



THE RESORT VILLAGE OF
CANDLE LAKE

**RESORT VILLAGE OF CANDLE LAKE
COUNCIL AGENDA**

Date: Friday October 14th, 2016 Time: 9:00 A.M.

Resort Village of Candle Lake Community Hall

1. Call to order:

Mayor Borden Wasyluk will call the Meeting to order.

2. Submission of Pecuniary Interest Forms:

3. Adoption of Minutes:

Page 1 - That the Minutes of Special Council Meeting held September 9th, 2016 be taken as read and adopted.

4. Approval of Agenda: That the Agenda for this meeting be approved, and that presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor.

5. Public Hearings and Appeals:

- 5.1 - Public Hearing – Bylaw 17 of 2016 - page 78
- 5.2 – Public Hearing – Bylaw 22 of 2016 – page 79
- 5.3 – Public Hearing – Bylaw 23 of 2016 – page 80
- 5.4 – Public Hearing – Bylaw 24 of 2016 – page 81
- 5.5 - Public Hearing – Bylaw 25 of 2016 – page 83

6. Presentation, Delegations & Related Reports:

6.1 – Jami Sumlac – C & S Septic – see letter page 10

6.2 - Letter from Carla and Carey Painchaud Re: Bylaw 06 of 2015 amendment.
– see letter page 12

6.2 – Smeaton RCMP – Quarterly Report.

7. Communications/Petitions Package:

The Communications/Petitions package is a listing of all correspondence directed to the Mayor and Council. The suggested disposition is indicated, however: any item can be removed and dealt with separately

7.1 Page 13– Email from Wilf Martin dated September 6, 2016 Re: See attached letter.

Options:

1. Receive and file. **OR**
2. That administration is directed to draft a letter for Mayor's signature in response to Mr. Martin's letter and add Mr. Martin's letter to the public meeting regarding ATV's.

7.2 Page 15– Email from Beth Herzog of North Central Transportation Planning Committee dated September 1st, 2016 Re: Minutes for 23 June 2016 Reg Exec.

Options: Receive and file.

7.3 Page 18– Handwritten note from Debbie "Pod" received August 30th, 2016.

Options: Receive and file.

7.4 Page 19– Letter from Judy Schigol of the Candle Lake Parks and Rec Board dated September 7, 2016 Re: Candle Lake Christmas Supper Turkeys.

Options:

1. That Council approves that the Resort Village of Candle Lake incurs the cost for the purchase of 10 – 20lb turkeys for the Community Christmas Supper. **OR**
2. Receive and file.

7.5 Page 20– Letter from Liz Thorpe of the Candle Lake Chamber of Commerce dated September 16, 2016 Re: Council liason.

Options:

1. That Council appoint one member to attend the Candle Lake Chamber of Commerce meetings as a liason. **OR**
2. Receive and file.

7.6 Page 21 – Letter from Mark Duffy, Fisheries Biologist dated September 12th, 2016

Options: Receive and file.

7.7 Page 26– Letter from Lawrence and Laura Ward dated September 11th, 2016 Re: Water drainage issues...White Poplar Crescent.

Options:

1. Refer to administration. **OR**
2. That administration contact the Engineer to investigate a resolution for the water issues. **OR**
3. Receive and file.

7.8 Page 28– Letter from the Saskatchewan Water Security Agency dated September 14th, 2016 Re: water and sewage workshop.

Options:

1. That Council approve the attendance for XX participants to attend the course Responsibilities of Municipal Authorities for Water and Sewage Works on November 15, 2016. **OR**
2. Receive and file.

7.9 Page 29 – Letter from the Candle Lake Seniors dated September 18th, 2016 Re: AED – Fully Automatic Defibrillator.

Options:

1. That Council approve the amount of \$XX to assist the Candle Lake Seniors with the purchase of an AED – Fully Automatic Defibrillator. **OR**
2. Receive and file.

7.10 Page 31– Email dated October 3rd, 2016 from Colleen Kitter Re: Request to consolidation Lots 7 and 8, Block 5, Plan 48CG6670. (see attached map)

Options:

1. That Council approve the request from Colleen Kitter to consolidate Lot 7 Block 5 Plan 48CG6670 and Lot 8 Block 5 Plan 48CG6670 with civic addresses of 79 and 81 Main Street. **OR**
2. Receive and file.

7.11 Page 33– Letter from Sakaw Askiy Management Inc. dated September 30th, 2016 Re: draft 2017-2020 Operating Plan.

Options: Receive and file.

7.12 Page 35– Copy of a letter from the Ministry of Highways and Infrastructure dated September 23rd, 2016 to Beverley Fitzpatrick.

Options: Receive and file.

7.13 Page 36– Letter from Landfill Attendant dated October 4th, 2016 Re: Landfill Hours Increase.

Options:

1. That Council approve extended winter landfill hours from Sunday to Wednesday, 9:00 a.m. to 5:00 p.m. **OR**
2. That Council approve extended winter landfill hours from Wednesday to Saturday, 9:00 a.m. to 5:00 p.m. **OR**
3. Refer to 2017 Budget. **OR**
4. Refer to administration for review and report. **OR**
5. Receive and file.

7.15 Page 37– Email from SUMA dated October 6th, 2016 Re: SUMA Northeast Regional Meeting.

Options:

1. That Council approve the attendance of XX representatives to attend the 2016 SUMA Regional Meetings in Nipawin on November 21st, 2016. **OR**
2. Receive and file. **OR**
3. Refer to administrator for review and report.

8. Consent Agenda:

The Consent Agenda is a listing of routine reports which are normally items for information purposes or matters for approval that are included in current budgets. However, any item can be removed for discussion and will be placed first under Reports of Administration and Committees.

8.1 Page 39– Report on Bylaw Enforcement from EPS Management Service Inc. for the month of August, 2016.

Options: Receive and file.

8.2 Page 41– Candle Lake Parks and Recreation Board Report dated September 8th, 2016

Options:

1. That administration prepare a bylaw to amend Bylaw 01 of 2014 also known as the Parks and Rec Board Bylaw to be brought back to the November meeting of Council. **OR**
2. Receive and file.

8.3 Page 49–Candle Lake Health Services Committee Minutes from their meeting held September 20th, 2016.

Options: Receive and file

8.3 Page 51–Parcs Update dated September 2016.

Options: Receive and file

8.4 Page 54–Volunteer Junior Fire Fighter applications for Zoe, Jake and Sam Carrier recommended by the Fire Chief.

Options:

1. That Council approve the applications of Zoe, Jake and Sam Carrier for Junior Firefighters for the Resort Village of Candle Lake.
2. Receive and file.

9. Reports of Administration & Committees:

9.1 Page 57- Report from Financial Officer regarding the bank reconciliation, financial summary to the end of September and accounts paid and payable to October 6th, 2016.

Options:

1. That Council acknowledge the accounts paid and approve the accounts payable as listed and that Council receive and file the financial summary and the bank reconciliation to the end of September, 2016 **OR**
2. That Council refer back to administration for review and report.

9.2 Page 73 – Report 141/2016 dated October 4th, 2016 from the Maintenance Manager Re: Maintaining and Snow removal of Golf Course road.

Options:

1. That Council review service agreement with Candle Lake Golf course and determine if requirements have been met and the Village can assume full responsibility. In the interim, administration is approved to gravel, grade and snow clear roads as necessary until Village and Candle Lake Golf Course reach an agreement and that the maintenance of these roads is not a precedent nor

does it imply that the Resort Village of Candle Lake is taking over these roads.
OR

2. Receive and File. **OR**
3. Refer to administration with instructions.

9.3 Page 75– Report 129/2016 dated September 21st, 2016 from the Assistant Administrator Re: Second and Third Reading of Bylaws 17, 22, 23, 24 and 25 of 2016, all Bylaws to amend the Zoning Bylaw 03 of 2016.

Options:

1. That Council gives second and third reading to Bylaws 17, 22, 23, 24 and 25 of 2016 all changes to the Zoning Bylaw-Bylaw 03 of 2016, and the bylaws be laid on the table under “Unfinished Business – Bylaws” and that Bylaws 17, 22, 23, 24 and 25 of 2016 be given second and final readings. **OR**
2. That Council refer back to administration for further review and report. **OR**
3. Receive and file.

9.4 Page 92– Report 127/2016 dated September 21st, 2016 from Assistant Administrator Re: Bylaw 28 of 2016 – a Bylaw to amend Bylaw 06 of 2015, a Bylaw to authorize access to and use of sewage lagoons.

Options:

1. That Bylaw 28 of 2016 – a Bylaw to amend Bylaw 06 of 2015- a Bylaw to authorize access to and use of sewage lagoons, be laid on the table under order of business “New Business-Introduction and Consideration of Bylaws” and that Bylaw 28 of 2016 be read three times.

OR

2. That Bylaw 28 of 2016 – a Bylaw to amend Bylaw 06 of 2015, a Bylaw to authorize access to and use of sewage lagoons be laid on the table under order of business “New Business-Introduction and Consideration of Bylaws” and that Bylaw 28 of 2016 be given no more than two readings.

OR

3. Receive and file.

9.5 Page 135– Report 124/2016 dated September 1, 2016 from Maintenance Manager Re: Sign Corridor Upgrades and Costs.

Options:

1. That Council direct approve expenses up to a maximum of \$6111.40 to repair the sign corridor using new 6x6 posts. **OR**
2. That Council approve to repair the sign corridor without additional cost in materials and continue to work as is. **OR**
3. Refer to Administration for further review and report.

9.6 Page 137– Report 134/2016 dated September 29th, 2016 from Assistant Administrator Re: Staff Christmas Function.

Options:

1. That Council approve expenses to a maximum of \$1200 for the 2016 Resort Village of Candle Lake Christmas Party. **OR**
2. Receive and file.

9.8 Page 138– Report 136/2016 dated September 29th, 2016 from Assistant Administrator Re: 2016 List of Lands in Arrears.

Options:

1. That Council accept the List of Lands in Arrears as presented and exclude from the list of lands properties on which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy.

AND

2. That Taxservice be authorized to manage the Tax Enforcement proceedings on behalf of the Resort Village of Candle Lake.

OR

3. Receive and file.

9.9 Page 142 – Report 130/2016 dated September 22nd, 2016 from Assistant Administrator Re: Application for Sewage Access Permit – Outback Renewal.

Options:

1. 1. That Council gives permission as indicated on the Ministry of the Environment Application to Dispose of Liquid Domestic Waste Sewage to Outback Renewal Ltd. to haul liquid waste from within the Resort Village of Candle Lake to the Resort Village of Candle Lake lagoons subject to the following conditions:
 - i) That Outback Renewal Ltd. acquires a permit from Ministry of the Environment to allow for commercial hauling of liquid waste including any conditions that apply to commercial haulers.
 - ii) That Outback Renewal Ltd. maintain and store equipment and vehicles away from any residential area. Storage to mean parking of any equipment and vehicles for longer than three hours at any one time.
 - iv) Any breach of conditions, either from the Ministry of Environment or from the Resort Village of Candle Lake, will cause the permit to be immediately revoked without further notification. **AND**
2. That the Administrator, or Acting Administrator in the Administrator's absence, is authorized to sign the Application to Dispose of Liquid Domestic Waste Sewage with these conditions outlined in the document. **AND**
3. That the Administrator, or Acting Administrator in the Administrator's absence, is authorized to sign the Resort Village of Candle Lake Sewage Transportation Permit. **OR**
4. Receive and file. **OR**
5. Refer to administration for further review and report.

9.10 Page 135– Report 135/2016 dated September 29th, 2016 from the Maintenance Manager Re: Bounty for Nuisance Animals.

Options:

1. That Council approve a \$50 bounty for removal of nuisance wildlife if the removal is requested by administration and subject to the trappers holding a valid nuisance wildlife permit from the Resort Village of Candle Lake. **OR**
2. Receive and file. **OR**
3. Refer to administration with recommendations.

9.11 Page 155– Report 132/2016 dated September 28th, 2016 from the Maintenance Manager Re: Office Space Expansion Report.

Options:

1. That Council choose Plan 1 and instruct administration to carry through with the plans to build new office space. **OR**
2. That Council choose Plan 2 and instruct administration to carry through with the plans to build a new office space. **OR**
3. Receive and file. **OR**
4. Refer to administration for further review and report.

9.12 Page 159– Report 140/2016 dated October 4th, 2016 from the Maintenance Manager Re: Village to move furniture into Mayor's office.

Options:

1. That Council approve the use of Village labour and equipment to move private office furniture into the new Mayor's office, subject to report 132-2016 Office space expansion being approved. **OR**
2. Receive and file. **OR**
3. Refer to administration with recommendations.

9.13 Page 143– Report 143/2016 dated October 7th, 2016 from Assistant Administrator Re: Camp Tapawingo Early Payment Discount.

Options:

1. Receive and file.
2. Refer to administration for further review and report.

9.12 Page 165– Report 144 of 2016 dated October 7th, 2016 from Assistant Administrator Re: Tender for Sand Purchase and Delivery Results.

Options:

1. That Council award the sand purchase and delivery contract to Wapawekka Sand and Gravel for \$15/yard. **OR**
2. That Council award the sand purchase and delivery contract to Meeks Enterprises for \$33/yard. **OR**

3. That Council advises administration to retender the sand purchase and delivery.

9.13 Page 171– Report 142 of 2016 dated October 7th, 2016 from Assistant Administrator Re: Tender for Gravel Haul Results.

Options:

1. That Council award the gravel haul contract to Resort Contracting for 23.5 cents km/yard and 1.15 loading
2. That Council award the gravel haul contract to Westar Ventures Ltd. for .43 km/yard and 1.22 loading.
3. That Council advises administration to retender the gravel haul.

10. Inquiries: None

11. Councilors Forum: None

12. Introduction and Consideration of Bylaws:

12.1 Page 94– Bylaw 28 of 2016 – a bylaw to amend Bylaw 06 of 2015, a bylaw to authorize access to and use of sewage lagoons.

That Bylaw 28 of 2016, a bylaw to amend Bylaw 06 of 2015 use the name after the number on all readings be introduced and read a first time.

That Bylaw 28 of 2016, a bylaw to amend Bylaw 06 of 2015 be now read a second time.

That leave be granted to read Bylaw 28 of 2016, a bylaw to amend Bylaw 06 of 2016 a third time.

That Bylaw 28 of 2016, a bylaw to amend Bylaw 06 of 2015 be read a third time and passed; and that Bylaw 28 of 2016, a bylaw to amend Bylaw 06 of 2015, be now adopted, sealed and signed by the Mayor and Administrator.

13. Unfinished Business:

13.1 Page 78– Bylaw 17 of 2016 – a Bylaw to Amend Bylaw 03 of 2016 known as The Zoning Bylaw.

That Bylaw 17 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a second time.

That Bylaw 17 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be read a third time and passed; and that Bylaw 17 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw*, be now adopted, sealed and signed by the Mayor and Administrator.

13.2 Page 79– Bylaw 22 of 2016 – a Bylaw to Amend Bylaw 03 of 2016 known as *The Zoning Bylaw*.

That Bylaw 22 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a second time.

That Bylaw 22 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be read a third time and passed; and that Bylaw 22 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw*, be now adopted, sealed and signed by the Mayor and Administrator.

13.3 Page 80– Bylaw 23 of 2016 – a Bylaw to Amend Bylaw 03 of 2016 known as *The Zoning Bylaw*.

That Bylaw 23 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a second time.

That Bylaw 23 of 2016,a bylaw to amend Bylaw 23 of 2016 known as *The Zoning Bylaw* be read a third time and passed; and that Bylaw 17 of 2016,a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw*, be now adopted, sealed and signed by the Mayor and Administrator.

13.4 Page 81– Bylaw 24 of 2016 – a Bylaw to Amend Bylaw 03 of 2016 known as *The Zoning Bylaw*.

That Bylaw 24 of 2016, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a second time.

That Bylaw 24 of 2016, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be read a third time and passed; and that Bylaw 24 of 2016, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw*, be now adopted, sealed and signed by the Mayor and Administrator.

13.5 Page 83– Bylaw 25 of 2016 – a Bylaw to Amend Bylaw 03 of 2016 known as The Zoning Bylaw.

That Bylaw 25 of 2016, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a second time.

That Bylaw 25 of 2016, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be read a third time and passed; and that Bylaw 25 of 2016, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw*, be now adopted, sealed and signed by the Mayor and Administrator.

14. Giving Notice:

15. Motions:

MATKOWSKI: Motion that report be brought forward to the next council meeting clarifying Council Meeting procedures.

MATKOWSKI: Motion that a report be brought forward to the next council meeting revisiting the placement of stop signs on Main Street and Simon Lehne Drive and Simon Lehne Drive and Ford Road.

WASYLUK: That administration review the Council Indemnity Policy and provide a report for Council consideration

WASYLUK: That administration arrange for a public meeting with SAMA representatives and the public to discuss property assessments and trailer park site fees.

WOJCIECHOWSKI: That administration bring forward a report and costs associated with meeting agendas being presented on tablets instead of paper.

MANTON: That administration bring forward a report for the purposes of establishing a trails committee independent from the Parks and Rec Board for Council consideration.

MANTON: That administration bring forward a report to Council to review the hall rental rates to be presented at the November meeting of Council.

WOJCIECHOWSKI: That administration schedule an incamera meeting between Council and staff to discuss any concerns or comments for future planning.

16. Adjournment:

September 9th, 2016

A Council Meeting of Council for the Resort Village of Candle Lake was held on September 9th, 2016, in the Council Chambers at Candle Lake, SK.

ATTENDANCE: The following were in attendance:

Wasyluk, Borden	- Mayor
Manton, Valerie	- Councilor
Cherkewich, Ron	- Councilor
Matkowski, Patricia	- Councilor
Wojciechowski, Brian	- Councilor (<i>via telephone</i>)

Heather Scott - Assistant Administrator

1. **CALL TO ORDER:** Mayor Borden Wasyluk called the meeting to order at 9:00 a.m.

2. **SUBMISSION OF PECUNIARY INTEREST:**

- Mayor Wasyluk on incamera item 3.1.
- Councilor Matkowski on item 9.1.

3. **ADOPTION OF MINUTES:**

358/2016 MATKOWSKI:

That the Minutes of the Special Meeting of Council called August 18th, 2016 be taken as read and adopted.

CARRIED

4. **APPROVAL OF AGENDA:**

359/2016 CHERKEWICH:

That Incamera items 3.1 and 3.2 be moved to the Regular Council Agenda.

CARRIED

359/2016 MANTON:

That the Agenda for this meeting be approved as amended, and that presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor.

Additions:

- 7.8 – Letter from the Candle Lake Card and Scrapbook Club
- 7.10 – Email from Candle Lake SnoDrifters
- 9.1 – Financial Report from Financial Officer
- 9.2 – Report 111/2016 Re: Blind Corner Signage
- 9.3 – Report 112/2016 Re: Website Update

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- 9.4 – Report 114/2016 Re: Reschedule Public Hearing of Bylaws 17, 22, 23, 24 and 25 of 2016
- 9.6 – Report 116/2016 Re: Request for a Temporary Building
- 9.7 – Report 113/2016 Re: Wildfire Management Plan
- 9.8 – Report 117/2016 Re: Airpark Lot Expansion
- 9.9 – Report 118/2016 Re: Discretionary Use – Secure Choice Storage
- 9.10 – Report 119/2016 Re: Tender for Hall and Bathroom
- 9.11 – Report 120/2016 Re: Invitation for Gravel Haul Tender
- 9.12 – Report 131/2016 Re: Tender for Sand Purchase and Delivery
- 9.15 – Report 123/2016 Re: Bayview Drive
- 9.16 – Report 125/2016 Re: Bylaw Enforcement Identification
- 9.17 – Report 126/2016 Re: Hanson Beach Permit
- 7.11- Correspondence Re: Small Claims Lawsuit 20136 Wasyluk vs. RVCL.
- 9.18 – Report 115/2016 Re: Van Impe refund of interest and penalties
- 15.1 – Cherkewich OCP Committee access to Denton Yeo.

CARRIED

5. PUBLIC HEARINGS AND APPEALS:

Mayor calls for a motion to adjourn council meeting and open public hearing.

360/2016 MATKOWSKI:

That Council adjourn council meeting and open public hearing at 9:15 a.m.

CARRIED

Register Speakers – Kenton McAuley

Mayor calls for a motion to adjourn public hearing and reconvene to council meeting.

361/2016 CHERKEWICH:

That Council close the public hearing and reconvene to council meeting at 9:23 a.m.

CARRIED

6. PRESENTATIONS, DELEGATIONS AND RELATED REPORTS: None

7. COMMUNICATIONS/PETITIONS PACKAGE:

362/2016 MANTON:

That communication items 7.1, 7.2 and 7.4 be received and filed.

CARRIED

363/2016 MATKOWSKI:

That administration draft a letter for Mayor's signature in response to Ms. Porter's letter regarding the cancellation of the use of credit cards for tax payments and that

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letter indicate Council's reasons for the cancellation, that being the high cost of service charges. **CARRIED**

364/2016 CHERKEWICH:

That the RVCL reimburse Mr. Buckoski one half the costs for a new septic sleeve in the amount of \$180.12. **CARRIED**

365/2016 CHERKEWICH:

1. That administration draft a letter for the Mayor's signature inviting the Conservation Officers, the R.C.M.P and Bylaw enforcement to a public meeting following the October 14th, 2016 Council meeting Re: ATVs and speeding issues.
2. That administration post notices to invite the public to the meeting and advertise for the public to submit any questions or comments in writing to the office prior to the meeting. **CARRIED**

366/2016 MANTON:

That administration drafts a letter for Mayor's signature in response to an email from Mr. and Mrs. Beggs regarding speeding, ATV's and rules for new boat docks/lifts, advising them of the public meeting and informing them that Council is focused on the boat dock issue. **CARRIED**

367/2016 CHERKEWICH:

That Council declare September as Muscular Dystrophy Awareness Month. **CARRIED**

368/2016 MANTON:

That Council direct that the Candle Lake Card and Scrapbook Club receive a reduced rental rate of \$175 for the Community Hall for the 2016 craft sale to be held on October 15th or 22nd, 2016. **CARRIED**

369/2016 CHERKEWICH:

That administration draft a cover letter for the Mayor's signature to the Candle Lake Card and Scrapbook Club advising them that their application was granted and notifying them that if they make a similar application in the future, Council may request financial statements for the past two years. **CARRIED**

Councilor Wojciechowski left at 10:13 a.m.

370/2016 MANTON:

That administration to bring forward a report for Council consideration for the hall rental policy and expenses. **CARRIED**

Councilor Wojciechowski returned at 10:17 a.m.

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371/2016 CHERKEWICH:

Refer to administration for review and report inter-municipal business licensing pilot project and request information and financial stakeholders input.

CARRIED

372/2016 CHERKEWICH:

That Council only consider the application from the SnoDrifters for the October 1, 2016 event as the policy may be reviewed.

CARRIED

373/2016 CHERKEWICH:

That Council defer the request of the SnoDrifters subject to the club producing items 1-5 for Council consideration:

1. Financial Statements for the past three years with management letters;
2. Copy of membership application forms;
3. Rentals and revenues for the lodge, if any, for the past three years;
4. How much has this organization paid in taxes or rent to the RVCL in the last three years;
5. Whether they are a non-profit and do they have charitable status.

WITHDRAWN

374/2016 MANTON:

That the Candle Lake SnoDrifters are charged \$600 for the October 1st, 2016 Octoberfest Fundraiser. Upon revision of the hall fee policy, administration is authorized to provide a refund if applicable.

Recorded vote: Manton – Yes
Cherkewich – Yes
Matkowski – Yes

Wasyluk – Yes
Wojchiechowski – No

CARRIED

Mayor Wasyluk having declared a pecuniary interest left at 10:52 a.m.

375/2016 CHERKEWICH:

That administration advises legal counsel to adjourn court matter to January, 2017 or later.

CARRIED

376/2016 MANTON:

Receive and file letter from legal counsel.

CARRIED

Mayor Wasyluk returned at 10:55 a.m.

8. CONSENT AGENDA:

377/2016 MANTON:

That the function attendance report Re: North Central Lakelands Planning District Committee be received and filed. **CARRIED**

9. REPORTS OF ADMINISTRATOR & COMMITTEES:

Councilor Matkowski having declared a pecuniary interest left at 10:58 a.m.

378/2016 MANTON:

That Council approves cheque #9140 for payment. **CARRIED**

Councilor Matkowski returned at 11:03 a.m.

379/2016 CHERKEWICH:

That Council acknowledge the accounts paid and approve the accounts payable as listed and that Council receive and file the financial summary and the bank reconciliation to the end of August 2016. **CARRIED**

380/2016 CHERKEWICH:

That Council approve the installation of new blind corner signs at 2nd Crescent North and another at Skalicky Drive. **CARRIED**

381/2016 CHERKEWICH:

That Report 112/2016 Re: Website Update be referred back to Council for further review and report, that report to contain a draft RFP for a more user friendly website, enhancing communications and that respondents provide one or two examples of previous work. **CARRIED**

382/2016 MANTON:

That a notice of Proposed Bylaws 17, 22, 23, 24 and 25 of 2016 be published in accordance with S. 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public hearing to be conducted on October 14, 2016. **CARRIED**

383/2016 CHERKEWICH:

That administration is to prepare an amendment for Council consideration to amend Bylaw 06 of 2015 – A Bylaw of the Resort Village of Candle Lake to Authorize Access to and Use of Sewage Lagoons by removing any reference to vacuum trucks. **CARRIED**

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384/2016

CHERKEWICH:

That Council grant permission for a temporary storage container to be placed on Lot 5, Block 1 Plan 72PA06478 subject to the owners obtaining a valid building permit; and subject to the condition that the neighbours be advised of the storage unit and any neighbours having a complaint, that Council revisit permission.

CARRIED

385/2016

MANTON:

That Council approve the Candle Lake Fuel Management Plan 2016 and advise the Wildfire Management Branch, Ministry of Environment of Council decision.

CARRIED

386/2016

MANTON:

That Council approve the plan to extension of Lots 11, 12, 13, 14 and 15, Block 402, Plan 01PA12265.

CARRIED

387/2016

MATKOWSKI:

That Council approves the Discretionary Use application for residential construction at 72 Industrial Drive for the business Secure Storage Inc. with condition that the business comply to all aspects of the Zoning Bylaw – Bylaw 3 of 2016.

CARRIED

388/2016

MANTON:

That administration is directed to send out an invitation to tender for renovations to the civic hall kitchen, bathrooms and emergency lighting.

CARRIED

389/2016

MATKOWSKI:

1. That administration is directed to send out an invitation to tender for gravel haul.
2. That the gravel tender include the following information:
 - I. Full legal name;
 - II. Residence and mailing addresses;
 - III. Equipment listed and whether it is owned or leased and the particulars of the lessor;
 - IV. A disclosure statement to include: contractor or subcontractor's relationship to Council and/or the family of Council and relationship to the Administrator or outside and inside staff.

CARRIED

390/2016

CHERKEWICH:

1. That administration is directed to send out an invitation to tender for sand.
2. That the sand tender include the following information:
 - I. Full legal name;
 - II. Residence and mailing addresses;
 - III. Equipment listed and whether it is owned or leased and the particulars of the lessor;

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- IV. A disclosure statement to include: contractor or subcontractor's relationship to Council and/or the family of Council and relationship to the Administrator or outside and inside staff.

CARRIED

391/2016: CHERKEWICH:

That administration advises the application that the Resort Village of Candle Lake Council has no issue with the application to landscape the Hanson Beach area subject to the applicant receiving all appropriate permissions.

CARRIED

392/2016 MATKOWSKI:

1. That Council approve the new list to the Mayor regarding committee appointments for the period August 12th, 2016 to December 31st, 2016 as follows:
 - i. Parks and Recreation/Trails..... Councillor Wojciechowski, (Parks and Rec) Councillor Manton, Councilor Wojciechowski (trails)
 - ii. Communities in Bloom Councillor Manton
 - iii. Roads/Maintenance/Landfill/Environment Councillor Wojciechowski, Mayor Wasyluk
 - iv. Finance & Budget All of Council
 - v. Economic Planning & Development Councillor Wojciechowski, Mayor Wasyluk
 - vi. North central Lakelands District Planning Committee..... Councillor Cherkewich
 - vii. PARCS Councillor Matkowski, Mayor Wasyluk
 - viii. Fire/First Responders/EMO/Search & Rescue Councillor Wojciechowski,
 - ix. SUMA All of Council
 - x. Wapiti Regional Library Councillor Manton
 - xi. Health Councillor Matkowski,
 - xii. CUPE Negotiating Committee Councillor Cherkewich, Councilor Manton
 - xiii. North Central Area Transportation Planning Committee... Mayor Wasyluk

CARRIED

393/2016 CHERKEWICH:

That each committee is allowed to approve their own Chairperson and send to Council for validation unless a bylaw indicates otherwise.

WITHDRAWN

394/2016 MANTON:

That Bylaw 27 of 2016- a bylaw to amend Bylaw 02 of 2016 – Article 13.6 be laid on the table under order of business "Introduction and Consideration of Bylaws". This Bylaw is for three readings.

CARRIED

September 9th, 2016

395/2016 MANTON:

That administration is directed to put an offer of tender out for the repair of Bayview Drive drainage.

CARRIED

396/2016 MANTON:

That Council approves the expenditure of a maximum of \$500 for the purchase of identification badges/tags and hats with insignias indicating the wearer is a Bylaw Enforcement Officer for the Resort Village of Candle Lake.

CARRIED

397/2016 MATKOWSKI:

That Council receive and file Report 115/2016 Re: Van Impe refund of interest and penalties.

CARRIED

398/2016 CHERKEWICH:

That administration drafts a letter for the Mayor's signature to the developer to compliment him on his efforts to pay the arrears, but that Council is not able to accommodate his request.

CARRIED

10. INQUIRIES: None

11. COUNCILORS FORUM: None

12. INTRODUCTION AND CONSIDERATION OF BYLAWS:

12.1 - Bylaw 27 of 2016 – A Bylaw to Amend Council Procedures Bylaw – Article 13.6.

399/2016 MANTON

That Bylaw 27 of 2016 – A Bylaw to Amend Council Procedures Bylaw – Article 13.6. be introduced and read a first time.

CARRIED

400/2016 WOJCIECHOWSKI

That Bylaw 27 of 2016 – A Bylaw to Amend Council Procedures Bylaw – Article 13.6. be now read a second time.

CARRIED

401/2016 MANTON:

That leave be granted to read Bylaw 27 of 2016 – A Bylaw to Amend Council Procedures Bylaw – Article 13.6. a third time.

CARRIED

402/2016 MANTON:

That Bylaw 27 of 2016 – A Bylaw to Amend Council Procedures Bylaw – Article 13.6 be read a third time and passed; and that Bylaw 27 of 2016 – A Bylaw to Amend Council Procedures Bylaw – Article 13.6. be now adopted, sealed and signed by the Mayor and Administrator.

CARRIED

September 9th, 2016

13. UNFINISHED BUSINESS: None

14. GIVING NOTICE:

403/2016 WASYLUK:

Give notice of intent to bring forward a motion that administration is to prepare a report and draft bylaw to amend the North Central Lakelands Planning District Official Community Plan – Bylaw 12 of 2013 by adding an article under 22.2 Policies to read that certain parcels of land will be designated as Conservation and that administration is to prepare a companion report and draft bylaw to amend the Zoning Bylaw – Bylaw 03 of 2016 to reflect the changes and ensure the Zoning Bylaw is compatible to the Official Community Plan. **CARRIED**

404/2016 WASYLUK:

Give Notice of intent to bring forward a motion to have administration prepare a report regarding limiting the number of trailer sites within the Resort Village of Candle Lake. **CARRIED**

15. MOTIONS:

405/2016 CHERKEWICH:

That administration is to confirm Clem Perras and Ron Cherkewich are on an OCP Committee. **CARRIED**

406/2016 CHERKEWICH:

That the OCP Committee of Clem Perras and Ron Cherkewich have the permission of Council to access Denton Yeo for the purpose of preparing drafts for Council consideration. **CARRIED**

16. ADJOURNMENT:

407/2016 WOJCIECHOWSKI:

That Council adjourn the Council meeting at 1:36 p.m. to reconvene at the next scheduled meeting at 9:00 a.m. on October 14th, 2016. **CARRIED**

To The Resort Village of Candle Lake & Council members

Regarding the amendment of Bylaw 06 of 2015.

It's been brought to my attention that an amendment of Bylaw 6 of 2015 has been proposed. According to my research this could potentially be an environmental risk to the Village of Candle Lake. As a business owner and permanent resident I would like to see this Bylaw stay in place.

When the initial Bylaw 6 of 2015 was purposed all 4 haulers at the time were invited to a special meeting to review the new bylaw, but when a new amendment was applied for, that courtesy was not extended.

1. Environment issue - problematic for the village in the future. Collection methods, transportation or conveyance of waste, treatment, and disposal all need to be thoroughly considered.

Currently the Bylaw states you must be a commercial business with vacuum truck to haul sewage to the lagoon. By amending the Bylaw 6 of 2015 it would make it acceptable to run a poly tank with a pump and could open up the possibility of hazardous waste being hauled without continuous monitoring

Without an air tight tank, if were there ever to be in an accident and seepage or a collision there would be raw sewage to clean up.

2. Vacuum trucks - are used by small towns, and municipal, governments, and by commercial entities around the world. Historically the Resort Village 35+ years all operators owned and operated Vacuum trucks.

3. Vacuum pump/truck - septic pumping companies remove 99% sludge from your septic tank using a vacuum truck, some other techniques insert a hose in the tank and only suck out the liquids. The right way is to remove all the liquids and solids in the tank (cleaning). And vac pump will pump all sludge while any other pump will just pull the liquids.

For tanks pumped on a regular basis, 99% of the solids can be removed fairly easily. The thicker the sludge becomes, the more difficult it is to remove the solids, the more damaging to the tank and potentially causing ground seepage and considerable wear and tear on trucks and equipment.

4. Time - a septic dump usually takes a minimum of 15 minutes depending on tank size where's, if the sludge in the bottom is not pumped via vacuum truck the time to back wash and re-suck can be time consuming and costly to consumer as well owner and septic truck. Also noted the unavoidable offence of the foul fumes/stench to the surrounding neighbors for the removal of solid wastes is almost unbearable.

5. Sanitation is the hygienic means of promoting health through prevention of human contact with the hazards of wastes as well as the treatment and proper disposal of sewage. Hazards can be either physical, microbiological, biological or chemical agents of disease. Wastes that can cause health problems include human and animal excreta.

6. Department of Transportation that the weight of a single axle can only be 8500kg on the back and 5400kg on the front. Which can mean being overweight if hauling liquids.

7. Compensation – as per councilor Cherkewich asking administration to consider: The Municipalities Act Sec 347-alluding for compensation. I too would consider pursuing. When we purchased the Septic business effective June 27, 2016 we were aware of the Bylaw 6 of 2015 would be in effect July 1, 2016 needing a Vacuum truck to haul sewage. If this Bylaw is amended and approved that a vacuum truck is no longer mandatory C & S Septic would consider seeking the same said compensation for the purchases of 3 vacuum trucks that will no longer be required.

In closing I would like to ask to keep the Bylaw 6 of 2015 in place to preserve the integrity of this beautiful community.

Jami Sumilc
C & S Septic Services Ltd.

Date: Sept 30, 2016

To: Resort Village of Candle Lake

Box 114

Candle Lake Sask

S0J 3E0

Re: Bylaw 06 of 2015

Mayor and Council

Unfortunately we cannot make it to the meeting however I would like this letter read at the meeting.

Regarding the amendment of Bylaw 06 of 2015.

We are against the amendment of Bylaw 06 of 2015 to remove the word vacuum truck. It was put in place to add another level of protection to our environment at Candle Lake Sask. By passing the proposed amendment council would be going backwards and allowing the transportation of waste material with no regard to the wellbeing of the lake.

Originally when Bylaw 6 of 2015 was purposed all septic haulers at the time were invited to review the proposed amendment and have their input heard and reviewed. The revised bylaw was posted with several months' notice before it was implemented, allowing all haulers time to revise their business plans.

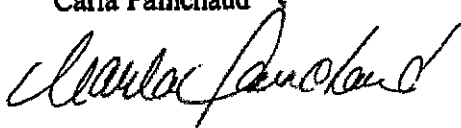
I would like to see a recorded voted so everyone can actually see who took a stand on each option.

Regards

Carey Painchaud



Carla Painchaud



RVCL Heather

From: Wilf <[REDACTED]>
Sent: September-06-16 8:32 AM
To: rvcandlelakeoffice@sasktel.net
Subject: See attached letter
Attachments: September 5.docx

Hi please forward to Mayor and Council
Wilf Martin
[REDACTED]

September 5, 2016

Resort Village of Candle Lake

Candle Lake, Sask.

Attention Mayor and Council:

I just wanted to send this memo in regards to the newly painted lines on Main street. I wish to thank the village for completing the lines which includes the long awaited walking path.

In saying that we now have a very serious problem with the ATV operators who as in the past follow no rules about riding around the lake. The Labour Day weekend saw many ATV's riding in the walking path and on two occasions I observed walkers having to run out on to the road or step into the ditch to avoid speeding ATV's in the walking path. I also seen several operators who were about 12 years old and I know their families so this is a fact. They were also riding on the walking path. The gravel portion along the other side of the road is also being used by ATV's and dirt bikes. This will of course cause much damage to the pavement edge as has happened in other areas of the lake.

I would expect that this be taken up with the EPS Bylaw Enforcement. I have been a long time proponent of banning these ATV's and dirt bikes. I know that serious injury will happen as a result of the disregard for any rules by the operators.

