Nick

and that Council representation on the Candle Lake Watershed Stewards be discontinued.

**CARRIED**

**DEPUTY 330-2010  
MAYOR PERRAS  
2011**

That deputy mayor appointments for the year 2011 be as follows:

- Geddes, David – January to March, 2011
- Perras, Clem – April to June, 2011
- Quinn, John – July to September, 2011
- Caithcart, Lloyd – October to December, 2011

**CARRIED**

**PARKS &  
RECREATION  
BOARD**

Bylaw 7-2002, The Bylaw to Establish the Parks and Recreation Board, calls for eleven board members from the community at large and one board member from within Council, with two year terms, six of which are one year appointments at first appointment and six of which are two year appointments, thereby staggering the term periods over two years. Ratification of the existing Board members is required, with terms designated so that six members require reappointment or replacement in each year. The present vacant board positions include one position to expire on December 31, 2011 and two positions to expire December 31, 2012.

**331-2010  
QUINN**

That the Resort Village ratify the following Parks and Recreation board member appointments and terms:

Terms ending December 31, 2011 – Gerry Flegel, Ed Horn, Jean Kopperud,  
Patty Matkowski and John Quinn

Terms ending December 31, 2012 – Dennis Franks, Erin Reoch, Wayne Rocheleau  
and Council representative David Geddes.

**CARRIED**

**DEVELOPMENT  
APPEALS  
BOARD**

Appointments to the Development Appeals Board are for three year terms. One appointment will expire December 31, 2010 and the Board member has agreed to another three year term appointment.

**332-2010  
CAITHCART**

That Don Elliott be appointed as a member on the Development Appeals Board for the three year term January 1, 2011 to December 31, 2013.

**CARRIED**

**SPRUCE  
BUDWORM  
ASSESSMENT**

The final report on the 2010 Spruce Budworm Spray Program has been received from BioForest Technologies. BioForest has also provided a quote for the provision of a 2011 spruce budworm population density assessment survey. This assessment will assist in predicting damage in 2011 and determining spray areas.

**333-2010  
PERRAS**

That the Resort Village proceed with a 2011 spruce budworm population density assessment survey, as proposed by BioForest Technologies, at a quoted cost of \$3,832.00 plus tax.

**CARRIED**

**SASK. TRAILS  
ASS'N. -  
TRAIL  
INVENTORY  
PROJECT**

The Saskatchewan Trails Association is making application for funding from the provincial government for a trails inventory project. The purpose of the project will be to provide an information resource for all trails within the province and is an important step in the development of the trail network.

**334-2010**  
PERRAS

That the Resort Village of Candle Lake support the Saskatchewan Trails Association in their proposal for funding from the provincial government for a provincial trails inventory project.

**CARRIED**

**CUPE  
LOCAL 4838  
AGREEMENT**

The current contract between the Resort Village of Candle Lake and the Canadian Union of Public Employees Local 4838 is for the term January 1, 2008 to December 31, 2010. A tentative agreement has been reached for the period January 1, 2011 to December 31, 2013 to include minor wording changes and salary rate increases of 3% for 2011, 3% for 2012 and 2% for 2013.

**335-2010**  
CAITHCART

That the Resort Village of Candle Lake ratify the agreement with the Canadian Union of Public Employees Local 4838, for the period January 1, 2011 to December 31, 2013, with the agreement providing for salary rate increases of 3% for 2011, 3% for 2012 and 2% for 2013.

**CARRIED**

**BYLAW  
13-2010 -  
APPOINTMENTS  
-TRAPPING  
PERMITS**

Bylaw 13-2010 is a bylaw to authorize the trapping of wolves within the Resort Village of Candle Lake boundaries and provides for Resort Village appointment of persons authorizing the Ministry of Environment to issue trapping permits. Applicants must meet the criteria outlined in the Bylaw.

