

Resort Village of Candle Lake Council Meeting

July 22nd, 2016

A Council Meeting of Council for the Resort Village of Candle Lake was held on July 22nd, 2016, in the Council Chambers at Candle Lake, SK.

ATTENDANCE: The following were in attendance:

Quinn, John	- Mayor
Lozej, Michelle	- Councilor
Simoneau, Maurice	- Councilor
Tarasiuk, Louise	- Councilor

Joan Corneil	- Administrator
Heather Scott	- Assistant Administrator

ABSENT: Painchaud, Carey - Councilor

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

2. **SUBMISSION OF PECUNIARY INTEREST:** None

3. **ADOPTION OF MINUTES:**

283/2016 TARASIUK:

That the Minutes of Regular Council Meeting held July 8th, 2016 be taken as read and adopted. **CARRIED**

4. **APPROVAL OF AGENDA:**

284/2016 LOZEJ:

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:

9.4 – Report 89/2016 – Request for permission to horizontal drill.

CARRIED

5. **PUBLIC HEARINGS AND APPEALS:** None

6. **PRESENTATIONS, DELEGATIONS AND RELATED REPORTS:** None

7. **COMMUNICATIONS/PETITIONS PACKAGE:**

7.1 – Letter from Dave Weightman dated July 8th, 2016.

285/2016 TARASIUK: Receive and file.

CARRIED

July 22nd, 2016

7.2- Letter from Clarence Buckoski dated July 4th, 2016 Re: Drainage.

286/2016 TARASIUK: That Council direct administration to reimburse Mr. Buckoski for septic services in the amount of \$150. **CARRIED**

7.3 – Letter from Ed Horn, Co-chair of Communities in Bloom dated July 6th, 2016 Re: Signage in and around Candle Lake.

287/2016 LOZEJ: Refer to administration. **CARRIED**

7.3– Letter from Eisner Mahon Forsyth dated July 8th, 2016 Re: Overpayment.

288/2016 LOZEJ: That Council direct administration to refund \$227.86 representing the overpayment of taxes to Eisner Mahon Forsyth. **CARRIED**

7.4– Thank you card from the Candle Lake Community Church.

289/2016 TARASIUK: Receive and file. **CARRIED**

7.5– Letter from Vince Steen dated July 7th, 2016 Re: #5 Bayview Drive.

290/2016 TARASIUK: Refer to administration. **CARRIED**

7.7 – Letter from Lawrence and Lana Ward dated July 8th, 2016 Re: Consolidation of Property.

291/2016 LOZEJ:
That Council approve the lot consolidation of Lot 48 Block 300 Plan 81PA03018 and Lot 49 Block 300 Plan 81PA03018 with civic addresses of #15 and #13 White Poplar Crescent. **CARRIED**

7.8 – Email from Doug and Nadine Wilson dated July 6th, 2016 Re: Amalgamation.

292/2016 TARASIUK: That Council approve the lot consolidation of Lot 6 Block 105 Plan 101577179 and Lot 7 Block 105 Plan 101577179 with civic addresses 12 and 14 Panther Parkway. **CARRIED**

8. CONSENT AGENDA:

8.1 - Report on Bylaw enforcement from EPS Management Services Inc. for the month of June 2016.

8.2 – News Release from Prince Albert Parkland dated July 4th, 2016 Re: Technology changes enhancing service for public health units.

July 22nd, 2016

293/2016 **QUINN:** That the Consent Agenda be received and filed.
CARRIED

9. REPORTS OF ADMINISTRATOR & COMMITTEES:

9.1 - Report from Financial Officer of List of Accounts Payable from July 1st – July 18th, 2016.

294/2016 **LOZEJ:** That Council approve the accounts payable as listed from July 1st – July 18th, 2016.
CARRIED

9.2 – Report 92/2016 dated July 13th, 2016 from Administrator Re: Development Appeals Board Appointments.

