



**RESORT VILLAGE OF CANDLE LAKE
COUNCIL AGENDA**

Date: Friday

September 9th, 2016

Time: 9:00 A.M.

Resort Village of Candle Lake Council Chambers

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 August 18th, 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.

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
- 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: Baview Drive Drainage – S2
- 9.16 – Report 125/2016 Re: Bylaw Enforcement Identification – S4
- 9.17 – Report 125/2016 Re: Hanson Beach Permit Application – S 5

5. Public Hearings and Appeals:

5.1 - Public Hearing – Discretionary Use – Secure Storage (see report 132)

6. Presentation, Delegations & Related Reports: None

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 8– Letter from the Government of Saskatchewan, Ministry of Government Relations dated August 4th, 2016 Re: Revenue Sharing.

Options: Receive and file.

7.2 Page 9– Letter from the Wapiti Regional Library dated August 10th, 2016 Re: Wapiti Regional Library and John M. Cuelenaere Public Library (JMC)/City of Prince Albert.

Options: Receive and file.

7.3 Page 12 – Letter from Carol C. Porter dated August 11th, 2016 Re: Credit Card Payment:

Options:

1. That Council provide direction to administration in response to Ms. Porter for Mayor's signature.
2. Receive and file.

7.4 Page 13– Email from North Central Transportation Planning Committee dated August 22nd, 2016 Re: NCTPC Municipal Support Program.

Options:

1. Receive and file.

7.5 Page 17– Letter dated August 15th, 2016 from Clarence Buckoski Re: New Road.

Options:

1. That Council direct that Mr. Buckoski be reimbursed \$360.25 for a new septic sleeve.
2. Receive and file.

7.6 Page 19– Email from Bryan and Elsie Beggs dated August 24th, 2016 Re: RV Candle Lake items of Concern for Council Consideration.

Options:

1. That Council provide direction to administration in response to Mr. and Mrs. Beggs for Mayor's signature.
2. Receive and file.

7.7 Page 20– Email from Stacy Shiloff of Walk for MS dated August 11th, 2016 Re: Declare September Muscular Dystrophy Awareness Month.

Options:

1. That Council declare September as Muscular Dystrophy Awareness Month.
2. Receive and file.

7.8 Page 27– Letter from the Candle Lake Card and Scrapbook Club dated August 29th, 2016 Re: Craft Sale.

Options:

1. That Council direct that the Candle Lake Card and Scrapbook Club receive a reduced rental rate of XX for the Community Hall for the 2016 craft sale.
2. Receive and file.
3. Refer to administration for review and report.

7.9 Page 28– Email from Jared Dunitz dated August 22nd, 2016 Re: Inter-Municipal Business Licensing Pilot Project. (Verbal Report from Administrator)

Options:

1. Receive and file.
2. Refer to administration.

7.10 Page 38– Email dated August 31st, 2016 from Candle Lake SnoDrifters Re: Rental of Community Hall.

Options:

1. That Council direct that the Candle Lake SnoDrifters receive a reduced rental rate of XX for the community hall for an Octoberfest fundraiser on October 1st, 2016 and the Annual 250 Rally on March 4th, 2017.
2. Receive and file.
3. Refer to administration 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 40– Function Attendance Report from Clem Perras, Joan Corneil and Borden Wasyluk dated August 24th, 2016 Re: North Central Lakelands Planning District Committee.

Options: Receive and file.

9. Reports of Administration & Committees:

9.1 Page 42- Report from Financial Officer regarding the financial summary to the end of August, accounts paid and payable to September 2nd, 2016. The bank reconciliation was not available at the time of the production of this Agenda and will be provided as a Supplementary Agenda prior to the meeting.

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 August 2016. **OR**
2. That Council refer back to administration for review and report.

9.2 Page 67– Report 111 of 2016 from Assistant Administrator dated August 26th, 2016 Re: Blind Corner Signage.

Options:

1. That Council approve the installation of two new blind corner signs at 2nd Crescent North and Skalicky Drive.
OR
2. Refer to administration for further review and report.
OR
3. Receive and file.

9.3 Page 71– Report 112 of 2016 from Assistant Administrator dated August 26th, 2016 Re: Website Update.

Options:

1. That Council approve the purchase of an upgrade to the current Resort Village of Candle Lake website.
OR
2. That Council approve the purchase of an overhaul of the current Resort Village of Candle Lake Website to create a more responsive website.
OR
3. That Council approve the purchase of an upgrade to the current Resort Village of Candle Lake website to be budgeted for in the 2017 budget.
OR
4. That Council approve the purchase of an overhaul of the current Resort Village of Candle Lake Website to create a more responsive website to be budgeted for in the 2017 budget.
OR
5. Refer to administration for further review and report.
OR
6. Receive and file.