Thank you for reading this memo

Wilf Martin

RVCL Heather

From: bethherzog@sasktel.net
Sent: September-01-16 5:46 PM
To: mike.guitard@gov.sk.ca; henrygareau@hotmail.com; jljoanette@xplornet.ca; wsk@sasktel.net; john.moynham@gov.sk.ca; dallon.pidwerbesky@gov.sk.ca; johnsherd@gmail.com; george.prudat@sasktel.net; rs.wilfing@sasktel.net; rporkyporter@sasktel.net; gtomporowski@sasktel.net; gordon.anderson@gov.sk.ca; blbuhler@hotmail.com; suma@suma.org; judy.mh@sasktel.net; e.rundbraaten@sasktel.net; Conrad.Read@gov.sk.ca; Alan.Lindsay@gov.sk.ca; haroldmueller01@gmail.com; rwiens@sasktel.net; bethherzog@sasktel.net; ljmcaid@live.ca; Theresa.Finn@gov.sk.ca; l.mccaffrey@sasktel.net
Cc: rm502@sasktel.net; rm466@sasktel.net; rm429@sasktel.net; rm372@baudoux.ca; rm463@sasktel.net; rm622@sasktel.net; rm405@sasktel.net; rm431@sasktel.net; blainelake@sasktel.net; rickpochipinski@gmail.com; ward3@citypa.com; rm498@sasktel.net; rm436@littleloon.ca; rm469@sasktel.net; villageofparkside@yourlink.ca; administrator@rmoflaird.ca; vilchr@sasktel.net; public.works@rmcormanpark.ca; rm491@sasktel.net; rm435@littleloon.ca; rm493@sasktel.net; rm430@sasktel.net; heavyg@sasktel.net; rm401@sasktel.net; rvcandlelakeoffice@sasktel.net; villageofmervin@littleloon.ca; vmarcelin@sasktel.net; rm588@sasktel.net; rm442@sasktel.net; rm434@sasktel.net; rm437@sasktel.net; townofstwalburg@sasktel.net; kmorrison@lloydminster.ca; judy.mh@sasktel.net; rm490@sasktel.net; rm440@sasktel.net; townaberdeen@sasktel.net; townofturtleford@sasktel.net; rm499@rmofmervin.com; rm471@sasktel.net; rm470@sasktel.net; rm459@sasktel.net; vill.dor@sasktel.net; rm461@sasktel.net; clah@warman.ca; town.administrator@hafford.ca; v.janzen@sasktel.net; pat.lorje@saskatoon.ca; tos@sasktel.net; info@townofosler.com; oc@rmwilton.ca; bigriver@sasktel.net; rm496@sasktel.net; town.cudworth@sasktel.net; edamvill@sasktel.net; rm.lakelenore@sasktel.net; rm494@sasktel.net; rm467@yourlink.ca; villageofgoodsoil@sasktel.net; rm497@sasktel.net; rm373@sasktel.net; village470@sasktel.net; cityhall@meadowlake.ca; canwood.town@sasktel.net; villageofpilger@gmail.com; angela.gardiner@saskatoon.ca; rm520@sasktel.net; leoville@sasktel.net; rm501@sasktel.net; birchhills.town@sasktel.net; townofshellbrook@sasktel.net; rm497@sasktel.net; townoffice@rosthern.com; mayor@lloydminster.ca; rm460@sasktel.net; vmeota@sasktel.net; town.ducklake@sasktel.net; rm555@sasktel.net
Subject: NCTPC Approved Minutes of June 23, 2016
Attachments: Minutes for 23 June 2016 Reg Exec.doc

FYI

The attached minutes were approved at the Executive Meeting on August 30, 2016.

The next Executive Meeting will be held at the Civic Centre in Birch Hills on Tuesday, November 22, 2016 starting at 10:00 a.m.

Thank you

Beth Herzog
Executive Administrator
NCTPC

NORTH CENTRAL TRANSPORTATION PLANNING COMMITTEE

Regular Executive Meeting Minutes

Thursday, June 23, 2016

Full Circle, Northside, Saskatchewan

- Present* Richard Porter (Chairperson), Louis McCaffrey (1st Vice Chairperson), Wally Kabaroff, Larry McDaid, George Tomporowski, John Herd, Edwin Rundbraaten, Jim Joannette, Henry Gareau, George Prudat, Beth Herzog (Executive Administrator), Alan Lindsay (MHI), Mike Guitard (MHI)
- Absent* Ray Wilfing, Harold Mueller, Judy Harwood (SARM), Ben Buhler (SUMA)
- Call to Order* The meeting was called to order @11:35 a.m. with Chairperson Porter welcoming everyone to the meeting.
- Motion* **McCaffrey moved; Herd seconded:**
That the Agenda be accepted as organized. Cd.
- Motion* **McDaid moved; Rundbraaten seconded:**
That the Minutes of the Regular Executive Meeting and the Organizational Meeting of April 28th, 2016, be accepted as presented with no errors or omissions. Cd.

Old Business

Paynton Ferry

- The small committee of Porter, McCaffrey and Herzog met with Harold Retzlaff and Alan Lindsay on June 16, 2016, to present the revised Business Case to Replace the Paynton Ferry. The committee is waiting for a response to the revision which addressed the 7 concerns expressed by the Ministry.

New Business

Ministry of Highways and Infrastructure Report (Lindsay)

- Lindsay shared the 2016-17 budget highlights from the Ministry of Highways and Infrastructure.

2017 Workshops

- Workshops will be held in Birch Hills and Edam on February 21 and 23 respectively. Road stabilization by Paradox and tentatively a follow up from OH&S from the 2016 workshops will be the topics.

2016 ATPCCC Conference –Supporting Transportation Infrastructure in Saskatchewan

- The 2016 Annual Conference will be held at the Elk Ridge Resort from October 5-7, 2016.

SPPI 2016 Annual Conference & AGM

Motion: **Tomporowski moved; Herd seconded:**

That NCTPC send a letter to Miranda Carlberg in regards to the Ministry covering the registration fee for Alan Lindsay, Senior Planner, to attend the 2016 Annual Conference & AGM to be held in Swift Current in September 2016. Cd.

SARM (McCaffrey)

- A one day training workshop for councilors will be available through SARM.

Correspondence

Correspondence was read and discussed.

Motion: **Joannette moved; Herd seconded:**

That the correspondence presented at the meeting be filed for future reference.

Financials

Motion: **McCaffrey moved; Herd seconded:**

That we approve the Statement of Cash Receipts and Payments as presented with the 01 April 2016 to 31 May 2016 Financial Statement. (Cheques# 2287-2288, 2290-2301, 2303-2305, 2313-2316) Cd.

Motion: **Herd moved; Joannette seconded:**

That the Financial Statement of Accounts for period 01 April 2016 to 31 May 2016 be approved as presented. Cd.

Next Regular Executive Meeting:

The next Regular Executive Meeting will be held in Prince Albert at the MacIntosh Mall, 10th Floor on Tuesday, August 30, 2016.

This Regular Executive Meeting will start @ 10:00 a.m.

Adjournment **Kabaroff:** Moved that the meeting be adjourned.
Meeting adjourned @ 12:40 p.m.

Chairperson

Executive Administrator

RECEIVED

AUG 30 2016

Very disappointed council decided
to suspend the payment of
taxes by credit card. Perhaps you
should re-negotiate your service
charges with your financial
providers. This option was very
popular with your tax payers
- Robbie Pod.

RECEIVED
SEP 08 2016

September 7, 2016

Resort Village of Candle Lake

Mayor Borden Wasyluk

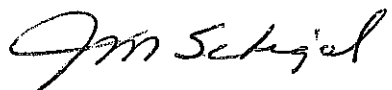
Councillors Valerie Manton, Patricia Matkowski, Ron Cherkowich and Brian Wojciechowski

Dear Resort Village of Candle Lake Council,

As in years past the Candle Lake Parks & Recreation Committee will be hosting the Christmas Supper with the Resort Village of Candle Lake. This year the supper will be held at the Community Hall on November 25th, 2016.

We are asking the Resort Village to pay for the purchase of 10 – 20lb Turkeys. I understand the Resort Village has been paying for the turkeys for many years and we would appreciate it if the tradition was carried on for this year.

Thank you



Judy Schigol

Vice Chairperson

Candle Lake Parks & Recreation Committee

Chair, Christmas Supper Committee



Candle Lake Chamber of Commerce

C/O Box 220

Candle Lake, Sk. S0J 3E0

September 16, 2016.

RECEIVED

SEP 19 2016

Mayor and Council

Resort Village of Candle Lake

Candle Lake, Sk

S0J 3E0

Dear Sir/Madam:

We are inviting a member of council to attend our regular meetings as a liason/co-ordinator.

Please contact me regarding this matter.

Regards,

Liz Thorpe

Secretary/Treasurer



RECEIVED
SEP 15 2016

September 12, 2016

Borden Wasyluk, Mayor
Resort Village of Candle Lake
Box 114
Candle Lake, SK, S0J 3E0

Dear Mayor Wasyluk:

Thank you for your letter regarding Candle Lake water quality issues and fish kill that occurred this past summer. I am pleased to report the results of the field sampling performed by Ministry of Environment staff and pathology from the Western College of Veterinary Medicine.

On Wednesday August 10, Ministry staff did dissolved oxygen profiles in various locations around Candle Lake. The results of that monitoring indicated that there were no concerns with the dissolved oxygen concentrations in Candle Lake. The entire water column had dissolved oxygen levels that would support fish populations.

Fish samples were also sent to the Western College of Veterinary Medicine in Saskatoon for pathology. The results indicate the presence of several species of *Aeromonas* bacteria in the fish samples submitted. This is normal for fish in Saskatchewan and these bacteria typically don't result in disease unless the fish are stressed. Many of the perch that were submitted also had myxosporean infections in the spinal cord and brain. This is also common and not a cause of the fish kill, but may contribute to it if fish are stressed. I have attached a copy of the pathology report for your review.

In speaking with others in the ministry who are familiar with Candle Lake, a likely scenario for the fish kill is that these fish died in the tributaries of Candle Lake due to lack of oxygen after the lake levels were lowered. These stranded fish were then washed into Candle Lake following a period of high rains giving the appearance of a fish kill in Candle Lake itself. This is supported through Water Security Agency data, as well as observations for cabin owners who indicated that lake levels were dropped significantly this year.

...2

The results collected do not indicate any issues with Candle Lake dissolved oxygen levels that would be detrimental to fish populations, but rather an isolated incident that was a result of lake levels being lowered and stranding fish in the tributaries of Candle Lake.

Should you have any other questions, please contact me at (306) 425-4247.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Duffy'.

Mark Duffy
Fisheries Biologist

Enclosure

WILDLIFE DIAGNOSTIC REPORT



CANADIAN
WILDLIFE HEALTH
COOPERATIVE

WESTERN/NORTHERN REGION
Western College of Veterinary Medicine
52 Campus Drive, Saskatoon, SK S7N 5B4
Phone: (306) 966-5815 Email: wn@cwahc-rcsf.ca

Diagnosis Date : 2016-08-23

Necropsy # : PDS1627665

Incident Information

Incident Code :	CWHC.123498	Location :	Address : Candle Lake, Saskatchewan
Specimens :	7 x Yellow Perch 1 x Spottail Shiner		Latitude: 53.75174 Longitude: -105.249716

Finder/Submitter Information

Submitter :	Finder :
Shalayn Fielder	Unknown
Ministry of Environment - Candle Lake	
Box 119	
Candle Lake, Saskatchewan, S0J 3E0	
Phone : 306-929-8400	
Fax : 306-929-8406	
Email : Shalayn.fielder@gov.sk.ca	

Information Provided For Incident

~88 fish samples submitted from Candle Lake, SK. There have been numerous complaints over the summer of dead minnows all around the lake.

Received one cooler with:
A- 11 minnows (sandy Bay)
B -2 minnows (Sandy Bay)
C- 1 perch (Sandy Bay)
D- ~14 minnows (Fisher's Creek)
E- ~50 minnows (Waskateena)
F- Water sample (Minnewanka)

Diagnosis and Interpretation

Interpretation

The most consistent lesion seen histologically was locally extensive inflammation of the dermis and muscle which would fit with a bacterial infection originating from the skin. Bacterial culture revealed a couple of species of *Aeromonas* which can cause ulcerative dermatitis but these bacteria are typically ubiquitous in aquatic environments and don't result in disease until fish are stressed due to poor water quality. The lesions and scenario is similar to perch die-offs we saw at Buffalo pound in which we determined *Flavobacterium columnaris* as the cause. Unfortunately we are not set up this year to culture and identify this organism so can't whether or not this bacterium is involved. Many of the perch also had severe myxosporean infections of the spinal cord and brain which also may contribute to poor health but are not likely responsible for mortality. Unfortunately samples were somewhat autolyzed which made identification of gross lesions difficult. In almost all cases of fish mortality, stress caused by low oxygen or poor water quality is a major contributing factor.

Laboratory Results For Specimen Number PDS1627665

Sample	Target	Result
Kidneys A3	Aeromonas sobria	1
	Aeromonas veronii	3
Liver A3	Aeromonas sobria	1
		4
	Aeromonas veronii	3
		1
Gills A3	Aeromonas sobria	1
	Aeromonas veronii	2
Kidneys C1	Aeromonas sobria	1
	Aeromonas veronii	1
Gills C1	Aeromonas sobria	1
	Aeromonas veronii	1
Liver D1	Aeromonas sobria	1
	Aeromonas veronii	4
Body wall D1	Aeromonas sobria	1
	Aeromonas veronii	2
Gills D1	Aeromonas sobria	3
	Aeromonas veronii	4

Comment:
Aeromonas veronii contains two biovars: Aeromonas veronii biovar veronii and Aeromonas veronii biovar sobria.
It looks both
biovars are present in the samples submitted.

Diagnosis

1) infection of spinal cord and brain with myxosporean parasite - *Myxobolus neurophilus*

Laboratory Results For Specimen Number PDS1627665

Cross Reference #:	A4	Sex :	Unknown
Species :	Spottail Shiner (<i>Notropis hudsonius</i>)	Age :	Unknown
Date Received :	2016-08-10	Weight :	2.4g

Necropsy

No abnormal findings

Histology

At the cranioventral body wall there is muscle necrosis, fascial edema and a mild to moderate infiltrate of heterophils, macrophage and lymphocytes.

Diagnosis

1) locally extensive acute necrotizing myositis and dermatitis - likely bacterial

Laboratory Results For Specimen Number PDS1627665

Necropsy

There was a 7 mm band of pink discoloration of the skin on the left body wall.

Histology

Over 50% of the spinal cord and medulla oblongata is replaced or displaced by innumerable myxospores of *Myxobolus neurophilus*, some within pseudocysts. Just caudal to the vent there is a moderate infiltrate of mononuclear cells in the muscle fascia. There are numerous filamentous bacteria on the surface of the dermis where epidermis has sloughed.

Bacteriology

Sample	Target	Result
Kidneys A3	<i>Aeromonas sobria</i>	1
	<i>Aeromonas veronii</i>	3
Liver A3	<i>Aeromonas sobria</i>	1
		4
	<i>Aeromonas veronii</i>	3
		1
Gills A3	<i>Aeromonas sobria</i>	1
	<i>Aeromonas veronii</i>	2
Kidneys C1	<i>Aeromonas sobria</i>	1
	<i>Aeromonas veronii</i>	1
Gills C1	<i>Aeromonas sobria</i>	1
	<i>Aeromonas veronii</i>	1
Liver D1	<i>Aeromonas sobria</i>	1
	<i>Aeromonas veronii</i>	4
Body wall D1	<i>Aeromonas sobria</i>	1
	<i>Aeromonas veronii</i>	2
Gills D1	<i>Aeromonas sobria</i>	3
	<i>Aeromonas veronii</i>	4

Comment:

Aeromonas veronii contains two biovars: *Aeromonas veronii* biovar *veronii* and *Aeromonas veronii* biovar *sobria*. It looks both biovars are present in the samples submitted.

Diagnosis

- 1) myxosporean infection of the spinal cord and brain
- 2) focal acute myositis and dermatitis

Laboratory Results For Specimen Number PDS1627665

Cross Reference #:	E1	Sex :	Unknown
Species :	Yellow Perch (<i>Perca flavescens</i>)	Age :	Unknown
Date Received :	2016-08-10	Weight :	6.8g

Necropsy

No abnormal findings

Histology

Lawrence and Laura Ward

RECEIVED
SEP 13 2016

September 11, 2016

Mayor and Council,
The Resort Village of Candle Lake
PO Box 114
Candle Lake, SK S0J 3E0

Dear Mayor Wasyluk and Council:

Re: water drainage issues at [REDACTED] White Poplar Crescent, Candle Lake, SK.

We are writing in regards to the water drainage issues on Lots [REDACTED] located on White Poplar Crescent. The rain that we received on July 3rd and 4th, 2016 caused water to accumulate and encroach onto our property covering approximately one quarter of the said lots. The dry sump and pump that was installed in the easement by the Village failed and we had to place a call to the Village Office. As we are not permanent residents of Candle Lake, we rely on the Village administration's commitment to us that this pump and drainage issue would be maintained regularly by Village public works staff. We happened to be at our cottage over the said period of time and no one came to check to see if the pump was working properly and we therefore had to make a call to the Village Office to have them send personal out to service the pump, at which time a replacement pump was sourced.

Water accumulates either from rain or winter snow thaws backs onto our property. Our concern is that there is potential for the water to flood our cottage as it is not on a raised foundation but a cement slab.

The existing system in place does not meet the drainage requirements for this area. We would like to put forward a suggestion for a "designed drainage easement" or a "dry stream", a shallow swale, lined with stone substantial enough to withstand the spring thaws and serious downpours. The easement at the back (west) of our property is for the most part not accessible due to the poor drainage, the water builds up in this easement which in turn encroaches onto about a quarter of our two lots as well as other property owners around us. We feel that installing a dry bed the length of the easement will help drain the water away from the property owners to a "permanent dry sump" to be pumped away, but it would still allow access to the easement when needed.

We feel that the system in place now is not an adequate solution. The pump has to be removed in the fall and cannot be reinstalled until the ice buildup in the sump is completely thawed out. We are asking that you consider installing a "permanent dry bed sump" which would be operational year round.

September 11, 2016

Page 2

Due to the lack of planning foresight with the increase of property development, Pine Drive was extended and built up for access of lot development and property elevations were increased. This impacted the natural water drainage which resulted in the water be forced back and trapped onto our property.

We ask the Village administration to address this issue, as it is time for a permanent solution.

Thank you for your time. We look forward to hearing from you soon.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lawrence and Laura Ward', written over a horizontal line.

Lawrence and Laura Ward

LW/lw

Encl.



September 14, 2016

Attention: Mayors, Reeves, Administrators and Council Members

The Saskatchewan Water Security Agency is pleased to provide a FREE training opportunity for municipal leaders!

Course Title: Responsibilities of Municipal Authorities for Water and Sewage Works

When: Tuesday November 15, 2016 - 9:00am to 12:00pm

Where: L.F. MacIntosh Building, Prince Albert, Room 1.1 (located on the main floor)

This course is intended for municipal leaders who directly administer and make decisions regarding communal water and sewage works. This course is not intended for water and sewage works operators.

Below is a brief outline of the topics that will be covered:

- Applicable Legislation, Standards, Fact Sheets and other documents
- Permits to Construct and Operate
- Compliance Inspections
- Monthly Review of Records (hands-on demonstration)
- Upset Reporting and Consumer Reporting
- Where to go for more information
- Discussion and Q&A

Space is limited for this course and is offered on a first come, first served basis.

If you would like to attend, **R.S.V.P** with the attendee's name, community/organization, email address, and telephone number to the undersigned by no later than November 1, 2016.

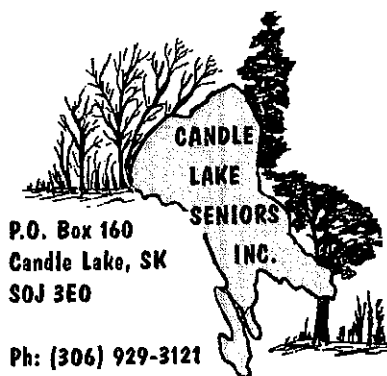
If municipal leaders are interested in taking the course, but cannot attend on November 15, 2016, please contact the undersigned. The Water Security Agency may offer this course again, if there is enough interest.

Please contact the undersigned if there are any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Barry Wright', is written over a horizontal line.

Barry Wright, Environment Officer
EMMS Division, Water Security Agency
Prince Albert, SK



RECEIVED
SEP 20 2016

Resort Village of Candle Lake

Sept.18th. 2016

Candle Lake, Sask. S0J 3E0

Mayor and Council:

Re - AED - Fully Automatic Defibrillator.

The Candle Lake Seniors are asking for assistance in the purchase of this life saving equipment.

Attached is a quote for this item. This unit is compatible with that used by our first responders.

We deem this equipment necessary and be readily available if required. Use of existing units ie.e. hall and curling club, would not be readily accessible in an emergency situation.

Any assistance you may be able to provide by grant or otherwise would be greatly appreciated.

Yours truly,

Marion Cresswell.

President, Candle Lake Seniors.

AED Advantage



QUOTE

Date	Quote #
9/07/2016	2058

#4 - 2225 1st Ave. N
Saskatoon, SK
306-653-5028 Fax: 306-665-5623
Toll Free: 888-653-5028



Quote To
Candle Lake Seniors c/o Lucille Lang Box 184 Candle Lake, Sask. S0J 3E0

Customer Contact	Customer Phone	Customer E-mail	Terms	S&H	Expires	Rep
Lucille Lang	306-960-6414	lrlang@skyvelocity.ca	Due on receipt	\$49	10/07/2016	MLB

Item	Description	Qty	Rate	Total
80403-000279	Physio-Control LifePak CR Plus Fully Automatic AED Kit Includes: * Fully Automatic Defibrillator * Output Energy: escalating - 200,300,360 joules * 2sets of Adult Quik-Pak Electrodes(REDI-PAK preconnect system((2yr exp) * Charge pak battery charger (2 yr exp)- SafeGuard Power System * Carrying Case * First Responder Kit (includes mouth barrier mask with valve & filter, razor, scissors,& wipes) * Training DVD * AED Operating Instructions * Equipped with cprMAX and ADAPTIV biphasic technology **8 YEAR WARRANTY**	1	1,989.00	1,989.00T
AED Tags	FREE AED Inspection Tag	1	0.00	0.00T
Door/Window...	FREE AED Door/Window Decal	1	0.00	0.00
FreeAEDReg	FREE online registry program generates a monthly email notice to remind customers to check their AED. Notifications of upcoming accessory expiry dates provided.		0.00	0.00T
Discount	Subtotal			1,989.00
S & H (L)	Less Non-Profit Discount		-10.00%	-198.90
	Shipping & Handling		49.00	49.00T
	Storage Options: Surface Mount Alarmed Cabinet - \$250 Wall Bracket - \$85			

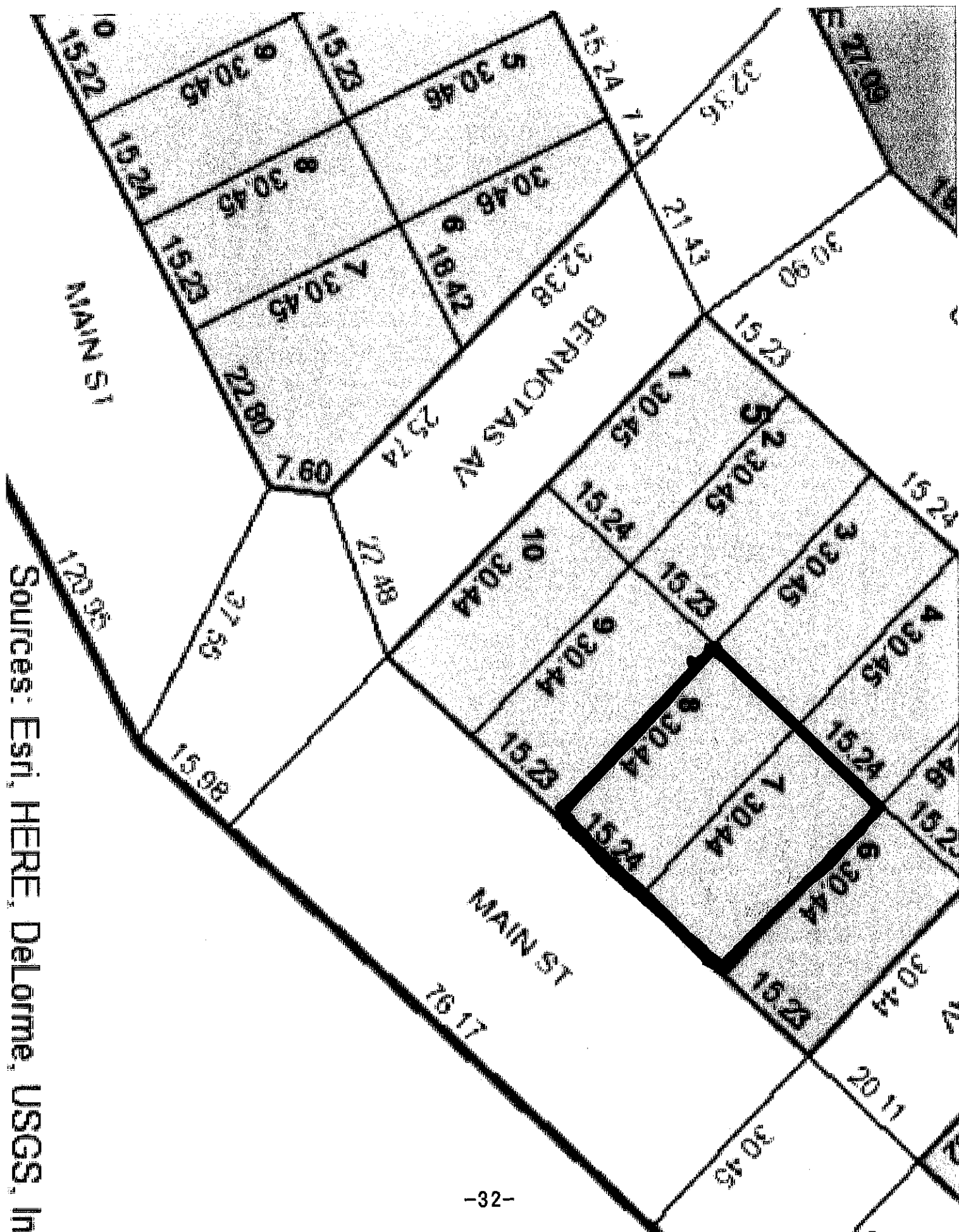
Go to our website www.aedadvantage.ca to view product and accessories.			Subtotal	\$1,839.10
			GST (2) On Sales@5.0%	91.96
			PST (3) On Sales@5.0%	89.51
			Total Tax	181.47
Approved by: _____				
GST/HST No.	E-mail	Web Site	Total \$2,020.57	
806938973	info@aedadvantage.ca	www.aedadvantage.ca		

Patricia Rempel

From: Colleen Kitter <[REDACTED]>
Sent: October-03-16 9:15 AM
To: rvcandlelakeoffice@sasktel.net

Please forward this request to Village council for consideration. We would like to amalgamate lot 8, block 5, plan # 48CG6670 and lot 7, block 5 plan # 48CG6670 Thank you Rod and Colleen Kitter

Sent from my iPad



September 30, 2016

Mayor & Council
Resort Village of Candle Lake
Box 114
Candle Lake SK S0J 3E0

RECEIVED

OCT - 3 2016

Dear Sir or Madam,

Sakaw Askiy Management Inc. is the license holder of the Prince Albert Forest Management Agreement (PAFMA). Our shareholders include: A.C. Forestry (ACFor), Montreal Lake Business Ventures (MLBV), Edgewood Forest Products, Carrier Forest Products, Norsask P A Forestry (Norsask), L&M Wood Products, Meadow Lake Mechanical Pulp (MLMP) and Meadow Lake OSB (MLOSB). Operations of Sakaw shareholder are integrated with third party operators across the PAFMA.

Sakaw is finalizing an Operating Plan (OP) for the Prince Albert FMA covering the period 2017 to 2022. The OP is a living document reflecting a continuous and comprehensive process of Stakeholder engagement, in addition to operational and market considerations. On December 1st, 2016 the Sakaw General Manager will submit the OP to the Forest Service for review, aboriginal consultation and approval.

Sakaw OP plan submission is seeking approval of harvesting areas to be completed between April 2017 and March 2019. Once approved, harvest blocks proposed in the OP will not require subsequent stakeholder engagement, unless there is a material change to the harvest design. The initiation of harvest in any area will require notification to be provided to the Forest Service.

The plan maps and other information about Sakaw and our shareholders will be available for viewing on our website at www.sakaw.ca and at all the Sakaw shareholder offices by approximately **November 18, 2016**. If after reviewing the maps you have additional questions, concerns, proposed areas for improvement, or require further information please contact me or one of our planning area facilitators as outlined below.

Shareholder Operations

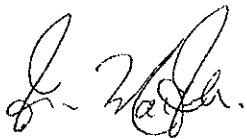
ACFor, MLOSB, MLMP, Norsask
L&M
Carrier Forest Products
MLBV
Edgewood

Planning Area Facilitator / Planners

Rod Pshebnicki rod.pshebnicki@tolko.co 922-0319
Chad Wilkinson chad.wilkinson@tolko.com 922-0013
Ed Kwiatkowski ekwiatkowski@carrierforestproducts.ca 922-6700
Darryl Sande dsande.kaskew@sasktel.net 764-6100
Doug Braybrook dbraybrook@edgewoodfp.com 930-7393

Thank you for your time and interest.

Sincerely,



Ian MacIver
General Manager,
Sakaw Askiy Management Inc.

PUBLIC INFORMATION SESSIONS SAKÂW ASKIY MANAGEMENT INC. Draft 2017 – 2022 OPERATING PLAN

Sakâw Askiy Management Inc. is the licensee of the Prince Albert FMA. Our shareholders are: A.C. Forestry, Montreal Lake Business Ventures, Edgewood Forest Products, Carrier Forest Products, Norsask P A Forestry, L&M Wood Products, Meadow Lake Mechanical Pulp and Meadow Lake OSB.

As part of our commitment to engage with stakeholders and local communities Sakâw will be scheduling public information sessions to seek your comments on our draft 2017-2022 operating plan:

Date (2016):	Community:	Time:	Location:
Monday, October 17	Dore/Sled Lake	2 p.m. – 4 p.m.	Dore Lake Hall
	Big River	6 p.m. – 8 p.m.	Big River Community Centre
Tuesday, October 18	Emma / Anglin Christopher Lake(s)	10 a.m. – Noon	District of Lakeland R. M. Office
	Little Red River La Ronge Band	2 p.m. – 4 p.m.	Band Office
	Prince Albert	6 p.m. – 8 p.m.	Travelodge Prince Albert
Wednesday, October 19	Candle / White Swan Lake(s)	1 p.m. – 3 p.m.	Candle Lake Hall
Thursday, October 20	Weyakwin	1 p.m. – 3 p.m.	Mochikum Hall
Friday, October 21	Montreal Lake	1 p.m. – 3 p.m.	Band Office

Sakâw Askiy Management Inc. – Building on 50 years of sustainable forest management. For more information visit www.sakaw.ca.



Government
— of —
Saskatchewan

Ministry of Highways and Infrastructure
Regional Services – Northern
Box 3003, 8th Floor Central Ave.
Prince Albert, Canada S6V 6G1

September 23, 2016

Our File: C.S. 265-01

Beverley Fitzpatrick



Dear Ms. Fitzpatrick:

RE: Request for additional speed limit signs on Highway No. 265 in Candle Lake

Thank you for your letter, dated August 22, 2016, requesting additional 80 km/hr speed limit signs along Highway No. 265 north of the Resort Village of Candle Lake towards the Van Impe subdivision. The Ministry understands your concerns for the safety of the Candle Lake residents presented by the fast operating speed of vehicles caused by an insufficient amount of speed limit signage on Highway No. 265.

The speed limit signage was analyzed along Highway No. 265 north of the Resort Village of Candle Lake towards the Van Impe Subdivision and the Ministry is in agreement that additional 80 km/hr signs are warranted to remind drivers of the speed limit. 80 km/hr speed signs will be installed at the Sandy Bay Campground Access Road as well as the east and west Van Impe Subdivision Access Roads. This speed signage should be sufficient in reminding drivers of the safe operating speed along Highway No. 265 and as a result, will increase the safety of bicyclers, walkers and joggers on the side of the road.

If you have any further questions or concerns, please feel free to call me at 953-3734.

Sincerely,

Umar Khattak, P. Eng.
Senior Project Manager

Joan

This may be of interest
to the mayor and council
and added to the agenda
for Oct 7, 2016 meeting

Thank you
Beverley Fitzpatrick

October 4th, 2016

Dear Mayor and Council of the Resort Village of Candle Lake,

As Landfill attendant I take my job very seriously, and have done so for over eight years. Throughout these years I have watched our community grow and thrive. When I first moved here, the full time residents were senior citizens. At that time there was a small twenty passenger school bus with students.

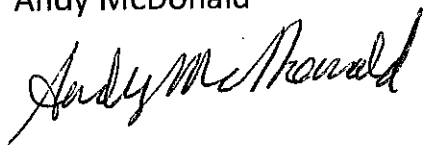
I have watched the demographics change and grow throughout these years. We are now a diverse village of young working families and seniors. We now have two large school buses taking children to school.

I feel that as a village, we need to look and adjust our services to meet the needs of this now diverse community. I would like to propose a change to the hours of our landfill, to meet the changes that we have seen. There are several working families that cannot make the hours of our landfill during winter months. Some are shiftwork, others are Monday to Friday, and some I am sure work weekends. I propose that in order to provide service to all of our fulltime tax paying citizens; we extend our hours to four days a week, eight hour days, for the winter months. My proposal is Sunday to Wednesday 9-5 or Wednesday to Saturday 9-5. This gives one day during the weekend and a bit longer day during the week for the working class.

I hope that you will consider my proposal. Thank you for your time.

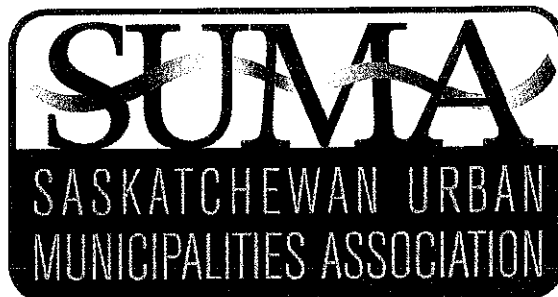
Landfill Attendant

Andy McDonald



From: Glenn George <glenn.george@sasktel.net>
Sent: October-06-16 9:05 AM
To: rvcandlelakeoffice@sasktel.net
Subject: Register today for SUMA's Northeast Regional Meeting

Having trouble viewing this email? [Click here](#)



2016 SUMA Regional Meetings

Dear Joan,

It is my pleasure to invite your municipality to attend SUMA's Northeast Regional Meeting at the the Evergreen Convention Centre in Nipawin on November 21, 2016. Check out [this event](#) on the SUMA website for the agenda and more information.

All municipal administration and elected officials from your region are encouraged to join us as we talk about SUMA and elect the director for the Northeast Region. Feel free to insert TBA into fields if you are unsure who will be attending because of upcoming municipal elections. You can update the information at a later date by [emailing Katee Galandy](#) or calling her at 306-525-4398.

Remember: There will be an election for the Northeast Regional Director at this meeting. If any council member from your municipality wishes to run in that election, they need to be sworn in before we meet on November 21.

[Get more information](#)

[Register Now!](#)

If you have any questions, contact Katee Galandy:

Email: events@suma.org

Phone: 306-525-4398

I look forward to seeing you there!

Sincerely,

Regional Meeting - Northeast

November 21, 2016

Director: Glenn George

Evergreen Convention Centre - 301 Evergreen Drive, Nipawin, SK.

Municipal administration and elected officials are encouraged to join us as we talk about SUMA and elect the director for the Northeast region. Remember that elected officials must be sworn in by the date of the meeting if they want a chance to represent Northeast as the Regional Director on the SUMA Board of Directors.

Agenda

Registration is now open. If you are still unsure of who will be attending, you can insert TBA into the unknown fields to complete your registration and contact Katee Galandy by email or call 306-525-4398 to update your information at a later date.

REGISTER NOW!

Here's where SUMA will be during our tour around the province. You can find details and registration information for each meeting (including the Municipal Leaders' Roles and Responsibilities workshops) on the individual pages found in the event listings.

Region	Date	Director	Location
Southeast	15/11/2016	Mike Strachan	Carnduff
East Central	16/11/2016	Randy Goulden	Yorkton
Newly Elected	17/11/2016	NA	Lumsden
Central	18/11/2016	Ron Osika	Fort Qu'Appelle
Northeast	21/11/2016	Glenn George	Nipawin
Northwest	22/11/2016	Ben Buhler	Osler
Newly Elected	23/11/2016	NA	Warman
West Central	24/11/2016	Al Heron	Kindersley
Southwest	25/11/2016	Dale Domeij	Hodgeville

The Town of Nipawin is hosting a Municipal Governance Seminar with George Cuff following the Northeast Regional Meeting. We encourage you to consider attending this event as well. If you are interested, contact Barry Elliot for all the details, including how to register.



EPS Management Services Inc.

BY LAW ENFORCEMENT AND PROTECTIVE SERVICES

TO: His Worship – Mayor Borden Wasyluk
Members of Council
Resort Village of Candle Lake

COPY: Administrator- Joan Corneil

FROM: EPS Management Services Inc.

RE: Report on Bylaw Enforcement for August 2016

There were a total of 166 hours provided to the municipality this month. There were a total of 1762 kilometres traveled in and for the Resort Village of Candle Lake for the month.

The total amount of kilometres travelled does not include any travel in other jurisdictions. There is no submission for distance travelled using personal vehicles.

I – PROVINCIAL

Introductions have been made and contact information has been exchanged between The Officer and several Conservation Officers.

II - MUNICIPAL

A brief synopsis of the type of files created includes the following;

- The Officer had Forty Two (42) interactions with the Public.
- The Officer dealt with Six (6) individuals walking their dog off leash and compliance was met immediately.
- General patrols have been conducted throughout the Village at varying times including night shifts.
- The Officer observed, documented, photographed and reported approximately Fifty Six (56) cases of Nuisance Abatement.
- The Officer interacted Eight (8) people who were operating ATVs without helmets. All of whom were informed of the rules regarding ATV operation within the Resort Village of Candle Lake.

- The Officer conducted Eleven (11) Permit checks of various nature. Most of which were concerning business that had not purchased a business license from the Municipal Office.
- The Officer had received reports of several cases of vandalism. These complaints were received indirectly through public interactions. The vandalism had already been reported to the RCMP before they became the knowledge of The Officer
- The Officer had removed Ten (10) Prohibited Signs from the Resort Village of Candle Lake roadways.
- The Officer was involved in Three (3) Fire related calls. None of which were of a dangerous nature.
- The Officer investigated Two (2) situations involving Encroachment into Public Reserve.
- The Officer found an abandoned mountain bike.
- The Officer investigated Two (2) reports of missing street signs.

III – INTER-AGENCY

Introductions have been made and contact information has been exchanged between The Officer and Several members of the RCMP.

IV – INFORMATION.

The Officers presence in the community feels as if its been well received. Save for a few situations, nearly all interactions have been positive and public compliance with RVCL Bylaws is being achieved. There has been some interest expressed by The Officer to get involved with the community when it comes to where ATVs can be operated within the RVCL. It has come up on more than one occasion where a person has been the subject of interest or scrutiny, and its simply a matter of them being unaware as to where they can ride. The Officer believes that a zone map consisting of every Subdivision within the RVCL, which clearly illustrates the appropriate trails and roads, would prove to be beneficial to everyone. If possible, The Officer would like to participate in the creation of a zone map, using GPS to create the map, and also involve local residents who are ATV enthusiasts. Safety of the community is priority number one. Risks will be reduced. The community will have a better understanding of the rules, and therefore no excuse not to follow the rules, as they will have been involved in the process. Finally it will provide some peace of mind to the members of the community who are not ATV operators.