295/2016 **TARASIUK:**
1. That Council appoint the following persons as members of the Development Appeals Board for a term of three years – Doug Ritchie, Ernie Paydli, Richard Lang.
2. The Council appointment Colleen Lavoie as Secretary to the Development Appeal Board the term to be at the discretion of Council.
CARRIED

9.3 – Report 93/2016 dated July 15th, 2016 from Administrator Re: Reward for Information – Sign Removal.

296/2016 **LOZEJ:**
1. That Council send the report back to administration for further review and report.
2. That Administration consult with Crime Stoppers and seek legal advice.
CARRIED

9.4 – Report 89/2016 from Assistant Administrator Re: Request for permission to horizontal drill.

297/2016 **TARASIUK:** That Council approve the request for Debbie Podbodchynski to perform horizontal drilling for the purpose of securing a year round water supply from Candle Lake.
CARRIED

- 10. INQUIRIES:** None
- 11. COUNCILORS FORUM:** None
- 12. INTRODUCTION AND CONSIDERATION OF BYLAWS:** None
- 13. UNFINISHED BUSINESS:** None
- 14. GIVING NOTICE:** None

July 22nd, 2016

15. MOTIONS:

298/2016 LOZEJ:

That Council adjourn to an in camera session to review items of land, legal, labour and/or strategic planning.

CARRIED

Council Convenes to Closed Session: 9:32 a.m.

299/2016 TARASIUK: That Council adjourn for a 5 minute recess. CARRIED

Council adjourns for a 5 minute recess at 9:32 a.m.

Council reconvenes to a closed session at 9:43 a.m.

Council Reconvenes to Open Session at 11:35 a.m.

300/2016 QUINN:

That Council reconvene to open Council meeting to ratify direction provided from Committee of the Whole – InCamera.

CARRIED

301/2016 LOZEJ:

That Council approve the direction given to administration regarding items of land legal and labour and strategic planning.

Direction:

- Receive and file legal reports.

CARRIED

302/2016 TARASIUK: That Council approve the option to fix drainage on Bayview as putting in a catch basin draining towards Bay Lake through Village right of way and retracting curbing in front of property owned by Whole Earth Builders.

CARRIED

303/2016 LOZEJ: That Council approve the repair to Main Street near Highway 120 and that the administrator has approval to sign any contracts up to \$30,000.

CARRIED

16. ADJOURNMENT

304/2016 SIMONEAU: That the meeting adjourns at 11:46 a.m.

CARRIED

Mayor

Administrator

Report Date
19/07/2016 8:40 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 19/07/2016
Batch: 2016-00035

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Payment #	Date	Vendor Name	Reference	Payment Amount
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Bank Code: GEN - GENERAL BANK ACCOUNT

Computer Cheques:

8996	04/07/2016	Sask Rivers School Div. #119	Sask Rivers Tax Remittanc	51,190.23
8997	06/07/2016	Riverside Dodge Chrysler Jeep	Dodge Ram Tire Rod Ends	879.95
8998	11/07/2016	Blanchette, Rebecca	Case #38485-009	225.00
8999	18/07/2016	Access 2000 Elevator & Lift	Repair Elevator	465.00
9000	18/07/2016	A Cut Above Tree Service	Tree Removal	1,575.00
9001	18/07/2016	Candle Lake Community Church	Refund Damage Dep	350.00
9002	18/07/2016	Candle Lake Home Building Cntr	Dog Park	1,019.60
9003	18/07/2016	Candle Lake Quilters	Refund Damage Deposit	350.00
9004	18/07/2016	Christopherson Industrial Supp	Maint Mat & Supplies	327.62
9005	18/07/2016	Corneil, Joan	Telephone	193.15
9006	18/07/2016	C & S Septic (1995)	Septic Pump Outs	348.00
9007	18/07/2016	Element Financial Inc	Copier Contract	669.41
9008	18/07/2016	EPS Management Services Inc.	Bylaw Enforcement Service	7,269.70
9009	18/07/2016	Flaman Sales & Rentals	Replace Pump @ Air Park	1,523.50
9010	18/07/2016	Graff, Ron	Reimburse Safetywear	153.99
9011	18/07/2016	Greenland Waste Disposal Ltd.		980.96
9012	18/07/2016	HVL Distribution	Maint - Mat and Supplies	159.90
9013	18/07/2016	Jackow, Dezilda	Janitorial Contract	288.00
9014	18/07/2016	Jaman, Ernie	Safetywear	275.00
9015	18/07/2016	Matkowski, Patricia	Contract - Janitorial	1,125.00
9016	18/07/2016	Morphy, Brent	Safetywear	230.99
9017	18/07/2016	Munisoft	Credit on Software Suppor	141.51
9018	18/07/2016	Nellis, Jim	Reimburse Safetywear	186.99
9019	18/07/2016	North Star Signs	Signs	315.70
9020	18/07/2016	Prince Albert Co-op Assn Ltd	Maint Oil & Gas	3,550.62
9021	18/07/2016	SaskTel	Maint - Cell-Landfill	1,494.80
9022	18/07/2016	SaskPower	Highway Kiosk	5,681.86
9023	18/07/2016	SaskPower	Repair Power Lines	190.35
9024	18/07/2016	Sawchuk Lavoie Stonechild	Legal	749.96
9025	18/07/2016	Toshiba Business Solutions	Photocopier	199.06
9026	18/07/2016	Traction Heavy Duty Parts	Material & Supplies	16.05

Total for GEN: 82,126.90

Certified Correct This 18th day of July, 2016.

Mayor

Administrator

Report Date
19/07/2016 8:39 AM

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Bank Code: GEN - GENERAL BANK ACCOUNT

Computer Cheques:

8996	04/07/2016	Sask Rivers School Div. #119			
June Remit		210-210-190 - Sask. Rivers Tax R	Sask Rivers Tax Remittanc	51,190.23	51,190.23
8997	06/07/2016	Riverside Dodge Chrysler Jeep			
291269		530-425-172 - TS - Repairs to Doc Dodge Ram Tire Rod Ends		839.95	
		110-340-110 - GST Receivable - 1 Both Tax Code		40.00	
		900-110-110 - GST Paid	Both Tax Code	40.00	879.95
8998	11/07/2016	Blanchette, Rebecca			
July 8/16		210-200-210 - Due To Provincial C	Case #38485-009	225.00	225.00
8999	18/07/2016	Access 2000 Elevator & Lift			
19103		570-430-150 - P&R - Building Main Repair Elevator		465.00	465.00
9000	18/07/2016	A Cut Above Tree Service			
505958		530-490-110 - TS - Maint. - Tree F Tree Removal		1,500.00	
		110-340-110 - GST Receivable - 1 GST Tax Code		75.00	
		900-110-110 - GST Paid	GST Tax Code	75.00	1,575.00
9001	18/07/2016	Candle Lake Community Church			
June 2016		210-200-302 - Parks & Rec.-Dam: Refund Damage Dep		350.00	350.00
9002	18/07/2016	Candle Lake Home Building Cnt			
163089		535-600-110 - TS - Const. - Pur of Dog Park		38.53	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.84	
		900-110-110 - GST Paid	Both Tax Code	1.84	40.37
163369		530-420-101 - TS - Maint. - Equip. Repair Deck Trailer		318.18	
		110-340-110 - GST Receivable - 1 Both Tax Code		15.15	
		900-110-110 - GST Paid	Both Tax Code	15.15	333.33
164498		570-900-130 - CIB -Aschim Home Aschim		240.45	
		110-340-110 - GST Receivable - 1 Both Tax Code		11.45	
		900-110-110 - GST Paid	Both Tax Code	11.45	251.90
164706		530-425-140 - TS - Repairs to 268 Repairs to 2680 Mower		44.09	
		110-340-110 - GST Receivable - 1 Both Tax Code		2.10	
		900-110-110 - GST Paid	Both Tax Code	2.10	46.19
165282		530-425-160 - TS - Repairs to Dus Calcium Truck		39.85	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.90	
		900-110-110 - GST Paid	Both Tax Code	1.90	41.75
165310		510-280-170 - GG - Cont. - Promo Promos/Public Rel		35.03	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.67	
		900-110-110 - GST Paid	Both Tax Code	1.67	36.70