9.4 Page 75- Report 114/2016 from Assistant Administrator dated August 26th, 2016
Re: Reschedule Public Hearing of Bylaws 17, 22, 23, 24 and 25 of 2016 to amend the Zoning Bylaw.

Option:

1. That Council direct 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.
2. Refer to administration for further review and report.
3. Receive and file.

9.5 Page 76– Report 110/2016 from Administrator dated August 25th, 2015 Re: Request to Amend Bylaw 06 of 2015.

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.

9.6 Page 112– Report 116/2016 from Assistant Administration dated August 31st, 2016 Re: Request for Temporary Building.

Options:

1. That Council grant permission for a temporary storage container to be placed on Lot 5, Block 1 Plan 72PA06478.
2. Refer to administration for further review and report.
3. Receive and file.

9.7 Page 118– Report 113/2016 from Assistant Administrator dated August 26th, 2016 Re: Wildfire Management Plan.

Options:

1. That Council approve the Candle Lake Fuel Management Plan 2016 and advise the Wildfire Management Branch, Ministry of Environment of their intention to proceed with any addition comments before the final proposal is drafted.
2. Refer to administration for further review and report.
3. Receive and file.

9.8 Page 117– Report 117/2016 from Assistant Administrator dated August 31st, 2016 Re: Airpark Lot Expansion.

Options:

1. That Council approve the plan to extension of Lots 11, 12, 13, 14 and 15, Block 402, Plan 01PA12265.
2. Refer to administration for further review and report.
3. Receive and file.

9.9 Page 132– Report 118/2016 from Administrator dated August 31st, 2016 Re: Discretionary Use – Secure Storage.

Options:

1. 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.
2. Receive and file.

9.10 Page 146- Report 119/2016 from Maintenance Manager dated August 30, 2016 Re: Hall tender.

Options:

1. That Council direct administration to send out an invitation to tender for renovations to the civic hall kitchen, bathrooms and emergency lighting.
2. Receive and file.
3. Refer to administration.

9.11 Page 149- Report 120/2016 from Maintenance Manager dated September 1st, 2016 Re: gravel tender.

Options:

1. That Council direct administration to send out an invitation to tender for gravel haul.
2. Receive and file.
3. Refer to administration.

9.12 Page 153– Report 120/2016 from Maintenance Manager dated September 1st, 2016 Re: Sand Tender.

Options:

1. That Council direct administration to send out an invitation to tender for sand.
2. Refer to administration
3. Receive and file.

9.13 Page 153– Report 106/2016 from Administrator dated August 25th, 2016 Re: Committee Appointments 2016.

Options:

1. That Council submit a new list to the Mayor regarding appointments to committees.
2. That Council approve the committee appointments for the period August 12th, 2016 to December 31st, 2016 as follows:
 - i. Parks and Recreation/Trails..... Councillor Wojciechowski, Councillor Matkowski (Parks and Rec) Councillor Manton (trails)
 - ii. Communities in Bloom Councillor Manton
 - iii. Roads/Maintenance/Landfill/Environment Councillor Wojciechowski, Mayor Wasyluk
 - iv. Finance & Budget 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, SUMA All of Council
 - ix. Wapiti Regional Library Councillor Manton
 - x. Health Councillor Matkowski,
 - xi. CUPE Negotiating Committee Councillor Cherkewich

xii. North Central Area Transportation Planning Committee... Mayor Wasyluk

3. That administration is to conduct a review of the committees and functions and bring back a report for Council consideration.

9.14 Page 155– Report 122/2016 from Administrator dated August 25th, 2016 Re: Amendment Council Procedures Bylaw – Article 13.6.

Options:

1. Receive and file
2. 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.
3. That Report #122/2016 be referred back to administration for further review and report.

10. Inquiries: None

11. Councilors Forum: None

12. Introduction and Consideration of Bylaws:

12.1 Page 157– Bylaw 27 of 2016 – a Bylaw to Amend Council Procedures Bylaw – Article 13.6.

That Bylaw 27 of 2016, a bylaw to amend Council Procedures Bylaw 02 of 2016 – Article 13.6 be read a first time.

That Bylaw 27 of 2016, a bylaw to amend Council Procedures Bylaw 02 of 2016 – Article 13.6 be now read a second time.

That leave be granted to read Bylaw 27 of 2016, a bylaw to amend Council Procedures Bylaw 02 of 2016 –Article 13.6 a third time.

That Bylaw 27 of 2016, a bylaw to amend Council Procedures Bylaw 02 of 2016 – Article 13.6 be read a third time and passed; and that Bylaw 27 of 2016, a bylaw to amend Council Procedures Bylaw 02 of 2016 –Article 13.6, be now adopted, sealed and signed by the Mayor and Administrator.