Brandon Ferland

Bylaw Enforcement Officer

EPS Management

Candle Lake Parks and Recreation Board

Report

September 8, 2016 at 1:00 p.m. in the Council Chambers

RECEIVED
SEP 13 2016

1) Bylaw Revision (attached) was accepted by the Parks and Recreation Board.
The revision needs to be presented at the next council meeting.

2) The Code of Ethics and Professional Conduct Policy (attached) was accepted by the Parks and Recreation Board.

The addition of the policy to our Bylaws will need to be presented at the next council meeting.

3) Student Award was revised and the addition of a one on one interview with the candidate was accepted by the Parks and Recreation Board.

4) Tree Planting. Trees should be here next week, the village workers will dig holes and plant trees. Parks and Rec will purchase stakes and rope to support the trees.

5) Christmas Supper: Willy Marcotte is hired to entertain, Parks and Rec will purchase material to be used as center pieces for the tables. We will have the kids make the center pieces a few weeks prior to event. A letter will be sent to the council asking for the council to purchase the turkeys for the event.

6) Letter to Ed Horn. Letter was drafted by Judy Schigol, Vince will sign and letter will be mailed to Mr. Horn.

7) Fall Supper: Colleen Lavoie attended meeting a guest on behalf of The Candle Lake Curling Club to advise they do not have the man power to put on the Fall Supper. The Candle Parks and Recreation Boards will also be unable to host as they are currently getting ready to host the Christmas supper and so between the boards it was a undisputed decision that the Fall Supper be cancelled for this year, unless someone comes forward.

8) Trails Report. Tabled

9. Next Meeting – October 13, 2016 @ 1:00pm

A BYLAW TO ESTABLISH A PARKS AND RECREATION BOARD TO EXERCISE POWERS IN THE
SUPERVISION AND MANAGEMENT OF RECREATIONAL FACILITIES AND PROGRAMS

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan enacts as follows:

1. This bylaw may be cited as the Candle Lake Parks and Recreation Board bylaw.

DEFINITION

2. In this bylaw including this section:
 - a) "Board" means the Candle Lake Parks and Recreation Board appointment pursuant to this bylaw.
 - b) "Council" means the Council of the Resort Village of Candle Lake.
 - c) "Municipality" means the Resort Village of Candle Lake.
 - d) "Program" means those activities normally carried on in culture, recreation and sport.

FUNCTION

3. A. To advise in the management and operation of:
 - i) Ball diamonds and Public Reserve R1 Plan 81PA06474
 - ii) All Community Playgrounds
 - iii) Any public reserves as designated by Council.
 - iv) Walking, cycling and ski trails.B. To advise Council on projects to improve or extend any of the recreation facilities.
4. To develop and maintain sports programs.
5. To develop and maintain recreational programs
6. To develop and maintain cultural programs
7. To develop and enhance walking, cycling and ski trails.
8. To develop awareness and direction for programs to promote healthy living.
9. To promote and organize special community events.
10. To develop and enhance all public reserves into parks and/or green areas for the betterment of our community.

COMPOSITION OF BOARD

11. The Board shall consist of up to a maximum of (15) fifteen members, to be appointed by resolution of Council.
 - a) One (1) one member of council
 - b) Up to (14) fourteen members from the community at large
12. At the first appointment of the Board members, the terms of office shall be as follows:
 - a) Minimum (3) three members for even years.
 - b) Minimum (3) three members for odd years.
13. Subject to section 11, each term of executive office shall be (2) two years, but may be extended if no other interest in the position is present.
14. The seat of a member of the Board who absents him/herself from (3) three consecutive meetings, without authorization by resolution of the Board, may be declared vacant.
15. The seat of a member of the Board shall become vacant upon receipt of a written notice of resignation to the secretary.
16. The secretary shall bring to the attention of the Council at its next regular meeting any vacancies as they arise.

17. The Council shall, by resolution, at the first meeting following receipt of the notice of vacancy, fill the vacancy, with recommendation from the Board's list of candidates.
18. A quorum shall consist of a minimum of (4) four members.
19. The Council shall appoint one board member, as chairperson and the Board shall designate the vice-chairperson, secretary and treasurer.
20. Council shall provide an administrative assistant to help with the monthly operations of the Board.

MEETINGS:

21. The Board shall meet at least (10) ten times per year, at a time and place, as set by resolution of the Board at the first meeting of the Board each year.
22. The secretary shall, at the request of the chairperson or $\frac{1}{3}$ of the members, call a special meeting at a date specified in the request.
23. All members of the Board present shall vote on each motion.
24. The chairperson or vice-chairperson shall preside at all meetings.
25. All actions of the Board shall be recorded, to be kept for that purpose and signed by the presiding officer and secretary.
26. A report shall be prepared and presented to the Council at the first meeting of Council following the Board meeting. Those items that require the action of the Council shall be noted.
27. The Board shall prepare and submit an annual report of all the activities of the Board to the last regular meeting of Council each year.
28. The Board shall observe the guidelines as set out in Robert's Rules of Order while conducting their meetings.

POWER AND DUTIES:

29. The Board shall establish annual goals and objectives.
30. The Board will follow the Candle Lake Parks and Recreation Committee Code of Ethics and Professional Conduct Policy
31. The Board shall advise in the management and operation of the following facilities and programs:
 - a) The utilization and/or development of public reserves as designated by Council.
 - b) The production and promotion of programs.
 - c) The development and maintenance of walking, cycling and ski trails.
 - d) The production and promotion of special events.
32. The Board shall conduct its business through the establishment of committees where the directors appointed by resolution of the Council shall act as chairperson and select committee members from the community at large, one such committee being the Trails committee.
33. The Board may advise Council in all matters placed before it dealing with culture, recreation and sport.
34. This is an advisory Board which means that the Board:
 - a) Acts in a coordinating role by providing human, financial, communication and facility equipment resources.
 - b) Directs the operation and administration of facilities and programs.
 - c) Have legislative and administrative functions according to this bylaw.
 - d) Have its own budget and is authorized to plan, spend and account for the budget as approved by Council.
35. The Board shall assess the recreation needs of the residents of the municipality:
 - a) For the current year.
 - b) For a (5) five year projection.
36. The Board shall encourage and co-operate with organizations in the promotion of programs.

FINANCIAL YEAR RESPONSIBILITIES:

37. The financial year of the Board shall commence on the 1st day of January and close on the 31st day of December of each year.

38. The Board shall submit a copy of its assessment of the recreation needs and yearly goals and objective to Council before January 31st of each year.

39. The Board shall before December 1st of the previous year prepare and submit to Council a budget, being an estimate of its proposed revenue and expenditures for the current calendar year operations.

40. The Board shall within its budgetary allotment manage and advise on the following facilities and the various initiated program:

- a) Ball diamonds and Public Reserve R1 Plan81PA06474
- b) All Community Playgrounds
- c) Any public reserves as designated by Council.
- d) Walking, cycling and ski trails.

41. Bylaw 7-02 is hereby repealed.

42. This bylaw shall come into force on the _____ of _____, 2016 _____

- i) Introduced and Read for the First time in open Council this _____ of _____, 2016 _
- ii) Read for the Second and Third time in open Council this _____ of _____, 2016

Adopted by resolution of Council on the _____ of _____, 2016

Mayor

SEAL

Administrator

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1.3 Intent

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ARTICLE 4 – CONFLICTS OF INTEREST

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4.4 Disclosure of Interests

4.5 Restrictions

4.6 The Role of the Chairman

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NOTE: The use of the male pronoun within this Policy is to facilitate reading only and should be interpreted as referring to either male or female.

Code of Ethics and Professional Conduct Policy

Candle Lake Parks and Recreation Committee

ARTICLE 1 - GENERAL PROVISIONS

1.1 The Code of Ethics and Professional Conduct Policy stated in this document must comply with Canadian law. If a Canadian law conflicts with an Article within this Code of Ethics and Professional Conduct, the Candle Lake Parks and Recreation Committee Board members must comply with the law. If a local custom or policy conflicts with this Code, the Board members will comply with this Code of Ethics and Professional Conduct document.

1.2 Definitions: Within this document, the following expressions mean:

Board Member: A member of the Board of the Candle Lake Parks and Recreation Committee.

Staff Member: The Resort Village of Candle Lake will supply one support staff member to the Board Members.

1.3 Intent: The intent of the Policy is to establish rules of Ethics and Professional Conduct governing the Board Members of the Candle Lake Parks and Recreation Board to:

- a) Ensure public confidence in the integrity, objectivity and transparency of the Board
- b) Allow Board members to exercise their mandate and carry out their duties and obligations with confidence, independence and objectivity for the better realization of the Candle Lake Parks and Recreation Board Mandate

1.4 Scope: This Policy applies to Board members and, in the case of Article 2.3, to former members of the Board of the Candle Lake Parks and Recreation Committee.

ARTICLE 2 - DUTIES AND OBLIGATIONS OF BOARD MEMBERS

2.1 The Candle Lake Parks and Recreation Board members carry out their duties with independence, integrity and good faith in the best interests of the committee and for the realization of its mission. They shall act with prudence, diligence, honesty, and loyalty as would any reasonable and responsible person in similar circumstances.

2.2 Duties and Obligations: While in Office

In the fulfilment of their obligations, Candle Lake Parks and Recreation Board members shall:

- a) Respect the obligations laid down in the bylaws and act within the limits of the Committees powers;
- b) Avoid placing themselves in situations that constitute a conflict between their personal interest, and that of the group or person who elected or nominated them and their duties and obligations as Board members;
- c) Be guarded in their comments, avoid attacks on other people's reputations and treat other Board members with respect;
- d) Not use Candle Lake Park and Recreation Committee goods for their benefit nor for the benefit of others;
- e) Not divulge nor use privileged or confidential information obtained in the fulfilment of their duties as Board members for their benefit nor for the benefit of others;
- f) Not abuse their powers or use unduly their position to gain a personal benefit;
- g) Not directly or indirectly grant, solicit or accept undue favours or advantages for themselves or other persons;
- h) Not accept a gift, a mark of appreciation or other advantages other than those customarily granted and of nominal value.

2.3 Duties and Obligations: After Leaving Office

In the year following a Board members resignation from the Candle Lake Parks and Recreation Committee, the former Board member shall:

- a) Act in such a manner so as not to take any undue advantage of their former position as a Board member
- b) Not act on their own behalf or on behalf of others with respect to a process, a negotiation or any other representation to which the Committee may be a party to. This rule does not apply to the Resort Village of Candle Lake staff member with regard to their employment contract;

ARTICLE 3 - REMUNERATION

Board members are not entitled to any remuneration for the carrying out of their duties as Board members. Also, they shall not receive any remuneration from the Resort Village of Candle Lake other than the reimbursement of expenses authorized by the Candle Lake Parks and Recreation committee.

The above stipulation shall not prevent the Resort Village of Candle Lake staff member from receiving their salary and other advantages foreseen in their employment contract.

Special Events Committee expenses will be reimbursed to the Board member assigned to purchase items for the event if the expense is paid personally by the Board member.

ARTICLE 4 - CONFLICTS OF INTEREST

4.1 Intent: The following rules are meant to assist Board members in their understanding of conflict of interest situations and establish administrative procedures for Board members in a conflict of interest situation with the view of best serving the interest of the Candle Lake Parks and Recreation Committee.

4.2 Conflict of Interest Situations:

- a) A conflict of interest exists in any situation, whether real, potential or perceived that, by objective standards, is of a nature to compromise or likely to compromise a Board member's independence and impartiality, attributes necessary to the role of Chairperson, or in a situation where a Board member uses, or seeks to use, the position of Chairperson to receive an undue advantage for him/herself or seeks to acquire such an advantage for a third party.
- b) Without restricting the meaning of Article 4.2 a), the following examples are or can be viewed as conflict of interest situations:
 - a situation where a Board member has a direct or indirect vested interest in a deliberation of the Board;
 - a situation where a Board member has a direct or indirect vested interest in a contract or contract proposal with the Committee;
 - a situation where a Board member, directly or indirectly, would personally benefit from a decision of the Candle Lake Parks and Recreation Committee;
 - a situation where a Board member accepts a gift or benefit from a business enterprise which deals, or is likely to deal, with the Committee, with the exception of customary gifts of nominal value.

4.3 Disclosure of Interests: Candle Lake Parks and Recreation Board members must immediately disclose any conflict prior to discussion of any motion or decision made by the committee on a specific agenda item, whether real, potential or perceived.

Board members in Conflict of Interest with regard to an agenda item under discussion shall withdraw from the room and allow deliberation and voting to take place in their absence and in complete confidentiality.

4.4 The Role of the Chairperson: The Chairperson is responsible for the smooth running of Board meetings. He shall decide on any question concerning the right to vote at a Board meeting. In the case of a challenge on the right to vote on a resolution, the Chairperson shall hear the representations from Board members on this issue and make a decision on the right to vote. The

Chairperson has the power to intervene and order a Board member to refrain from voting and to withdraw from the room during the deliberation and vote. The decision of the Chairperson is final.

ARTICLE 5 - ADMINISTRATION OF THE POLICY

5.1 The Vice Chairperson of the Candle Lake Parks and Recreation Committee or any other person designated by the Board shall act as Professional Conduct Counsellor. This person is responsible for:

- a) Informing Board members of the provisions of the Policy and on its application;
- b) Advising Board members on matters concerning ethics and professional conduct;
- c) Investigating allegations of irregularity with respect to the Policy and reporting findings to the Board members;

5.2 Disciplinary Committee and Sanctions

- a) The Professional Conduct Counsellor shall notify the Board of any complaints or of any other irregular situation foreseen in the Policy and report the results of the investigation into the matter.
- b) The Board shall act as the disciplinary committee and decide on the validity of the infraction and, if warranted, determine the sanction to be imposed.
- c) The Board members shall notify the Board member, in writing, of the alleged infraction(s). Also, the Board member shall be informed of a 30-day delay to submit, in writing to the committee, personal comments on the alleged infraction(s) and sanction and of the possibility of meeting the members of the committee, if requested.
- d) In the case of an urgent situation requiring immediate action, or in the case of a serious offence, the Chairperson may relieve provisionally a person from office.
- e) If the Candle Lake Parks and Recreation committee concludes that a Board member has contravened the law or the Code of Ethics and Professional Conduct Policy, it shall impose an appropriate sanction. The sanctions which may be imposed are:
 - 1.) a verbal and written reprimand,
 - 2.) a suspension or dismissal from office,
 - 3.) request from the Board of the Candle Lake Parts and Recreation Committee for resignation.
- f) If the Candle Lake Parks and Recreation Board members have requested the resignation of a Board member, the person sanctioned cannot be appointed back by the Resort Village of Candle Lakes Council for a minimum of 5 years. A record with the Resort Village of Candle Lake will be created to ensure this does not happen.

With a majority vote from the Board members, the sanction imposed is final and cannot be withdrawn.

ARTICLE 6 - EFFECTIVE DATE

The Code of Ethics and Professional Conduct Policy comes into effect on September 15, 2016.

CANDLE LAKE HEALTH SERVICES COMMITTEE MINUTES

Tuesday, 20 September 20, 2016

Present: Etta Sackney, Bree Hawrylak, Michelle Lozej, Marion Creswell
Pat Nellis.

Wendy Quinn.....Nurse Practitioner
Meghan Meston.....Student Nurse Practitioner
Rhonda Fairburn.....MOA
Laurianne TetreaultDirector Primary Care PAPHR
Don Code.....Director on the Board PAPHR
Patty Matkowski.....RVCL/Council Representative

Absent: Cecilia Jacobson, Carole Foltz, Laurie Loy,
Anna Stene (Regional Kids First)

INTRUCTIONS:

Laurianne Tetreault.....Director Primary Care PAPHR
Don Code..... Director on the Board PAPHR
Meghan Meston.....Student Nurse Practitioner
Patty Matkowski.....RVCL/Council Representative

- 1. Acceptance of Agenda moved by Bree Hawrylak – 8:35 AM**
- 2. Minutes of 21 June 2016 moved by Bree Hawrylak**
- 3. BUSINESS ARISING FROM MINUTES**

A. Primary Care Update

- * Wendy reported enjoying our new clinic
- * Patients Love it
- * Clinic very busy
- * Etta said the blinds were here
- * Rhonda to hand in a requisition re: keyboard shelf
- * “Wellness Clinic” once a month
- * Rhonda to work clinic
- * Phone P.A.office to book appointment

B. Report from council

- * Patty had nothing to report at this time.
She is very eager to learn!

C. Regional Kids First Report

- * Michelle and Anna set up “Little Libraries” at Playground and Memorial
- * Michelle reported they are being well used
- * Also suggested Programs for kids in the summer.

D. Newsletter submission regarding clinic operation

- * Etta wrote up a letter with all the clinic information...thanks

E. Pamphlets

- * Marion has them placed in various places...Thanks
- * Working on adding new names

4. FINANCIAL REPORT

Given by Etta for Cecilia

Savings Bank Balance.....\$4,062.49
Chequing Bank Balance.....\$3,210.29

Bree/Marion moved adoption Financial Report

5. CORRESPONDENCE

- A. Job posting for a relief MOA**
- * spread the word
 - * also on the website

6. NEW BUSINESS

A. Wellness Clinic Volunteers needed

B. Winter Programs

- * Wendy to give one once and a while.....just give her a "Topic"
- * Blood Donation Clinic...check with "Red Cross" first

C. Temporary replacement for Lydia Franc-Beaurivage

- * Tracey Davies 306.883.4477 cell# 306.980.9415

D. Pharmacist interest in Candle Lake

- * Bree spoke for Nichole Winder as she is on maternity leave
- * Nichole is very interested is setting up a "Satellite Branch"
- * Nichole to talk to our administrator Joan Corneil or Heather Scott

E. Any other new business

- * Marion reported the following:
 - * Flu Clinic Tuesday, 08 November 2016 ...9:30 AM – 11:30 AM
 - * Seniors Hall Health Committee to do this year
 - * AED "INFORMATION ONLY" given by Bree
 - * Wednesday, 28 September 2016 7:00 PM Seniors Hall "Everyone Welcome"

7. Next Meeting...Tuesday, 18 October 2016 - 8:30 AM GATORS (use to be Dragonfly)

8. Adjournment of Meeting/Michelle – 9:50 AM

PARCS UPDATE #68 SEPTEMBER, 2016



IN THIS ISSUE:

Pgs 1-3 - A Dozen Tid-Bits
Page 4 - A great little newsletter
Page 5 - Hazard trees
Attachment - Convention
Registration Package

A DOZEN TID-BITS OF INFORMATION

1. HAVE YOU APPLIED FOR A COMMUNITY INITIATIVES GRANT?

Resort Villages and RMs qualify to apply for funding for either of these CIF grants:

The COMMUNITY GRANT PROGRAM supports **programming** in areas such as lifestyle programs, physical activity, families, community history and other volunteer work. You can apply year-round grants or for local *summer* grants of \$5,000.

Apply online at:
cifsask.org/grants

The COMMUNITY PLACES AND SPACES GRANT supports small capital projects such as new flooring, reroofing, playground equipment, to a maximum of \$25,000 which must be matched by the municipality. For a while this grant was not available to resort villages, but resort villages once again became eligible this year. But here's the kicker: this is the *last time this grant will be offered* and the deadline for applications is due by **Oct. 1st**. ***I encourage enterprising administrators to apply fast***, I suspect that CIF may realize it's their last chance time to recognize cottage communities.

2. LOOKING TO GET RID OF AN OLD FRIDGE?

Here's another "JUST IN TIME" alert. Sask Power has extended their fridge recycling program to **Sept. 30th**! SaskPower is looking to offer their free fridge recycling program to those living in the higher populated resort communities. Their representative writes: "Being a cabin owner myself, I know how many old, inefficient fridges are lurking in boathouses and storage sheds! We would have our folks come pick those power-guzzlers up for free right from the cottage and recycle them. Cottage owners could save upwards of \$130 per year on their power bill depending on the age of the fridge."



Send this information out to your residents via your email contact list.

Encourage them to phone to make their appointment online at saskpower.com/we-haul or by calling 1-877-SKRECYCLE.

3. LOOKING TO IMPLEMENT CIVIC ADDRESSING?

Cynthia Mamer is the Civic Addressing Administrator for Emergency Management and Fire Safety with the Ministry of Government Relations states that civic addressing is a big safety issue for cottage communities. She will be sending a full briefing for our November newsletter.

4. DOES YOUR COMMUNITY ALLOW SEACANS?

The Resort Village of Chitek Lake states that they "have about a dozen seacans within the village. Some are on residential property and some on commercial. They are assessed and taxable. They require a development permit to ensure that they are within the setbacks of the zoning bylaw. Some have painted them. Ratepayers find them more secure than a shed."

The Resort Village of Shields states that they "will be implementing an amendment to the Zoning Bylaw prohibiting seacans from being used as accessory buildings. They did a survey and the response to regulating these containers was supported by 61% of the respondents."

5. LOOKING TO REMOVE HAZARD TREES BEFORE WINTER SETS IN?

Please note the ad on page 5 which indicates some of the signs of dangerous trees.

6. HOW DO YOU HANDLE BYLAW ENFORCEMENT?

Thank you to the 19 communities who completed our bylaw enforcement survey. We are planning to share the summary of the survey as introduction to the presentation from the Saskatchewan Commissionaires during Friday lunch at our convention.

We will also email a copy of the survey results to all resort villages, rural municipalities and organized hamlets who participated in the survey. If you would still like to participate, we have included the survey on the cover email to this newsletter.

7. ARE YOU PREPARED FOR DISASTER TO YOUR BUSINESS COMMUNITY?

Flooding, plough winds, slumping – any of these can hit a cottage community. The Sask Economic Development Association (SEDA) has prepared a 3-part tool kit (Prepare, Respond, Recover) to help communities identify key issues and do action planning. It is available at www.saskeconomicrecovery.com.

8. DOES YOUR OH BOARD HAVE A GUIDE TO ORGANIZED HAMLETS?

One of the most frequently ordered items in PARCS CATALOGUE OF WORKSHOP MATERIAL is item #3, the PARCS GUIDE TO ORGANIZED HAMLETS.¹ If you have misplaced your CATALOGUE, you will find it on our website, skparcs.com. Just go to the newsletter page and the catalogue is listed as #67. Send me an email stating the catalogue number of what you would like to order and I will email it out to you. These resources are available to members only.

The RM of McKillop has also developed their own Guide. You can find it on their website at http://rmofmckillop220.com/mrws/filedriver/Organized_Hamlet_Board_guide.pdf.

9. DON'T YOU LOVE THIS GREAT LITTLE NEWSLETTER?

The newsletter on page 4 is outdated but it was saved it to share with you because it's such a great example of providing useful information and fostering community spirit in a short easy-to-read format!

10. HOW ARE YOUR NEW COUNCIL MEMBERS SETTLING IN?

Remember that there are several great sessions for new councillors at the Friday convention sessions – not to mention the time spent sharing issues with experienced councillors. Note the convention information attached to this email. The deadline for registering at the hotels has been extended. (See attachment with this newsletter)

11. HAVE WE PROTECTED OUR LAKES FROM INVASIVE MUSSELS?

At the convention we will report in detail about our efforts to form an alliance with other concerned organizations like SUMA, SARM, Sask Watershed and others. We will tell you about our meeting with the officials in the Ministry of Environment and with the Minister himself. We will share our assessment of the current risk posed to Saskatchewan lakes and as for your input on our proposed actions going forward.

Best of all, at the convention we will have Kate Wilson, the Alberta Aquatic Invasive Species Specialist who will tell us about Alberta's program for keeping these mussels out of their province. Then we will hear from Brent Webster and Ron Hlasny, the Sask Environment staff charged with protecting our lakes.

12. IS LEAFY SPURGE LURKING IN YOUR COTTAGE COMMUNITY?

Like Quagga and Zebra Mussels, Leafy Spurge is an invasive species, native to much of Europe and Asia. Originally introduced to Eastern Canada in the 1800s, it spread into the prairies where it has become an aggressive invader.

It is impossible to permanently eradicate this long-living perennial with chemical spray because it has roots as long as 9 meters and the plant will eventually grow back. One PARCS member told me that his municipality spent about \$30,000 on spraying the plants and will have to repeat the process in three years. Leafy Spurge forms dense stands over time.

Driving along highway #1 west of Moose Jaw, near the Besant campground, an unknowing tourist might be impressed with the masses of yellow flowers covering the hillsides to the south – not realizing that these plants have destroyed those hillsides for grazing (cattle will not eat it and grass cannot compete with Leafy Spurge). About 8 years ago, the managers of Douglas Provincial contracted with a sheep herder to bring in a herd of sheep for the 6 month grazing season. Sheep are the only grazing animals that will eat Leafy Spurge. Tourists found it fascinating to watch the sheepherder's dogs moving the sheep across the hills. At the end of the season, most of the plants were gone. Now the hills are once again covered in yellow.



In the Resort Village of Mistusinne, a volunteer group went out on Leafy Spurge patrol and found about a dozen clumps. They were dug out and the area marked with flags so that the volunteers can return next summer to repeat the process. ***It's the only way to keep these hardy invaders from destroying the village green spaces.***

APPLICATION FOR VOLUNTEER FIRE FIGHTER:

-54-

APPLICATION FOR VOLUNTEER FIRE FIGHTER:

2. ADDRESS; [REDACTED]

STREET; [REDACTED]

5. IF YES EXPLAIN BRIEFLY;

-55-

RESORT VILLAGE OF CANDLE LAKE VOLUNTEER FIRE DEPT.

APPLICATION FOR VOLUNTEER FIRE FIGHTER:

1. NAME: Jake Carrier D. O. B. 03 / 10 / 2016

2. ADDRESS; _____

3. HOME LOCATION; LOT: _____ BLK: _____ SUBDIVISION: _____

STREET; _____

4. DO YOU HAVE ANY FIREFIGHTING EXPERIENCE YES _____ NO ✓

5. IF YES EXPLAIN BRIEFLY; _____

6. DO YOU HAVE ANY PHYSICAL OR MEDICAL LIMITATIONS?
IF SO PLEASE EXPLAIN: _____

7. ARE YOU PREPARED TO ATTEND FIRE FIGHTING TRAINING
ON A REGULAR BASIS; YES ✓ NO _____

DATE; D / M / Y.
03 / 10 / 2016

SIGNATURE; Jake Carrier

RECOMMENDED TO COUNCIL FOR APPROVAL:

DATE; D / M / Y.

FIRE CHIEF; _____

3 / 10 / 16

COUNCIL APPROVAL:

DATE; D / M / Y.

MAYOR; _____

_____/_____/_____

Resort Village of Candle Lake Bank Reconciliation - Detailed

General Bank Account For Ending Date 30/09/2016

110-110-120 - General Bank Acct.

GL Balance to 30/09/2016

1,389,469.18

Service Charges:	-952.77
Interest Charges:	-52.00
Interest Revenue:	680.05

Adjusted Book Balance	1,389,144.46
------------------------------	---------------------

Bank Statement Balance:

1,476,920.52

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	31/08/2016	Ch 9111	Lyons, George-Refund-Clerical Error	AP	1,431.94
2	30/09/2016	2016-0072	Preauthorized Debit	RC	17,936.60
3	30/09/2016	2016-0071	Debit	RC	1,805.48
Subtotal:					21,174.02

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	31/08/2016	Ch 9119	Perras, Clem	AP	-148.60
2	31/08/2016	Ch 9129	SUMA-Grp. Benefits	AP	-2,447.16
3	02/09/2016	Ch 9144	Sowinski, Ron	AP	-75.00
4	02/09/2016	Ch 9145	SUMA	AP	-17.33
5	16/09/2016	Ch 9147	Buckoski, Clarence	AP	-180.12
6	16/09/2016	Ch 9148	Candle Lake Fine Foods	AP	-173.97
7	16/09/2016	Ch 9150	C & S Septic (1995)	AP	-336.00
8	16/09/2016	Ch 9154	J.G.T. Properties Inc.	AP	-422.52
9	16/09/2016	Ch 9157	PARCS	AP	-900.00
10	16/09/2016	Ch 9158	Pasloski, Edwin	AP	-100.00
11	16/09/2016	Ch 9167	SUMA	AP	-157.85
12	19/09/2016	Ch 9168	Johnson, Rob	AP	-868.73
13	26/09/2016		Net Pay		-2,000.00
14	26/09/2016		Net Pay		-516.67
15	27/09/2016	1	Net Pay		-5,389.45
16	27/09/2016	1	Net Pay		-5,170.80
17	27/09/2016	1	Net Pay		-3,900.58
18	27/09/2016	1	Net Pay		-1,543.44
19	27/09/2016	1	Net Pay		-1,740.35
20	27/09/2016	1	Net Pay		-2,592.25
21	28/09/2016	Ch 9170	SEPA	AP	-700.00
22	30/09/2016	Ch 9171	Associated Engineering (Sask)	AP	-2,624.33
23	30/09/2016	Ch 9172	Candle Lake Fine Foods	AP	-393.49
24	30/09/2016	Ch 9173	Candle Lake Home Building Cntr	AP	-294.23
25	30/09/2016	Ch 9174	Carrier, Grant	AP	-639.06
26	30/09/2016	Ch 9175	Christopherson Industrial Supp	AP	-371.31
27	30/09/2016	Ch 9176	C.O.P.P.	AP	-2,200.00

Resort Village of Candle Lake
Bank Reconciliation - Detailed

General Bank Account
For Ending Date 30/09/2016

110-110-120 - General Bank Acct.

28	30/09/2016	Ch 9177	Finning International Inc.	AP	-229.87
29	30/09/2016	Ch 9178	Graff, Ron	AP	-178.64
30	30/09/2016	Ch 9179	Highway 55 North	AP	-2,000.00
31	30/09/2016	Ch 9180	Meath Park School Band	AP	-1,100.00
32	30/09/2016	Ch 9181	Minister of Finance	AP	-21.00
33	30/09/2016	Ch 9182	Perras, Clem	AP	-100.00
34	30/09/2016	Ch 9183	Pitney Bowes	AP	-220.57
35	30/09/2016	Ch 9184	Pitney Works	AP	-35.00
36	30/09/2016	Ch 9185	Rempel, Terry	AP	-275.00
37	30/09/2016	Ch 9186	Sask Rivers School Div. #119	AP	-65,996.77
38	30/09/2016	Ch 9187	Shoppers Drug Mart	AP	-84.99
39	30/09/2016	Ch 9188	Spectrum Sound Systems	AP	-823.90
40	30/09/2016	Ch 9189	Staples	AP	-153.32
41	30/09/2016	Ch 9190	Success Office Systems	AP	-718.80
42	30/09/2016	Ch 9191	SUMA	AP	-372.47
43	30/09/2016	Ch 9192	Tarasiuk, Louise	AP	-201.15
44	30/09/2016	Ch 9193	Toshiba Business Solutions	AP	-410.10
45	30/09/2016	Ch 9194	Traction Heavy Duty Parts	AP	-125.26
				Subtotal:	-108,950.08

Total Uncleared:

-87,776.06

Adjusted Bank Balance

1,389,144.46

Notes

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending September-30-16

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy		2,671,699.54	1,157,215.00	1,514,484.54	231
Abatements and Adjustments		50.67	(5,000.00)	5,050.67	101
Discount on Current Year Taxes	(9,884.68)	(348,648.50)	1,140,710.00	(1,489,358.50)	131-
Net Municipal Taxes	(9,884.68)	2,323,101.71	2,292,925.00	30,176.71	101
Penalties on Tax Arrears	3,611.35	56,991.41	70,000.00	(13,008.59)	81
Special Municipal Levy		(404.28)	(30,000.00)	29,595.72	1
Total Taxation:	(6,273.33)	2,379,688.84	2,332,925.00	46,763.84	102
Fees and Charges					
Custom Work		631.04	12,950.00	(12,318.96)	5
Sale of Supplies and Gravel	5,027.36	5,270.36	2,500.00	2,770.36	211
Rentals	60.00	4,965.00	10,600.00	(5,635.00)	47
Policing and Fire Fees	100.00	200.00	2,300.00	(2,100.00)	9
Recreation Fees	220.00	(1,630.00)	1,500.00	(3,130.00)	209-
Cemetery Fees		800.00	1,000.00	(200.00)	80
Licenses and Permits	10,436.60	242,168.05	246,600.00	(4,431.95)	98
General Office Services	238.00	6,755.75	2,100.00	4,655.75	322
Landfill/Waste Collection Fees	8,620.00	31,899.38	54,400.00	(22,500.62)	59
Total Fees and Charges:	24,701.96	291,059.58	333,950.00	(42,890.42)	87
Maintenance and Development Charges					
Development Charges	3,000.00	3,150.00		3,150.00	
Total Maintenance and Development Charge	3,000.00	3,150.00	0.00	3,150.00	0
Unconditional Transfers					
Unconditional Transfers		133,300.50	220,955.00	(87,654.50)	60
Total Unconditional Transfers:	0.00	133,300.50	220,955.00	(87,654.50)	60
Conditional Grants					
Federal			3,000.00	(3,000.00)	
Total Conditional Grants:	0.00	0.00	3,000.00	(3,000.00)	0
Grants in Lieu of Taxes					
Provincial		8,010.96	12,500.00	(4,489.04)	64
Total Grants in Lieu of Taxes:	0.00	8,010.96	12,500.00	(4,489.04)	64
Capital Asset Proceeds					
Capital Asset Proceeds		80,325.00	1,530,000.00	(1,449,675.00)	5
Total Capital Asset Proceeds:	0.00	80,325.00	1,530,000.00	(1,449,675.00)	5
Investment Income and Commissions					
Investment and Income Revenue	1,883.57	16,821.83	20,000.00	(3,178.17)	84
Total Investment Income and Commissions:	1,883.57	16,821.83	20,000.00	(3,178.17)	84
Other Revenues					

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending September-30-16

	Current	Year To Date	Budget	Variance	%
Other Revenue		(100.00)	40,000.00	(40,100.00)	100-
Total Other Revenues:	0.00	(100.00)	40,000.00	(40,100.00)	100-
Total REVENUES:	23,312.20	2,912,256.71	4,493,330.00	(1,581,073.29)	65
Transfers To Revenue					
Transfer from Surplus			1,043,000.00	(1,043,000.00)	
Trans.fromRoads/Streets Reserve			240,000.00	(240,000.00)	
Trans.From Rec.Hall Main/Building Reserv			75,500.00	(75,500.00)	
Transfer from Lagoon sustainability fund			70,000.00	(70,000.00)	
Trans from Fire Equip reserve			7,200.00	(7,200.00)	
First Responders Committee Revenue			1,000.00	(1,000.00)	
Total Transfers To Revenue:	0.00	0.00	1,436,700.00	(1,436,700.00)	0
EXPENDITURES					
General Government Services					
Wages	26,007.64	251,540.57	348,943.00	97,402.43	72
Benefits	2,538.91	37,986.93	48,985.06	10,998.13	78
Professional/Contract Services	5,020.71	183,239.78	302,850.00	119,610.22	61
Utilities	1,764.23	19,605.76	28,000.00	8,394.24	70
Maintenance, Material and Supplies	979.04	8,086.14	13,500.00	5,413.86	60
Interest	8,589.72	77,307.48	63,000.00	(14,307.48)	123
Total General Government Services:	44,900.25	577,766.66	805,278.06	227,511.40	72
Protective Services					
Police Protection					
Contractual Services	7,787.96	36,918.74	83,000.00	46,081.26	44
Grants and Contributions	4,200.00	4,200.00	4,200.00		100
Total Police Protection:	11,987.96	41,118.74	87,200.00	46,081.26	47
Fire Protection					
Wages	516.67	4,650.03	12,200.00	7,549.97	38
Professional/Contractual Services	867.66	10,833.18	23,100.00	12,266.82	47
Utilities	520.11	14,273.35	14,200.00	(73.35)	101
Maintenance, Materials and Supplies	80.20	3,609.57	41,150.00	37,540.43	9
Capital Expenditures		6,842.93	9,700.00	2,857.07	71
Total Fire Protection:	1,984.64	40,209.06	100,350.00	60,140.94	40
Total Protective Services:	13,972.60	81,327.80	187,550.00	106,222.20	43
Transportation Services					
Maintenance					
Wages	37,652.94	301,851.61	380,156.00	78,304.39	79
Benefits	5,483.34	48,923.39	62,331.00	13,407.61	78
Professional/Contractual Services	4,029.61	120,713.59	230,000.00	109,286.41	52
Utilities	5,261.15	47,758.58	81,400.00	33,641.42	59
Maintenance, Materials & Supplies	36,696.36	138,148.61	298,700.00	160,551.39	46
Capital Expenditures	829.24	75,496.79	190,500.00	115,003.21	40
Total Maintenance:	89,952.64	732,892.57	1,243,087.00	510,194.43	59
Construction					

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending September-30-16

	Current	Year To Date	Budget	Variance	%
Maintenance, Materials & Supplies	80.84	6,388.53	10,000.00	3,611.47	64
Capital Expenditures	106,319.14	1,030,441.08	2,573,000.00	1,542,558.92	40
Total Construction:	106,399.98	1,036,829.61	2,583,000.00	1,546,170.39	40
Total Transportation Services:	196,352.62	1,769,722.18	3,826,087.00	2,056,364.82	46
Public Health and Welfare Services					
Utilities	(220.94)	1,572.17	3,800.00	2,227.83	41
Total Public Health and Welfare Services:	(220.94)	1,572.17	3,800.00	2,227.83	41
Planning and Development Services					
Wages and Benefits	2,625.00	16,849.00	35,000.00	18,151.00	48
Professional/Contractual Services		1,184.96	8,900.00	7,715.04	13
Utilities			400.00	400.00	
Maintenance, Materials and Supplies			500.00	500.00	
Total Planning and Development Services:	2,625.00	18,033.96	44,800.00	26,766.04	40
Recreation and Cultural Services					
Professional/Contractual Services	(16.85)	11,388.46	13,770.00	2,381.54	83
Utilities - Heat	72.87	3,158.24	4,000.00	841.76	79
Utilities - Power	325.24	2,763.58	3,200.00	436.42	86
Utilities - Telephone	57.78	464.66	600.00	135.34	77
Utilities - Other	252.00	642.00	1,000.00	358.00	64
Maintenance, Materials and Supplies		6,476.60	20,600.00	14,123.40	31
Grants and Contributions			100.00	100.00	
Other	6,627.17	12,113.95	45,525.00	33,411.05	27
Total Recreation and Cultural Services:	7,318.21	37,007.49	88,795.00	51,787.51	42
Total EXPENDITURES:	264,947.74	2,485,430.26	4,956,310.06	2,470,879.80	50
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	23,312.20	2,912,256.71	5,930,030.00	(3,017,773.29)	49
EXPENDITURES	264,947.74	2,485,430.26	4,956,310.06	2,470,879.80	50
CHANGE IN NET FINANCIAL ASSETS	(241,635.54)	426,826.45	973,719.94	(546,893.49)	44
Operating Surplus/Deficit (Chg in Net Asst)	(241,635.54)	426,826.45	973,719.94	(546,893.49)	44
Decrease in Amounts to be Recovered					
Long Term Debt Repaid	(11,340.28)	(102,062.52)	(176,000.00)	73,937.48	58
Total Decrease in Amounts to be Recovered:	(11,340.28)	(102,062.52)	(176,000.00)	73,937.48	58
Transfers					
Transfers In			1,436,700.00	(1,436,700.00)	
Transfers Out			(785,000.00)	785,000.00	
Total Transfers:	0.00	0.00	651,700.00	(651,700.00)	0
Change in General Surplus	(252,975.82)	324,763.93	1,449,419.94	(1,124,656.01)	22

