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Resort Village of Candle Lake
Regular Meeting
June 6, 2011**

A Regular Meeting of Council for the Resort Village of Candle Lake was held June 6, 2011 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
English, Margo	- Administrator

Absent: Councilor John Quinn

CALL TO ORDER A quorum being present, Mayor Toporowski called the meeting to order at 7:00 p.m.

**ACCEPT
AGENDA** **121-2011
GEDDES**

That the Agenda for the June 6, 2011 meeting be accepted, as presented

CARRIED

**ADOPT
MINUTES** **122-2011
CAITHCART**

That the minutes of the Regular Meeting of Council, held May 9, 2011, be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES:

**LAKELAND &
DISTRICT
FIRE
CO-OP.**

An agreement between the Resort Village of Candle Lake and the Lakeland & District Fire Co-operative for the provision of emergency response services by the Resort Village Fire Department to areas within the R.M. of Paddockwood has now been drafted and reviewed by Council.

**123-2011
PERRAS**

That the Resort Village agree to and ratify the agreement between the Resort Village of Candle Lake and the Lakeland & District Fire C-operative, for the provision of emergency response services by the Resort Village of Candle Lake to areas within the R.M. of Paddockwood.

CARRIED

**PLANNING
FOR
GROWTH**

The R.M. of Paddockwood has agreed to be the facilitating municipality for the 'Planning for Growth' project. For the project to proceed, the Resort Village is required to formally agree to cost sharing of the project.

**124-2011
PERRAS**

That the Resort Village agree to the following cost sharing of the 'Planning for Growth' project, to the maximum amount of the original proposal, with the R.M. of Paddockwood providing office space, materials, and phone and acting as facilitator of the project:

RM. of Lakeland.....	\$6,333.33 + \$10,693.20 = \$17,026.53
R.M. of Paddockwood.....	\$6,333.33 + \$ 1,750.43 = \$ 8,083.76
<u>R.V. of Candle Lake.....</u>	<u>\$6,333.33 + \$ 6,556.36 = \$12,889.69</u>
Project Total.....	\$37,999.98

CARRIED

CORRESPONDENCE:

**CANDLE
LAKE
SENIORS-
EMERGENCY
PLAN**

Wayne Klassen, President of the Candle Lake Seniors' Club advised of the following motion that was passed at a meeting of their directors on May 9, 2011: "That we ask the Village Council to compile a written evaluation of procedures to be followed in the case of an evacuation of persons from the Senior's Club Rooms in the event of an emergency." Prior to the meeting, Wes Harker, Fire Chief, and Clarence Buckoski, EMO Co-ordinator for the Resort Village, have been approached regarding the request by the Seniors' Club and both have agreed to assist the Club in preparing an emergency plan. The Senior's Club will be advised of the assistance to be provided.

**VILLAGE OF
CHRISTOPHER
LAKE -
WITHDRAW
BOARD OF
REVISION**

The Village of Christopher Lake has advised they are withdrawing as a member of the District Board of Revision, effective immediately, and, subsequently, the administrator for the Village will no longer be available to co-ordinate the activities of the Board, as per Section 3 of the Memorandum of Agreement.

**125-2011
CAITHCART**

That the Resort Village acknowledge the withdrawal of the Village of Christopher Lake as a member of the District Board of Revision and that the Administrator confer with the remaining members of the Board regarding arrangements for the co-ordination of the Board.

CARRIED

COPP

Val Buckoski, on behalf of the Citizens of Patrol Program for Candle Lake, forwarded a letter of thanks for the Resort Village's 2011 contribution towards the program. The \$2,000. grant was gratefully accepted and will be used in their crime prevention program by funding continuing patrols of the neighborhoods of the Resort Village.

**NORTHVIEW
MARINA -
PROPERTY
TAX**

Dave Oxby and Don Penry, on behalf of Northview Community Development Inc., addressed Council regarding property taxes on the Northview Marina. The feelings of the membership are that the idea of property taxes on the marina properties may be acceptable, however they are not in agreement with the amount of the taxes. They feel the assessment of the property is unrealistic, and felt there should be some other type of assessment classification in place for marina properties. The Resort Village does not have the authority to set up a new tax classification. The representatives referenced sections 291 and 295 of the Municipalities Act and suggested Council consider levying the minimum tax for the marina rather than the amount calculated with the assessment and mill rate.

Section 291 of the Act refers to land that is owned by the Resort Village and does not apply in this situation. Section 295 of the Act refers to exemption on an annual basis, for a maximum of five years and requires authorization by the government for the school portion of the taxes.