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
162482		535-600-110 - TS - Const. - Pur of Dog Park		132.52	
		110-340-110 - GST Receivable - 1 Both Tax Code		6.31	
		900-110-110 - GST Paid Both Tax Code		6.31	138.83
166259		530-490-125 - TS-Maint - Grass S Ant Killer		9.96	
		110-340-110 - GST Receivable - 1 Both Tax Code		0.47	
		900-110-110 - GST Paid Both Tax Code		0.47	10.43
166344		530-490-125 - TS-Maint - Grass S Seed/grass Supplies		32.53	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.55	
		900-110-110 - GST Paid Both Tax Code		1.55	34.08
163580		530-420-101 - TS - Maint. - Equip. Flat Deck Repair		82.11	
		110-340-110 - GST Receivable - 1 Both Tax Code		3.91	
		900-110-110 - GST Paid Both Tax Code		3.91	86.02
Payment Total:					1,019.60
9003	18/07/2016	Candle Lake Quilters			
June 2016		210-200-302 - Parks & Rec.-Dam: Refund Damage Deposit		350.00	350.00
9004	18/07/2016	Christopherson Industrial Supp			
48034		530-400-110 - TS - Maint. - Materi. Maint Mat & Supplies		312.73	
		110-340-110 - GST Receivable - 1 Both Tax Code		14.89	
		900-110-110 - GST Paid Both Tax Code		14.89	327.62
9005	18/07/2016	Cornell, Joan			
Phone		510-300-140 - GG - Utility - Teleph Telephone		99.65	
		110-340-110 - GST Receivable - 1 Both Tax Code		4.75	
		900-110-110 - GST Paid Both Tax Code		4.75	104.40
July 2016		530-410-100 - TS - Maint. - Small Small Tools - Engraver		19.82	
		110-340-110 - GST Receivable - 1 Both Tax Code		0.94	
		900-110-110 - GST Paid Both Tax Code		0.94	20.76
Office Supplies		510-410-140 - GG - Maint. - Office Office Supplies		66.99	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.00	
		900-110-110 - GST Paid Both Tax Code		1.00	67.99
Payment Total:					193.15
9006	18/07/2016	C & S Septic (1995)			
June 2016		510-300-150 - GG - Utility - Septic Septic Pump Outs		348.00	348.00
9007	18/07/2016	Element Financial Inc			
403118		510-280-101 - GG - Cont - Photoc Copier Contract		638.98	
		110-340-110 - GST Receivable - 1 Both Tax Code		30.43	
		900-110-110 - GST Paid Both Tax Code		30.43	669.41
9008	18/07/2016	EPS Management Services Inc.			