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending September-30-16

	Current	Year To Date	Budget	Variance	%
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Account Balances

Cash and Investments

	Current	Year to Date	Balance
Office Petty Cash			500.00
Office Float			200.00
Landfill Float			70.00
General Bank Acct.	(1,159,220.68)	268,502.75	1,389,144.46
Tax Bank Account	4.75	57.66	591.18
Cash- Investors Savings Account	1,329.81	12,432.02	2,613,564.34
Cash - Parks & Rec Operating Acct			6,074.64
Parks & Rec Bingo Account			1,670.43
Health Committe-Gen.Account			2,982.17
Health Committee-Building Fund			5,640.40
Parks & Rec-Playground Acct			1,242.28
Total Cash and Investments:	(1,157,886.12)	280,992.43	4,021,679.90

Municipal Taxes Receivable

Municipal - Tax Receivable - Current	(127,147.79)	150,529.27	364,461.10
Municipal - Tax Receivable - Arrears	2,704.99	(102,542.55)	100,887.37
Municipal Receivable-WCB Cert	313.37	2,628.89	17,672.08
Total Municipal Taxes Receivable:	(124,129.43)	50,615.61	483,020.55

other receivables

Sask. Rivers Taxes Receivable	(84,737.14)	(4,206.45)	233,041.70
Accounts Receivable	13,686.56	40,368.89	49,696.03
Tax Title Costs Receivable			150.00
GST Receivable - 100% Rebate	(148,964.29)	(142,671.82)	61,726.36
Total other receivables:	(220,014.87)	(106,509.38)	344,614.09

Other Receivables

Accounts Receivable	13,686.56	40,368.89	49,696.03
Tax Title Costs Receivable			150.00
GST Receivable - 100% Rebate	(148,964.29)	(142,671.82)	61,726.36
Total Other Receivables:	(135,277.73)	(102,302.93)	111,572.39

Certified correct and in accordance with the records Presented to council on

(Date)

Administrator Name
Administrator Title

Head of Council Name
Head of Council Title

Report Date
05/10/2016 1:34 PM

Resort Village of Candle Lake
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Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: GEN - GENERAL BANK ACCOUNT				
Computer Cheques:				
9136	02/09/2016		38485-009 Redaction: Family Court Order	225.00
9137	02/09/2016	Candle Lake Home Building Cntr	Aschim	283.60
9138	02/09/2016	Earthworks Equipment Corp.	Late Payment Charges	56.86
9139	02/09/2016	Jackow, Dezilda	Caretaking	288.00
9140	02/09/2016	Matkowski, Patricia	Caretaking	1,125.00
9141	02/09/2016	Prince Albert Co-op Assn Ltd	Fuel	1,956.47
9142	02/09/2016	SaskPower	Pump House 8A South Cres	96.54
9143	02/09/2016	Sask Rivers School Div. #119	Sask Rivers Tax Remit	1,192,697.10
9144	02/09/2016	Sowinski, Ron	Duplicate Business Licens	75.00
9145	02/09/2016	SUMA	Fire/EMO Insurance	17.33
9146	16/09/2016		Prov Gov Agency Redaction: Family Court Order	225.00
9147	16/09/2016	Buckoski, Clarence	Septic Repairs	180.12
9148	16/09/2016	Candle Lake Fine Foods	Oil & Gas	173.97
9149	16/09/2016	Communities in Bloom	CIB - Petty Cash	383.30
9150	16/09/2016	C & S Septic (1995)	Municipal Office Septic	336.00
9151	16/09/2016	EPS Management Services Inc.	Bylaw Enforcement	8,177.36
9152	16/09/2016	The Fireworks Factory Inc.	Fireworks for Canada Day	6,000.00
9153	16/09/2016	Greenland Waste Disposal Ltd.	Recycle Bin Costs	911.15
9154	16/09/2016	J.G.T. Properties Inc.	Maint - Small Tools	422.52
9155	16/09/2016	Municipal World Inc	Social/Aitlen Book	38.22
9156	16/09/2016	Panther Industries Inc	Dust Control-Calcium Chlo	29,467.80
9157	16/09/2016	PARCS	Mayor/2 Council/Administa	900.00
9158	16/09/2016	Pasloski, Edwin	Haul Can/Bottles-Sarcan	100.00
9159	16/09/2016	Pitney Bowes	Ink Cartridges	336.57
9160	16/09/2016	Prince Albert Co-op Assn Ltd	Maint - Oil & Fuel	2,957.22
9161	16/09/2016	Princess Auto Ltd	Maint Materials & Supplie	622.44
9162	16/09/2016	Ruszkowski Enterprises Ltd	Holdback on Maint St Road	111,635.10
9163	16/09/2016	SaskTel	Fire Alarm	1,575.00
9164	16/09/2016	SaskEnergy	Fire Hall	183.45
9165	16/09/2016	SaskPower	Fire Hall	6,420.55
9166	16/09/2016	Specialty Building Inspections	Bldg Inspections	2,756.25
9167	16/09/2016	SUMA	Fire/EMO Ins- Rodier	157.85
9168	19/09/2016	Johnson, Rob	Landfill piping	868.73
9169	21/09/2016	CASH	3680 Mower Parts	484.89
9170	28/09/2016	SEPA	Fire Chief/EMO Co-or	700.00
9171	30/09/2016	Associated Engineering (Sask)	Engineering Services	2,624.33
9172	30/09/2016	Candle Lake Fine Foods	Office Supplies	393.49
9173	30/09/2016	Candle Lake Home Building Cntr	Bldg Maint Mat & Sup	294.23
9174	30/09/2016	Carrier, Grant	Lagoon/Water Analysis	639.06
9175	30/09/2016	Christopherson Industrial Supp	Safetywear	371.31
9176	30/09/2016	C.O.P.P.	Yearly Donation to COPPS	2,200.00
9177	30/09/2016	Finning International Inc.	Landfill Compactor	229.87
9178	30/09/2016	Graff, Ron	Equip Rental - Quad	178.64
9179	30/09/2016	Highway 55 North	2014 Grant	2,000.00
9180	30/09/2016	Meath Park School Band	Canada Day BBQ Helpers	1,100.00
9181	30/09/2016	Minister of Finance	Water Analysis	21.00

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Payment #	Date	Vendor Name	Reference	Payment Amount
9182	30/09/2016	Perras, Clem	NCLDPC Mtg Paddockwood	100.00
9183	30/09/2016	Pitney Bowes	Postage Lease Invoice	220.57
9184	30/09/2016	Pitney Works	Fees & Late Charges	35.00
9185	30/09/2016	Rempel, Terry	Safetywear-Workboots	275.00
9186	30/09/2016	Sask Rivers School Div. #119	Trailer License 2015	65,996.77
9187	30/09/2016	Shoppers Drug Mart	Glucose Strips	84.99
9188	30/09/2016	Spectrum Sound Systems	P&R Sound System	823.90
9189	30/09/2016	Staples	Office Supplies	153.32
9190	30/09/2016	Success Office Systems	Photocopies	718.80
9191	30/09/2016	SUMA	Office Supplies	372.47
9192	30/09/2016	Tarasiuk, Louise	Fire/EMO- Cheque Reissue	201.15
9193	30/09/2016	Toshiba Business Solutions	Photocopier	410.10
9194	30/09/2016	Traction Heavy Duty Parts	Repairs to 350 Ford Truck	125.26
9195	03/10/2016	Sask Rivers School Div. #119	September EPT Payment	86,033.42
Total for GEN:				1,538,437.07

Certified Correct This 05th day of October, 2016.

Mayor

Administrator

Report Date
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Resort Village of Candle Lake
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Payment #	Date	Vendor Name	Reference	Payment Amount
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Bank Code: GEN - GENERAL BANK ACCOUNT

Computer Cheques:

9195	03/10/2016	Sask Rivers School Div. #119	September EPT Payment	86,033.42
9196	06/10/2016	Candle Lake All Season Service	Fuel & Oil	1,057.76
9197	06/10/2016	Candle Lake Home Building Cntr	Aschim Homestead	1,219.12
9198	06/10/2016	C.U.P.E.	September CUPE Dues	760.39
9199	06/10/2016	Earthworks Equipment Corp.	Repair Bobcat	306.10
9200	06/10/2016	Finning International Inc.	Landfill Compactor	370.46
9201	06/10/2016	INET2000.Com Services	Domain Renewal 1 year	13.64
9202	06/10/2016	Jackow, Dezilda	Janitorial- Main Office	288.00
9203	06/10/2016	J.G.T. Properties Inc.	Repairs to JD Grader	1,969.00
9204	06/10/2016	Matkowski, Patricia	Janitorial Service	1,125.00
9205	06/10/2016	Municipal Employees Pension	MEPP	7,671.00
9206	06/10/2016	Pasloski, Edwin	Haul Cans & Bottles-CIB	100.00
9207	06/10/2016	Saskatchewan Research Council	Lagoon/Water Analysis	137.55
9208	06/10/2016	SGI - Auto Fund Division	684HCC Garbage Truck	931.00
9209	06/10/2016	SnoDrifters	Damage Deposit Refund	600.00
9210	06/10/2016	Specialty Building Inspections	Contract Bldg Inspections	2,887.50
9211	06/10/2016	SUMA-Grp. Benefits	Group Insurance	3,654.20
9212	06/10/2016	Triod Supply (2011) Ltd.	Repairs to JD Grader	3,376.54
9213	06/10/2016	Wilmac Septic Ltd	Office Septic Pump	300.00

Total for GEN: 112,800.68

Certified Correct This 06th day of October, 2016.

Mayor

Administrator

Report Date
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Resort Village of Candle Lake
List of Accounts for Approval
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: GEN - GENERAL BANK ACCOUNT					
Computer Cheques:					
9136	02/09/2016	Redaction: Family Court Order			
38485009		210-200-210 - Due To Provincial C 38485-009		225.00	225.00
9137	02/09/2016	Candle Lake Home Building Cnt			
171531		310-100-804 - CIB Project Reserv. Aschim		96.09	
		110-340-110 - GST Receivable - 1 Both Tax Code		4.58	
		900-110-110 - GST Paid Both Tax Code		4.58	100.67
171530		310-100-804 - CIB Project Reserv. Aschim		119.54	
		110-340-110 - GST Receivable - 1 Both Tax Code		5.69	
		900-110-110 - GST Paid Both Tax Code		5.69	125.23
172272		310-100-804 - CIB Project Reserv. Aschim		55.08	
		110-340-110 - GST Receivable - 1 Both Tax Code		2.62	
		900-110-110 - GST Paid Both Tax Code		2.62	57.70
				Payment Total:	283.60
9138	02/09/2016	Earthworks Equipment Corp.			
LATECH1		530-425-110 - TS - Maint. - Oil & C Late Payment Charges		56.86	56.86
9139	02/09/2016	Jackow, Dezilda			
Sept/16		510-220-101 - GG - Cont. - Careta Caretaking		288.00	288.00
9140	02/09/2016	Matkowski, Patricia			
Sept/16		510-220-101 - GG - Cont. - Careta Caretaking		1,125.00	1,125.00
9141	02/09/2016	Prince Albert Co-op Assn Ltd			
10726		530-425-110 - TS - Maint. - Oil & C Fuel		1,863.30	
		110-340-110 - GST Receivable - 1 GST Tax Code		93.17	
		900-110-110 - GST Paid GST Tax Code		93.17	1,956.47
9142	02/09/2016	SaskPower			
1986*0031-9438		530-300-121 - TS - Maint - Power Pump House 8A South Cres		92.15	
		110-340-110 - GST Receivable - 1 Both Tax Code		4.39	
		900-110-110 - GST Paid Both Tax Code		4.39	96.54
9143	02/09/2016	Sask Rivers School Div. #119			
August/16		210-210-190 - Sask. Rivers Tax R Sask Rivers Tax Remit		1,192,697.10	1,192,697.10
9144	02/09/2016	Sowinski, Ron			
Refund		420-700-200 - Licenses - Busines: Duplicate Business Licens		75.00	75.00
9145	02/09/2016	SUMA			
69425		525-230-100 - PS - Fire /EMO- Ins Fire/EMO Insurance		17.33	17.33

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
9146 CASE38485009	16/09/2016	[REDACTED] 210-200-210 - Due To Provincial C	Redaction: Family Court Order Prov Gov Agency	225.00	225.00
9147 512263	16/09/2016	Buckoski, Clarence 510-300-150 - GG - Utility - Septic 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid	Septic Repairs Both Tax Code	171.93 8.19 8.19	180.12
9148 173.97	16/09/2016	Candle Lake Fine Foods 530-425-110 - TS - Maint. - Oil & C 530-400-110 - TS - Maint. - Materi 530-400-110 - TS - Maint. - Materi 530-425-110 - TS - Maint. - Oil & C 530-420-101 - TS - Maint. - Equip. 110-340-110 - GST Receivable - 1 GST 900-110-110 - GST Paid	Oil & Gas Maint Mat & Supplies Maint Mat & Supplies Maint - Oil & Fuel Maint - Oil & Fuel GST Tax Code GST Tax Code	38.10 10.77 6.34 89.20 22.25 7.31 7.31	173.97
9149 Sep Petty Cash	16/09/2016	Communities in Bloom 570-900-121 - Communities in Blo 110-340-110 - GST Receivable - 1 Both 900-110-110 - GST Paid	CIB - Petty Cash Both Tax Code Both Tax Code	369.32 13.98 13.98	383.30
9150 Septic	16/09/2016	C & S Septic (1995) 510-300-150 - GG - Utility - Septic 570-340-150 - P&R - Utility - Hall & Hal	Municipal Office Septic Septic Pump	84.00 252.00	336.00
9151 905	16/09/2016	EPS Management Services Inc. 520-210-120 - PS-Contract Bylaw 110-340-110 - GST Receivable - 1 GST 900-110-110 - GST Paid	Bylaw Enforcement GST Tax Code GST Tax Code	7,787.96 389.40 389.40	8,177.36
9152 12041	16/09/2016	The Fireworks Factory Inc. 570-900-900 - Parks & Rec Comr	Fireworks for Canada Day	6,000.00	6,000.00
9153 116579	16/09/2016	Greenland Waste Disposal Ltd. 530-210-142 - TS -Maint.-Recycle 110-340-110 - GST Receivable - 1 GST 900-110-110 - GST Paid	E Recycle Bin Costs GST Tax Code GST Tax Code	867.77 43.38 43.38	911.15
9154 293	16/09/2016	J.G.T. Properties Inc. 530-410-100 - TS - Maint. - Small 110-340-110 - GST Receivable - 1 Both 900-110-110 - GST Paid	Maint - Small Tools Both Tax Code Both Tax Code	403.31 19.21 19.21	422.52
9155 IN00098309	16/09/2016	Municipal World Inc 510-410-140 - GG - Maint. - Office 110-340-110 - GST Receivable - 1 GST 900-110-110 - GST Paid	Social/Atiten Book GST Tax Code GST Tax Code	36.40 1.82 1.82	38.22

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
9156 121139/121155	16/09/2016	Panther Industries Inc 530-460-110 - TS - Maint. - Dust C Dust Control-Calcium Chlo 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code		28,124.00 1,343.80 1,343.80	29,467.80
9157 Conv Reg	16/09/2016	PARCS 510-210-170 - GG - Admin.Prof.Dr Mayor/2 Council/Administa		900.00	900.00
9158 Sep 2016	16/09/2016	Pasloski, Edwin 570-900-120 - Communities in Blr Haul Can/Bottles-Sarcan		100.00	100.00
9159 1001743209	16/09/2016	Pitney Bowes 510-410-140 - GG - Maint. - Office Ink Cartridges 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code		321.27 15.30 15.30	336.57
9160 10767	16/09/2016	Prince Albert Co-op Assn Ltd 530-425-110 - TS - Maint. - Oil & C Maint - Oil & Fuel 110-340-110 - GST Receivable - 1 GST Tax Code 900-110-110 - GST Paid GST Tax Code		2,816.40 140.82 140.82	2,957.22
9161 6-6-378815	16/09/2016	Princess Auto Ltd 530-400-110 - TS - Maint. - Materi Maint Materials & Supplie 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code		594.15 28.29 28.29	622.44
9162 6855HB	16/09/2016	Ruszkowski Enterprises Ltd 535-600-111 - TS - Constr. - Cap F Holdback on Maint St Road 110-340-110 - GST Receivable - 1 GST Tax Code 900-110-110 - GST Paid GST Tax Code		106,319.14 5,315.96 5,315.96	111,635.10
9163 Sept 2016	16/09/2016	SaskTel 525-300-140 - PS-Fire/First Respc Fire Alarm 570-330-150 - P&R - Utility - Telep Rec Centre 550-300-140 - H&W - Utility - Tele Health Centre 510-300-140 - GG - Utility - Telep Admin Phones 510-300-140 - GG - Utility - Telep Admin Fax 510-300-141 - GG - Cont - Inernet Debit 510-300-141 - GG - Cont - Inernet Internet 530-300-140 - TS - Maint. - Utility - Maint Cells 510-300-140 - GG - Utility - Telep Mayor 510-300-140 - GG - Utility - Telep Admin 110-340-110 - GST Receivable - 1 Both Tax Code 900-110-110 - GST Paid Both Tax Code 110-340-110 - GST Receivable - 1 GST Tax Code 900-110-110 - GST Paid GST Tax Code		104.64 57.78 166.66 648.46 47.53 47.53 75.55 221.23 45.66 88.62 58.25 58.25 13.09 13.09	1,575.00
9164 Energy	16/09/2016	SaskEnergy 525-300-110 - PS - Fire - Utility - F Fire Hall		80.26	

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		525-300-110 - PS - Fire - Utility - F Fire Hall		73.70-	
		570-300-150 - P&R - Utility - Heat Rec Centre		197.57	
		570-300-150 - P&R - Utility - Heat Rec Centre		124.70-	
		510-300-110 - GG - Utility - Heat Municipal Office/Shop		121.85	
		510-300-110 - GG - Utility - Heat Municipal Office/Shop		37.81-	
		110-340-110 - GST Receivable - 1 GST Tax Code		19.98	
		900-110-110 - GST Paid GST Tax Code		19.98	183.45
9165	16/09/2016	SaskPower			
Power		525-300-120 - PS - Fire - Utility - F Fire Hall		408.91	
		530-300-120 - TS - Maint. - Utility - Landfill		60.79	
		530-310-100 - TS - Maint. - Utility - Street Lights		4,692.58	
		530-310-100 - TS - Maint. - Utility - Street Lights		157.99	
		510-300-120 - GG - Utility - Power Municipal Office/Shop		439.41	
		570-310-150 - P&R - Utility - Power Rec Center		325.24	
		530-300-121 - TS - Maint - Power Lumberyard Pump		36.41	
		110-340-110 - GST Receivable - 1 Both Tax Code		40.35	
		900-110-110 - GST Paid Both Tax Code		40.35	
		110-340-110 - GST Receivable - 1 GST Tax Code		258.87	
		900-110-110 - GST Paid GST Tax Code		258.87	6,420.55
9166	16/09/2016	Specialty Building Inspections			
Sept/16		560-110-120 - P&D - Contracted E Bldg Inspections		2,625.00	
		110-340-110 - GST Receivable - 1 GST Tax Code		131.25	
		900-110-110 - GST Paid GST Tax Code		131.25	2,756.25
9167	16/09/2016	SUMA			
69425-Revised		525-230-100 - PS - Fire /EMO- Ins Fire/EMO Ins- Rodier		150.33	
		110-340-110 - GST Receivable - 1 GST Tax Code		7.52	
		900-110-110 - GST Paid GST Tax Code		7.52	157.85
9168	19/09/2016	Johnson, Rob			
515490		530-600-190 - TS - Purchase of C Landfill piping		829.24	
		110-340-110 - GST Receivable - 1 Both Tax Code		39.49	
		900-110-110 - GST Paid Both Tax Code		39.49	868.73
9169	21/09/2016	CASH			
Sep Petty Cash		530-425-141 - TS - Repairs to 368 3680 Mower Parts		8.78	
		530-410-100 - TS - Maint. - Small Sutherland Auto		94.17	
		530-400-110 - TS - Maint. - Materi Material & Supplies		6.26	
		530-460-102 - TS-Maint-Landfill M Landfill Material		12.56	
		530-250-100 - TS - Maint. - Travel Maint Meals for travel		41.39	
		510-400-110 - GG - Maint. - Statio Postage		43.65	
		530-420-100 - TS - Vehicle- Repai Car Wash		53.00	
		510-410-140 - GG - Maint. - Office Office Supplies		39.85	
		510-280-170 - GG - Cont. - Promo Canada Day Supplies		94.60	
		510-260-150 - GG - Cont. - Electric Elections		73.36	
		110-340-110 - GST Receivable - 1 Both Tax Code		9.94	
		900-110-110 - GST Paid Both Tax Code		9.94	
		110-340-110 - GST Receivable - 1 GST Tax Code		7.33	

Resort Village of Candle Lake
List of Accounts for Approval
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-110-110 - GST Paid	GST Tax Code	7.33	484.89
9170	28/09/2016	SEPA			
Conference		525-220-102 - PS - Fire/EMO .Cor Fire Chief/EMO Co-or		700.00	700.00
9171	30/09/2016	Associated Engineering (Sask)			
444364		530-200-110 - TS - Maint. - Engine Engineering Services		2,500.45	
		110-340-110 - GST Receivable - 1 Both Tax Code		123.88	
		900-110-110 - GST Paid Both Tax Code		123.88	2,624.33
9172	30/09/2016	Candle Lake Fine Foods			
Propane		510-410-140 - GG - Maint. - Office Office Supplies		8.38	
		530-425-110 - TS - Maint. - Oil & C Porpane		366.39	
		110-340-110 - GST Receivable - 1 Both Tax Code		0.40	
		900-110-110 - GST Paid Both Tax Code		0.40	
		110-340-110 - GST Receivable - 1 GST Tax Code		18.32	
		900-110-110 - GST Paid GST Tax Code		18.32	393.49
9173	30/09/2016	Candle Lake Home Building Cnt			
172369		535-400-110 - TS - Const. - Buildi Bldg Maint Mat & Sup		80.84	
		110-340-110 - GST Receivable - 1 Both Tax Code		3.85	
		900-110-110 - GST Paid Both Tax Code		3.85	84.69
172817		530-400-110 - TS - Maint. - Materi Maint Material & Supplies		67.02	
		110-340-110 - GST Receivable - 1 Both Tax Code		3.19	
		900-110-110 - GST Paid Both Tax Code		3.19	70.21
172839		530-470-100 - TS - Maint. - Road/ Road/Street Signs		44.30	
		110-340-110 - GST Receivable - 1 Both Tax Code		2.11	
		900-110-110 - GST Paid Both Tax Code		2.11	46.41
172808		510-270-100 - GG - Cont. - Mainte Municipal Office Shelving		88.70	
		110-340-110 - GST Receivable - 1 Both Tax Code		4.22	
		900-110-110 - GST Paid Both Tax Code		4.22	92.92
				Payment Total:	294.23
9174	30/09/2016	Carrier, Grant			
003		530-290-104 - TS - Maint-Lagoon/ Lagoon/Water Analysis		600.00	
		510-250-150 - GG - Cont. - Expres Lagoon/Water Samp Cartage		37.20	
		110-340-110 - GST Receivable - 1 GST Tax Code		1.86	
		900-110-110 - GST Paid GST Tax Code		1.86	639.06
9175	30/09/2016	Christopherson Industrial Supp			
51873		530-400-111 - TS-Maint Employee Safetywear		190.32	
		530-400-110 - TS - Maint. - Materi Maint Mat & Supplies		164.12	
		110-340-110 - GST Receivable - 1 Both Tax Code		16.87	
		900-110-110 - GST Paid Both Tax Code		16.87	371.31
9176	30/09/2016	C.O.P.P.			

Report Date
05/10/2016 1:25 PM

Resort Village of Candle Lake
List of Accounts for Approval
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		Donation	520-510-110 - PS - Police - COPP Yearly Donation to COPPS	2,200.00	2,200.00
9177	30/09/2016	Finning International Inc.			
PI010724664		530-425-175 - TS - Landfill Comp	Landfill Compactor	219.39	
		110-340-110 - GST Receivable - 1	Both Tax Code	10.48	
		900-110-110 - GST Paid	Both Tax Code	10.48	229.87
9178	30/09/2016	Graff, Ron			
Rental		530-420-103 - TS - Maint - Equipm	Equip Rental - Quad	178.64	178.64
9179	30/09/2016	Highway 55 North	2014 Grant		
Donation		520-510-120 - PS-Police- Search	Yearly donation Search &	2,000.00	2,000.00
9180	30/09/2016	Meath Park School Band			
Canada Day		570-900-900 - Parks & Rec Comr	Canada Day BBQ Helpers	1,100.00	1,100.00
9181	30/09/2016	Minister of Finance			
2116570		530-290-104 - TS - Maint-Lagoon/	Water Analysis	20.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	1.00	
		900-110-110 - GST Paid	GST Tax Code	1.00	21.00
9182	30/09/2016	Perras, Clem			
Sept 2016		510-210-150 - GG - Convention/T	NCLDPC Mtg Paddockwood	100.00	100.00
9183	30/09/2016	Pitney Bowes			
3200282406		510-280-100 - GG - Cont. - Postag	Postage Lease Invoice	210.54	
		110-340-110 - GST Receivable - 1	Both Tax Code	10.03	
		900-110-110 - GST Paid	Both Tax Code	10.03	220.57
9184	30/09/2016	Pitney Works			
September		510-400-110 - GG - Maint. - Statio	Fees & Late Charges	35.00	35.00
9185	30/09/2016	Rempel, Terry			
Safetywear		530-400-111 - TS-Maint Employee	Safetywear-Workboots	262.50	
		110-340-110 - GST Receivable - 1	Both Tax Code	12.50	
		900-110-110 - GST Paid	Both Tax Code	12.50	275.00
9186	30/09/2016	Sask Rivers School Div. #119			
EPT Return Owin		210-210-170 - School - Collected	Trailer License 2015	43,200.00	
		210-210-140 - School Grants-in-Li	GIL Collected 2015	13,613.97	
		210-210-160 - School - Collected	Penalties Collected	9,182.80	65,996.77
9187	30/09/2016	Shoppers Drug Mart			
BF017708		525-420-100 - PS - Fire /EMO Sup	Glucose Strips	84.99	84.99
9188	30/09/2016	Spectrum Sound Systems			
Sound System		570-900-900 - Parks & Rec Comr	P&R Sound System	786.45	
		110-340-110 - GST Receivable - 1	Both Tax Code	37.45	

Report Date
05/10/2016 1:25 PM

Resort Village of Candle Lake
List of Accounts for Approval
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Page 7

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		900-110-110 - GST Paid	Both Tax Code	37.45	823.90
9189 2129292	30/09/2016	Staples			
		510-410-140 - GG - Maint. - Office Office Supplies		146.35	
		110-340-110 - GST Receivable - 1 Both Tax Code		6.97	
		900-110-110 - GST Paid	Both Tax Code	6.97	153.32
9190 INV141049	30/09/2016	Success Office Systems			
		510-280-101 - GG - Cont - Photoc Photocopies		686.13	
		110-340-110 - GST Receivable - 1 Both Tax Code		32.67	
		900-110-110 - GST Paid	Both Tax Code	32.67	718.80
9191 72704	30/09/2016	SUMA			
		510-410-140 - GG - Maint. - Office Office Supplies		355.54	
		110-340-110 - GST Receivable - 1 Both Tax Code		16.93	
		900-110-110 - GST Paid	Both Tax Code	16.93	372.47
9192 00688754	30/09/2016	Tarasiuk, Louise			
		525-420-100 - PS - Fire /EMO Sup Fire/EMO- Cheque Reissue		191.57	
		110-340-110 - GST Receivable - 1 GST Tax Code		9.58	
		900-110-110 - GST Paid	GST Tax Code	9.58	201.15
9193 AR2974683	30/09/2016	Toshiba Business Solutions			
		510-280-101 - GG - Cont - Photoc Photocopier		391.46	
		110-340-110 - GST Receivable - 1 Both Tax Code		18.64	
		900-110-110 - GST Paid	Both Tax Code	18.64	410.10
9194 6710-613383	30/09/2016	Traction Heavy Duty Parts			
		530-425-170 - TS - Repairs to 350 Repairs to 350 Ford Truck		119.57	
		110-340-110 - GST Receivable - 1 Both Tax Code		5.69	
		900-110-110 - GST Paid	Both Tax Code	5.69	125.26
Total for GEN:				1,452,403.65	

Certified Correct This 05th day of October, 2016.

Mayor

Administrator



REPORT

Report Title: Maintaining and Snow removal for Golf course road Report 141-2016

Date: October 4, 2016

Prepared By: Robert Johnson

Options:

1. Council to direct administration to gravel, grade and snow removal for the Golf Course condo development roads. This will take place while council has had the opportunity to review the service agreement with Candle Lake Golf course.
2. Receive and File.
3. Refer to administration with instructions.

Justification for In Camera: N/A

Background:

The developer for the Candle Lake Golf Resort has made past requests to the Village to complete and sign the service agreement between Candle Lake Golf Resort and The Resort Village of Candle Lake. Due to council and Administration changes in the past, this issue seems to have been dropped several times. The developer would like to see closure to this as they continue to pay taxes, and pay a bond, with no services in return.

Discussion:

In 2007, the developer Candle Lake Golf Resort (2004) LTD, entered into a servicing agreement with RVCL. The service agreement was signed Dec 13th 2007. The developer provided plans, and left a bond for warranty as required by the agreement. The developer brought in phone, gas and power, and started development of the area. Several homes and condos have been built in that area.

On April 12, 2013, council started the process of signing the service agreement, by amending the original service agreement and having a 2 year warranty, which was held in a bond. This expired in 2015, council and administration final step was to reviewed the development and then if satisfied, the village would have assumed responsibility for road, drainage etc. But this was never done. From research into the file and past correspondence I have identified three possible concerns the village had, but it is unclear if these were inspected by the village. Council will now have to review the past concerns and determine if work has been completed. If council is satisfied then the Village will have to assume responsibility as agreed in the Dec 13, 2007 service agreement and April 2013 amendment. This will involve consultation with our engineer and the developer.

While council researches the service agreement and engineering reports, it is recommended that the village allow minor road maintenance and snow removal as both the home owner's and

developer pay taxes, but currently no services in return. This would be subject to the fact that by providing service does not indicate we have signed off on the service agreement or that the village is assuming responsibility. This is simply to provide the community with safe clear roads. Road works will be limited to graveling, grading and road clearing.

Financial Implications:

Unknown. There are no unexpected costs, and the village has been collecting taxes for 9 years in that area.

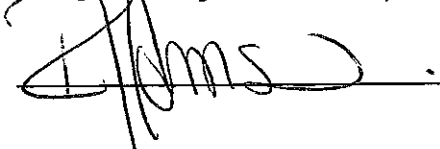
Communications: None.

Attachments: None

Conclusion:

To sign off on the service agreement, council needs to review the past correspondence, engineering reports and the contract. While council works on this it is suggested the village look after the road and snow removal for the tax payers in the area. This service will help keep our citizens safe in that they can get in and out of the area, school bus routes will be open, and help protect our road surfaces, which we are likely to assume in the future.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Johnson', written over a horizontal line.

Robert Johnson
Maintenance and Public Works Manager
Resort Village of Candle Lake



REPORT

Report Title:	Second and Third Reading of Bylaws 17, 22, 23, 24 and 25 of 2016 (Report #129/2016)
Date:	September 21st, 2016
Prepared by:	Joan Corneil, CAO
Prepared for:	Council

Options:

1. That Council gives second and third reading to Bylaws 17, 22, 23, 24 and 25 of 2016 and the bylaws be laid on the table under "Unfinished Business – Bylaws" and that Bylaws 17, 22, 23, 24 and 25 of 2016 be given second and final readings.
2. That Council refer back to administration for further review and report.
3. Receive and file.

Justification for in Camera: N/A

Background:

At the August 18th, 2016 meeting of Council, Council passed the following resolutions with respect to the above bylaws:

344 /2016 MANTON:

1. That Bylaw 17/2016 a Bylaw to amend Bylaw 03 of 2016 be introduced and given First Reading;
2. That bylaw be submitted to the North Central Lakelands District Planning Commission for its review and advise; and
3. A Notice of the Proposed Bylaw be published in accordance with S 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public Hearing to be conducted on September 09, 2016. **CARRIED**

345 /2016 MATKOWSKI:

1. That Bylaw 22/2016 a Bylaw to amend Bylaw 03 of 2016 be introduced and given First Reading;
2. That bylaw be submitted to the North Central Lakelands District Planning Commission for its review and advise; and

3. A Notice of the Proposed Bylaw be published in accordance with S 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public Hearing to be conducted on September 09, 2016. **CARRIED**

346/ 2016 MANTON:

1. That Bylaw 23/2016 a Bylaw to amend Bylaw 03 of 2016 be introduced and given First Reading;
2. That bylaw be submitted to the North Central Lakelands District Planning Commission for its review and advise; and
3. A Notice of the Proposed Bylaw be published in accordance with S 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public Hearing to be conducted on September 09, 2016 with a public Hearing to be conducted on September 09, 2016. **CARRIED**

347/ 2016 CHERKEWICH:

1. That Bylaw 24/2016 a Bylaw to amend Bylaw 03 of 2016 be introduced and given First Reading;
2. That bylaw be submitted to the North Central Lakelands District Planning Commission for its review and advise; and
3. A Notice of the Proposed Bylaw be published in accordance with S 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public Hearing to be conducted on September 09, 2016.

CARRIED

348/ 2016 MATKOWSKI:

1. That Bylaw 25/2016 a Bylaw to amend Bylaw 03 of 2016 be introduced and given First Reading;
2. That bylaw be submitted to the North Central Lakelands District Planning Commission for its review and advise; and
3. A Notice of the Proposed Bylaw be published in accordance with S 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public Hearing to be conducted on September 09, 2016.

CARRIED

Council at the meeting held September 9th, 2016 passed the following resolution changing the date for the public hearings:

382/2016 MANTON:

That a notice of Proposed Bylaws 17, 22, 23, 24 and 25 of 2016 be published in accordance with S. 3.10 of the Zoning Bylaw and Sections 207-212 of *The Planning and Development Act, 2007* with a public hearing to be conducted on October 14, 2016. **CARRIED**

Administration advertised in Saskatoon StarPhoenix in the September 24th and October 1st, 2016 publications. Administration also posted the Notice of Bylaws 17, 22, 23, 24

and 25 of 2016 online at www.candlelakeresort.ca and in the Village office as well as at the C&S store and All Season's Tempo.

At the August 23rd, 2016 meeting of the North Central Lakelands District Planning Commission, the application for rezoning was reviewed and a subsequent motion to recommend approval of the application. (See attached Motions)

Discussion: Administration followed the requirements for public notice as per the *Planning and Development Act, 2007* Section 24(1)(a). Notices are attached.

Financial Implications: None

Communications:


The Public Hearing was advertised for two consecutive Saturday editions of the Saskatoon StarPhoenix on September 24th and October 1st, 2016. (attached) The Notice was also posted in the Village office and on the C&S Store bulletin board and at All Seasons Tempo.

Attachments:

1. Bylaws 17, 22, 23, 24 and 25 of 2016
2. Advertisements from the Saskatoon StarPhoenix from September 24th and October 1st, 2016
3. Notice posted
4. NCLDPC Motions # 55, 56, 57, 58 and 59/16

Conclusion: Administration has followed the proper procedure for amendments to the Zoning Bylaw and the North Central Lakelands Planning District Commission has reviewed the bylaws and provided their approval of the same.

Respectfully submitted,


Heather Scott

Attachment 1

BYLAW 17/2016

OF THE RESORT VILLAGE OF CANDLE LAKE IN THE PROVINCE OF SASKATCHEWAN

A Bylaw of the Resort Village of Candle Lake to amend Bylaw 03/2016 known as the Zoning Bylaw.

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan hereby enacts as follows:

1. The Zoning Bylaw Bylaw No. 03/2016 be amended as follows:

 Section 3.6 Application for Discretionary Use - Subsection 1(c) be amended by removing the number "7" and replacing it with the number "21".
2. This Bylaw shall come into force and take effect upon the approval by Council

Introduced and read a first time this day of , 2016.

Read a second time this day of , 2016.

Read a third time and adopted this day of , 2016.

Mayor

Administrator

BYLAW 22/2016

OF THE RESORT VILLAGE OF CANDLE LAKE IN THE PROVINCE OF SASKATCHEWAN

A Bylaw of the Resort Village of Candle Lake to amend Bylaw 03/2016 known as the Zoning Bylaw.

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan hereby enacts as follows:

1. The Zoning Bylaw, Bylaw No. 03/2016 be amended as follows:

Section 2 Definitions be amended by adding a new definition following the definition for Campground, the following definition:

"Campground, unserviced..

A parcel of land providing locations for the placement of tents or recreational vehicles used by travellers or tourists for overnight accommodation with no services with the exception of electrical facilities and communal water and restroom facilities. "

2. This Bylaw shall come into force and take effect upon the approval by Council.

Introduced and read a first time this	day of	, 2016.
Read a second time this	day of	, 2016.
Read a third time and adopted this	day of	, 2016.

Mayor

Administrator

BYLAW 23/2016

OF THE RESORT VILLAGE OF CANDLE LAKE IN THE PROVINCE OF SASKATCHEWAN

A Bylaw of the Resort Village of Candle Lake to amend Bylaw 03/2016 known as the Zoning Bylaw.

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan hereby enacts as follows:

1. The Zoning Bylaw, Bylaw No. 03/2016 be amended as follows:

By inserting the words "Marina, Type 1" as follows:

- a. Section 6. RA Residential Acreage District as subsection 6.2.1 (i)
- b. Section 7. RA1 Residential Acreage District as subsection 7.2.1 (h)
- c. Section 8. R1 Low Density Residential District as subsection 8.2.2 (j)
- d. Section 9. R2 Medium Density Residential District as subsection 9.2.1 (h)
- e. Section 10. RMH Residential Mobile Home Court District as subsection 6.2.1 (f)

2. This Bylaw shall come into force and take effect upon the approval by Council

Introduced and read a first time this day of , 2016.