The representatives of the Marina were advised that SAMA (Saskatchewan Assessment Management Agency) personnel have indicated they are willing to meet with them to discuss the method of arriving at assessed values. The Marina representatives indicated they were not interested in meeting, at this time.

Council members thanked the Marina representatives for their suggestions.

**KRIEL -
Re FLEGEL
SUBDIVISION**

A letter was received from Dr. & Mrs. Kriel regarding the proposed subdivision of their acreage property by Gerald & Julie Flegel. The Kriels were advised that the opportunity for input was provided at a public hearing on May 9, 2001, however. Council did review the letter. The Kriel's did have the impression that the subdivision proposal provided lake access to the two new residential lots. They will be advised that this information is not correct.

**126-2011
GEDDES**

That all correspondence be acknowledged and filed.

CARRIED

COMMITTEE REPORTS:

**PARKS &
RECREATION
/TRAILS**

Ed Horn reported the bingos are progressing, with varied turnouts. New bingo equipment will be considered in next year's budget. The ball diamonds are in use. Canada Day celebration plans include a parade, ceremonies, food, face painting and possible ball games and beer gardens. As in the past, there will be a fireworks display in the evening. The Parks and Recreation Board passed a motion recommending Council to approve a site, to be determined later, for the proposed Sport Complex. A motion was also passed to recommend the Sport Complex Committee be approved as a sub-committee of Parks and Recreation.

**SPORT
COMPLEX
COMMITTEE**

127-2011
PERRAS

That, prior to establishing the Sport Complex Committee as a sub-committee of the Parks and Recreation Board, Council request a meeting with the Sport Complex Committee to discuss details of their plans, both for the initial construction of the complex and future operations of the complex.

CARRIED

**FIRE DEPT/
FIRST
RESPONDERS/
EM0**

A fire ban had been issued prior to the long weekend in May, however was lifted on Friday, June 3, 2011.

**ROADS &
MAINTENANCE/
LANDFILL**

Councilor Caithcart reported that road gravelling is underway and will be followed with dust proofing in higher traffic areas. A new form of liquid dust proofing material will be applied to Main Street, from Steen Drive to the Golf Course access, as a test area. Grass cutting has started. The landfill is in good shape. It is suggested that the area for burnable brush be rotated from year to year to allow for easier clean-up.

**COMMUNITIES
IN BLOOM**

Carol Jorgenson reported hanging flower baskets are now up. The 'Friends, Fungi, Flowers & Food' presentation will be held June 11, 2011 at the Seniors' Hall. David Stevenson, a registered professional forester is the guest speaker. There will also be an optional plant exchange. CiB members are working on the plans for the Mosher Park area.

HEALTH

No report was available.

PARCS

PARCS will host a regional summer workshop in Wakaw on Saturday, August 13, 2011 at the Legion Hall. The workshop will feature a presentation on 'issues facing cottage communities today'.

ACCOUNTS PAYABLE, FINANCIAL & STAFFING:

**ACCOUNTS
PAYABLE**

128-2011
CAITHCART

That accounts payable, cheques number 4415 to 4484 inclusive, totaling \$376,295.23, be approved .

CARRIED

**FINANCIAL
REPORT**

129-2011
GEDDES

That the report on revenue and expenditures to May 31, 2011 be accepted, as presented.

CARRIED

STAFFING

130-2011
PERRAS

That the following staff changes be ratified:

New Hires: Seasonal Students – Start May 25, 2011

-Brown, Robert

-Podborochynski, Arron

Resignations:

-Carrier, Grant – Maintenance Manager – June 15, 2011

-Elliott, Tina – Contract Caretaker – June 30, 2011

CARRIED

NEW BUSINESS:

**RV PARKS -
ANNUAL
FEE REBATE**

131-2011
PERRAS

That RV Park owners be provided a refund of \$17.50 per site for 2011 fees paid on or before December 31, 2011, under Bylaw 25-2010, the Emergency and Protective Services Program Bylaw.

CARRIED

**RIESEBERG -
BED &
BREAKFAST**

Susan and Ted Rieseberg have made application to operate a bed and breakfast on their residential property located at #13 Nobles Street.

132-2011
PERRAS

That the Resort Village provide notice to property owners within a seventy-five meter radius of property owned by Susan and Ted Rieseberg at #13 Nobles Street, advising of the application by the Rieseberg's to operate a bed and breakfast at this property and that Council decision be made following the notice and time allowed for receipt of comments by neighboring property owners.

CARRIED

**RESORT
REALTY-
EILEEN WAY
SIGNAGE**

Resort Realty has made application for discretionary signage advertising the Eileen Way Subdivision, requesting permission to place the freestanding 4' by 8' sign showing the subdivision and contact information, with the sign to be placed on a lot within the subdivision.