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
875		520-210-120 - PS-Contract Bylaw	Bylaw Enforcement Service	6,923.53	
		110-340-110 - GST Receivable - 1	GST Tax Code	346.17	
		900-110-110 - GST Paid	GST Tax Code	346.17	7,269.70
9009 P199536	18/07/2016	Flaman Sales & Rentals			
		530-300-121 - TS - Maint - Power	Replace Pump @ Air Park	1,454.25	
		110-340-110 - GST Receivable - 1	Both Tax Code	69.25	
		900-110-110 - GST Paid	Both Tax Code	69.25	1,523.50
9010 Safetywear	18/07/2016	Graff, Ron			
		530-400-111 - TS-Maint Employee	Reimburse Safetywear	146.99	
		110-340-110 - GST Receivable - 1	Both Tax Code	7.00	
		900-110-110 - GST Paid	Both Tax Code	7.00	153.99
9011 113174	18/07/2016	Greenland Waste Disposal Ltd.			
		530-210-142 - TS -Maint.-Recycle E		934.26	
		110-340-110 - GST Receivable - 1	GST Tax Code	46.70	
		900-110-110 - GST Paid	GST Tax Code	46.70	980.96
9012 275900	18/07/2016	HVL Distribution			
		530-400-110 - TS - Maint. - Materi	Maint - Mat and Supplies	152.63	
		110-340-110 - GST Receivable - 1	Both Tax Code	7.27	
		900-110-110 - GST Paid	Both Tax Code	7.27	159.90
9013 July 2016	18/07/2016	Jackow, Dezilda			
		510-220-101 - GG - Cont. - Careta	Janitorial Contract	288.00	288.00
9014 Safetywear	18/07/2016	Jaman, Ernie			
		530-400-111 - TS-Maint Employee	Safetywear	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
9015 July 2016	18/07/2016	Matkowski, Patricia			
		510-220-101 - GG - Cont. - Careta	Contract - Janitorial	1,125.00	1,125.00
9016 Safetywear	18/07/2016	Morphy, Brent			
		530-400-111 - TS-Maint Employee	Safetywear	220.49	
		110-340-110 - GST Receivable - 1	Both Tax Code	10.50	
		900-110-110 - GST Paid	Both Tax Code	10.50	230.99
9017 Credit Memo	18/07/2016	Munisoft			
		510-280-130 - GG - Cont. - Munis	Credit on Software Support	350.02-	
		110-340-110 - GST Receivable - 1	Both Tax Code	16.67-	
		900-110-110 - GST Paid	Both Tax Code	16.67-	366.69-
2016/17-01427		510-280-130 - GG - Cont. - Munis	GL:Custom Reports	78.75	
		110-340-110 - GST Receivable - 1	Both Tax Code	3.75	
		900-110-110 - GST Paid	Both Tax Code	3.75	82.50

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
2016/17-01631		510-280-130 - GG - Cont. - Munis	Munisoft Webinar MS Excel	78.75	
		110-340-110 - GST Receivable - 1	Both Tax Code	3.75	
		900-110-110 - GST Paid	Both Tax Code	3.75	82.50
2016/17-01849		510-280-130 - GG - Cont. - Munis	Munisoft Software Suppor	327.60	
		110-340-110 - GST Receivable - 1	Both Tax Code	15.60	
		900-110-110 - GST Paid	Both Tax Code	15.60	343.20
Payment Total:					141.51
9018	18/07/2016	Nellis, Jim			
Safetywear		530-400-111 - TS-Maint Employee	Reimburse Safetywear	178.49	
		110-340-110 - GST Receivable - 1	Both Tax Code	8.50	
		900-110-110 - GST Paid	Both Tax Code	8.50	186.99
9019	18/07/2016	North Star Signs			
14774		570-900-120 - Communities in Bl	Signs	301.35	
		110-340-110 - GST Receivable - 1	Both Tax Code	14.35	
		900-110-110 - GST Paid	Both Tax Code	14.35	315.70
9020	18/07/2016	Prince Albert Co-op Assn Ltd			
4857/4886		530-425-110 - TS - Maint. - Oil & C	Maint Oil & Gas	3,125.13	
		110-340-110 - GST Receivable - 1	GST Tax Code	156.26	
		900-110-110 - GST Paid	GST Tax Code	156.26	3,281.39
316241E		530-425-110 - TS - Maint. - Oil & C	Maint Oil & Gas	256.97	
		110-340-110 - GST Receivable - 1	Both Tax Code	12.26	
		900-110-110 - GST Paid	Both Tax Code	12.26	269.23
Payment Total:					3,550.62
9021	18/07/2016	SaskTel			
June Billing		530-300-140 - TS - Maint. - Utility	Maint - Cell-Landfill	40.91	
		530-300-140 - TS - Maint. - Utility	Maint - Cell-	42.52	
		530-300-140 - TS - Maint. - Utility	Maint - Cell-	40.82	
		530-300-140 - TS - Maint. - Utility	Maint - Cell-	61.14	
		530-300-140 - TS - Maint. - Utility	Maint - Cell-	46.67	
		510-300-140 - GG - Utility - Telepr	Maint - Cell-	46.09	
		510-300-140 - GG - Utility - Telepr	Maint - Cell-	83.39	
		110-340-110 - GST Receivable - 1	Both Tax Code	16.74	
		900-110-110 - GST Paid	Both Tax Code	16.74	378.28
June/16		525-300-140 - PS-Fire/First Resor	Fire Alarm	108.42	
		570-330-150 - P&R - Utility - Telepr	Rec Hall	57.78	
		550-300-140 - H&W - Utility - Tele	Health Centre	160.36	
		510-300-140 - GG - Utility - Telepr	Admin Phones	644.15	
		510-300-140 - GG - Utility - Telepr	Admin Fax	47.53	
		510-300-141 - GG - Cont - Internet	Debit	47.52	
		110-340-110 - GST Receivable - 1	Both Tax Code	37.98	
		900-110-110 - GST Paid	Both Tax Code	37.98	
		110-340-110 - GST Receivable - 1	GST Tax Code	12.78	