Read a second time this day of , 2016.

Read a third time and adopted this day of , 2016.

Mayor

Administrator

BYLAW 24/2016

OF THE RESORT VILLAGE OF CANDLE LAKE IN THE PROVINCE OF SASKATCHEWAN

A Bylaw of the Resort Village of Candle Lake to amend Bylaw 03/2016 known as the Zoning Bylaw.

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan hereby enacts as follows:

1. The Zoning Bylaw, Bylaw No. 03/2016 be amended as follows:

The Zoning District Map, Sheet 7 of 16, be amended by re-designating from "RA Residential Acreage" District to "CON Conservation" District the land legally described as:

LSD 4, Sec. 18-55-22-W2M (Parcel No. 164594098)
as indicated on the plan 'Schedule A' attached to and forming part of this bylaw.

2. This Bylaw shall come into force and take effect upon the approval by Council

Introduced and read a first time this day of , 2016.

Read a second time this day of , 2016.

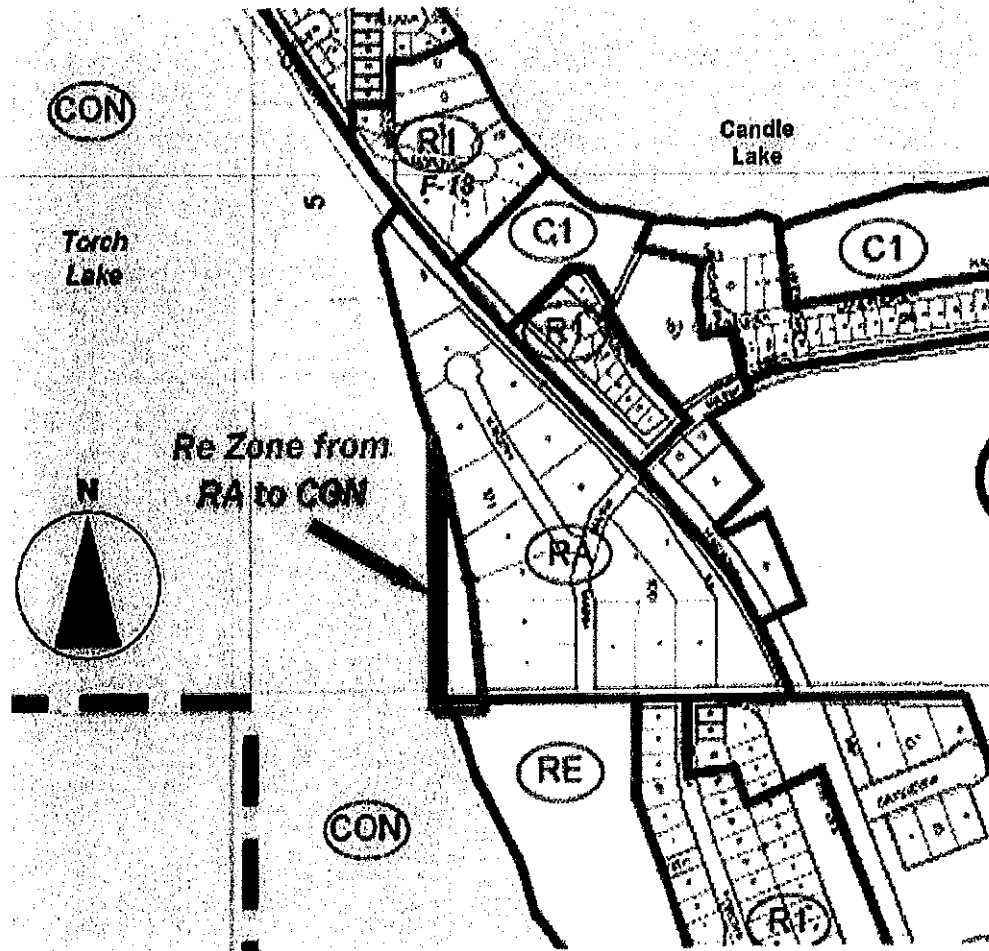
Read a third time and adopted this day of , 2016.

Mayor

Administrator

Schedule A

Bylaw 24/2016



This is Schedule A to Bylaw 24/2016, a bylaw of The Resort Village of Candle Lake to amend Bylaw 03/2016, The Zoning Bylaw.

Mayor

Administrator

BYLAW 25/2016

OF THE RESORT VILLAGE OF CANDLE LAKE IN THE PROVINCE OF SASKATCHEWAN

A Bylaw of the Resort Village of Candle Lake to amend Bylaw 03/2016 known as the Zoning Bylaw.

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan hereby enacts as follows:

1. The Zoning Bylaw, Bylaw No 03/2016 be amended as follows:

Section 5.19 Recreational Vehicle (RV) Parks regulations be amended as follows:

Following the words "Section 5.18" the words "except subsection 5.18.9" be inserted.

2. This Bylaw shall come into force and take effect upon the approval by Council.

Introduced and read a first time this day of , 2016.

Read a second time this day of , 2016.

Read a third time and adopted this day of , 2016.

Mayor

Administrator

NOTICES

S7K DB3

C145272

SASKATOON
STARPHOENIX
READER SERVICES

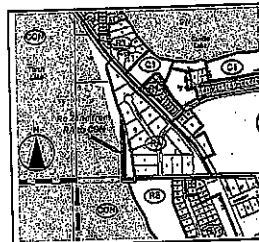
306-657-6320

1-800-667-2008

Phone Monday - Friday
7:00 a.m. to 5:00 p.m.Saturday
7:00 a.m. to 12:00 p.m.SUBSCRIPTION
RATESMetro Saskatoon.
Daily \$28.00 plus taxes
per month for Pre-
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Payment Plan
Subscribers.Any subscription billing
or payment inquiries
must be brought to the
attention of the
Saskatoon StarPhoenix
by contacting us at:
306-657-6320 within 90
days of the charge date in
order to be eligible for
investigation and/or
possible refund or credit.Member of Alliance of
Audited Media

C145272

PUBLIC NOTICES

PUBLIC NOTICE is hereby given that the Council of the Resort Village of
Candle Lake has under consideration the following bylaws:Bylaw No. 17 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:1. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 3.6 Application for Discretionary Use - Subsection 1(c) be amended
by removing the number "7" and replacing it with the number "21".Bylaw No. 22 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:2. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 2 Definitions be amended by adding a new definition following the
definition for Campground, the following definition:
"Campground, unserviced
A parcel of land providing locations for the placement of tents or recreational
vehicles used by travellers or tourists for overnight accommodation with no services
with the exception of electrical facilities and communal water and restroom facilities."Bylaw No. 23 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:3. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
By inserting the words "Marina, Type 1" as follows:
a. Section 6, RA Residential Acreage District as subsection 6.2.1 (i)
b. Section 7, RA1 Residential Acreage District as subsection 7.2.1 (h)
c. Section 8, R1 Low Density Residential District as subsection 8.2.2 (i)
d. Section 9, R2 Medium Density Residential District as subsection 9.2.1 (h)
e. Section 10, RMH Residential Mobile Home Court District as subsection 6.2.1 (f)Bylaw No. 24 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:4. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
The Zoning District Map, Sheet 7 of 16, be amended by re-designating from "RA
Residential Acreage" District to "CON Conservation" District the land legally
described as:
LSD 4, Sec. 18-55-22-W2M (Parcel No. 164594086)
as indicated on the plan "Schedule A" attached to and forming part of this bylaw.Schedule "A"
Bylaw 24 of 2016Bylaw No. 25 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:1. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 5.19 Recreational Vehicle (RV) Parks regulations be amended as follows:
Following the words "Section 5.18" the words "except subsection 5.18.9" be inserted.

PURPOSE

These Bylaws are to make various amendments to Bylaw No. 03 of 2016 known as
The Zoning Bylaw.

PUBLIC INSPECTION

The above referenced bylaws may be inspected at the Resort Village of Candle Lake office at any
time during regular office hours Monday through Friday 8:30 to 12:00 noon and 1:00pm to 4:30pm.
Office is closed on Statutory holidays. Copies are available at cost.The proposed bylaws may also be viewed on the Internet at www.candlelakeresort.ca

PUBLIC HEARING

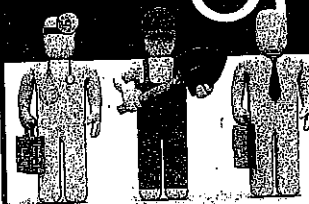
Friday, October 14th, 2016 at 9:00 a.m. or later at The Resort Village of Candle Lake Community Hall.Council will hear any individual wishing to comment on the proposed bylaws. Written
submissions will also be considered and may be delivered to the municipal office at least
24 hours prior to the hearing.ISSUED at the Resort Village of Candle Lake, Saskatchewan, this 9th day of September, 2016.Joan Cornell
Resort Village Administrator/CAO

Driving.ca

INTO NI

Broadcast icon
provided sound

TIM DAHLBERG

It was in the middle of the B
Bonds home run chase, and I
sitting with Vin Scully in the br
cast booth at Dodger Stadium.The Dodgers were playing th
ants, and Vin had been kind en
to agree to an interview be
the game. I was writing a col
about his views on Bonds, th
the conversation would event
cover everything from his da
Fordham to Willie Mays.First, though, I had a confe
to make."I was one of those kids wit
transistor radio," I told him."Under the pillow at nigh
tenuing to the game."I don't remember what Vin
in response, but I'm sure it wa
cious because Vin Scully is :
ing if not gracious. It's simply
DNA, and has been since he
kid growing up in New York.Yes, he had probably hear
same thing a thousand time
fore. Somehow, though, I sti
to tell him how much it meaHis voice has been part
soundtrack of my life for se
I can't remember ever being
out it. His presence on the
every spring was always a ren
that while everything change
never did.It changes now, for reasons
cient as mankind. We all g
and Vin is no exception, eve
has weathered the ravages c
well. He's still remarkable at
but wants to get out before
start whispering about his a
His last game after 67 year
ing the Dodgers will be in Sa
cisco.Fittingly enough it's on th
anniversary of when he wa
ing home from grammar s
and saw in the window of
nese laundry that the Giar
been beaten by the Yankee
World Series.I've considered him a fri
the better part of a half c
even though before that
had never met. Our friends!1000s OF JOBS
ONLINEthestarphoenix.com/jobsThe right candidate.
The right job.

BOOK YOUR

Classifieds continued

FOR SALE

APPLIANCES

FOR SALE
Small white Fridge 3.2

COLLECTIONS, CRAFTS & HOBBIES

The Regina Coin Club hosts

FIREWOOD

Blocked, Split, Birch (Seasoned) - Delivered to.

BOUGHT OR LEASED A MODEL YEAR 2003-2007 FORD VEHICLE ANYWHERE EQUIPPED WITH A 6.0-LITRE POWERSTROKE DIESEL ENGINE YOUR LEGAL CLAIM WILL BE AFFECTED BY A PROPOSED CLASS ACTION SETTLEMENT AND YOU SHOULD READ THIS NOTICE CAREFULLY.

proceeding lawsuits were initiated in Ontario and Quebec on behalf of owners and former owners and lessees) of Ford vehicles equipped with these engines. Ford has denied all allegations of wrongdoing asserted in these actions, including any claims that the defective, or that Ford is liable to any member of the proposed class. Nonetheless, Ford, in a national settlement agreement that settles all litigation in Canada relating to these vehicles, to provide partial reimbursement for post-warranty repairs to certain engine components or reimbursement of certain deductibles paid.

have been scheduled in Ontario for October 26 and in Quebec for October 27 to seek approval from the courts of the settlement agreement. If you are an owner or lessee (or a former owner or lessee) of one or more of these vehicles, you have the right to make submissions to the courts as to the fairness of the proposed settlement.

If the settlement agreement is approved by the courts, you will subsequently have a right to opt out of the class by opting out of the class proceedings. If you do not opt out, you will be entitled to receive any benefits to which the settlement entitles you. You will also be bound by the settlement and will be deemed to have released any claims that you may have against Ford Motor Company, Ford Motor Company of Canada, Limited and others as mentioned in the settlement agreement.

For more information or to claim cash payments, if eligible, and to learn more about your potential benefits visit www.dieselsettlement.ca or call 1-844-447-7249 (Toll Free). A Claim Form is currently available on the Settlement Website. Valid claims that are complete and submitted in a timely way will be subject to Approvals of the Settlement by the Ontario Superior Court of Justice and the Quebec Superior Court.

The settlement agreement and the Long Form of Settlement Hearing Notice (the "Long Form") can be viewed at www.dieselsettlement.ca or can be obtained by contacting Class

Jeff Orenstein
Consumer Law Group Inc.
1030 rue Berri
Montreal, QC H2L 4C3
Phone: 1-888-909-7863 Toll Free
514-266-7863 Montreal
416-479-4493 Toronto
613-627-4894 Ottawa
Email: jorenstein@clg.org

NOTICE HAS BEEN AUTHORIZED BY THE ONTARIO SUPERIOR COURT OF JUSTICE AND THE QUEBEC SUPERIOR COURT AND IT IS BEING DISSEMINATED IN ACCORDANCE WITH THE ORDERS OF THESE COURTS.

DIY CLASSIC SUDOKU

Fill in the blank cells using numbers 1 to 9. Each number can appear only once in each row, column and 3x3 block. Use logic and process elimination to solve the puzzle. The difficulty ranges from Bronze (easiest) to Silver to Gold (hardest).

		7		4			6
9			1				3
	8	6				5	
4					3		
			6				9
	3					1	

Rating: GOLD

Solution to 9/30/16

8	5	2	3	6	7	9	1	4
7	9	1	2	8	4	6	3	5
4	6	3	1	9	5	2	8	7
1	2	5	6	4	8	7	9	3
9	4	8	7	5	3	1	2	6
6	3	7	9	2	1	4	5	8
3	1	4	8	7	2	5	6	9

BRIDGE BY DAVE WILLIS

Oct. 1

Evaluation

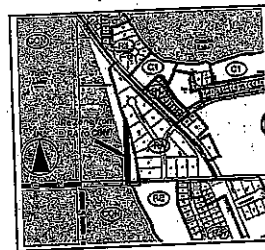
since South was 6-5 in the red.



PUBLIC NOTICE is hereby given that the Council of the Resort Village of Candle Lake has under consideration the following bylaws:

- Bylaw No. 17 of 2016** - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:
1. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 3.6 Application for Discretionary Use - Subsection 1(c) be amended by removing the number "7" and replacing it with the number "21".
- Bylaw No. 22 of 2016** - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:
2. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 2 Definitions be amended by adding a new definition following the definition for Campground, the following definition:
"Campground, unserviced"
A parcel of land providing locations for the placement of tents or recreational vehicles used by travellers or tourists for overnight accommodation with no services with the exception of electrical facilities and communal water and restroom facilities.
- Bylaw No. 23 of 2016** - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:
3. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
By inserting the words "Marina, Type 1" as follows:
a. Section 6. RA Residential Acreage District as subsection 6.2.1 (f)
b. Section 7. RA1 Residential Acreage District as subsection 6.2.2 (f)
c. Section 8. R1 Low Density Residential District as subsection 6.2.2 (f)
d. Section 9. R2 Medium Density Residential District as subsection 6.2.1 (f)
e. Section 10. RMH Residential Mobile Home Court District as subsection 6.2.1 (f)
- Bylaw No. 24 of 2016** - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:
4. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
The Zoning District Map, Sheet 7 of 16, be amended by re-designating from "RA Residential Acreage" District to "CON Conservation" District the land legally described as:
LSD 4, Sec. 18-55-22-W2M (Parcel No. 164594088)
as indicated on the plan "Schedule A" attached to and forming part of this bylaw.

Schedule "A"
Bylaw 24 of 2016



- Bylaw No. 25 of 2016** - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:
1. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 5.19 Recreational Vehicle (RV) Parks regulations be amended as follows:
Following the words "Section 5.18" the words "except subsection 5.18.9" be inserted.

PURPOSE

These Bylaws are to make various amendments to Bylaw No. 03 of 2016 known as *The Zoning Bylaw*.

PUBLIC INSPECTION

The above referenced bylaws may be inspected at the Resort Village of Candle Lake office at any time during regular office hours Monday through Friday 8:30 to 12 noon and 1:00pm to 4:30pm. Office is closed on Statutory holidays. Copies are available at cost.

The proposed bylaws may also be viewed on the Internet at www.candlelakeresort.ca

PUBLIC HEARING

Friday, October 14th, 2016 at 9:00 a.m. or later at The Resort Village of Candle Lake Community Hall.
Council will hear any individual wishing to comment on the proposed bylaws. Written submissions will also be considered and may be delivered to the municipal office at least 24 hours prior to the hearing.

ISSUED at the Resort Village of Candle Lake, Saskatchewan, this 9th day of September, 2016.

Joan Cornell
Resort Village Administrator/CAO

JUMBLE

Unscramble these four Jumbles, one letter to each square, to form four ordinary words.

LIPOS

PURTE

VONPER

YETMSS

THAT SCRAMBLED WORD GAME

by David L. Hoyt and Jeff Knurek

We'll all go through these again, so everybody gets them all correct.



HER STUDENTS WERE BEGINNING TO UNDERSTAND ADDITION AND SUBTRACTION

Now arrange the circled letters to form the surprise answer, as suggested by the above cartoon.



PUBLIC NOTICE is hereby given that the Council of the Resort Village of Candle Lake has under consideration the following bylaws:

Bylaw No. 17 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:

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A parcel of land providing locations for the placement of tents or recreational vehicles used by travellers or tourists for overnight accommodation with no services with the exception of electrical facilities and communal water and restroom facilities."

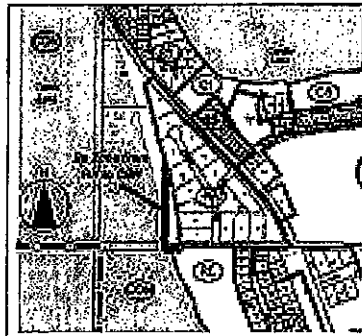
Bylaw No. 23 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:

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By inserting the words "Marina, Type 1" as follows:
a. Section 6, RA Residential Acreage District as subsection 6.2.1 (i)
b. Section 7, RA1 Residential Acreage District as subsection 7.2.1 (h)
c. Section 8, R1 Low Density Residential District as subsection 8.2.2 (j)
d. Section 9, R2 Medium Density Residential District as subsection 9.2.1 (h)
e. Section 10, RMH Residential Mobile Home Court District as subsection 6.2.1 (f)

Bylaw No. 24 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:

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The Zoning District Map, Sheet 7 of 16, be amended by re-designating from "RA Residential Acreage" District to "CON Conservation" District the land legally described as:
LSD 4, Sec. 18-55-22-W2M (Parcel No. 164594098)
as indicated on the plan 'Schedule A' attached to and forming part of this bylaw.

Schedule "A"
Bylaw 24 of 2016



Bylaw No. 25 of 2016 - To amend Bylaw No. 03 of 2016 known as *The Zoning Bylaw* as follows:

1. *The Zoning Bylaw*, Bylaw 03/2016 is amended as follows:
Section 5.19 Recreational Vehicle (RV) Parks regulations be amended as follows:
Following the words "Section 5.18" the words "except subsection 5.18.9" be inserted.

PURPOSE

These Bylaws are to make various amendments to Bylaw No. 03 of 2016 known as *The Zoning Bylaw*.

PUBLIC INSPECTION

The above referenced bylaws may be inspected at the Resort Village of Candle Lake office at any time during regular office hours Monday through Friday 8:30 to 12 noon and 1:00pm to 4:30pm. Office is closed on Statutory holidays. Copies are available at cost.

The proposed bylaws may also be viewed on the Internet at www.candlelakeresort.ca

PUBLIC HEARING

Friday, October 14th, 2016 at 9:00 a.m. or later at The Resort Village of Candle Lake Community Hall.

Council will hear any individual wishing to comment on the proposed bylaws. Written submissions will also be considered and may be delivered to the municipal office at least 24 hours prior to the hearing.

ISSUED at the Resort Village of Candle Lake, Saskatchewan, this 9th day of September, 2016.

Joan Corneil
Resort Village Administrator/CAO

NORTH CENTRAL LAKELANDS PLANNING DISTRICT COMMISSION

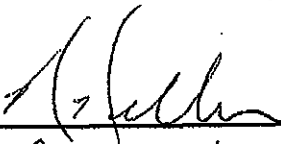
MOTION 55/16

August 23rd, 2016

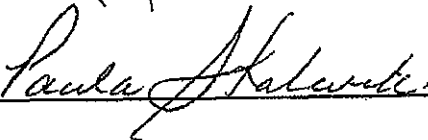
Moved by Clem Perras, Seconded by Borden Wasyluk and approved by Majority Vote. Carried

That the North Central Lakelands Planning District Commission recommends approval of Bylaw No. 17/2016 of the Resort Village of Candle Lake amending Bylaw 03/2016 known as the Zoning Bylaw and has passed a resolution to that effect to be submitted to Community Planning upon completion of the Public Hearing and final reading of the bylaws.

Signatures



Chairperson



Secretary

NORTH CENTRAL LAKELANDS PLANNING DISTRICT COMMISSION

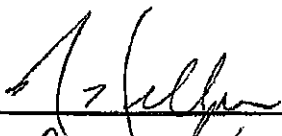
MOTION 56/16

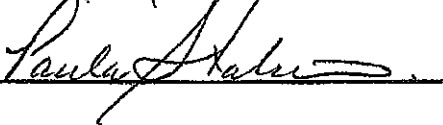
August 23rd, 2016

Moved by Borden Wasyluk, Seconded by Clem Perras and approved by Majority Vote. Carried

That the North Central Lakelands Planning District Commission recommends approval of Bylaw No. 22/2016 of the Resort Village of Candle Lake amending Bylaw 03/2016 known as the Zoning Bylaw and has passed a resolution to that effect; subject to comments provided back to Resort Village of Candle Lake for consideration, and to be submitted to Community Planning upon completion of the Public Hearing and final reading of the bylaws.

Signatures





Chairperson

Secretary

NORTH CENTRAL LAKELANDS PLANNING DISTRICT COMMISSION

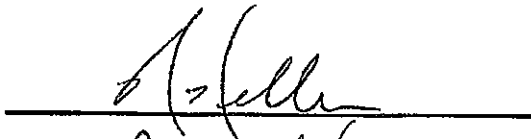
MOTION 57/16

August 23rd, 2016

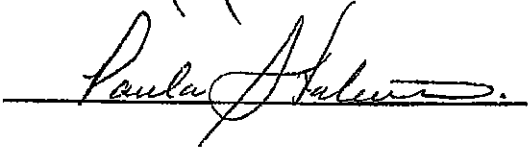
Moved by Borden Wasyluk, Seconded by Clem Perras and approved by Majority Vote. Carried

That the North Central Lakelands Planning District Commission recommends approval of Bylaw No. 23/2016 of the Resort Village of Candle Lake amending Bylaw 03/2016 known as the Zoning Bylaw and has passed a resolution to that effect to be submitted to Community Planning upon completion of the Public Hearing and final reading of the bylaws.

Signatures

A handwritten signature in black ink, appearing to read "A. Heller", is written over a horizontal line.

Chairperson

A handwritten signature in black ink, appearing to read "Paula H. H...", is written over a horizontal line.

Secretary

NORTH CENTRAL LAKELANDS PLANNING DISTRICT COMMISSION

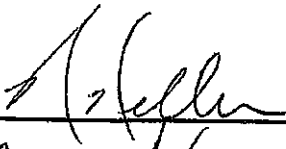
MOTION 58/16

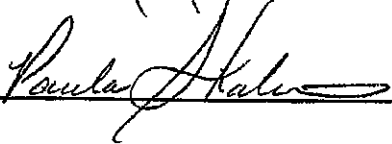
August 23rd, 2016

Moved by Borden Wasyluk, Seconded by Dean Carruthers and approved by Majority Vote. Carried

That the North Central Lakelands Planning District Commission recommends approval of Bylaw No. 24/2016 of the Resort Village of Candle Lake amending Bylaw 03/2016 known as the Zoning Bylaw and has passed a resolution to that effect to be submitted to Community Planning upon completion of the Public Hearing and final reading of the bylaws.

Signatures





Chairperson

Secretary

NORTH CENTRAL LAKELANDS PLANNING DISTRICT COMMISSION

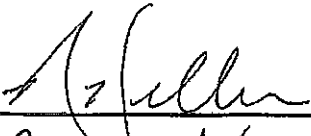
MOTION 59/16

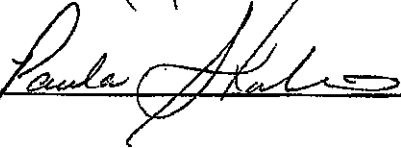
August 23rd, 2016

Moved by Borden Wasyluk, Seconded by Clem Perras and approved by Majority Vote. Carried

That the North Central Lakelands Planning District Commission recommends approval of Bylaw No. 25/2016 of the Resort Village of Candle Lake amending Bylaw 03/2016 known as the Zoning Bylaw and has passed a resolution to that effect to be submitted to Community Planning upon completion of the Public Hearing and final reading of the bylaws.

Signatures





Chairperson

Secretary



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Bylaw 28 of 2016- a Bylaw to amend Bylaw 06 of 2015 (Report# 127/2016)
Date:	September 21st, 2016
Prepared By:	Heather Scott, Assistant Administrator
Prepared For:	Council

Options:

1. That Bylaw 28 of 2016 – a Bylaw to amend Bylaw 06 of 2015, be laid on the table under order of business “New Business-Introduction and Consideration of Bylaws” and that Bylaw 28 of 2016 be read three times

OR

2. That Bylaw 28 of 2016 – a Bylaw to amend Bylaw 06 of 2015, be laid on the table under order of business “New Business-Introduction and Consideration of Bylaws” and that Bylaw 28 of 2016 be given no more than two readings.

OR

3. Receive and file.

Justification for in Camera:

Background: At the September 9th, 2016 meeting of Council, Council made the following resolution:

383/2016

CHERKEWICH:

That administration is to prepare an amendment for Council consideration to amend Bylaw 06 of 2015 – A Bylaw of the Resort Village of Candle Lake to Authorize Access to and Use of Sewage Lagoons by removing any reference to vacuum trucks.

CARRIED

Discussion: The change to the bylaw was initiated by a letter to Council from a local septic hauler who has both a vacuum truck and a truck equipped with a tank on the back and a pump. Currently, only the vacuum truck is listed on his permit for 2016 as the equipment being used. The septic hauler would like to use both trucks for his business.

One letter has come in opposed to the changes as one of the local septic companies was recently was bought by new owners and they invested in three vacuum trucks for the business and may now not require vacuum trucks to operate. (see attached)

Financial Implications: unknown

Communications: None

Attachments:

1. Draft Bylaw 28 of 2016
2. Letter from C & S Septic
3. Letter from Carla and Carey Painchaud
4. Report 110/2016 from the Administrator Re: Request to amend Bylaw 06 of 2015.

Conclusion: The amendment was brought forward at Council's request. It is at Council's discretion what vehicle requirements they wish to impose for septic trucks within the Village.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Heather Scott', is written over a horizontal line.

**Heather Scott,
Assistant Administrator**

Attachment 1

RESORT VILLAGE OF CANDLE LAKE

BYLAW 28 -2016

**A BYLAW OF THE RESORT VILLAGE OF CANDLE LAKE TO amend Bylaw 06
of 2015 – A Bylaw to Authorize Access to and Use of Sewage Lagoons**

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan
enacts as follows:

That Bylaw 06 of 2015 is amended as follows:

- i) Removing Section B (6);
- ii) Removing the words “equipped with vacuum units” in Section
B (9);
- iii) Removing the words “or vacuumed” in Section C(1)

Introduced and read for the first time this day of , 2016.

Read for a second time this of , 2016.

Read for a third time in open Council and passed this day of ,2016.

SEAL

Mayor

Administrative

RVCL Heather

From: C & S Septic Service Ltd. <cs.septic@sasktel.net>
Sent: September-19-16 12:55 PM
To: RVCL Heather
Subject: Letter to Council regarding Bylaw 6 of 2016
Attachments: letter to council .docx

Resort village of Candle Lake

Please read over the letter for my request to stop the amendment of the Bylaw 6 of 2015

Please have this make the agenda for the Next council meeting please

Jami Sumlic
C & S Septic Services Ltd.

To The Resort Village of Candle Lake & Council members

Regarding the amendment of Bylaw 06 of 2015.

It's been brought to my attention that an amendment of Bylaw 6 of 2015 has been proposed. According to my research this could potentially be an environmental risk to the Village of Candle Lake. As a business owner and permanent resident I would like to see this Bylaw stay in place.

When the initial Bylaw 6 of 2015 was purposed all 4 haulers at the time were invited to a special meeting to review the new bylaw, but when a new amendment was applied for, that courtesy was not extended.

1. Environment issue - problematic for the village in the future. Collection methods, transportation or conveyance of waste, treatment, and disposal all need to be thoroughly considered.

Currently the Bylaw states you must be a commercial business with vacuum truck to haul sewage to the lagoon. By amending the Bylaw 6 of 2015 it would make it acceptable to run a poly tank with a pump and could open up the possibility of hazardous waste being hauled without continuous monitoring

Without an air tight tank, if were there ever to be in an accident and seepage or a collision there would be raw sewage to clean up.

2. Vacuum trucks - are used by small towns, and municipal, governments, and by commercial entities around the world. Historically the Resort Village 35+ years all operators owned and operated Vacuum trucks.

3. Vacuum pump/truck - septic pumping companies remove 99% sludge from your septic tank using a vacuum truck, some other techniques insert a hose in the tank and only suck out the liquids. The right way is to remove all the liquids and solids in the tank (cleaning). And vac pump will pump all sludge while any other pump will just pull the liquids.

For tanks pumped on a regular basis, 99% of the solids can be removed fairly easily. The thicker the sludge becomes, the more difficult it is to remove the solids, the more damaging to the tank and potentially causing ground seepage and considerable wear and tear on trucks and equipment.

4. Time - a septic dump usually takes a minimum of 15 minutes depending on tank size where's, if the sludge in the bottom is not pumped via vacuum truck the time to back wash and re-suck can be time consuming and costly to consumer as well owner and septic truck. Also noted the unavoidable offence of the foul fumes/stench to the surrounding neighbors for the removal of solid wastes is almost unbearable.

5. Sanitation is the hygienic means of promoting health through prevention of human contact with the hazards of wastes as well as the treatment and proper disposal of sewage. Hazards can be either physical, microbiological, biological or chemical agents of disease. Wastes that can cause health problems include human and animal excreta.

6. Department of Transportation that the weight of a single axel can only by 8500kg on the back and 5400kg on the front. Which can mean being overweight if hauling liquids.

7. Compensation – as per councilor Cherkewich asking administration to consider: The Municipalities Act Sec 347-alluding for compensation. I too would consider pursuing. When we purchased the Septic business effective June 27, 2016 we were aware of the Bylaw 6 of 2015 would be in effect July 1, 2016 needing a Vacuum truck to haul sewage. If this Bylaw is amended and approved that a vacuum truck is no longer mandatory C & S Septic would consider seeking the same said compensation for the purchases of 3 vacuum trucks that will no longer be required.

In closing I would like to ask to keep the Bylaw 6 of 2015 in place to preserve the integrity of this beautiful community.

Jami Sumlic
C & S Septic Services Ltd.

Date: Sept 30, 2016

To: Resort Village of Candle Lake

Box 114

Candle Lake Sask

S0J 3E0

Re: Bylaw 06 of 2015

Mayor and Council

Unfortunately we cannot make it to the meeting however I would like this letter read at the meeting.

Regarding the amendment of Bylaw 06 of 2015.

We are against the amendment of Bylaw 06 of 2015 to remove the word vacuum truck. It was put in place to add another level of protection to our environment at Candle Lake Sask. By passing the proposed amendment council would be going backwards and allowing the transportation of waste material with no regard to the wellbeing of the lake.

Originally when Bylaw 6 of 2015 was purposed all septic haulers at the time were invited to review the proposed amendment and have their input heard and reviewed. The revised bylaw was posted with several months' notice before it was implemented, allowing all haulers time to revise their business plans.

I would like to see a recorded voted so everyone can actually see who took a stand on each option.

Regards

Carey Painchaud



Carla Painchaud





THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Request to amend Bylaw 06 of 2015 (Report #110, 2016)
Date:	August 25, 2016, 2016
Prepared by:	Joan Corneil, CAO
Prepared for:	Council

Options:

1. That Council direct administration to prepare an amendment for Council consideration to amend Bylaw 06 of 2015 – A Bylaw of the Resort Village of Candle Lake to Authorize Access to and Use of Sewage Lagoons by removing any reference to vacuum trucks.
2. Receive and file
3. That Council direct administration to advise Kelcore Contracting Ltd. that Bylaw 06 of 2015 A Bylaw of the Resort Village of Candle Lake to Authorize Access to and Use of Sewage Lagoons will remain unchanged.
4. That Council refer Bylaw 06 of 2015 back to administration for further review concerning best practises and legal liabilities.

Justification for in Camera:

Background: At the August 12, 2016 Council Meeting, Council referred a letter from Kelly Vandervord dated August 12, 2016 to administration for review and report. (attachment 2 letter and Bylaw 06 of 2015)

There are two parties with responsibility for permitting the hauling and downloading of waste water (septic):

1. The Government of Saskatchewan- gives a permit to load 'and haul waste. Must have approval of landowner to dispose prior to being issued a permit. (*The Municipal Refuse Management Regulations S. 14 (1)*)

Excerpt from publication entitled Liquid Domestic Waste Disposal: The application must be submitted to a local environment office in accordance with the following conditions:

- Liquid domestic sewage collected by a liquid domestic sewage transporter must be disposed of in an approved sewage system subject to conditions required by the owner of the sewage system, including written permission to do so;
2. Landowner (in this case, the RVCL)- permits the hauler to dispose of waste water on their property (lagoons). See form A and B of Bylaw 06 of 2015.

In 2013/14, the Village started receiving complaints concerning septic trucks and leaking. The administrator started research into the types and conditions of equipment that could be used to haul liquid waste. It was discovered that the Province had no criteria for equipment.

Council of the day was concerned about environmental issues that could be problematic for the Village in the future. There did not seem to be any regulations or controls on what could be used to haul raw sewage. The intent of changes was to mitigate risk to the Village concerning an environmental issue.

The Municipalities Act Sec 8(1) (b) and (e)

8(1) A municipality has a general power to pass any bylaws for the purposes of the municipality that it considers expedient in relation to the following matters respecting the municipality:

- (b) the safety, health and welfare of people and the protection of people and property;
- (e) transport and transportation systems, including carriers of persons or goods;

In August of 2014, the RVCL received a complaint regarding a person dumping waste water in the east lagoon. The person did not have a permit.

The person was contacted and told he would need to apply for a permit and it would also need to be approved by Council. He did apply on September 18, 2014 with a note on the application that he had been told by Environment that he did not need a permit to transport and dispose of liquid domestic waste. Administration did contact environment and was given the information that they do not issue permits to individuals.

The granting of a permit from the RVCL is contingent upon receiving a permit from the government to transport. As noted above, the RVCL only permits for access and use of the lagoons.

The applicant did bring in a permit "Under the Authority of the Wildlife Act and the Regulations thereunder..." The permit was conditional upon the operator receiving written permission from the landowner and subject to any conditions required by the owner.

Administration did a check with the Ministry to determine if the permit was valid as it was not the standard permit usually issued to domestic waste haulers. On October 02 a response came back "...the permit issued to is not required by MOE at this time. We are not permitting sewage haulers hauling for their own use, we may be in the future. However, we will provide a list of conditions they must abide by, particularly those related to the disposal of sewage and in this instance a permit was issued to accomplish that, although with the incorrect reference to legislation."

On September 26th Special Meeting of Council, Council passed the following resolution:

219 /2014

That Council approves the application from Kelly Vandervord for a sewage transportation permit to be apply solely to tanks connected to his own residence. The applicant to use the lower ramp as will be indicated by the maintenance manager.

CARRIED

On October 09, 2014, a permit was issued with conditions. (See attachment 3)

Administration continued with research on updating Bylaw 16 of 2010. The City of Swift Current was consulted, the City of PA Bylaw was researched, Environment, whose duties on waste water were transferred to Water Security Agency (WSA) during this time and WSA were consulted. Administration was referred to a bylaw in Whitehorse YK.

Report # 96-2014 regarding an application from Kelcore Contracting was tabled at the November 14, 2014. A further resolution about the matter was made at the same meeting.

281/2014

That Item 9.6 be tabled until the December 12, 2014 meeting pending information from the Ministry of Environment regarding transportation standards.

CARRIED

Although there had been discussion with WSA regarding regulations for equipment, nothing had been done by this time. Administration had been advised by WSA that the Village may want to put it a bylaw.

At the December 12, 2014 Council meeting Council passed a further resolution pertaining to this matter:

297/2014

That the previously tabled Report 96-2014 regarding Kelcor Contracting Ltd. Sewage Permit be further tabled until Bylaw 16 of 2010 can be amended to include equipment standards and environmentally friendly standards from pick up to drop off, to be completed no later than March of 2015.

CARRIED

The applicant was advised in a letter dated December 19 regarding Council decision.

A new bylaw -Bylaw 06 of 2016- was vetted through WSA in February and with legal counsel in early March.

An invitation (attachment 4) was sent to all haulers (4 at the time) to review the new bylaw. The attendance sheet is also attached (5).

None of the attendees had a major concern. (see attached notes attachment 6)

Consideration of the Bylaw was tabled at the March 13, 2015 meeting and the following resolutions were passed:

39/2015

1. That Bylaw 16 of 2010 be rescinded
2. That Bylaw 06 of 2015 be placed on the table under order of business "Introduction and Consideration of Bylaws" and that Bylaw 06 of 2015 receives three readings.
3. That Council direct administration to research the costs and equipment needed to secure the entrances to the lagoons and bring forward for the 2016 budget.

DEFEATED

40/2015 That Council refer back for further review and inclusion of the word vac truck as mandatory equipment for access to lagoons.

CARRIED

41/2015 That legal counsel be sought concerning Bylaw 6/2015 prior to consideration.

CARRIED

At the April 10, 2015 meeting the following resolution was passed.

91/2015 PAINCHAUD:

1. That Bylaw 16 of 2010 be rescinded
2. That Bylaw 06 of 2015 be placed on the table under order of business "Introduction and Consideration of Bylaws" and that Bylaw 06 of 2015 receives three readings.
3. That Council direct administration to research the costs and equipment needed to secure the entrances to the lagoons and bring forward for the 2016 budget.

CARRIED

Bylaw 06 of 2016 was duly passed with three readings under the order of business "Introduction and Consideration of Bylaws."

On April 13, 2015, Kelcore Contracting was issued a conditional permit – one condition being that the permit was valid until July 01, 2016 and could be renewed with proof of compliance with S B 6 of Bylaw 06 of 2015 which is the requirement that only vacuum trucks have access and permission to dispose.