133-2011
CAITHCART

That the Resort Village authorize Resort Realty's discretionary signage application to place a freestanding, 4' by 8' sign advertising the Eileen Way lots, with the condition that the sign is situated on a lot within the Eileen Way Subdivision and is not encroaching on road allowance.

CARRIED

**BUILDING
OFFICAL
APPOINTMENT**

134-2011
CAITHCART

That the Resort Village appoint Christopher Letendre as Class I Building Official for the Resort Village, effective June 6, 2011 and that the appointment of Jim Cunningham as Class I Building Official for the Resort Village of Candle Lake remain in effect until June 30, 2011.

CARRIED

**REMOVE
ROAD
RESTRICTION
ORDER 2011-01**

135-2011
GEDDES

That, as per Bylaw 6-2008, Council ratify the removal of Road Restriction Order No. 2011-01, effective midnight on Thursday, May 19, 2011.

CARRIED

**SPEED
BUMPS
2011**

In 2009, a resolution was passed authorizing the placement of seasonal speed bumps in appropriate locations within the Resort Village of Candle Lake and Council has reviewed the effectiveness of the speed bumps over the past seasons.

136-2011
CAITHCART

That the Resort Village discontinues the practice of installing seasonal speed bumps on Resort Village roads.

CARRIED

**C & S -
ROAD
ENCROACHMENT**

137-2011
PERRAS

That the Resort Village ratify the agreement with Dan and Gail Jackson to cover all costs associated with the purchase and transfer of a portion of Candle Lake Fine Foods parking lot that is presently situated on road allowance and that we proceed with the bylaws necessary for the transfer.

CARRIED

**JENNCO
ENTERPRISE
-ACCESS
AGRMT**

138-2011
CAITHCART

That the Resort Village enter into an agreement with Jennco Enterprise to allow them access to their gravel lease through the gated Resort Village gravel lease No. 550222, with costs for the access road maintenance and repairs being shared equally between the Resort Village and Jennco Enterprise, and that the agreement be reviewed prior to June 1, 2012.

CARRIED

**FLAMAN, S.
AIRCRAFT
MONUMENT**

Steve Flaman has made application to erect an aircraft monument on the Air Strip property. The monument will consist of a Cessna 182 Air Frame mounted on an 8" x 8" steel post embedded in reinforced concrete. The Airport identity and elevation will be printed on top of the wings and will be visible for incoming aircraft.

**139-2011
GEDDES**

That the Resort Village approve the application of Steve Flaman to erect an aircraft monument on the Air Strip Property, with the monument consisting of a Cessna 182 Air Frame mounted on an 8" x 8" steel post embedded in reinforced concrete and with airport identity and elevation printed on top of the wings, to be visible by incoming aircraft.

CARRIED

**BOAT DOCK/
LIFT -
REGISTRY**

The Resort Village has been advised by the Ministry of Environment that regulations for boat docks and lifts are the responsibility of the municipality, although permits and approvals are also required from the Ministry of Environment for shoreline alteration and, where applicable, authorization is also required from the Department of Fisheries and Oceans. Council wishes to work with all levels of government, and with the ratepayers of the Resort Village, to implement a policy and method for determining authorization and placement of boat docks and lifts that meets the needs of both the property owners who have historically made use of private boat docks/lifts, as well as future needs for lake access. In order to work towards this goal, it was felt that a registry of existing boat docks and lifts should be established. A public information meeting has been tentatively set for Saturday, August 27, 2011 commencing at 10:00 a.m. in the Recreation Hall.

**140-2011
PERRAS**

That the Resort Village establish a registry of all boat docks and lifts within the Resort Village, with the registry to include the type of equipment, owner(s) of equipment, placement of equipment, details of property ownership in the Resort Village and that, upon registration and payment of a \$25.00 fee per dock and/or dock/lift combination, an identifying decal be provided to the registrant for placement on the equipment.

CARRIED

**NCSWMC
MEMBERSHIP**

The Resort Village will be implementing a bylaw to discontinue the acceptance of building demolitions and membership in the North Central Saskatchewan Waste Management Corporation will allow for the Resort Village and ratepayers of the Resort Village to utilize the Prince Albert landfill.

**141-2011
GEDDES**

That the Resort Village purchase a membership in the North Central Saskatchewan Waste Management Corporation (NCSWMC) and that the per capita capital portion of the membership be paid over four years, providing the rate is a fixed rate based on the current census.