**336-2010**  
CAITHCART

That the Resort Village ratify the following Applicant Appointees, as per Schedule "A" of Bylaw 13-2010, authorizing the Ministry of Environment to issue Permits for the trapping of wolves within the boundaries of the Resort Village:

# 10-0001 - Fremont, Gerald  
# 10-0002 - Ferguson, Marty

**CARRIED**

**2010  
TAX  
ABATEMENTS**

**337-2010**  
GEDDES

That the following tax abatements for the year 2010 be ratified, as per Section 274 of The Municipalities Act:

- 1) Roll 1221 – Fire – Accessory Building - \$231.73
- 2) Roll 409 – Accessory Building Demolished - \$157.41
- 3) Roll 1331 – Mobile Home Removed - \$56.64

**CARRIED**

**GLENDALE  
PARK  
RECREATIONAL  
CO-OP. -  
REQUEST FOR  
TAX EXEMPTION**

The President and Board of Directors for the Glendale Park Recreational Co-operative have forwarded a request to the Resort Village of Candle Lake to exempt from taxation Parcel L, Plan 101982405 for the taxation year 2010 and onward. The property is the site of the Co-op's boat dock, launch and parking area.

**338-2010**  
CAITHCART

That the Resort Village deny the request of the Glendale Park Recreational Co-operative to exempt from taxation Parcel L, Plan 101982405 for the taxation year 2010 and onward.

**CARRIED**

**MICHELLE/  
MORGAN -  
ORDER TO  
COMPLY -  
APPEAL**

An Order to Comply has been issued on Lot 46, Block 203, Plan 81PA03018 for the removal of items found to be on Public Reserve. Compliance is required within sixty days of receipt of the Order. The property owners have appealed the date for compliance and request an extension to that date.

**339-2010**  
QUINN

That the Resort Village extend the date for compliance to May 31, 2011 on the November 26, 2010 Order to Comply issued to James Michelle and Margaret Morgan, for property located at #12 Lakeview Drive and legally described as Lot 46, Block 203, Plan 81PA03018.

**CARRIED**

**SMITH -  
ORDER TO  
COMPLY -  
APPEAL**

An Order to Comply has been issued for Lot 11, Block 100, Plan 61PA08365 for tidying of the property and demolition of the primary building or provision of certification attesting that the dwelling and all improvements are of a structural integrity that is safe for persons to enter on or into. The violations are to be corrected within sixty days of receipt of the Order. Dr. Harold Smith, representative for the Estate of Helen Smith, is arranging for demolition of the dwelling, however, requests an extension to the date for compliance.

**340-2010**  
QUINN

That the Resort Village extend the date for compliance by demolition of the dwelling to March 15, 2011 on the November 15, 2010 Order to Comply issued to the Estate of Helen Smith, for property located at #36 Lakeview Drive and legally described as Lot 11, Block 100, Plan 61PA08365, and that the representative for the property provide regular updates on the progress of the arrangements and demolition.

**CARRIED**

**SKRUDLAND  
ORDER TO  
COMPLY-  
APPEAL**

An Order to Comply has been issued on Lot 04, Block 203, Plan 69PA13792 for removal of items found to be on Public Reserve. The Order calls for compliance within sixty days of receipt of the Order. The property owners have appealed a portion of the Order, stating that the deck in question was on the original building plan for the permit issued in 2002 and encroaching patio blocks were in place at the time of the building inspection. The owner appeal did not address other items listed as encroaching on Public Reserve.

**341-2010  
QUINN**

That the Resort Village respond to the appeal of the November 26, 2010 Order to Comply issued to Harvey and Yvonne Skrudland for property located at #7 Kings Way and legally described as Lot 04, Block 203, Plan 69PA13792, advising that Council has reviewed the original building permit application and determined that a deck was not included in the original plan, therefore there is no modification to the list of items in contravention, however, the date for compliance will be extended to May 31, 2011.

**CARRIED**

**FLEGEL -  
PROPOSAL FOR  
SUBDIVISION  
KINGS COURT**

Gerry and Julie Flegel have proposed, for Council's consideration, the subdivision of their acreage property located at #1 Kings Court and legally described as Lot 1, Block 1, Plan 68PA09429. The proposal is to subdivide the existing approximately 2.5 acre parcel in four parcels, one of which would be consolidated with an existing neighboring property. The two newly created smaller parcels will require rezoning.

**342-2010  
QUINN**

That, following receipt of assigned agreement by Gerry and Julie Flegel to cover costs for Zoning and Basic Planning Statement Bylaw amendments, and receipt of a Proposed Plan of Subdivision prepared by a Saskatchewan surveyor, Bylaws be prepared to amend the Zoning Bylaw and the Basic Planning Statement for a proposed subdivision of Lot 1, Block 1, Plan 68PA09429.