Kelcore Contracting did meet the requirements and were issued a new permit in 2016. Shortly after the issuance, the Village received a complaint that Kelcore was disposing of waste with a vehicle that was not a vacuum truck. Bylaw and the Administrator spoke to the operator regarding this and administration was informed via telephone that the operator would continue to use the truck as he had consulted with his lawyer and was letting administration know the non vac truck would be operating. Administration advised him that as he had consulted with his lawyer that the discussion was over, but if he wished he could write a letter to Council requesting a change to Bylaw 06.

Mr. Vandervord did write the request.

Discussion:

The initial review of the Bylaw was triggered by environmental concerns and leaking trucks. There had been one vacuum truck that had tipped in the ditch and required a pump out prior to removal. If this had not been a water tight unit, which is a requirement under the Part B 7) in the bylaw, there could have been raw sewage to clean up.

In discussion with WSA, it was suggested that we would be wise to set some equipment standards in our bylaw as the Province was not there yet.

Councillor Cherkewich asked administration to consider *The Municipalities Act Sec 347*.

Existing prohibited businesses

347(1) If a bylaw passed pursuant to clause 8(3)(d) prohibits the continued maintenance of a business already in existence in the municipality, the municipality shall compensate the owner of the business for any loss that the owner may suffer in consequence of the prohibition.

Note: The permit for Kelcore Contracting to access and dispose of waste water was issued *after* the passing of Bylaw 06 of 2015.

(2) A claim for compensation pursuant to subsection (1) must be filed with the administrator within 90 days after the day on which the bylaw becomes effective, and, if not agreed on, is to

be determined by arbitration pursuant to *The Municipal Expropriation Act*, and the provisions of that Act with respect to the ascertaining of damages for lands and buildings injuriously affected by the exercise by the municipality of any of its powers apply to the claim and arbitration with respect to the owner's business, insofar as those provisions are applicable and not inconsistent with the express terms of this section.

Note: Any claim for compensation would be limited to the statute of limitations...90 days after the passing of the bylaw.

Financial Implications:

Communications:

Attachments:

1. Excerpts from *The Municipalities Act*
2. Letter from Kelly Vandervord
3. Bylaw 06 of 2015
4. Council resolution and permit October 09, 2014
5. Invitation to haulers
6. Attendance sheet
7. Notes
8. Council resolution and permit April 13, 2015
9. June 28, 2016 permit

Conclusion:

Respectfully submitted,


Joan Corneil, CAO

Attachment 1

Jurisdiction to pass bylaws

8(1) A municipality has a general power to pass any bylaws for the purposes of the municipality that it considers expedient in relation to the following matters respecting the municipality:

- (a) the peace, order and good government of the municipality;
- (b) the safety, health and welfare of people and the protection of people and property;
- (c) people, activities and things in, on or near a public place or place that is open to the public
- (d) nuisances, including property, activities or things that affect the amenity of a neighbourhood;
- (e) transport and transportation systems, including carriers of persons or goods;
- (f) subject to The Traffic Safety Act, the use of vehicles and the regulation of pedestrians;
- (g) streets and roads, including temporary and permanent openings and closings;
- (h) businesses, business activities and persons engaged in business;
- (i) services provided by or on behalf of the municipality, including establishing fees for providing those services;
- (j) public utilities;
- (k) wild and domestic animals and activities in relation to them;
- (l) the abandonment, discontinuance, dismantling, removal or decommissioning of any use, building, or other structure, including former railway lines, and the reclamation of the land on which the use, building or other structure is located.

(2) A municipality has the power to make bylaws respecting the enforcement of bylaws made pursuant to this or any other Act, including any or all of the following:

- (a) creating offences, including continuing offences;
- (b) for each offence committed by an individual, imposing a fine not exceeding \$10,000 or providing for imprisonment for not more than one year, or both;
- (c) for each offence committed by a corporation, imposing a fine not exceeding \$25,000 or providing that the directors or officers of the corporation who directed, authorized, assented to, acquiesced in or participated in the commission of the offence are guilty of the offence and liable on summary conviction to the penalties mentioned in clause (b) in the case of individuals, whether or not the corporation has been prosecuted or convicted, or both;
- (d) for each continuing offence, imposing a maximum daily fine, the total accumulation of which is not limited by the maximum fines set out in clauses (b) and (c);
- (e) providing for the imposition of a penalty for an offence that is in addition to a fine or imprisonment so long as the penalty relates to a fee, cost, rate, toll or charge that is associated with the conduct that gives rise to the offence;
- (f) providing that a specified penalty is reduced by a specified amount if the penalty is paid within a specified time;
- (g) providing for imprisonment for not more than one year for non-payment of a fine or penalty;
- (h) providing that a person who contravenes a bylaw may pay an amount established by bylaw and that, if the amount is paid, the person will not be prosecuted for the contravention;
- (i) providing for inspections to determine if bylaws are being complied with;

(j) remedying contraventions of bylaws, including providing for moving, seizing, impounding, immobilizing, selling, destroying or otherwise dealing with or disposing of any type of real or personal property, including animals;

(k) subject to section 371.1, providing for the seizing, impounding, immobilizing, selling or otherwise dealing with or disposing of vehicles to enforce and collect:

(i) fines for parking offences, including any charge the municipality may impose for late payment of fines; and

(ii) costs incurred by the municipality in enforcing and collecting fines for parking offences.

(2.1) Any bylaw made pursuant to clause (2)(k) may apply to any fine for a parking offence that is imposed before, on or after January 1, 2006 and that remains unpaid, whether or not a warrant of committal has been issued in relation to that offence.

(3) Without restricting the generality of subsection (1), a power to pass bylaws given by this Act is to be interpreted as including the power to do any or all of the following:

(a) to regulate or prohibit;

(b) to deal with developments, activities, industries, businesses or things in different ways, and, in so doing, to divide each of them into classes or subclasses, and deal with each class or subclass in different ways;

(c) to provide for a system of licences, inspections, permits or approvals, including any or all of the following:

(a) to regulate or prohibit;

(b) to deal with developments, activities, industries, businesses or things in different ways, and, in so doing, to divide each of them into classes or subclasses, and deal with each class or subclass in different ways;

(c) to provide for a system of licences, inspections, permits or approvals, including any or all of the following:

(i) subject to subsection (4), establishing fees for the purpose of raising revenues to pay for the costs of administering, regulating and enforcing the system of licences, inspections, permits or approvals;

(ii) establishing fees that are higher for persons who or businesses that do not reside or maintain a place of business in the municipality;

(iii) prohibiting any development, activity, industry, business or thing until a licence, permit or approval has been granted or an inspection has been performed;

(iv) providing that terms and conditions may be imposed on any licence, permit or approval and setting out the nature of the terms and conditions and who may impose them;

(v) prescribing the rates that holders of licences, permits or approvals may charge their customers;

(vi) setting out the conditions that must be met before a licence, permit or approval is granted or renewed, the nature of the conditions and who may impose them;

(vii) providing for the duration of licences, permits and approvals and their suspension or cancellation for failure to comply with a term or condition of the bylaw or for any other reason specified in the bylaw;

(viii) determining the manner in which any licence, permit or approval is to be allocated;

- (ix) establishing or adopting an intermunicipal system of licences, inspections, permits or approvals with another municipality, including a municipal government in another province or territory, and recognizing a licence, inspection, permit or approval issued by another municipality in whole or in part or subject to any terms or conditions that the municipality making the bylaw considers appropriate;
 - (d) within the municipality or within any defined area of the municipality
 - (i) to prohibit a business or class of business from operating;
 - (ii) to limit the number of businesses in a particular class of business that may operate;**
 - (iii) to specify a minimum distance that two or more businesses within a class or two or more classes of business must be separated from one another;
 - (e) to provide for an appeal, the body that is to decide the appeal and related matters.**
- (4) Any fee that may be established pursuant to subclause (3)(c)(i) for a licence, inspection, permit or approval must not exceed the cost to the municipality of:
- (a) administering and regulating the activity for which the licence, inspection, permit or approval is required; and
 - (b) enforcing payment of the licence, inspection, permit or approval fee.

RECEIVED

AUG 12 2016

Aug 12 / 2016

Dear Council

I Kelly Vandevord owner of Kelcore Contracting & T.D
would like to ASK Council to Amend bylaw 06 of 2015
Section 6 that requires A VACUUM truck to unload AT
the lagoons AT Canille Lake, Kelcore Contracting Follows
All the Requirements and has All the Permits Required
by the province and Resort of Canille Lake

Kelly Vandevord

Attach bylaw 06 / 2015

BYLAW 06 of 2015

OF THE RESORT VILLAGE OF CANDLE LAKE IN THE PROVINCE OF SASKATCHEWAN

A Bylaw of the Resort Village of Candle Lake to authorize access to and use of sewage lagoons.

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan hereby enacts as follows:

1) In this bylaw, the expression:

- a) **"Commercial Hauler"** means any business that is hauling domestic waste by truck that is registered with the Province of Saskatchewan to do business in the Province either as a Corporation – for profit or non-profit, co-op, sole proprietorship or partnership and with evidence of liability insurance of no less than two million dollars (\$2,000,000.00).
- b) **"description"** shall mean the type of liquid waste being collected and disposed of
- c) **"lagoons"** shall mean the Resort Village of Candle Lake east lagoon and/or west lagoon;
- d) **"Lower ramp"** shall mean the lower ramp at the east lagoon;
- e) **"Manifest"** means documentation accompanying deliveries of hauled wastewater by hauled wastewater permit holders;
- f) **"Non-resident property"** shall mean any property that is not located within the boundaries of the Resort Village;
- g) **"Permit"** means a permit issued by the Resort Village of Candle Lake and/or by the Province of Saskatchewan and its appropriate provincial agency having jurisdiction;
- h) **"Person"** shall mean an individual, firm, company, association, society, corporation or group;
- i) **"Resort Village , RVCL or Village"** shall mean the Resort Village of Candle Lake, its Council and any other authorized personnel;
- j) **"Sewage"** shall mean liquid domestic sewage, defined as any remains or by-products which contain animal, mineral or vegetable matter in solution or suspension;
- k) **"Sewage access permit"** shall mean a permit issued by the Resort Village authorizing access to and use of the lagoons;
- l) **"Stored"** means a period of time that is excess of four hours;
- m) **"Upper ramp"** shall mean the elevated ramp at both the east and west lagoon;
- n) **"User"** shall mean any connection from which flow occurs into the Wastewater Collection System including residential, commercial and industrial connections;
- o) **"Volume"** shall mean the quantity of wastewater discharged by a user into the Wastewater Collection System in a given period as measured by the quantity of water consumed by the user during the same period.
- p) **"Wastewater"** means domestic sewage and may include industrial wastewater; and
- q) **"Sewage collection system"** shall mean the lagoons owned and operated by the Resort Village of Candle Lake or any private utility that is connected to the RVCL lagoons.
- r) **"Vacuum truck"** is a tank truck with a heavy duty vacuum designed to pneumatically load solids, liquids, sludge or slurry through suction lines.

Section A- ADMINISTRATION

- 1) The Village and such other person or persons coming within the definition of the authority having jurisdiction shall be responsible for administering this Bylaw.
- 2) The Council of the Resort Village of Candle Lake shall be responsible for granting permission for access to and the use of Village lagoons for the purpose of the Commercial hauler obtaining a permit from the Province of Saskatchewan.
- 3) Administration will be responsible for issuing the Permit for Access to and the Use of Sewage Lagoons upon approval of Council.
- 4) The Village, through Council resolution, may suspend or revoke a Sewage Access Permit in the event that this Bylaw is not complied with.

Section B-Wastewater System

1) Compliance with Other Laws

Nothing in this Bylaw relieves any person from complying with any provision of any Federal or Provincial legislation, regulation or code or requirement of any Bylaw of the Village and including any weight restrictions imposed under the Highway Traffic Act or any restrictions imposed by the Village.

2) Sewage

- a) No person shall be authorized to access and dispose of sewage in Resort Village lagoons without a current sewage access permit, *and shall be required to abide by any conditions which may be imposed in the Permit granted by the RVCL, or the permit holder will be in breach of this bylaw.*
- b) No person shall be granted a permit for access and use of Village lagoons that is not a Commercial Hauler.
- c) No person(s) shall have access to or use the lagoons without a valid permit to transport and dispose of liquid domestic sewage, as issued by the Province of Saskatchewan.
- d) No person shall discharge Sewage into the wastewater collection system in contravention to the permit(s) obtained for such discharge.
- e) A permit issued by the RVCL pursuant to this section, or a copy of such permit, shall be maintained in the vehicle for which the permit was issued and shall be surrendered to any employee of the Village upon request.
- f) Each and every discharge to the wastewater collection system by a permit holder shall be accompanied by a waste manifest duly completed and signed by the permit holder or his representative. Such manifest shall be in a form approved by the Village.
- g) A person(s) granted a Sewage Access Permit to transport sewage shall provide the Resort Village authority with the following records on a monthly basis:
 - (a) the description and volume of liquid domestic sewage picked up; and
 - (b) the description and volume of liquid domestic sewage disposed of and the location of disposal; and
 - (c) records of any environmental sampling, analysis or monitoring that has been conducted.
- h) This permit is only valid for vehicles/equipment owned or leased by the permit holder and operated by the owner(s) or employees and is not transferable. Upon request, the permit holder must produce proof of the aforementioned such as ownership papers or employee pay slips.

3) Prohibited items:

- a) The following shall not be discharged into the wastewater collection system:
- i) Waste which causes or will cause an adverse effect;
 - ii) Car Wash sediment;
 - iii) Any flammable liquid or explosive material;
 - iv) A solvent or petroleum derivative including but not limited to gasoline, naphtha, used oil, motor oil or fuel oil;
 - v) Any matter, other than domestic wastewater, which by itself or in combination with another substance is capable of creating odors related to but not limited to hydrogen sulfide, carbon disulfide, other reduced sulphur compounds, amines or ammonia outside or in and around the wastewater collection system;
 - vi) Any pesticides or herbicides; or
 - vii) Wastewater containing materials which by themselves or in combination with other materials become highly colored and pass through the wastewater collection system discoloring the effluent;

- b) Liquid domestic sewage hauler(s) shall not haul liquid domestic sewage in a tank that has been used to transport a hazardous substance or a hazardous waste unless the tank used to transport a hazardous substance or a hazardous waste if that tank, after the hazardous substance or hazardous waste has been removed:

- i) contains less than 0.1% of the original amount of hazardous waste substance as residue in the container; and
- ii) if applicable, has all flammable vapours reduced to less than 10% of the lower explosive limit for that material.
- iii) Any tank used in transporting oil or similar products shall be adequately purged, flushed and/or cleaned to remove contaminants from the tank, prior to being used for the transportation of sewage.

- 4) Application for a Sewage Access Permit shall be by Form A of this Bylaw and shall serve as confirmation of agreement to the terms specified in this Bylaw. An application does not constitute a permit.

- 5) A person(s) granted approval to transport sewage that has been collected from non-resident properties and deposited in Resort Village lagoons shall collect and remit to the Resort Village, fees at the rate of \$0.045 per gallon, for sewage.

- ~~6) Commencing in July 01 of 2016, vacuum trucks will be the only equipment that may be used to access and use the RVCL lagoons.~~

- 7) Any tank used for transporting sewage shall be constructed so as to:
- a) be watertight;
 - b) prevent spillage or leakage during loading, transportation and unloading;
 - c) reduce surge during transport; and
 - d) withstand all pressures to which it is subjected under normal operating conditions.

- 8) All pumps, pipes, hoses, valves, joints, caps, plugs and other equipment used to contain or convey sewage during loading, transportation or unloading shall be appropriately designed, constructed, maintained and operated to be watertight so as to prevent spillage or leakage.

- 9) All equipment shall be regularly and properly maintained by the operator to ensure dependable performance.

10) Tanks and other equipment used for the loading, transportation and unloading of sewage shall be constructed so as to be easily cleanable and maintained in a clean condition when not in use or when used otherwise.

12) Until July 01, 2016, only septio vehicles and/or equipment equipped with vacuum units will be allowed to dispose of their loads on the upper ramp located at the east and the ramp at the west lagoon. Any other authorized vehicles must use the lower ramp at the east lagoon.

Section C -METHODS

- 1) Sewage shall be pumped or vacuumed directly into the transport tank in a manner which prevents spillage.
- 2) Sewage shall be transported in a manner which prevents leakage or spillage so as not to endanger the environment or the health and welfare of persons.
- 3) Transported sewage shall be discharged only into an approved wastewater treatment system and subject to permit conditions established in accordance with subsection 14(4) of The Municipal Refuse Management Regulations and policies and procedures established by the RVCL and Section B 12) of this Bylaw.
- 4) The sewage hauler shall be responsible for cleaning the area surrounding the discharge location after discharge has been completed.
- 5) Sewage shall not be discharged into the RVCL sewer system or, which will interfere with its operation by:
 - (a) harming either the system or the wastewater treatment process; or
 - (b) being otherwise incompatible with the treatment process.
- 6) Sewage discharged into the RVCL sewer system shall meet all quality standards established by the RVCL and the Provincial and Federal legislation.
- 7) When sewage transporting equipment is stored, maintained and/or cleaned in a garage or similar structure, the equipment shall be kept separate from any potable water delivery equipment.
- 8) No equipment or vehicles that are used in the transport of sewage shall be stored in a residential area.
- 9) To the satisfaction of a RVCL authorized representative such as a Bylaw Officer or other person with authority from the RVCL, every vehicle, tank truck, or any other equipment used to transport sewage shall have signage on both sides that allows for easy identification. Should a sewage hauler have more than one vehicle, tank truck, or any other equipment used to transport sewage, then each shall be marked to allow for individual identification.
- 10) If, at any time, the RVCL or its authorized agents or representatives believe that any vehicle or equipment used by a commercial hauler is not in compliance with the terms of

Bylaw 06 of 2015

this bylaw, a written notice shall be provided to the hauler transporting sewage to the sewage lagoon, setting out the concerns that must be remedied before the transporter may return to use the sewage collection system and that the permit has been suspended. Written confirmation, from a qualified individual or business, setting out and confirming their qualifications to work on such equipment must be specified in the correspondence, as well a confirmation that there are no defects to the equipment. This correspondence must be provided before the permit is re-instated.

- 11) Any person found guilty of an infraction of any provision of this Bylaw shall be liable to penalties provided in the General Penalty Bylaw of the Resort Village of Candle Lake.

This Bylaw shall apply to all future and current users.

Bylaw 16 of 2010 is hereby repealed.

Upon final reading of Bylaw 6 of 2015, all Commercial haulers with an existing permit will be issued a new permit under this Bylaw. All other permits are null and void

Introduced and read a first time this 10th day of APR, 2015.

Read a second time this 10th day of APR 2015.

Read a third time and passed this 10th day of APR, 2015.



John B. Quinn
Mayor

J. Council
Administrator

Attachment 3

Bylaw 06 of 2015

BYLAW 06 of 2015

**OF THE RESORT VILLAGE OF CANDLE LAKE
IN THE PROVINCE OF SASKATCHEWAN**

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access to and use of sewage lagoons.**

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 - b) **"description"** shall mean the type of liquid waste being collected and disposed of
 - c) **"lagoons"** shall mean the Resort Village of Candle Lake east lagoon and/or west lagoon;
 - d) **"Lower ramp"** shall mean the lower ramp at the east lagoon;
 - e) **"Manifest"** means documentation accompanying deliveries of hauled wastewater by hauled wastewater permit holders;
 - f) **"Non-resident property"** shall mean any property that is not located within the boundaries of the Resort Village;
 - g) **"Permit"** means a permit issued by the Resort Village of Candle Lake and/or by the Province of Saskatchewan and its appropriate provincial agency having jurisdiction;
 - h) **"Person"** shall mean an individual, firm, company, association, society, corporation or group;
 - i) **"Resort Village , RVCL or Village"** shall mean the Resort Village of Candle Lake, its Council and any other authorized personnel;
 - j) **"Sewage"** shall mean liquid domestic sewage, defined as any remains or by-products which contain animal, mineral or vegetable matter in solution or suspension;
 - k) **"Sewage access permit"** shall mean a permit issued by the Resort Village authorizing access to and use of the lagoons;
 - l) **"Stored"** means a period of time that is excess of four hours;
 - m) **"Upper ramp"** shall mean the elevated ramp at both the east and west lagoon;
 - n) **"User"** shall mean any connection from which flow occurs into the Wastewater Collection System including residential, commercial and industrial connections;
 - o) **"Volume"** shall mean the quantity of wastewater discharged by a user into the Wastewater Collection System in a given period as measured by the quantity of water consumed by the user during the same period.
 - p) **"Wastewater"** means domestic sewage and may include industrial wastewater; and
 - q) **"Sewage collection system"** shall mean the lagoons owned and operated by the Resort Village of Candle Lake or any private utility that is connected to the RVCL lagoons.
 - r) **"Vacuum truck"** is a tank truck with a heavy duty vacuum designed to pneumatically load solids, liquids, sludge or slurry through suction lines.

Bylaw 06 of 2015

Section A- ADMINISTRATION

- 1) The Village and such other person or persons coming within the definition of the authority having jurisdiction shall be responsible for administering this Bylaw.
- 2) The Council of the Resort Village of Candle Lake shall be responsible for granting permission for access to and the use of Village lagoons for the purpose of the Commercial hauler obtaining a permit from the Province of Saskatchewan.
- 3) Administration will be responsible for issuing the Permit for Access to and the Use of Sewage Lagoons upon approval of Council.
- 4) The Village, through Council resolution, may suspend or revoke a Sewage Access Permit in the event that this Bylaw is not complied with.

Section B-Wastewater System

1) Compliance with Other Laws

Nothing in this Bylaw relieves any person from complying with any provision of any Federal or Provincial legislation, regulation or code or requirement of any Bylaw of the Village and including any weight restrictions imposed under the Highway Traffic Act or any restrictions imposed by the Village.

2) Sewage

- a) No person shall be authorized to access and dispose of sewage in Resort Village lagoons without a current sewage access permit, and shall be required to abide by any conditions which may be imposed in the Permit granted by the RVCL, or the permit holder will be in breach of this bylaw.
- b) No person shall be granted a permit for access and use of Village lagoons that is not a Commercial Hauler.
- c) No person(s) shall have access to or use the lagoons without a valid permit to transport and dispose of liquid domestic sewage, as issued by the Province of Saskatchewan.
- d) No person shall discharge Sewage into the wastewater collection system in contravention to the permit(s) obtained for such discharge.
- e) A permit issued by the RVCL pursuant to this section, or a copy of such permit, shall be maintained in the vehicle for which the permit was issued and shall be surrendered to any employee of the Village upon request.
- f) Each and every discharge to the wastewater collection system by a permit holder shall be accompanied by a waste manifest duly completed and signed by the permit holder or his representative. Such manifest shall be in a form approved by the Village.
- g) A person(s) granted a Sewage Access Permit to transport sewage shall provide the Resort Village authority with the following records on a monthly basis:
 - (a) the description and volume of liquid domestic sewage picked up; and
 - (b) the description and volume of liquid domestic sewage disposed of and the location of disposal; and
 - (c) records of any environmental sampling, analysis or monitoring that has been conducted.
- h) This permit is only valid for vehicles/equipment owned or leased by the permit holder and operated by the owner(s) or employees and is not transferable. Upon request, the permit holder must produce proof of the aforementioned such as ownership papers or employee pay slips.

Bylaw 06 of 2015

- 3) **Prohibited items:**
- a) The following shall not be discharged into the wastewater collection system:
 - i) Waste which causes or will cause an adverse effect;
 - ii) Car Wash sediment;
 - iii) Any flammable liquid or explosive material;
 - iv) A solvent or petroleum derivative including but not limited to gasoline, naphtha, used oil, motor oil or fuel oil;
 - v) Any matter, other than domestic wastewater, which by itself or in combination with another substance is capable of creating odors related to but not limited to hydrogen sulfide, carbon disulfide, other reduced sulphur compounds, amines or ammonia outside or in and around the wastewater collection system;
 - vi) Any pesticides or herbicides; or
 - vii) Wastewater containing materials which by themselves or in combination with other materials become highly colored and pass through the wastewater collection system discoloring the effluent;
 - b) Liquid domestic sewage hauler(s) shall not haul liquid domestic sewage in a tank that has been used to transport a hazardous substance or a hazardous waste unless the tank used to transport a hazardous substance or a hazardous waste if that tank, after the hazardous substance or hazardous waste has been removed:
 - i) contains less than 0.1% of the original amount of hazardous waste substance as residue in the container; and
 - ii) if applicable, has all flammable vapours reduced to less than 10% of the lower explosive limit for that material.
 - iii) Any tank used in transporting oil or similar products shall be adequately purged, flushed and/or cleaned to remove contaminants from the tank, prior to being used for the transportation of sewage.
- 4) Application for a Sewage Access Permit shall be by Form A of this Bylaw and shall serve as confirmation of agreement to the terms specified in this Bylaw. An application does not constitute a permit.
- 5) A person(s) granted approval to transport sewage that has been collected from non-resident properties and deposited in Resort Village lagoons shall collect and remit to the Resort Village, fees at the rate of \$0.045 per gallon, for sewage.
- 6) Commencing in July 01 of 2016, vacuum trucks will be the only equipment that may be used to access and use the RVCL lagoons.
- 7) Any tank used for transporting sewage shall be constructed so as to:
- a) be watertight;
 - b) prevent spillage or leakage during loading, transportation and unloading;
 - c) reduce surge during transport; and
 - d) withstand all pressures to which it is subjected under normal operating conditions.
- 8) All pumps, pipes, hoses, valves, joints, caps, plugs and other equipment used to contain or convey sewage during loading, transportation or unloading shall be appropriately designed, constructed, maintained and operated to be watertight so as to prevent spillage or leakage.
- 9) All equipment shall be regularly and properly maintained by the operator to ensure dependable performance.

Bylaw 06 of 2015

- 10) Tanks and other equipment used for the loading, transportation and unloading of sewage shall be constructed so as to be easily cleanable and maintained in a clean condition when not in use or when used otherwise.
- 12) Until July 01, 2016, only septic vehicles and/or equipment equipped with vacuum units will be allowed to dispose of their loads on the upper ramp located at the east and the ramp at the west lagoon. Any other authorized vehicles must use the lower ramp at the east lagoon.

Section C -METHODS

- 1) Sewage shall be pumped or vacuumed directly into the transport tank in a manner which prevents spillage.
- 2) Sewage shall be transported in a manner which prevents leakage or spillage so as not to endanger the environment or the health and welfare of persons.
- 3) Transported sewage shall be discharged only into an approved wastewater treatment system and subject to permit conditions established in accordance with subsection 14(4) of The Municipal Refuse Management Regulations, and policies and procedures established by the RVCL and Section B 12) of this Bylaw.
- 4) The sewage hauler shall be responsible for cleaning the area surrounding the discharge location after discharge has been completed.
- 5) Sewage shall not be discharged into the RVCL sewer system or, which will interfere with its operation by:
 - (a) harming either the system or the wastewater treatment process; or
 - (b) being otherwise incompatible with the treatment process.
- 6) Sewage discharged into the RVCL sewer system shall meet all quality standards established by the RVCL and the Provincial and Federal legislation.
- 7) When sewage transporting equipment is stored, maintained and/or cleaned in a garage or similar structure, the equipment shall be kept separate from any potable water delivery equipment.
- 8) No equipment or vehicles that are used in the transport of sewage shall be stored in a residential area.
- 9) To the satisfaction of a RVCL authorized representative such as a Bylaw Officer or other person with authority from the RVCL, every vehicle, tank truck, or any other equipment used to transport sewage shall have signage on both sides that allows for easy identification. Should a sewage hauler have more than one vehicle, tank truck, or any other equipment used to transport sewage, then each shall be marked to allow for individual identification.
- 10) If, at any time, the RVCL or its authorized agents or representatives believe that any vehicle or equipment used by a commercial hauler is not in compliance with the terms of

Bylaw 06 of 2015

this bylaw, a written notice shall be provided to the hauler transporting sewage to the sewage lagoon, setting out the concerns that must be remedied before the transporter may return to use the sewage collection system and that the permit has been suspended. Written confirmation, from a qualified individual or business, setting out and confirming their qualifications to work on such equipment must be specified in the correspondence, as well as a confirmation that there are no defects to the equipment. This correspondence must be provided before the permit is re-instated.

- 11) Any person found guilty of an infraction of any provision of this Bylaw shall be liable to penalties provided in the General Penalty Bylaw of the Resort Village of Candle Lake.

This Bylaw shall apply to all future and current users.

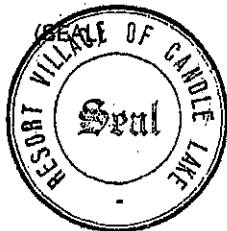
Bylaw 16 of 2010 is hereby repealed.

Upon final reading of Bylaw 6 of 2015, all Commercial haulers with an existing permit will be issued a new permit under this Bylaw. All other permits are null and void

Introduced and read a first time this 10th day of APR, 2015.

Read a second time this 10th day of APR 2015.

Read a third time and passed this 10th day of APR, 2015.



John B. Quinn
Mayor

J. Quinn
Administrator

Bylaw 06 of 2015

FORM "A" OF BYLAW 16-2010

RESORT VILLAGE OF CANDLE LAKE

APPLICATION FOR SEWAGE ACCESS PERMIT

BUSINESS NAME: _____

CONTACT NAME: _____

MAILING ADDRESS: _____

TELEPHONE: _____

Attachments required:

- Evidence of business registration
- Evidence of equipment proposed for use

Date

Applicant Signature

Bylaw 06 of 2015

Form "B"

Bylaw 06-2015

RESORT VILLAGE OF CANDLE LAKE

SEWAGE ACCESS PERMIT

Permit to access and use the lagoons of the Resort Village Candle Lake

Permit Issued to _____

Address _____

Phone _____

Permit Issued on _____
(Date)

Conditions:

This permit is conditional upon the permitted receiving a 'Permit to Transport and Dispose of Liquid Domestic Sewage' as issued by the Ministry of Environment, in accordance with Section 14 of *The Municipal Refuse Management Regulations*, and a copy must be provided to the RVCL prior to accessing or using the RVCL lagoons.

This permit is conditional upon the RVCL receiving proof of liability insurance which must be provided annually.

The termination or expiry of the 'Permit to Transport and Dispose of Sewage', as issued by the Ministry of Environment, or any infraction of Bylaw 06-2015 shall mean the termination of this permit.

Permit Issued _____ authorization for
(includes or does not include)

disposal of sewage collected from outside of the Resort Village of Candle Lake boundaries to be deposited in Resort Village lagoons, except where a signed agreement is in place covering a property from another municipality.

Authorized Signature – Resort Village of Candle Lake

Attachment 4



Box 114 • Candle Lake • SK • S0J 3E0

Logan
sent
Oct. 9/14.
COPY

October 8, 2014

Kelly Vandevord
[REDACTED]

Dear Mr. Vandevord,

RE: ISSUANCE OF SEWAGE TRANSPORTATION PERMIT

Please accept this letter as confirmation that the Council for the Resort Village of Candle Lake, at its September 26th, 2014 Special Meeting of Council resolved the following item:

219 /2014

That Council approves the application from Kelly Vandevord for a sewage transportation permit to be apply solely to tanks connected to his own residence. The applicant to use the lower ramp as will be indicated by the maintenance manager. **CARRIED**

Please feel free to contact our office if you would like to discuss this further.

Sincerely,


Joan Corneli, CAO

Resort Village of Candle Lake

Main Office (306) 929-2236 • Fax (306) 929-2201 • www.candlelakeresort.ca •
rvcandlelakeoffice@sasktel.net

**RESORT VILLAGE OF CANDLE LAKE
SEWAGE TRANSPORTATION PERMIT**

Permit issued to Kenny Vandeword
Address [REDACTED]
Phone [REDACTED]

Permit issued on October 9, 2014
(Date)

The termination or expiry of the 'Permit to Transport and Dispose of Domestic Sewage', as issued by the Ministry of Environment, or any infraction of Bylaw 16-2010 shall mean the termination of this permit.

Permit issued does not include authorization for
(includes or does not include)
disposal of sewage collected from outside of the Resort Village
of Candle Lake boundaries to be deposited in Resort Village
lagoons, except where a signed agreement is in place covering a
property from another municipality.

***Conditions:**

- To be applied solely to tanks connected to your own residence.
- The applicant to use the lower ramp as will be indicated by the maintenance manager.

J. Council CAO
Authorized Signature - Resort Village of Candle Lake

Attachment 5

Memorandum

To: Domestic Liquid Waste haulers
CC:
From: Joan Corneil, CAO
Date: 8/26/2016
Re: DRAFT Bylaw 06 of 2015

Please consider this your invitation to participate in a meeting to review the attached prior to the meeting scheduled for Wednesday March 04, 2015 3:00 PM at the Village office. I would ask that you pay particular attention to Section A 4). This is in for discussion purposes. I would like your views on that along with your comments on the remainder of the document.

Also note Section a 6). This is a direct cut and paste from the old bylaw. There needs to be some discussion on this matter.

Please be prepared to offer positive feedback. This does not mean that you have to agree with all the items in the bylaw, but administration would like to know if you have other suggestions to deal with an article that you do not agree with.

Another item that will be in the report going to Council will be the recommendation that the gates be locked. This could mean electronic entry using fobs on the fenders of trucks. Swift Current is moving to that. This may be something we have to do in the future anyways as there are more and more environmental regulations being placed on municipalities.

Thank you for your cooperation and I look forward to meeting with you on Wednesday.

Joan

CONFIDENTIAL

1

Attachment 6

Sewage Meeting
to Review Bylaws

Name:	Company:	Email Address:
Purpert St. Hilary	W. B. MAC Septic	
Kelly VanderVord	Kellogg Contracting	
Dan S. Jensen	CES Septic	
Doug Allen	R.V. CANDLE LAKE	
Harry Beaudry	EAS RV Bylaws	
Joan Cornish		
Heather Scott		

MAK04

Attachment 7

ADDITIONS AND CHANGES TO BYLAW 6 OF 2015

Based on information from the haulers a daily log would be very cumbersome to manage. If you consider 2000 properties in the Village times probably on average pumped out monthly, that would mean 24000 entries to check. By changing the wording in the provincial legislation Z:\0000joan docs\Projects\Bylaw review working copies\Bylaw 06 of 2015 lagoon Use\ADDITIONS AND CHANGES TO BYLAW 6 OF 2015.docx to read the following, this will give the Village the information they need, what is being hauled – right now only 2 types, septic and car wash waste, how much and where it is going – east lagoon, west lagoon or in the case of car wash sediment to the landfill.

CHANGED FROM:

- 2 g) A person(s) granted a Sewage Access Permit to transport sewage shall provide the Resort Village authority with the following records on a quarterly basis:
- (a) the date, location, description, and volume of liquid domestic sewage picked up; and
 - (b) the date, location, description and volume of liquid domestic sewage disposed of; and
 - (c) records of any environmental sampling, analysis or monitoring that has been conducted.

CHANGED TO:

- 2 g) A person(s) granted a Sewage Access Permit to transport sewage shall provide the Resort Village authority with the following records on a monthly basis:
- (d) the description and volume of liquid domestic sewage picked up; and
 - (e) the description and volume of liquid domestic sewage disposed of; and
 - (f) records of any environmental sampling, analysis or monitoring that has been conducted.

NEW ADDITION

- 2 h) This permit is only valid for vehicles/equipment owned or leased by the permit holder and operated by the owner(s) or employees and is not transferable. Upon request, the permit holder must produce proof of the aforementioned such as ownership papers or employee pay slips.

CURRENT READING

This Bylaw shall apply to all future and current users.

Bylaw 16 of 2010 is hereby repealed.

ADDING

Upon final reading of Bylaw 6 of 2015, all Commercial haulers with an existing permit will be issued a new permit under this Bylaw. All other permits are null and void.
z:\0000joan docs\projects\bylaw review working copies\bylaw 06 of 2015 lagoon use\additions and changes to bylaw 6 of 2015.docx

Attachment 8



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

April 13, 2015

Kelcore Contracting Ltd.
Box 28
Candle Lake, SK S0J 3E0

COPY

Dear Mr. Vandevord,

RE: COMMERCIAL SEWAGE PERMIT

At a Regular Meeting of Council on April 10, 2015, Council made the following resolution:

MOTION: SIMONEAU

That Council gives permission as indicated on the Ministry of the Environment Application to Dispose of Liquid Domestic Waste Sewage to Kelcore Contracting Ltd. to haul liquid waste from within the Resort Village of Candle Lake to the Resort Village of Candle Lake lagoons subject to the following conditions:

i) That Kelcore Contracting acquires a permit from Ministry of the Environment to allow for commercial hauling of liquid waste including any conditions that apply to commercial haulers.

ii) That Kelcore Contracting maintain and store equipment and vehicles away from any residential area. Storage to mean parking of any equipment and vehicles for longer than three hours at any one time.

iii) Any breach of conditions, either from the Ministry of Environment or from the Resort Village of Candle Lake, will cause the permit to be immediately revoked without further notification.

2. That the Administrator, or Acting Administrator in the Administrator's absence, is authorized to sign the Application to Dispose of Liquid Domestic Waste Sewage with these conditions outlined in the document.

3. That once the approval from the Ministry of the Environment is received, that the Administrator, or Acting Administrator in the Administrator's absence, is authorized to sign the Resort Village of Candle Lake Sewage Transportation Permit.

CARRIED

Main Office (306) 929-2236 • Fax (306) 929-2201 • www.candlelakeresort.ca •
rvcandlelakeoffice@sasktel.net



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

Pursuant to the above, we have enclosed your signed Sewage Access Permit. Please note, that the permit is conditional upon the Resort Village of Candle Lake administration receipt of a copy of a Permit to Transport and Dispose of Liquid Domestic Sewage issued by the Ministry of Environment in accordance with Section 14 of *The Municipal Refuse Management Regulations*.

If you have any questions regarding the above, please do not hesitate to contact our office.

Yours Truly,

Joan Corneil, C.A.O.

enclosure

Main Office (306) 929-2236 • Fax (306) 929-2201 • www.candlelakeresort.ca •
rvcandlelakeoffice@sasktel.net

Form "B"

Bylaw 06-2015

RESORT VILLAGE OF CANDLE LAKE

SEWAGE ACCESS PERMIT

Permit to access and use the lagoons of the Resort Village Candle Lake

Permit Issued to Kelcore Contracting Ltd.

Address Box 28 39 Industrial Drive Candle Lake Sk S0J 3E0

Phone 306 929 4443

Permit Issued on April 13, 2015
(Date)

Conditions:

This permit is conditional upon the permitted receiving a 'Permit to Transport and Dispose of Liquid Domestic Sewage' as issued by the Ministry of Environment, in accordance with Section 14 of *The Municipal Refuse Management Regulations*, and a copy must be provided to the RVCL prior to accessing or using the RVCL lagoons.