CARRIED

**AECOM -
TENDER
ROAD
PROJECTS**

The Resort Village has been working with AECOM for the provision of engineering services for a number of projects throughout the Resort Village.

**142-2011
CAITHCART**

That the Resort Village authorize the engineering firm of AECOM to proceed with advertising for contract of the following road projects:

- Ash Crescent – road upgrade/rebuild,
- Ford Road- Simon Lehne access realignment,
- Bayview Drive – Road upgrade/rebuild, curb and gutter;
- Service Road – Phase II of Commercial area;

with tenders closing at 11:00 a.m. on July 11, 2011 and with a total estimated cost for contract, materials and engineering fees of \$433,000.

CARRIED

POLICIES & BYLAWS:

**BYLAWS
15-2011(BPS) &
16-2011 (ZONING)
GOLF COURSE
-CONDO AREA**

Bylaws 15-2011 and 16-2011 are bylaws to amend the Basic Planning Statement, Bylaw 01/2002 and the Zoning Bylaw 02/2002 by re-designating from “medium density residential” to “low density residential” and by rezoning from “R2 Medium Density Residential District” to “R1 Low Density Residential District” the portion of the previous ‘condo area’ of the Candle Lake Golf Resort, as indicated on the plan of proposed subdivision dated October, 2010. Bylaw 16-2011 also amends Sections 6.2.4 Regulations and 6.3.4 Regulations to adjust minimum site areas for semi-detached and duplex dwellings and site frontage minimums.

**BYLAW
15-2011 -
BPS -
GOLF COURSE
CONDO AREA
1st READING**

**143-2011
PERRAS**

That Bylaw 15-2011, a bylaw to amend the Basic Planning Statement 1/2002 by re-designating from ‘medium density residential’ to ‘low density residential’ all of the land indicated on the plan labeled Schedule “A”, the October, 2010 plan of proposed subdivision of Surface Bareland Condominium Plan 101965473, be introduced and given first reading.

CARRIED

**BYLAW
16-2011 -
ZONING-
GOLF COURSE
CONDO AREA
1st READING**

**144-2011
GEDDES**

That Bylaw 16-2011, a bylaw to amend the Zoning Bylaw 2/2002, by rezoning from “R2 Medium Density Residential District” to “R1 Low Density Residential District”, the area as indicated on the October, 2010 plan of proposed subdivision of Surface Bareland Condominium Plan 101965473 and shown as Schedule “A”, and by amending Section 6.2.4 and 6.3.4 Regulations to adjust minimum site areas and site front minimums, as listed, be introduced and given first reading.

CARRIED

**BYLAWS
15-2011 &
16-2011
NOTICE
OF
INTENT**

**145-2011
PERRAS**

That the "Notice of Intention" for proposed Bylaws 15-2011 and 16-2011 be advertised in accordance with the approved alternate procedure for providing notice and that a public hearing on the bylaws be held at the July 11, 2011 Regular Meeting of Council.

CARRIED

**BYLAW
17-2011 -
DEMOLITION
MATERIALS -
LANDFILL**

Bylaw 17-2011 is a bylaw to regulate the disposal of building demolitions at the landfill by allowing for the disposal of building demolition materials only when the building has been completely disassembled and the materials sorted according to categories of accepted materials for disposal in the appropriate locations at the landfill site.

**BYLAW
17-2011 -
1st READING**

**146-2011
PERRAS**

That Bylaw 17-2011, a bylaw to regulate the disposal of building demolition materials at the landfill site, to be effective July 1, 2011, be introduced and given first reading.

CARRIED

**BYLAW
17-2011 -
2nd READING**

**147-2011
PERRAS**

That Bylaw 17-2011, a bylaw to regulate the disposal of building demolition materials at the landfill site, to be effective July 1, 2011, be given second reading.

CARRIED

**BYLAW
17-2011
PROCEED
WITH 3rd
READING**

**148-2011
CAITHCART**

That we proceed with third reading of Bylaw 17-2011, a bylaw to regulate the disposal of demolition materials at the landfill site.

CARRIED UNANIMOUSLY

**BYLAW
17-2011 -
3rd READING**

**149-2011
GEDDES**

That Bylaw 17-2011, a bylaw to regulate the disposal of building demolition materials at the landfill site, to be effective July 1, 2011, be given third reading and passed.

CARRIED

**NEXT
MEETING**

The next regular meeting of Council will be held on Monday, July 11 2011, commencing at 7:00 p.m.

ADJOURN

**150-2011
PERRAS**

That the meeting adjourn.

CARRIED

The meeting adjourned at 8:35 p.m.

Mayor Toporowski

Administrator, Margo English