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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	12.78	1,116.52
				Payment Total:	1,494.80
9022	18/07/2016	SaskPower			
July 2016		570-900-122 - P&R-Comm.in Bloo Highway Kiosk		31.68	
		525-300-120 - PS - Fire - Utility - F Fire Hall		238.89	
		530-300-120 - TS - Maint. - Utility - Landfill		34.35	
		530-310-100 - TS - Maint. - Utility - Street Lights		4,436.78	
		530-310-100 - TS - Maint. - Utility - Street Lights		149.38	
		510-300-120 - GG - Utility - Power Municipal Office		400.85	
		570-310-150 - P&R - Utility - Powe Rec Centre		120.69	
		110-340-110 - GST Receivable - 1 Both Tax Code		27.99	
		900-110-110 - GST Paid Both Tax Code		27.99	
		110-340-110 - GST Receivable - 1 GST Tax Code		241.25	
		900-110-110 - GST Paid GST Tax Code		241.25	5,681.86
9023	18/07/2016	SaskPower			
90185206		530-210-140 - TS - Maint. - Contræ Repair Power Lines		190.35	190.35
9024	18/07/2016	Sawchuk Lavoie Stonechild			
150050.01/16005		510-200-110 - GG - Cont. - Legal Legal		715.85	
		110-340-110 - GST Receivable - 1 Both Tax Code		34.11	
		900-110-110 - GST Paid Both Tax Code		34.11	749.96
9025	18/07/2016	Toshiba Business Solutions			
AR2926499		510-280-101 - GG - Cont - Photoc Photocopier		190.01	
		110-340-110 - GST Receivable - 1 Both Tax Code		9.05	
		900-110-110 - GST Paid Both Tax Code		9.05	199.06
9026	18/07/2016	Traction Heavy Duty Parts			
671-592555		530-400-110 - TS - Maint. - Materi Material & Supplies		15.32	
		110-340-110 - GST Receivable - 1 Both Tax Code		0.73	
		900-110-110 - GST Paid Both Tax Code		0.73	16.05
				Total for GEN:	82,126.90

Certified Correct This 18th day of July, 2016.

Mayor

Administrator

MASTERCARD TRANSACTIONS FOR June 2016

Adobe Software Monthly Purchase \$20.69

Coded to 510-280-131 Software Purchases

Corporate Registry 306-787-2962 \$ 7.27

Coded to 510-280-131 Software Purchases

Can-American Enterprises \$2000.00

Deposit for Purchase of Calcium Truck 1998 GMC C7500

Coded to 530-600-130 – Purchase of Cap Assets

TOTAL \$2027.96