**CARRIED**

**PLANNING  
FOR  
GROWTH  
INITIATIVE**

Intake 2 of applications for funding under the Planning for Growth Initiative must be submitted prior to December 31, 2010. The Resort Village has participated in discussion with the R.M. of Paddockwood, the R.M. of Lakeland and the Village of Paddockwood to develop a regional plan addressing shared environmental, tourism, resource issues and an aligned community and land use plan. A resolution of Council is required to accompany an application for funding under the Planning for Growth Initiative.

**343-2010  
CAITHCART**

That the Resort Village authorize participation in an application for funding through the Planning for Growth Initiative, with the application being made together with other participating municipalities and costs being shared on the basis as agreed to by participating municipalities.

**CARRIED**

**2011  
CANADA  
DAY**

The Candle Lake Parks and Recreation Board annually plan Canada Day Celebrations which include a parade along Highway 265 and a fireworks display. For grant funding purposes, the Resort Village must formally sanction the Celebration.

**344-2010  
QUINN**

That the Resort Village of Candle Lake formally sanction the 2011 Canada Day Celebrations, including the parade along Highway 265 and the fireworks display.

**CARRIED**

**POLICIES & BYLAWS:**

**POLICY  
400-30  
CUSTOM WORK**

Policy 400-30 provides for fee schedules and equipment rates for the provision of custom work by the Resort Village of Candle Lake.

**345-2010  
PERRAS**

That Policy 400-30, covering fee and equipment rates for the provision of custom work by the Resort Village be amended as follows:

(Minimum – One Hour)

<b>EQUIPMENT</b>	<b>EQUIPMENT &amp; OPERATOR</b>
Grader	140.00
Bobcat	80.00
Bobcat 435 Mini Excavator	120.00
Loader	125.00
Small Truck	125.00
Large Truck	150.00
Chipper	250.00
Mower	50.00
Calcium Spreading (does not include costs for calcium)	130.00

**CARRIED**

**BYLAW  
38-2010  
TAX  
INCENTIVES &  
PENALTIES**

Bylaw 38-2010 is a Bylaw to establish tax incentives and penalties effective with the 2011 taxation year. There are no changes to the discounts of 15% during the months of January to July, 4% during the month of August, 3% during the month of September, 2% during the month of October and 1% during the month of November.

The method of calculating the penalty on arrears will change to a compound rate of 1.8% per month, added on the first day of each month and applied to the total taxes and penalties that remain unpaid at the end of the month preceding the month in which the penalty is being applied.

**1<sup>st</sup> READING  
BYLAW  
38-2010  
TAX  
INCENTIVES &  
PENALTIES**

**346-2010  
GEDDES**

That Bylaw 38-2010, a Bylaw to provide for tax incentives and penalties effective with the 2011 taxation year be introduced and given first reading.

**CARRIED**

**2<sup>nd</sup> READING  
BYLAW  
38-2010  
TAX  
INCENTIVES &  
PENALTIES**

**347-2010  
PERRAS**

That Bylaw 38-2010, a Bylaw to provide for tax incentives and penalties effective with the 2011 taxation year be given second reading.

**CARRIED**

**BYLAW  
38-2010  
PROCEED  
WITH  
3<sup>rd</sup>  
READING**

**348-2010  
QUINN**

That Council proceed with 3<sup>rd</sup> Reading of Bylaw 38-2010, a Bylaw to provide for tax incentives and penalties effective with the 2011 taxation year.

**CARRIED UNANIMOUSLY**

**BYLAW  
38-2010  
3<sup>rd</sup> & FINAL  
READING -  
TAX  
INCENTIVES &  
PENALTIES**

**349-2010  
CAITHCART**

That Bylaw 38-2010, a bylaw to provide tax incentives and penalties effective with the 2011 taxation year and allowing for discounts of 15% for the months January to July, 4% during August, 3% during September, 2% during October 1% during November and a change to the penalty calculation to a compound rate of 1.8% per month, added on the first day of each month and applied to the total taxes and penalties that remain unpaid at the end of the month preceding the month in which the penalty is being applied, be given third reading and passed.

**CARRIED**

**NEXT  
MEETING**

The next Regular Meeting of Council will be held on Monday, January 10, 2011 commencing at 1:00 p.m.

**ADJOURN**

**350-2010  
PERRAS**

That the meeting adjourn.

**CARRIED**

The meeting adjourned at 2:50 p.m.

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Mayor Toporowski

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Administrator, Margo English