This permit is conditional upon the RVCL receiving proof of liability insurance which must be provided annually.

The termination or expiry of the 'Permit to Transport and Dispose of Sewage', as issued by the Ministry of Environment, or any infraction of Bylaw 06-2015 shall mean the termination of this permit.

This permit is valid until July 01, 2016 and may be renewed with proof of compliance with Section B 6).

Permit Issued does not include authorization for
(includes or does not include)

disposal of sewage collected from outside of the Resort Village of Candle Lake boundaries to be deposited in Resort Village lagoons, except where a signed agreement is in place covering a property from another municipality.

J. Council
Authorized Signature – Resort Village of Candle Lake



Attachment 9

COPY

Form "B"

Bylaw 06-2015

RESORT VILLAGE OF CANDLE LAKE

SEWAGE TRANSPORTATION PERMIT

Permit to access and use the lagoons of the Resort Village Candle Lake

Permit Issued to Kelcore Contracting Ltd.

Address: Box 28 39 Industrial Drive

Phone 306 929 4443

Permit Issued on June 28, 2016

ATTACHMENT:

Evidence of a current 'Permit to Transport and Dispose of Liquid Domestic Sewage' as issued by the Ministry of Environment, in accordance with Section 14 of *The Municipal Refuse Management Regulations*.

The termination or expiry of the 'Permit to Transport and Dispose of Liquid Domestic Sewage', as issued by the Ministry of Environment, or any infraction of Bylaw 06-2015 shall mean the termination of this permit.

Permit Issued ☐ Does not Include ☐ authorization for
(includes or does not include)

disposal of sewage collected from outside of the Resort Village of Candle Lake boundaries to be deposited in Resort Village lagoons, except where a signed agreement is in place covering a property from another municipality.



Authorized Signature – Resort Village of Candle Lake



Environmental and
Municipal
Management Services
Division

Special Permit Refuse Management Form

Issued Pursuant to Section 14(4) of *The
Municipal Refuse Management Regulations*

To: Kelcore Contracting Ltd. (the Permittee)

PURSUANT to Section 14(4) of *The Municipal Refuse Management Regulations* a Special Permit Refuse Management Form, is issued to the Permittee, subject to the terms and conditions attached to this Permit.

This Permit takes effect on the 01st day of October, 2015.

This Permit expires on the 30th day of September, 2016 unless canceled or suspended before that date.

Issued

A handwritten signature in black ink, appearing to read 'Kelly Neuert'.

Kelly Neuert
Senior Water Policy Analyst
Water Security Agency
Environmental and Municipal Management Services Division
Regina

Appendix A: Terms and Conditions for Transportation and Disposal of Liquid Domestic Sewage

General Records

1(1) Every liquid domestic sewage hauler shall ensure that the following records are kept and retained for at least 7 years from the date the record was created:

- (a) the date, location, description, and volume of liquid domestic sewage picked up and disposed of;
 - (b) the written consent of the owner of the sewage works where, or the land on which, liquid domestic sewage was disposed of;
 - (c) records of any environmental sampling, analysis or monitoring that has been conducted, including:
 - (i) the results of any environmental analysis;
 - (ii) the date, location and time of environmental sampling or monitoring;
 - (iii) the name of the person collecting the environmental sample;
 - (iv) an identification of the environmental sample type;
 - (v) the date of analysis of the environmental sample;
 - (vi) the sampling method used;
 - (vii) the name of the laboratory that performed the analysis of the environmental sample;
 - (viii) the name of the person responsible for performing analysis of the environmental sample; and
 - (ix) the quality assurance and quality control records of any environmental samples;
- (2) Every liquid domestic sewage hauler shall ensure that the records required to be kept pursuant to this section are made available to the minister on request.
- (3) A liquid domestic sewage hauler shall ensure that, on transfer of ownership of his or her hauling business, the records required to be kept pursuant to this section are transferred to the new owner.

Certain tanks prohibited

2(1) Subject to subsection 2(2), no liquid domestic sewage hauler shall haul liquid domestic sewage in a tank that has been used to transport a hazardous substance or a hazardous waste.

(2) Subsection 2(1) does not apply to a tank that has been used to transport a hazardous substance or a hazardous waste if that tank, after the hazardous substance or hazardous waste has been removed:

- (a) contains less than 0.1% of the original amount of hazardous waste substance as residue in the container; and
- (b) if applicable, has all flammable vapours reduced to less than 10% of the lower explosive limit for that material.

Disposal of liquid domestic sewage

3(1) Every liquid domestic sewage hauler shall dispose of liquid domestic sewage:

- (a) to a sewage works, if the prior written consent of the owner of that sewage works is obtained; or
- (b) on land used for agricultural purposes in accordance with section 4, if the following

conditions are satisfied:

- (i) either:
 - (A) the nearest sewage works is located 50 kilometres or more from the site where the liquid domestic sewage is collected; or
 - (B) one or more sewage works are located within 50 kilometres from the site where the liquid domestic sewage is collected, but none of the owners of the sewage works have provided written consent, on request from the liquid domestic sewage hauler, to dispose of the liquid domestic sewage in the sewage works;
 - (ii) the liquid domestic sewage hauler has obtained the prior written consent of the owner of land used for agricultural purposes to dispose of the liquid domestic sewage on the owner's land;
 - (iii) there is a written agreement between the liquid domestic sewage hauler and the owner of land used for agricultural purposes that includes a provision stating that the landowner will:
 - (A) prohibit individuals, other than the liquid domestic sewage hauler, and pets from entering the land on which the liquid domestic sewage has been disposed of for 30 days following the disposal;
 - (B) prohibit cattle, horses, goats, llama, elk, bison and other similar livestock from entering the land on which the liquid domestic sewage has been disposed of for two months following the disposal; and
 - (C) prohibit swine and sheep from entering the land on which the liquid domestic sewage has been disposed of for six months following the disposal;
 - (D) ensure that no actions are taken to lure wildlife to the land on which the liquid domestic sewage has been disposed of for at least six months following the disposal;
 - (iv) the liquid domestic sewage hauler ensures that clear and legible signs are posted on agricultural land on which liquid domestic sewage has been disposed of:
 - (A) in conspicuous locations at the site;
 - (B) that state, "No Trespassing" or a similar statement; and
 - (C) for at least 30 days following the disposal.
- (2) Notwithstanding clause 3(1)(b), if an owner of agricultural land on which liquid domestic sewage has been disposed of has not complied with the terms of the written agreement set out in subclause 3(1)(b)(iii), no liquid domestic sewage shall be disposed of on any property of that landowner.

Disposal to land used for agricultural purposes

4 If a liquid domestic sewage hauler is disposing of liquid domestic sewage to land used for agricultural purposes, the liquid domestic sewage hauler must do so in accordance with the following:

- (a) liquid domestic sewage is to be applied to land:
 - (i) by subsurface injection;
 - (ii) by surface application, followed by soil cultivation within four days after application;
 - (iii) by surface application, followed by covering the application area with soil or other material within four days after application; or
 - (iv) subject to clause (b), by surface application onto agricultural land with

- substantial live vegetation cover;
- (b) liquid domestic sewage is not to be disposed of:
 - (i) on native prairie;
 - (ii) on land covered in trees or bush;
 - (iii) on any vegetable, fruit or root crops that are intended for human consumption and that might be eaten raw;
 - (iv) on fields growing cereal, oil seed, pulse or corn crops, from the time the crop is planted until it is harvested;
 - (v) on forage crops, within two months before harvesting;
 - (vi) on soils having greater than 70% sand, in areas of bedrock or in a bog;
 - (vii) on land used for dairy pasture;
 - (viii) on land within 1000 metres of an occupied building, recreational area or other place of public assembly;
 - (ix) on land within 150 metres of any water body, slough, water well, highway, cemetery or public road; or
 - (x) in a permanent or intermittent water body, watercourse, stream or drainage channel;
 - (xi) on land subject to water erosion; or
 - (xii) on wet or frozen soils, unless in accordance with an approved Waste Management Plan (previously referred to as an Environmental Protection Plan);
- (c) liquid domestic sewage is not to be mixed with:
 - (i) grease from grease traps;
 - (ii) hazardous substances;
 - (iii) hazardous waste; or
 - (iv) industrial waste, including waste generated from a vehicle washing facility;
- (d) liquid domestic sewage is to be disposed of on land in a manner that eliminates pooling or runoff to water wells, watercourses, water bodies, surface drainage patterns, sloughs or any land that drains onto land owned by another person;
- (e) land with less slope is to be used before land that has more slope.

Written notice to minister of change in disposal location

5 Every liquid domestic sewage hauler who intends to change the disposal location previously provided to the minister shall, before disposing of liquid domestic sewage at the new disposal location, provide written notice to the minister:

- (a) advising the minister that he or she intends to use a specified approved lagoon or land to dispose of liquid domestic sewage; and
- (b) setting out the legal land description of the approved lagoon or land at/on which he or she is proposing to dispose of the liquid domestic sewage.

Expiry

6 Approval for collection and disposal of liquid domestic sewage in accordance with *Special Permit Refuse Management Form* and the conditions of this Appendix expire on September 30, 2016 unless amended, varied, revoked or replaced prior to that date.

Vehicle Registration



Permission to Dispose of Liquid Domestic Waste

Permission for disposal into a sewage lagoon

The RESORT VILLAGE of CANOE LAKE does hereby grant permission to
(City, Town, Village, Hamlet or Rural Municipality)

KALCORN CONTRACTING INC. to dispose of liquid domestic waste into the following approved sewage lagoon:
(Company Name)

1/4 S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

Conditions of Use:

Permission for disposal by land spreading

I, _____ do hereby grant permission to
(Owner of land to be used for disposal)

_____ to dispose of liquid domestic waste on the following lands:
(Company Name)

1/4 S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

1/4 S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

1/4 S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

1/4 S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

Conditions of Use:

Additional Information Requirements in Relation to Land Spreading:

Soil Texture	Depth to Water Table	Distance to nearest residence
Area of the Field: Hectares: Acres:	Current Use of Field:	Distance to nearest wells/ surface water:

Vehicle Identification License Number of Vehicles Transporting Waste to Disposal Site:

1. _____	2. _____
3. _____	4. _____

This permission shall expire on _____, 20____.

This permission is granted pursuant to any conditions agreed to at the time of signing and on the condition that the permittee will follow all permit conditions.

Signature of Owner

Kelly Vandenberg
Signature of Liquid Waste Hauler

Date



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Sign Corridor upgrades and cost Report 124-2016
Date:	Sept 1, 2016
Prepared By:	Robert Johnson
Prepared For:	Council

Options:

1. That Council direct administration to repair sign corridor using new 6x6 posts.
2. That council direct administration to repair the sign corridor without additional cost in materials and continue to work as is.
3. Refer to Administration for further review and report.

Justification for In Camera: N/A

Background:

As you enter the Village of Candle Lake using highway 120, there is a large sign corridor advertising some of the business we have in Candle Lake. This is a cheap and effective way to advertise. Cost per year is \$50. However, there are often signs down or leaning, and this not only is unsightly as you enter the village, but also poor advertising for those who choose to use the sign corridor. Complaints are received at the Village Office in regards to how unsightly the signs are.

Discussion:

The land the signs are located on remains wet year round and therefore offers little support for the sign posts. Attempts to support the signs using an A frame structure have provide moderate support but are also unsightly, and make it difficult to cut grass around the base of the signs. The soft ground make repairs difficult, and often limited to late in the year or during dry periods only. Employees trying to access the signs or bring repair materials to the signs, will either have vehicles stuck, causing damage to the ditch, or be forced to work in soft mud and water.

Currently, the signs have been install using 4x4 treated wood and placed about 2 to 2.5 feet in the soil. The poor anchoring material and shallow post hole cannot withstand winds. Repairs made with the A frame structure have still blown over or lifted from the ground. They are simply not anchored enough into the soil.

From past records I have been able to put together or find, we spend an estimate \$1200 year in materials and labour trying to keep the signs in place. This year, due to the heavy rains we have not been able to repair the signs but have plans are for late fall when water levels are lower.

Because we are limited to when we can access and repair signs, blown over signs often remain down for long periods of time. A stronger and more effective way to install the signs would limit the number of signs that topple over and reduce the yearly cost to repair these signs.

My suggestion is to replace all the uprights with 6x6 treated post 16 feet long. A large diameter hole will be drilled 5-6 feet in and filled with crushed rock and capped with clay. If the rock has been tamped tightly, there should be sufficient support for the signs. This is a similar method highways uses for their signs. This cost will be higher at an estimated \$6111.00 but by installing the signs in deep and using crushed rock to hold them in place, we will correct the anchoring problem and have longer lasting signs. For a comparison, to repair the sign corridor with the A frame design it is estimated to complete all remaining signs at about \$3000.00 in materials and labour. However, as previously mentioned, this design still does not work and it is unsightly.

In account 530-600-142 there is \$10000 to repair drainage problems along Ford road. I believe we can do this in house and for an estimated \$5000. That would free up money for the sign corridor repairs. Additional money can come from the revenue we receive from the rental space.

Financial Implications:

16 foot 4x4 treated	\$3599.40
Crushed rock	\$112.00
Estimate wages and equipment, fuel.	\$2400.00
Total cost	\$6111.40

Transfer \$5000.00 from GL 530-600-142 repairs to Ford road to offset cost.

Cost after transfer	\$1111.40
---------------------	-----------

Communications: None

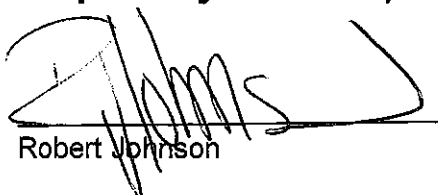
Attachments:

1. Photos attached of signs on corridor.
2. Policy No. 200-45 Sign corridor regulations.

Conclusion:

The first contact people have before entering the village are the signs along the road. This sets a poor example of who Candle Lake really is. It also poorly represents the businesses whose signs have fallen or remain damaged. Initial cost may seem high, but we have the revenue to offset this cost and we will save in the future by reducing repairs. Most importantly we will have a neat sign corridor as we enter the village, representing the village and the local business, in a positive way.

Respectfully submitted,


Robert Johnson



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title: Staff Christmas Function

(Report 134-2016)

Date: September 29th, 2016

Prepared By: Heather Scott

Prepared For: Council

Options:

1. That Council approve the 2016 Resort Village of Candle Lake Christmas Party
2. Receive and file.

Justification for In Camera: N/A

Background: Traditionally, the RVCL staff plans and organizes a Christmas party each year for all staff and Council, along with their spouses. This party is budgeted out of GL 510-280-170 Promos/Vol Appn/Pub Rel.

Discussion: This event usually consists of a meal and fun gift exchange for those who chose to bring one gift and receive one in return. Because there is a new Council, it is appropriate for a resolution to be made to sanction this event. We should start booking venues and caterers for the event as this is the time of year when these things are getting booked up.

Financial Implications: budgeted funds out of GL 510-280-170.

Communications: None

Attachments: None

Conclusion: This event is a good opportunity for staff and Council to get to know each other and their families in a casual environment. It is always well attended and a nice way to celebrate the holiday together.

Respectfully submitted,

Heather Scott



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	2016 List of Lands in Arrears (Report # 136/2015)
Date:	September 29th, 2016
Prepared By:	Heather Scott, Acting Administrator
Prepared For:	Council

Options:

1. THAT Council accept the List of Lands in Arrears as presented and exclude from the list of lands properties on which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy.

AND

2. THAT Taxservice be authorized to manage the Tax Enforcement proceedings on behalf of the Resort Village of Candle Lake.

OR

3. Receive and file.

Justification for In Camera: N/A

Background: The Village has been using the services of a collector for tax arrears for several years with great success. Taxservices also publishes the lists as required by law and there is a deadline date of November 15, 2016 for the list to be submitted to Council for approval. They have respectfully asked administration to place this on the earliest Council agenda in order to allow time for the preparation of all necessary material and documents.

Pursuant to s. 3(3) of the Tax Enforcement Act, council may (by resolution) exclude from the List of Lands properties on which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy. This is generally the recommended practice.

Discussion:

The 2015 list of properties that are in arrears are attached. Once the Council authorizes Taxservices to proceed, the staff will go over the list and ensure that any payments that may have come in after the writing of this report will be noted and if possible, the property will be removed from the list.

Financial Implications: collection of taxes

Communications: All notices and communication will be done through Taxservices

1. Publication of list
2. Pre notice letters

Attachments: List of land in arrears

Conclusion: Taxservice has been very successful in collecting any unpaid tax debt. They are very diligent and administration is of the opinion that we keep using the services of TAXervices

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'H. Scott', written over a horizontal line.

Heather Scott

FORM 1
(Section 3)

List of Lands in Arrears

Name of Municipality Resort Village of Candle Lake

PROVINCE OF SASKATCHEWAN

List of lands with arrears of taxes as at _____
Month

Date _____, 2016. (Section 3(1) of *The Tax Enforcement Act*.)

Roll	Legal Description	Title Number	Arrears
*29	Lot 9-Blk/Par 1-Plan 71PA02355 Ext 0	142142802	\$0.78
379	Lot 20-Blk/Par 11-Plan 82PA22533 Ext 0	116405197	\$1,324.06
380	Lot 21-Blk/Par 11-Plan 82PA22533 Ext 0	126169443	\$1,450.51
*446	Lot 15-Blk/Par 100-Plan 61PA08365 Ext 0	126841798	\$9.81
*459	Lot 5-Blk/Par 300-Plan 61PA08365 Ext 0	117583421	\$5.76
*460	Lot 6-Blk/Par 300-Plan 61PA08365 Ext 0	117583443	\$6.32
476	Lot 21-Blk/Par 300-Plan 61PA08365 Ext 0	132379544	\$1,870.87
808	Lot 2-Blk/Par 1-Plan 65PA14961 Ext 0	113143452	\$944.74
810	Lot 4-Blk/Par 1-Plan 65PA14961 Ext 0	113143418	\$1,485.59
824	Lot 18-Blk/Par 1-Plan 65PA14961 Ext 0	130098731	\$966.30
827	Lot 21-Blk/Par 1-Plan 65PA14961 Ext 0	147717771	\$1,564.14
828	Lot 22-Blk/Par 1-Plan 65PA14961 Ext 0	147717861	\$3,418.35
855	Lot 10-Blk/Par 2-Plan 75PA19627 Ext 0	141104573	\$2,175.52
*949	Lot 17-Blk/Par 1-Plan 62PA13583 Ext 0	142486601	\$40.71
1204	Lot 10-Blk/Par 3-Plan 69PA03235 Ext 0	130616928	\$4,220.71
1210	Lot 1-Blk/Par 4-Plan 69PA03235 Ext 0	135687066	\$3,216.76
1335	Lot 4-Blk/Par 2-Plan 62PA10733 Ext 0	140886614	\$1,359.72
*1574	Lot 20-Blk/Par 7-Plan 80PA15410 Ext 0	137388820	\$448.34
*1620	Lot 3-Blk/Par 5-Plan 80PA09913 Ext 0	135989511	\$484.55
1765	Lot 18-Blk/Par 1-Plan 60PA04290 Ext 0	117582532	\$1,507.35
1830	Blk/Par H-Plan 88PA06011 Ext 0	132058492, 132058504	\$3,770.11
*1831	Lot 3-Blk/Par 14-Plan 86PA03059 Ext 0	146380697, 146380721	\$29.79
1832	Lot 4-Blk/Par 14-Plan 86PA03059 Ext 0	143646329	\$3,288.61
1887	Lot 3-Blk/Par A-Plan 95PA14736 Ext 0	116407290	\$1,932.58
*1907	Lot 2-Blk/Par 106-Plan 98PA11035 Ext 0	146669541	\$0.08
1974	Lot 2-Blk/Par 404-Plan 01PA12265 Ext 0	145731955	\$1,817.27
2010	Lot 5-Blk/Par 10-Plan 101461519 Ext 0	135049114	\$4,724.22
*2036	Lot 18-Blk/Par 11-Plan 101912475 Ext 0	135901458	\$145.49
*2228	Lot 4-Blk/Par 8-Plan 101861816 Ext 0	130236803	\$28.04
2264	Lot 17-Blk/Par 11-Plan 101861816 Ext 0	130888806	\$1,576.94
*2275	Lot 28-Blk/Par 11-Plan 101861816 Ext 0	131546662	\$0.50
*2293	Lot 10-Blk/Par 12-Plan 101861816 Ext 0	139944178	\$0.49
2358	Lot 22-Blk/Par 112-Plan 101887858 Ext 0	145574747	\$1,074.56
2428	Plan 101903228 Ext 0 / Unit 3	142238088	\$2,188.31
*2761	Lot 1-Blk/Par E-Plan 102089055 Ext 0	142355820	\$92.85
*2768	Lot 8-Blk/Par E-Plan 102089055 Ext 0	142355617	\$85.46
*2770	Lot 10-Blk/Par E-Plan 102089055 Ext 0	142355651	\$88.65
*2771	Lot 11-Blk/Par E-Plan 102089055 Ext 0	142355987	\$88.63
*2776	Lot 16-Blk/Par E-Plan 102089055 Ext 0	142355774	\$81.82
*2777	Lot 17-Blk/Par E-Plan 102089055 Ext 0	142355763	\$81.64

*2778	Lot 18-Blk/Par E-Plan 102089055 Ext 0	142355594	\$90.60
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SEAL

Submitted to the head of the council

this _____ day of
_____, 2016

Treasurer

NOTE: Properties marked with a * have less than one-half the previous year's levy, will be removed from this list following council's resolution regarding same.

REPORT

Report Title: Application for Sewage Access Permit – Outback Renewal Ltd. (Report # 130/2016)

Date: September 22nd, 2016

Prepared by: Heather Scott, Assistant Administrator

Prepared for: Council

Options:

1. That Council issue a permit to Outback Renewal Ltd. for the use of the Village lagoons to not include the disposal of sewage collected from outside the Resort Village of Candle Lake.
2. Receive and file.
3. Refer to administration for further review and report.

Justification for in Camera: n/a

Background: In 2015, Council passed Bylaw 06 of 2015. Council is responsible under that Bylaw to grant permission for the use of the Sewage lagoons. Administration is then charged with issuing the permits.

There are 3 haulers currently in the Village with permits Wilmac Septic, Kelcore Contracting and C&S Septic. Bylaw 06 of 2015 does not allow for a maximum number of permits issued.

Discussion: Outback Renewal Ltd. would also be required to obtain a permit from the Water Security Agency and provide the Village with evidence of equipment used before the permit would be authorized.

Septic permits require renewal each year and will not be required to be brought before Council again unless there is some change to the application from the previous year.

Financial Implications: None

Communications: None

Attachments:

1. Form "A"
2. Form "B"
3. Business License for Outback Renewal Ltd.

Conclusion: Outback Renewal will not require a separate business license as their business address isn't changing but are required to notify Council under Section 11.1(a) of Bylaw 21-2011, The General Licensing Bylaw that the nature of the business is changing to include Septic hauling.

Respectfully submitted,



Heather Scott, Administrative Assistant

Bylaw 06 of 2015

FORM "A" OF BYLAW 16-2010

RESORT VILLAGE OF CANDLE LAKE

APPLICATION FOR SEWAGE ACCESS PERMIT

RECEIVED

SEP 14 2013

BUSINESS NAME: Outback Renewal Ltd

CONTACT NAME: Michael Lozej

MAILING ADDRESS: Box 116

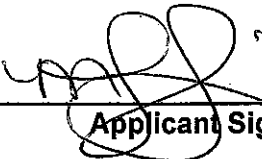
Candle Lake, SK S0J3E0

TELEPHONE: 306-961-2007

Attachments required:

- Evidence of business registration
- Evidence of equipment proposed for use

Sept 9 116
Date


Applicant Signature

Form "B"

Bylaw 06-2015

RESORT VILLAGE OF CANDLE LAKE
SEWAGE TRANSPORTATION PERMIT

Permit to access and use the lagoons of the Resort Village Candle Lake

Permit Issued to Outback Renewal Ltd.

Address _____

Phone _____

Permit Issued on _____
(Date)

ATTACHMENT:

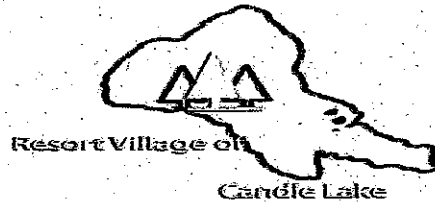
Evidence of a current 'Permit to Transport and Dispose of Liquid Domestic Sewage' as issued by the Ministry of Environment, in accordance with Section 14 of *The Municipal Refuse Management Regulations*.

The termination or expiry of the 'Permit to Transport and Dispose of Liquid Domestic Sewage', as issued by the Ministry of Environment, or any infraction of Bylaw 06-2015 shall mean the termination of this permit.

Permit Issued _____ authorization for
(includes or does not include)

disposal of sewage collected from outside of the Resort Village of Candle Lake boundaries to be deposited in Resort Village lagoons, except where a signed agreement is in place covering a property from another municipality.

Authorized Signature – Resort Village of Candle Lake



**2016
RESORT VILLAGE OF CANDLE LAKE
BUSINESS LICENSE**

Outback Renewal Ltd.
Box 116, Candle Lake, SK S0J

**9 Industrial Drive
CANDLE LAKE, SK.**

The above designated person or firm, is hereby granted
a Resort Village of Candle Lake business license as follows:

ANNUAL RESIDENT LICENSE FOR THE PERIOD: January 1 - December 31, 2016

License # 2016 - 0016

This license is issued subject to the business complying with all
bylaws of the Resort Village of Candle Lake, whether made before,
subsequent to, or during continuance of this license.

BYLAW 21-2011

Validated

**Joan Corneil
C.A.O.**

Every licensee granted a license to carry on the business and who occupies premises in connection therewith shall keep the license posted on the licensed premises. All persons licensed under the provisions of this Bylaw where there are no licensed premises shall, on demand of the Administrator or delegate, produce the license to such official.

Form 3



Saskatchewan
Justice
Corporations
Branch

313838
Corporation Number

Certificate of Amendment

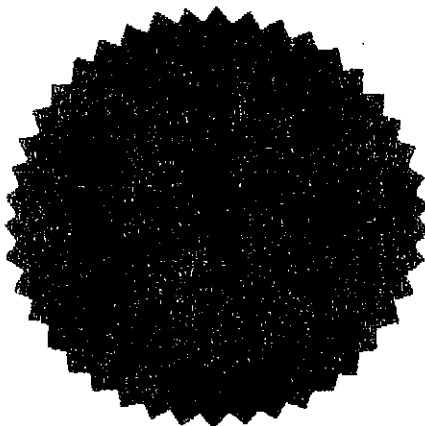
The Business Corporations Act

I hereby certify that the articles of

OUTBACK RENEWAL LTD.

(formerly 606723 SASKATCHEWAN LTD.)


are this day amended in accordance with the attached Articles of Amendment,
Articles of Reorganization or Articles of Arrangement.



Given under my hand and seal

this 26th day

of April 19 91


Philip J. Flory, Director

pE

GB4

EPB 349- Liquid Domestic Waste Disposal

The Water Security Agency, under the authority of the Environmental Management and Protection Act, 2010 regulates the business of liquid domestic waste (sewage) hauling and disposal.

In order to protect public health and the environment, the transportation and disposal of liquid domestic waste must be done in accordance with the permit required to transport and dispose of liquid domestic waste and using the best management practices outlined in this factsheet. This factsheet is intended as a source of information for persons engaged in the business of liquid domestic sewage handling. To report illegal dumping of liquid domestic waste, call **1-800-667-7561**.

When liquid domestic waste is discharged in a manner where it can impact surface water or shallow groundwater, it represents a potential hazard to human health and environmental quality. With proper management and application, liquid waste can be a resource (fertilizer, source of moisture), rather than becoming a pollutant.

The Municipal Refuse Management Regulations is the principle regulation for allowing the collection, transportation and disposal of liquid domestic waste. Section 14(1) states “No person shall carry on the business of transporting of liquid domestic sewage without a permit issued by the minister authorizing him to do so.” An Application for a Permit to Transport and Dispose of Liquid Domestic Waste must be submitted to the Water Security Agency and the operations shall be in accordance with the following conditions:

- Liquid domestic sewage collected by a liquid domestic sewage transporter must be disposed of in a Water Security Agency approved sewage system subject to conditions required by the owner of the sewage system, including written permission to do so.
- If access to an approved sewage system is not available or if written permission cannot be obtained from the owner of an approved lagoon located within 50 km, then the liquid domestic waste may be land spread **in accordance with all of the following:**
- the liquid domestic sewage hauler has obtained the prior written consent of the owner of land used for agricultural purposes to dispose of the liquid domestic sewage on his or her land;
- there is a written agreement between the liquid domestic sewage hauler and the owner of land used for agricultural purposes that includes a provision stating that the landowner will:
 - 1) prohibit individuals, other than the liquid domestic sewage hauler, and pets from entering the land on which the liquid domestic sewage has been disposed of for 30 days following the disposal;
 - 2) prohibit cattle, horses, goats, llama, elk, bison and other similar livestock from entering the land on which the liquid domestic sewage has been disposed of for two months following the disposal; and
 - 3) prohibit swine and sheep from entering the land on which the liquid domestic sewage has been disposed of for six months following the disposal;

- 4) ensure that no actions are taken to lure wildlife to the land on which the liquid domestic sewage has been disposed of for at least six months following the disposal;
- the liquid domestic sewage hauler ensures that clear and legible signs are posted on agricultural land on which liquid domestic sewage has been disposed of:
 - 1) in conspicuous locations at the site;
 - 2) that state, "No Trespassing" or a similar statement; and
 - 3) for at least 30 days following the disposal.
 - If an owner of agricultural land on which liquid domestic sewage has been disposed of has not complied with the terms of the written agreement set out as noted above then no liquid domestic sewage shall be disposed of on any property of that landowner.
 - If a liquid domestic sewage hauler is disposing of liquid domestic sewage to land used for agricultural purposes, the liquid domestic sewage hauler must do so in accordance with the following:
 - liquid domestic sewage is to be applied to land:
 - 1) by subsurface injection;
 - 2) by surface application, followed by soil cultivation within four days after application;
 - 3) by surface application, followed by covering the application area with soil or other material within four days after application; or
 - 4) subject to clause (b), by surface application onto agricultural land with substantial live vegetation cover;
 - liquid domestic sewage is not to be disposed of:
 - 1) on native prairie;
 - 2) on land covered in trees or bush;
 - 3) on any vegetable, fruit or root crops that are intended for human consumption and that might be eaten raw;
 - 4) on fields growing cereal, oil seed, pulse or corn crops, from the time the crop is planted until it is harvested;
 - 5) on forage crops, within two months before harvesting;
 - 6) on soils having greater than 70% sand, in areas of bedrock or in a bog;
 - 7) on land used for dairy pasture;
 - 8) on land within 1000 metres of an occupied building, recreational area or other place of public assembly;
 - 9) on land within 150 metres of any water body, slough, water well, highway, cemetery or public road; or
 - 10) in a permanent or intermittent water body, watercourse, stream or drainage channel;
 - 11) on land subject to water erosion; or
 - 12) on wet or frozen soils, unless in accordance with an approved Waste Management Plan;

- liquid domestic sewage is not to be mixed with:
 - 1) grease from grease traps;
 - 2) hazardous substances;
 - 3) hazardous waste; or
 - 4) industrial waste, including waste generated from a vehicle washing facility;
- liquid domestic sewage is to be disposed of on land in a manner that eliminates pooling or runoff to water wells, watercourses, water bodies, surface drainage patterns, sloughs or any land that drains onto land owned by another person;
- land with less slope is to be used before land that has more slope.
- Every liquid domestic sewage hauler who intends to change the disposal location previously provided to the minister shall, before disposing of liquid domestic sewage at the new disposal location, provide written notice to the minister:
 - 1) advising the minister that he or she intends to use a specified approved lagoon or land to dispose of liquid domestic sewage; and
 - 2) setting out the legal land description of the approved lagoon or land at/on which he or she is proposing to dispose of the liquid domestic sewage.
- Every liquid domestic sewage hauler shall ensure that the following records are kept and retained for at least 7 years from the date the record was created:
 - 1) the date, location, description, and volume of liquid domestic sewage picked up and disposed of;
 - 2) the written consent of the owner of the sewage works where, or the land on which, liquid domestic sewage was disposed of;
 - 3) records of any environmental sampling, analysis or monitoring that has been conducted
- Every liquid domestic sewage hauler shall ensure that the records required to be kept pursuant to this section are made available to the minister on request.
- A liquid domestic sewage hauler shall ensure that, on transfer of ownership of his or her hauling business, the records required to be kept pursuant to this section are transferred to the new owner.
- A liquid domestic sewage hauler shall not haul liquid domestic sewage in a tank that has been used to transport a hazardous substance or a hazardous waste unless the tank used to transport a hazardous substance or hazardous waste if that tank, after the hazardous substance or hazardous waste has been removed:
 - 1) contains less than 0.1% of the original amount of hazardous waste substance as residue in the container; and
 - 2) if applicable, has all flammable vapours reduced to less than 10% of the lower explosive limit for that material.

- Application rates for liquid domestic waste shall be in accordance with agronomic rates. Table 1 provides general guidance. Actual application rates are subject to a number of factors such as soil type, climatic conditions, expected yield and level of available nitrogen as determined by a soil test. Liquid domestic waste shall not be applied to cereal, oil seed or corn crop fields between planting and harvesting. A 30 day forage crop specific post-application harvest interval may apply.

**Table 1: Guidelines for Liquid Domestic Waste Application Rates
Based on Typical Crop Nitrogen Requirements**

	Expected Yield (bu/acre/yr)	Nitrogen Requirement (lb/acre/yr)	Annual Application Rate (gal/acre/yr)	Application Time
Alfalfa	5*	290	111,500	At least 30 days prior to harvest
Barley	80	111	42,700	Prior to seeding
Canola	35	111	42,700	Prior to seeding
Clover	4*	215	82,700	At least 30 days prior to harvest
Flax	24	71	27,300	Prior to seeding
Grass	3*	102	39,200	At least 30 days prior to harvest
Lentils	30	92	35,400	Prior to seeding
Oats	100	106	40,800	Prior to seeding
Field Peas	50	153	58,800	Prior to seeding
Rye	55	92	35,400	Prior to seeding
Silage (Barley/Corn)	5*	155	60,000	At least 30 days prior to harvest
Spring Wheat	40	85	32,700	Prior to seeding
Sunflower	50	75	28,800	Prior to seeding
Winter Wheat	50	68	26,200	Prior to seeding

*measured in ton/acre/year.

The maximum volume of liquid domestic waste that may be applied to any site during a one-year period varies based on the actual amount of nitrogen required for the crop and the anticipated yield and the available nitrogen as determined by a soil test. The maximum volume is calculated by the following formula:

Annual Application Rate = <u>Pounds of Nitrogen Required for Crop Yield</u>	
(gallons/acre/year)	0.0026



Site specific application rates should be determined to avoid addition of excessive nitrogen needs for crop production and as a means to avoid migration of nitrogen compounds to underlying soils and groundwater.

Both liquid Domestic Waste Hauler permit application and permission forms are available on the Water Security Agency website (www.wsask.ca) at the following links:

[Permit to Transport and Dispose of Liquid Domestic Waste](#)

[Permission to Dispose of Liquid Domestic Waste](#)

Further information on land disposal of liquid domestic waste can be obtained by contacting the Water Security Agency at (306)787-0726.



Permission to Dispose of Liquid Domestic Waste

Permission for disposal into a sewage lagoon

The _____ of _____ does hereby grant permission to
(City, Town, Village, Hamlet or Rural Municipality)

_____ to dispose of liquid domestic waste into the following approved sewage lagoon:
(Company Name)

_____ 1/4/L.S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

Conditions of Use:

Permission for disposal by land spreading

I, _____ do hereby grant permission to
(Owner of Land Described Below)

_____ to dispose of liquid domestic waste on the following lands:
(Company Name)

_____ 1/4/L.S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

_____ 1/4/L.S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

_____ 1/4/L.S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

_____ 1/4/L.S.D. of _____ Section _____ Township _____ Range _____ West of _____ Meridian

Conditions of Use:

Additional Information Requirements in Relation to Land Spreading:

Soil Texture	Depth to Water Table;	Distance to nearest residence
Area of the Field: Hectares: Acres:	Current Use of Field:	Distance to nearest wells/ surface water:

Vehicle Identification: Licence Number of Vehicles Transporting Waste to Disposal Site:

1.	2.	3.
4.	5.	6.

This permission shall expire on _____, 20_____.

This permission is granted pursuant to any conditions agreed to at the time of signing and on the condition that the permittee will follow all permit conditions.

Signature of Owner

Signature of Liquid Waste Hauler

Date



REPORT

Report Title:	Bounty for Nuisance Animals Report 135-2016
Date:	Sept 29, 2016
Prepared By:	Robert Johnson
Prepared For:	Council

Options:

1. That Council approve administration to pay out a \$50 bounty for nuisance wildlife.
2. Receive and File
3. Refer to administration with recommendations.

Justification for In Camera: N/A

Background:

Currently there is no bounty for the capture and removal of nuisance animals provided by the Village of Candle Lake. If nuisance animals are to be removed, outside of normal trapping seasons, they are done so at the cost of the trapper.

Discussion:

To trap nuisance animals outside of trapping season is not favorable to the trapper who would rather wait until trapping season open and then receive compensation through the price of the pelt. If the village cooperates and waits until trapping season, these nuisance animals grow in numbers and continue to cause damage to our community. Beavers in particular are causing the most damage to the Village by blocking off culverts, damming around heritage sites and moving into marinas. Several labour and equipment hours have been spent trying to keep the main street culvert open. Beaver blockers and scare devices have been tried with limited success.

To assist those who will trap and remove these animals, other surrounding municipalities have approved the payment of a bounty. This would be to cover non-seasonal nuisance animals and not in combination with money earned for pelts, or other municipality and private bounties. The bounty will also be controlled through administration identifying the nuisance animals, the area where animals need to be removed, and with the proper SERM permits. The village will respect trapper's leases and contact the lessor where nuisance animal need to be removed. Should the lessor not be able to trap out animals, with their written permission, the village can choose any other trapper for nuisance control. Records will be kept for council to review and payments will be presented to Council for approval. If they feel the bounty is abused and too many animals are destroyed, Council may stop the bounty. All other control will be through administration as outlined above.

As beavers are the main concern right now, I would recommend a \$50 bounty per tail. Trappers can remove 6 or more in an area, a cost to the village of \$300 or more. But a crew of three plus equipment is required to unplugging the culverts with a cost more than what a bounty can cost for a long term solution.

Financial Implications:

Cost savings in labour and preventative damage to Village infrastructure. Protection of heritage site (Aschim Homestead) and surrounding forests.

There is no GL for nuisance animals. Money could come from GL 530-450-100 culverts and drainage.

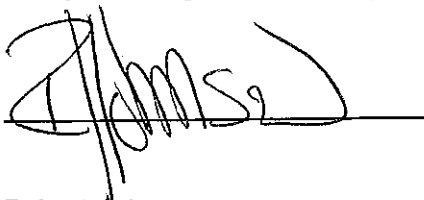
Communications: None

Attachments: None

Conclusion:

Current nuisance trapping is at cost to the trapper. To respect and support them a modest bounty under the control of administration and with respect to our natural environment, should be offered to offset cost to trappers. Cost of bounty will be offset by cost savings in labour, road repair and protection of heritage sites.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Johnson', written over a horizontal line.

Robert Johnson
Maintenance and Public Works Manager
Resort Village of Candle Lake



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Office Space Expansion Report 132-2016
Date:	Sept 28, 2016
Prepared By:	Robert Johnson
Prepared For:	Mayor and Council

Options:

1. Council to choose Plan 1 and instruct administration to carry through with the plans to build new office space.
2. Council to choose Plan 2 and instruct administration to carry through with the plans to build new office space.
3. Receive and File.
4. Refer to administration for further review and report.

Justification for In Camera: N/A

Background:

I have been approached by the Administrator to look at way to accommodate the Mayor and Council with office space. This office will be for the Mayor or councilors to meet the public or other government agencies, to store files and to conduct daily village business.

To assist them, and to keep cost down, there are three options and recommendations attached for council to consider or send back with recommendations.

Discussion:

As identified in the March 2016 resort Village of Candle Lake feasibility study, the Village Office is currently undersized. The feasibility study offer three options, with the first to do minor upgrades, the second to do an addition and renovation, and the third option is to use the current Village Office as the Health Centre and build a new building for the Village office complex. The second and third option would require more money than we have budgeted right now, and also much greater consideration and time.

A more cost effective method would be to move the public council meetings to the hall and that the council chambers then be portioned for office space, meeting room and a much need archive room.

Current problems identified are:

- 1) Council Chambers is small and cannot adequately accommodate the public for the council meetings, or presentations.
- 2) Archive documents are kept in one of two locations, the old jail or a sea can. Both locations have issues with dampness, hot and cold exposure, insects and rodents which can destroy the information we are trying to protect. Both spaces have the added

problem of not being designed to properly store files in an orderly manner. Documents and often stacked in boxes making research time consuming. There is also nowhere to sit and view the documents within the jail or sea can. Maps, legal surveys etc. require a large table to properly view documents. Furthermore, we can use the new archive space to keep current file cabinets and free up office space for our front line employees.

- 3) The Mayor has no office to work from, meet the public and discuss issues with council and staff. The Village had an office in the past. This was lost to accommodate a growing staff, including Bylaw and building permit office.

By moving the Council meeting to the hall we solve the first problem of accommodating the public. Furthermore, there is better and larger parking space in the front of the hall, a PA system for speakers and more adequate washroom facilities for the public.

With the council chambers free in the Village Office we can divide the room into two spaces. Plan 1 would use the space to accommodate the Mayor and the other space to be used as a much needed archive and meeting room.

Cost to move to the hall will be \$0. It may be an inconvenience for some of our local groups who have events on Friday, but once we have schedule in place I am sure we can work those problems out.

The cost to divide the old council chambers into an archive room and office is estimated to cost under \$2000. Money can come from GL 530-600-120 which was set aside for the shop office and lunchroom, and we can do all the work with current staff. Once supplies have been ordered and delivered, work will be complete in five days.

Financial Implications:

Estimated \$2000 to \$3000 including material and labour. Cost will depend on which plan council choose and if there are any additional upgrades selected.

Money can come from GL 530-600-120

Communications: None

Attachments:

1. Plan 1. Creates a 10X15 office for Mayor and a 22x15 archive and meeting room.
2. Plan 2. Divide council chambers into half creating two 15.5x15 offices. One office will be archive and meeting room the other can be an office for Maintenance and Public works manager and Building Permits. Mayor and council would use the old Managers and Permit office.

Conclusion:

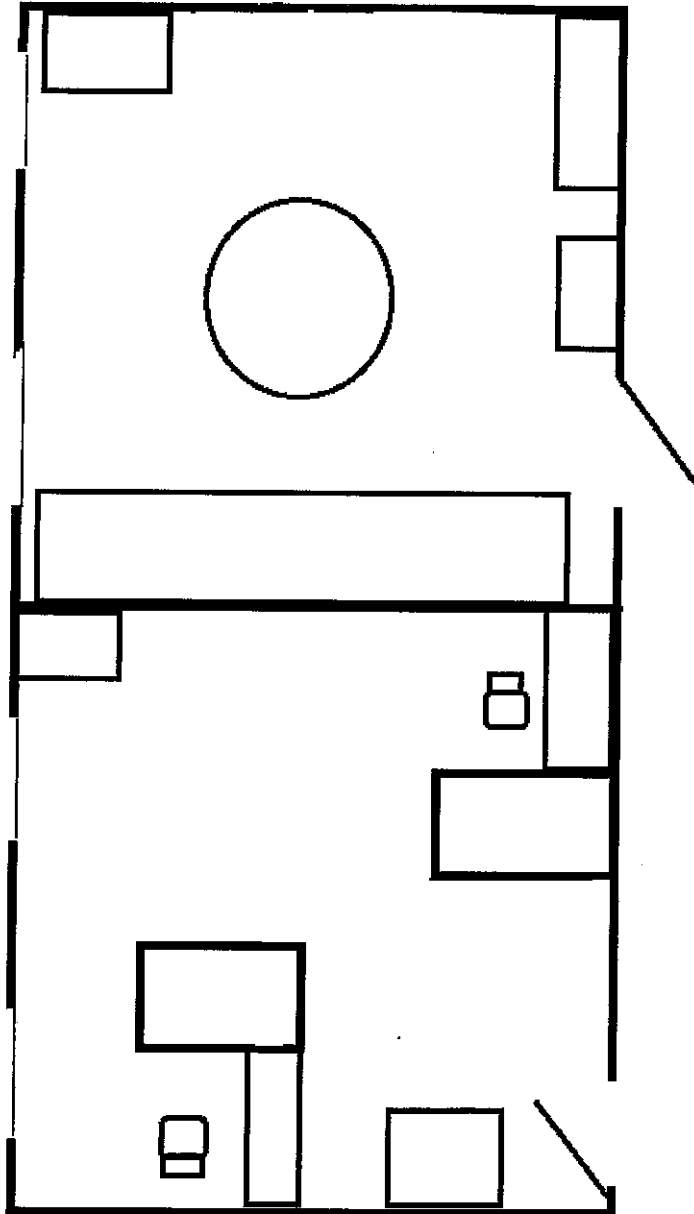
As our village grows so does the need for space in our Village office. Staff growth, filing space, a comfortable place for the public to observe council, archive room, and office space for Mayor and Council, has placed a lot of pressure on our office. Without going to extreme and expensive measures, we can accommodate most of the needs and design a much needed archive room by simply moving the public meetings to the hall and dividing the council chambers into two offices.

Respectfully submitted,

R.G. Johnson

Robert Johnson
Maintenance and Public Works Manager

Plan 1



plan

Creates two 20x15 office and archive room.

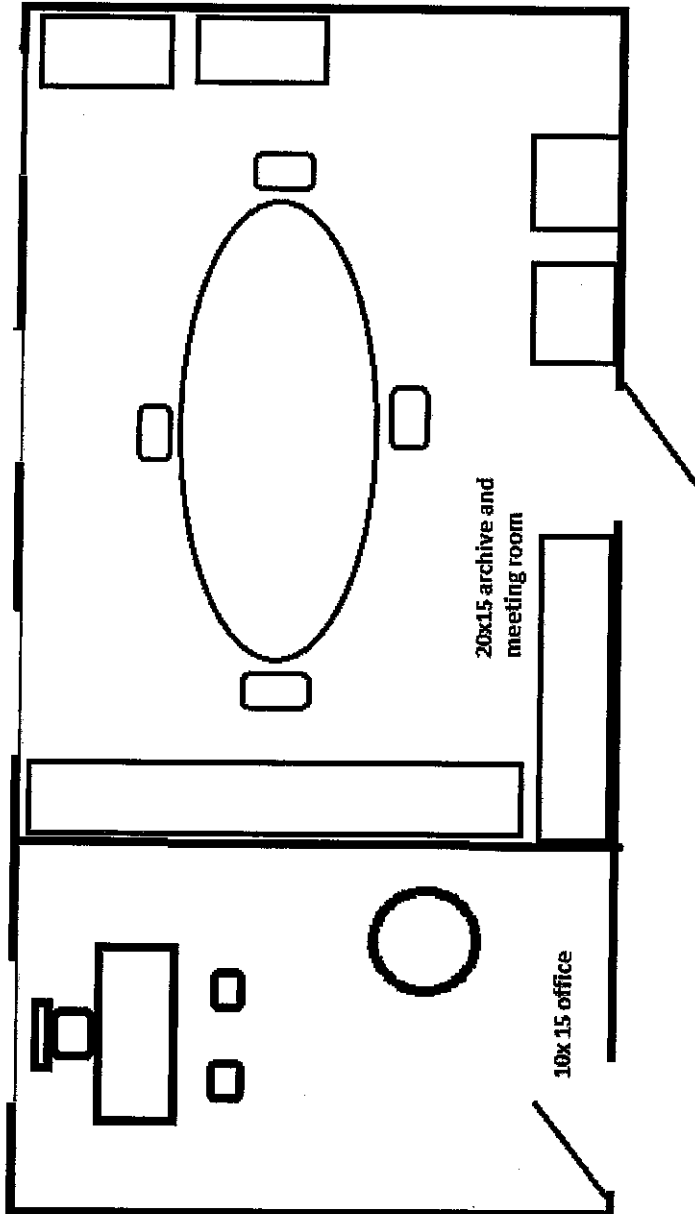
Move Mayor into Maintenance and permit office.

To prep old office, move equipment etc it will tak about two weeks.

Cost will be higher at \$2500.

Additional cost to replace board room table as too large for new archive room.

Plan 2



Plan 1. Creates a 10x15 office and archive room.
 Most of the work can be done in house. We will need an electrician.
 Cost in around \$2000.
 Complete in one week once supplies arrive.
 Creates a good size archive and meeting room.



REPORT

Report Title: Village to move furniture into Mayor's office 140-2016

Date: Oct 4, 2016

Prepared By: Robert Johnson

Prepared For: Council

Options:

1. Council to approve the use of Village labour and equipment to move private office furniture into the new Mayor's office, Subject to Report 132-2016 being approved.
2. Receive and File.
3. Refer to administration with recommendation.

Justification for In Camera: N/A

Background:

Should report 132-2016 be approved, Councilor Ron Cherkewich has donated office furniture for the new Mayor's office. The Maintenance and Public works manager is looking for permission to use Village employees and equipment to pick up, deliver and set up the furniture. It is necessary to have this approved or recommendations received from council as this is use of public resources.

Discussion:

Subject to 132-2016 being approved, furniture will be required for the Mayor's office. Councilor Cherkewich has offered the use of old office furniture he has. This furniture is currently stored in Prince Albert. For pick-up and delivery, it will require one truck and two employees. Estimated time will be 6 hours and estimated cost \$350.

To offset cost and manage time wisely, we will use the trip into Prince Albert to pick up supplies.

The equipment use would be appreciated, as we do not have a current budget for new office equipment.

At a future date the furniture maybe returned to Councilor Cherkewich. The cost of moving equipment out and back into storage or other use will be the responsibility of Councilor Cherkewich.

Although all measures will be taken to protect the furniture from damage, the Village cannot be held responsible for damage during transport, install or use.

Financial Implications:

Estimated \$350. This can be offset if village has other business in Prince Albert and we piggyback work that day. Estimate a third off.

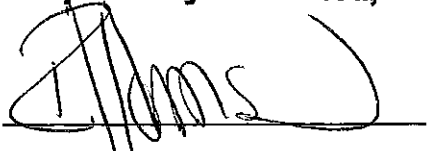
Communications: None.

Attachments: None

Conclusion:

Subject to passing 132-2016, the Mayor will need office furniture. New furniture can cost \$2000 to \$2500. Currently there is no budget for this. Councilor Cherkewich has offer the use of some office equipment which would save us money until we can put a budget into place.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Johnson', is written over a horizontal line.

Robert Johnson
Maintenance and Public Works Manager



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title: Camp Tapawingo Early Payment Discount

(Report 143-2016)

Date: October 7th, 2016

Prepared By: Heather Scott

Prepared For: Council

Options:

1. Receive and file.
2. Refer to administration for further review and report.

Justification for In Camera: N/A

Background: On May 13th, 2016, Council passed Bylaw 09 of 2016 a Bylaw to Establish Tax Payment Incentives and Tax Penalties for the 2016 year. The bylaw states that if taxes are paid prior to August 31, 2016, there will be an early payment discount of 15% of the municipal levy.

Discussion: Camp Tapawingo mailed in their tax payment cheque that was postmarked on September 7th, 2016 and therefore missed getting their payment in on time for an early tax payment discount. The Resort Village office received several tax payments after the August 31st deadline for the discount. Of these late payments, if the payments were postmarked in August and received in September the discounted rate was still applied. However, any payments postmarked after the end of September were not able to qualify for the discount.

If Council were to consider the request from Camp Tapawingo, they would also have to consider all of the other payments that were received after the deadline for the incentive program to be refunded.

Financial Implications: Return of tax levy revenue from GL 410-110-100.

Communications: None

Attachments:

1. Letter from Camp Tapawingo
2. Bylaw 09 of 2016.

Conclusion: Administration cannot recommend that Council contravene a municipal bylaw.

Respectfully submitted,

Heather Scott

TAPAWINGO
194
E ALBERT SK
R5

Mailed → 547 01/16

1609070737

3966 97K

CANADA

Resort Village of Candle Lake.
Box 114
Candle Lake SK S0T3E0.

RECEIVED

OCT - 3 2016

To whom It may Concern

We respectfully ask that you reconsider the decision to not allow the early payment discount, as the volunteer Treasurer for the operation who lives in Saskatoon I was unable to get to Prince Albert to obtain the second signature on the cheque. We rely heavily on donations to keep our camp running and \$800.00 is a huge amount of money for us.

Thank you
Camp Tapawingo

Resort Village of Candle Lake

Bylaw 09 of 2016

Tax Payment Incentives and Penalties

A BYLAW TO ESTABLISH PROPERTY TAX PAYMENT INCENTIVES AND PENALTIES

The Council of the Resort Village of Candle Lake in the Province of Saskatchewan enacts as follows:

1. Due Date

Property and other taxes imposed by the Resort Village of Candle Lake are deemed to be imposed on the first day of January in each year and shall be due on December 31.

2. Penalty on Arrears of Taxes

- a) Taxes which remain unpaid after the 31st day of December of the year in which they are levied shall be subject to a penalty.
- b) The method of calculating the penalty shall be:
 - a compound rate of **1.8 % per month (0.018)**, 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.
- c) The penalty charges are to be added to and shall form part of the tax roll.

3. Incentive Program – Prompt Payment

- a) Discounts shall be allowed from the time the notice of the levy is sent until August 31, to encourage prompt payment of:
 - i) the current year's taxes on property;
 - ii) special taxes;
 - iii) local improvement special assessments.
- b) Payments of current taxes received:
 - i) from the time the notice of levy is sent until the end of **August** shall be eligible for a discount of **15.00%** of the amount paid,

4. Incentive Program – Prepayments

- a) From January 1 until June 30, discounts shall be allowed with respect to the prepayment of:
 - i) the current year's taxes on property;
 - ii) special taxes;
 - iii) local improvement special assessments.
- b) The rate of discount relative to prepayment of taxes shall be **15.00%**

5. **Repeal Previous Incentive and/or Penalty Programs**


Bylaw #05 of 2015, a Bylaw to Establish Property Tax Incentives and Penalties is hereby repealed.

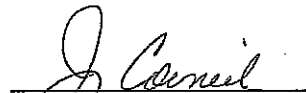
6. This Bylaw shall come into force on June 01, 2016.

Introduced and read for a first time this 13th day of May, 2016.

Read for a second time this 13th day of May, 2016.

Read for a third time and passed this 13th day of May, 2016


John Quinn
Mayor


Joan Corneil,
C.A.O.





REPORT

Report Title:	Sand Tender Results (Report 144/2016)
Date:	October 7th, 2016
Prepared By:	Heather Scott, Assistant Administrator
Prepared For:	Council

Options:

1. That Council award the sand purchase and delivery contract to Wapawekka Sand and Gravel for \$15/yard. **OR**
2. That Council award the sand purchase and delivery contract to Meeks Enterprises for \$33/yard. **OR**
3. That Council advises administration to retender the sand purchase and delivery.

Justification for In Camera:

Background: On September 26th, 2016 a tender was sent out to purchase and deliver 200 cubic yards of sand to be used for highway winter road maintenance.

Discussion:

The tenders were opened at the Resort Village Office by the Financial Officer in the presence of the Maintenance Manager on Friday, October 7th at 2:05 p.m. The results of the tenders were as follows:

Bidder	Tender Amount	Total Cost:
Wapawekka Sand and Gravel	\$15/yard	\$3,000
Meeks Enterprises	\$33/yard	\$6,600

Financial Implications: The cost to purchase and deliver 200 cubic yards of sand.

Communications: n/a

Attachments:

1. Tender notice
2. Tender Opening Form
3. Bid from Wapawekka Sand and Gravel
4. Bid from Meeks Enterprises

Conclusion: Providing the sand is of acceptable quality to the maintenance manager, the lower bid is generally what is accepted.

Respectfully submitted;

A handwritten signature in black ink, appearing to read 'H. Scott', with a stylized, cursive script.

Heather Scott



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

RESORT VILLAGE OF CANDLE LAKE

INVITATION TO TENDER – For Sand Purchase and Delivery

Tenders due: October 7, 2016 , at 2:05 p.m. for the following:

To: For the Purchase and Deliver 200 cubic yards of sand suitable for highway winter spreading maintenance. (See attached for requirements).

Prior to signing any agreement, the successful bidder must have or be willing to obtain a current business license with the RVCL and be available to provide services in consultation with the Maintenance Manager and/or Administrator.

The successful bidder must also provide proof of WCB, proof of third part liability and/or a bond and must comply with the provisions of Saskatchewan's Occupational Health and Safety framework. See attached for other requirements and information to be included with tender.

Envelopes must be clearly marked "Sand Purchase and Delivery". Tenders will be opened at 2:05 PM Friday, October 7, 2016 at the Resort Village Office.

Tenders marked "SAND TENDER", to be forwarded to:

Heather Scott, Assistant Administrator

Resort Village of Candle Lake

Box 114

Candle Lake, SK S0J 3E0

PHONE: (306) 929-2236

FAX: (306) 929-2201

candleadministrator@sasktel.net

Lowest or any tender not necessarily accepted. Tenders will be awarded using other criteria such as, but not limited to, past experience, references and timing.

Main Office (306) 929-2236 • Fax (306) 929-2201 • www.candlelakeresort.ca • rvcandlelakeoffice@sasktel.net



**THE RESORT VILLAGE OF
CANDLE LAKE**

Box 114 • Candle Lake • SK • S0J 3E0

Sand quality must meet or exceed the following requirements:

Sand will be medium-course material with average particle size 2-5 mm. Less than 5% particles larger than 9mm. No rocks or clumps.

Minimal amounts of silt, dirt or clay mixed in. Sand must flow freely and not clump.

No white sand or jack pine sand.

State expected time to start hauling and delivery of sand. Sand must be delivered by October 31, 2016.

Tender Requirements:

Tender is for 200 cubic yards of road sand. Bid price must include cost per yard of sand and hauling to Village Yard.

10% of bid will be with tender and to be held until tender is complete and all parties agree on the quality and quantity has been delivered.

Village also has the right to withhold 10% deposit if delivery of sand not complete by October 31, 2016, and to either cancel tender or outsource remaining sand purchase to other contractors.

The successful bidder must also provide proof of WCB, proof of third part liability and/or a bond and must comply with the provisions of Saskatchewan's Occupational Health and Safety framework.

All bidders must have a Resort Village of Candle Lake business license. This can be purchased after the contract has been signed, but not before first delivery has been made. If license has not been purchased before start date, contract will be null and void. 10% deposit will be withheld and tender will go to next selected bidder.

Bidder will be responsible for loading, hauling and delivery to site. The village will look after stockpiling in the yard.

Daily records will be kept and signed off by Maintenance Manager and bidder as to the amount of sand hauled.

Contract cannot be sub leased.



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

Tender submission must include the following information:

Full legal name of Company and owner.

Mailing address of company.

Please indicate if equipment is owned or leased and if leased from who is the equipment lease with.

Disclosure statement if the contractor has any relationship to council and/or the family of council and relationship to administration staff or public works staff. Please note, declaration of relationship to any member of council and staff is required for full transparency to the public.

TENDER OPENING FORM

Name of Tender Officer: Heather Scott

Name of Project:	Sand Purchase and Delivery
Project Location:	For delivery to the RVCL Yard.
Tender Closing Date and Time:	Friday, October 7, 2016 at 2:05pm
Tender Opening Date and Time:	Friday, October 7, 2016 at 2:05p.m

Tenders Received:

Tender Number	Name of Tenderer	Tender Amount	Remarks
1	Wapaweka sand & Gravel	\$15 /yard	
2	meeks Enterprises	\$33 /yard	

Persons Present at Tender Opening:

Name	Signature	Representing
Brian Wojcikowski		Canablu
Don Brenne		Port Contouch
Robert Johnson		Manager.
BORDEN WASYLUK		VILLAGE
Heather Scott		RVCL.

Signature of Tender Officer: Heather Scott



MEEKS

ENTERPRISES

RR #5 SITE 22 BOX 29, PRINCE ALBERT, SK. S6V 5R3
961-1213 or 763-8298

JOB PROPOSAL

October 6, 2016
Sand Purchase and Delivery
Heather Scott
Resort Village of Candle Lake

RECEIVED
OCT - 7 2016

Supply and Deliver 200 cubic yards of winter spreading sand.....\$33.00/yard

G.S.T. # 89785 0004

**Wapawekka Sand & Gravel
Box 200
Candle Lake, SK. S0J 3E0
(306) 960-9655**

RECEIVED
OCT 7 2016

October 7, 2016

Attention: Heather Scott, Assistant Administrator
Resort Village of Candle Lake
Box 114
Candle Lake, SK. S0J 3E0

"SAND TENDER"

RE: Tender for Sand Purchase and Delivery

Bid price for 200 cubic yards of road sand is \$15.00/yard including delivery for a total of \$3,000.00 plus applicable taxes.

Also find the attached sieve analysis that was done at time of screening (October, 2015) which reflect the specifications you require.

Wapawekka Sand & Gravel has a current business license with the Resort Village of Candle Lake. I, Darwin Williams, am the owner of Wapawekka Sand & Gravel and have no relationship to council members, their family or any of the administration or public works staff.

All equipment is owned by me.

Enclosed is a cheque for 10% bid deposit (\$300). Also, a Letter of Good Standing from Saskatchewan Workers' Compensation Board and a Certificate of Liability Insurance from my insurance broker is enclosed.

If you require further information prior to awarding the tender, please contact me.

WAPAWEKKA SAND & GRAVEL



Darwin Williams

Enclosures

Aggregate Test Report

CSA A23.2 1A, 2A, 5A - ASTM C117(A), C136, C702, D2419, D4318(B), D5923

Client & Sample Info

Client: Wapawekka
 Producer: Wapawekka
 Work Order #: 15412
 Project: N/A
 Sample Date: Oct 20/15
 Sampled From: Belt

Phone: 1-306-960-9655
 Phone: 1-306-960-9655
 Bill/PO #: N/A
 Location: Candle Lake
 Pit File: N/A

Fax: N/A
 Fax: N/A
 Station: N/A
 Lane & Offset: N/A
 Test #: 1
 Material: Natural Fines (asphalt)

Sampled By: _____
 Nominal Aggregate Size: _____

☒ By contractor
☒ Unknown

Sample Time: N/A
 Testing Date: Oct 20/15

Sieve Analysis

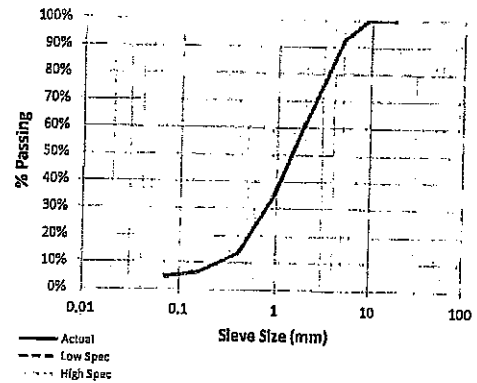
Weight of Pan + Sample (Wet): 1686.4 g
 Weight of Pan + Sample (Dry): 1655.0 g
 Tare Weight (Pan only): 664.2 g
 Weight of Washed Agg + Tare: 1612.0 g
 Pan ID: 20

Weight of Water: 31.4 g
 Weight of Dry Aggregate: 990.8 g
 % moisture: 3.2%
 Weight of Washed Agg: 947.8 g
 Weight Finer than 75 µm: 43.0 g

Sieves checked for:

☒ Debris / embedded particles?
☒ Slackness of mesh?
☒ Frame damage?
☒ Mesh damage?

Sieve Size (mm)	Weight Passing (g)	Adjusted Wt (g)	% Passing	Low Spec	High Spec
18	947.8	990.8	100.0%		
16	947.8	990.8	100.0%		
12.5	947.8	990.8	100.0%		
9	947.8	990.8	100.0%		
5	876.6	919.6	92.8%		
2	571.8	614.8	62.1%		
0.900	289.6	332.6	33.6%		
0.400	91.4	134.4	13.6%		
0.160	22.3	65.3	6.6%		
0.075	4.4	47.4	4.8%		



Atterbergs

Plastic Limit

Wt Tin + Sample Wet: _____ g
 Wt Tin + Sample Dry: _____ g
 Tare Wt (Tin only): _____ g

☐ Not determinable?

Plastic Limit PL: _____

Liquid Limit Trial #1

of Blows (20 - 30): _____
 Wt Tin + Sample Wet: _____ g
 Wt Tin + Sample Dry: _____ g
 Tare Wt (Tin only): _____ g
 Liquid Limit LL₁: _____

☐ Not determinable?

Liquid Limit LL: _____

Liquid Limit Trial #2

of Blows (20 - 30): _____
 Wt Tin + Sample Wet: _____ g
 Wt Tin + Sample Dry: _____ g
 Tare Wt (Tin only): _____ g
 Liquid Limit LL₂: _____

☐ Not determinable?

Plasticity Index PI: _____

Sand Equivalent

Sand Reading: _____
 Clay Reading: _____
 Sand Equivalent: _____

Fractured Faces

Weight Fractured Faces: 162.1 g
 Weight Retained on 5 mm: 229.3 g
 % Fractured Faces: 70.7%

Comments:

Technician:

Supervisor: Kevin Boese

Signature:

Signature:



100446484

October 5, 2016

Resort Village Of Candle Lake
Box 114
Candle Lake SK S0J 3E0

To Whom It May Concern:

Re: Letter of Good Standing Request

This letter is in response to your request for a letter of good standing for a subcontractor or contractor. We have reviewed the list of subcontractor(s) provided and the following outlines their current status with the Saskatchewan Workers' Compensation Board (WCB).

On the above date the account(s) with a status of "**OK**" are in good standing and the account(s) with a status of "**Denied**" are NOT in good standing.

Those subcontractors with a status of "**Deemed**" are not registered as an employer with the Saskatchewan WCB and will be deemed to be a worker of your firm. In these cases you will be assessed WCB premiums on the labour portion of the contract.

Name	Firm Number	Description of Work	Status	Reference Number
Wapawekka Sand & Gravel	A143271	Materials transport and supply	OK	97949747

In accordance with Section 132 of the *Workers' Compensation Act, 2013*, prior to making payment(s) to a subcontractor you should obtain a clearance. If a clearance is not obtained prior to making payment(s) you will be liable for any outstanding premiums. Details of your liability are available by contacting Employer Services at the number listed below.


If you have any questions, please contact Employer Services at (306) 787-9516 or 1-800-667-7590.

Yours truly,

Employer Services

CSIO**CERTIFICATE OF LIABILITY INSURANCE**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer.
This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS		2. INSURED'S FULL NAME AND MAILING ADDRESS								
		Williams, Darwin PO Box 200 Candle Lake SK S0J 3E0								
3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)										
Sand, gravel quarry, skidsteer, backhoe, concrete sales & service. NSC # 0004052. PIC # 07779283.										
4. COVERAGES										
This is to certify that the policies of insurance listed below have been issued to the insured named above for the policies period indicated notwithstanding any requirement, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.										
LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS										
TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)						
				COVERAGE	DED.	AMOUNT OF INSURANCE				
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> Claims Made OR <input checked="" type="checkbox"/> Occurrence <input checked="" type="checkbox"/> Products and/or completed operations <input type="checkbox"/> Employer's Liability <input type="checkbox"/> Cross Liability <input type="checkbox"/> Tenants Legal Liability <input type="checkbox"/> Pollution Liability Extension <input type="checkbox"/> Non-Owned Automobiles <input type="checkbox"/> Hired Automobiles	Aviva Insurance Company of Canada CMP81349344	2016/ 9/ 1	2017/ 9/ 1	Commercial General Liability Bodily Injury and Property Damage Liability - - General Aggregate - Each Occurrence		5,000,000				
				Products and Completed Operations Aggregate	500	2,000,000				
				<input type="checkbox"/> Personal Injury Liability <input checked="" type="checkbox"/> Personal and Advertising Injury Liability		2,000,000				
				Medical Payments						
				Tenants Legal Liability						
				Pollution Liability Extension						
				Non-Owned Automobile						
				Hired Automobiles						
				AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> Described Automobiles <input type="checkbox"/> All Owned Automobiles <input type="checkbox"/> Leased Automobiles ** <input type="checkbox"/> <input type="checkbox"/> ** All Automobiles leased in excess of 30 days where the insured is required to provide insurance	Aviva Insurance Company of Canada 7041071473	2016 / 9/ 1	2017 / 9/ 1	Bodily Injury and Property Damage Combined		2,000,000
								Bodily Injury (Per Person)		
Bodily Injury (Per Accident)										
Property Damage										
Each Occurrence										
EXCESS LIABILITY <input type="checkbox"/> Umbrella Form <input type="checkbox"/>				Aggregate						
OTHER LIABILITY (SPECIFY) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>										
5. CANCELLATION										
Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 0 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.										
6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS				7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (but only with respect to the operations of the Named Insured)						
Lakeview Insurance Brokers - Saskatoon Box 23027 Saskatoon, SK S7J 5H3 BROKER CLIENT ID: WILLDA										
8. CERTIFICATE AUTHORIZATION										
Issuer Lakeview Insurance Brokers - Saskatoon		Contact Number(s)								
Authorized Representative GLEN POIER		Type No		Type No						
		Type Business No (306) 955-4038		Type Fax No (306) 955-4039						
Signature of Authorized Representative X 		Certificate Date 2016 3 10		Email Address gpoier@lakeviewinsurance.com						



REPORT

Report Title:	Gravel Haul Tender Results (Report 142/2016)
Date:	October 7th, 2016
Prepared By:	Heather Scott, Assistant Administrator
Prepared For:	Council

Options:

1. That Council award the gravel haul contract to Resort Contracting for 23.5 cents km/yard and 1.15 loading
2. That Council award the gravel haul contract to Westar Ventures Ltd. for .43 km/yard and 1.22 loading.
3. That Council advises administration to retender the gravel haul.

Justification for In Camera:

Background: On September 26th, 2016 a tender as sent out to haul 2000 cubic yards of gravel from the Resort Village of Candle Lake gravel pit for stockpiling in the Resort Village of Candle Lake yard site as well as spreading on designated roads throughout the Village.

Discussion:

The tenders were opened at the Resort Village Office by the Financial Officer in the presence of the Maintenance Manager on Friday, October 7th at 2:05 p.m. The results of the tenders were as follows:

Bidder:	Tender Amount:	
Resort Contracting	23.5 cents yard/km 1.15 for loading	
Westar Ventures	.43 yard/km 1.22 for loading	

Financial Implications: The cost to haul 2000 cubic yards of gravel to come from account #530-210-140 Main. Contr. Work.

Communications: n/a

Attachments:

1. Tender notice
2. Tender Opening Form
3. Bid from Resort Contracting
4. Bid from Westar Ventures

Conclusion: Providing the terms of the tender have been met to the satisfaction of the maintenance manager, the lower bid is generally what is accepted.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'H. Scott', written in a cursive style.

Heather Scott



TENDER OPENING FORM

Name of Tender Officer: Heather Scott

Name of Project:	Gravel Haul Tender
Project Location:	Gravel Haul to Village Yard & Spreading on Village Roads
Tender Closing Date and Time:	Friday, October 7, 2016 at 2:05pm
Tender Opening Date and Time:	Friday, October 7, 2016 at 2:05pm

Tenders Received:

Tender Number	Name of Tenderer	Tender Amount	Remarks
1	Resort Contracting	.23.54km / yard 1.15 loading	
2	Westar Ventures Ltd	.436/yd ³ km 1.22/yd ³ loading	

Persons Present at Tender Opening:

Name	Signature	Representing
Don Brenner	Don Brenner	Resort Contracting
Borden Wasyluk	[Signature]	VILLAGE
Robert Johnson	[Signature]	Manager
Brian Wojciechowski	[Signature]	Canal
Heather Scott	[Signature]	RVCL.

Signature of Tender Officer: [Signature]

Resort Contracting
Box 412
Candle Lake Sk S0J 3E0
Phone 306 980 7574

Heather Scott
Resort Village of Candle Lake
Box 114
CANDLE LAKE SK S0J 3E0

RECEIVED
OCT - 7 2010

Dear Madam:

Re: Invitation to tender- Gravel Haul and Spread

Please accept the following as a bid for tender:

23.5 cents per loaded Kilometer times yards
1.15 for loading

I have a current business license with the Resort Village of Candle Lake. I will also provide all the necessary documentation regarding WCB and insurance. I am familiar with OH&S as I have been in the business for over 30 years and hold a clean record.

I will start hauling with the permission of the Maintenance Manager. Weather permitting, I anticipate to complete hauling within one month from the start date indicated by the Village.

I understand the tender as sent is for spreading also, however a clause in your agreement states the Village will spread. (Page 2, third last paragraph, last sentence.)

Full legal name of business- Resort Contracting
Mailing address of business- Box 412, Candle Lake SK S0J 3E0
Equipment owned- if spreading required will be renting from Jerry's Trailer Sales
Landlord/tenant relationship-Joan Corneil, Village Administrator

Thank you for the opportunity to tender.

Yours truly,


Don Brenner, Resort Contracting

October 7, 2016

The Resort Village of Candle Lake
P.O Box 114
Candle Lake SK, Canada
S0J 3E0

RECEIVED

OCT - 7 2016

RE:

To whom it may concern,

Thank you for this opportunity to put a price in for the loading and hauling of 2000 cubic yards of road gravel from the village pit approximately 28kms north of the village.

Our price before applicable taxes for hauling is\$ 0.43/YD³ KM

Our price before applicable taxes for loading is\$ 1.22/YD³

Start date would be weather dependant but could get going within the next week or two. The finish date would be shortly after that again being weather dependant.

Our group has no issues providing the village with the other requirements if successful with our bid.

Our equipment is owned and we do not know of any connection to the council or admin staff of the village.

Please call if you have any questions or concerns.

Sincerely,

Otto Ruszkowski
President/Owner
Westar Ventures



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

RESORT VILLAGE OF CANDLE LAKE

INVITATION TO TENDER – For Gravel Haul and Spreading

Tenders due: October 7, 2016 , at 2:05 p.m. for the following:

To: Haul and deliver 2000 cubic yards of gravel from village pit located approximately 28 KM north of Candle Lake Village and to bring back to Village Yard or spread on designated roads.

Prior to signing any agreement, the successful bidder must have or be willing to obtain a current business license with the RVCL and be available to provide services in consultation with the Maintenance Manager and/or Administrator.

The successful bidder must also provide proof of WCB, proof of third part liability and/or a bond and must comply with the provisions of Saskatchewan's Occupational Health and Safety framework. See attached for other requirements and information to be included with tender.

Envelopes must be clearly marked "Gravel Haul and Spread Tender". Tenders will be opened at 2:05 PM Friday, October 7, 2016 at the Resort Village Office.

Tenders marked "GRAVEL HAUL TENDER", to be forwarded to:

Heather Scott, Assistant Administrator

Resort Village of Candle Lake

Box 114

Candle Lake, SK S0J 3E0

PHONE: (306) 929-2236

FAX: (306) 929-2201

candleadministrator@sasktel.net

Lowest or any tender not necessarily accepted. Tenders will be awarded using other criteria such as, but not limited to, past experience, references and timing.

Main Office (306) 929-2236 • Fax (306) 929-2201 • www.candlelakeresort.ca • rvcandlelakeoffice@sasktel.net



**THE RESORT VILLAGE OF
CANDLE LAKE**

Box 114 • Candle Lake • SK • S0J 3E0

Tender Requirements:

Tender is for 2000 cubic yards of gravel taken from the Resort Village of Candle Lake North pit approximately 28km north of the village.

Bid price must include cost per yard of gravel loaded and cost per Km for travel. Round trip from Village yard to pit is approximately 56 Km.

10% of bid will be with tender and to be held until tender is complete and all parties agree on the quantity delivered.

The successful bidder must also provide proof of WCB, proof of third part liability and/or a bond and must comply with the provisions of Saskatchewan's Occupational Health and Safety framework.

All bidders must have a Resort Village of Candle Lake business license. This can be purchased after the contract has been signed, but not before first delivery has been made. If license has not been purchased before start date, contract will be null and void. 10% deposit will be withheld and tender will go to next selected bidder.

Bidder must indicate when they can start hauling gravel and when they expect to complete, weather permitting. If weather interferes with hauling, the remaining portion of the contract will carry over until spring 2017, or both parties can agree to pay out for what volume has been hauled, with return of deposit. If contract is not fulfilled due to fault of bidder, the Village will pay for what has been hauled but withhold the deposit, void contract, and village has the right to cancel tender or go to another contractor.

Bidder will be responsible for loading, hauling and delivery to site or road. The village will look after stockpiling in the yard and grading or spreading on roads.

Daily records will be kept and signed off by Maintenance Manager or designate and bidder or designate as to the volume of gravel hauled, km of road graveled, and Km traveled.

Contract cannot be sub leased.



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

Tender submission must include the following information:

Full legal name of Company and owner.

Mailing address of company.

Please indicate if equipment is owned or leased and if leased from who is the equipment lease with.

Disclosure statement if the contractor has any relationship to council and/or the family of council and relationship to administration staff or public works staff. Please note, declaration of relationship to any member of council and staff is required for full transparency to the public.



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