13. Unfinished Business: None

14. Giving Notice:

14.1 – Two Motions from Mayor Wasyluk

15. Motions:

MOTION: That Council Convene to Closed Session Committee of the Whole – InCamera, to discuss matters of legal, labour, land and/or strategic planning.

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

Business arising from closed session:

MOTION: That Council approve the direction given to administration regarding items of land legal and labour and Strategic Planning.

16. Adjournment:

Resort Village of Candle Lake Special Meeting

August 18th, 2016

A Special Meeting of Council for the Resort Village of Candle Lake was held on August 18th, 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>)

Joan Corneil - Administrator

1. **CALL TO ORDER:** Mayor Borden Wasyluk called the meeting to order at 7:07 p.m.

2. **SUBMISSION OF PECUNIARY INTEREST:** Councilor Matkowski on Agenda Item 9.1.

3. **ADOPTION OF MINUTES:**

328/2016 CHERKEWICH:

That the Minutes of First Meeting of Council called August 5th, 2016 be taken as amended, read and adopted.

CARRIED

4. **APPROVAL OF AGENDA:**

329/2016 MATKOWSKI:

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.

CARRIED

5. **PUBLIC HEARINGS AND APPEALS:**

Mayor opened public hearing at 7:10 p.m.

5.1 Discretionary Use -#04 Bayview Drive – Notes attached

Public hearing closed 7:22 p.m.

6. **PRESENTATIONS, DELEGATIONS AND RELATED REPORTS:**

Erd Neudorf on behalf of Joe Pender - # 04 Bayview Drive (presented at hearing)

6.1– Report 102/2016 dated August 9th, 2016 from Administrator Re:

Discretionary Use - #04 Bayview Drive.

August 18th, 2016

330 /2016 MATKOWSKI:

That Council approves the Discretionary Use application for a motel at #4 Bayview Drive.

CARRIED

7. COMMUNICATIONS/PETITIONS PACKAGE:

331 /2016 CHERKEWICH:

That Council direct that The Candle Lake Curling Club receive a reduced rental rate of one hundred and seventy-five dollars (\$175.00) for the Community Hall for the 2016 Fall Supper and 2017 Ladies Night Out Events and this is not to be taken as precedent.

CARRIED

332 /2016 MATKOWSKI:

That the letter from SUMA regarding SUMA Advantage information be received and filed.

CARRIED

333 /2016 CHERKEWICH:

That Council direct administration to register a maximum of six (6) persons – three (3) Council members, one (1) Administrator or designate and possibly two (2) members from the community to be determined by a selection process to attend the PARCS Convention 2016.

CARRIED

Councillor Wojciechowski left the meeting at 7:50 PM

334 /2016 MATKOWSKI:

That Council direct administration to prepare a report regarding the request from Kelly Vandervord – Kelcore Contracting Ltd. to amend Bylaw 06 of 2015- removing requirements for a vacuum truck.

CARRIED

8. CONSENT AGENDA:

335 /2016 MANTON:

That the report on Bylaw Enforcement from EPS Management be received and filed.

CARRIED

9. REPORTS OF ADMINISTRATON & COMMITTEES:

Councilor Wojciechowski returned via telephone at 8:01 pm

Councilor Matkowski declared a pecuniary interest and left chambers at 8:10 pm

August 18th, 2016

336/2016 MANTON:

That cheque number 9066 in the amount of one thousand one hundred and twenty-five dollars (\$1125.00) payable to Patty Matkowski be approved for payment.

CARRIED

Councilor Matkowski returned to chambers at 8:13 p.m.

337 /2016 MANTON:

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 July 2016.

CARRIED

338/ 2016 WOJCIECHOWSKI:

That the Report 96/2016 from Administrator dated July 26th, 2016 Re: Tax Title Enforcement Lot 9 Blk/Par 11 Plan No. 101461519 Ext 0, Title no. 140448315 be referred back to administration for further review and report.

CARRIED

339 /2016 CHERKEWICH:

That report 97/2016 from Administrator dated July 26th, 2016 Re: Tax Title Enforcement Lot 15 Blk/Par 1 Plan No. 60PA04290 Ext 0, title no. 141743178 be received and filed.

CARRIED

340 /2016 CHERKEWICH:

That the report 71/2016 from Administrator dated June 7th, 2016 Re: Air Park Subdivision be received and filed.

CARRIED

Councilor Wojciechowski left the meeting at 8:55 p.m.

341/ 2016 MANTON:

That Council direct administration to provide refunds as per the Tax Incentive Policy 200-60 and 200-61 for a total amount of eight hundred eighty dollars and twenty-six cents (\$880.26) in Municipal levy and School Taxes.

AND

That Council direct administration to provide refunds as per the Tax Incentive Policy 200-60 and 200-61 for a total amount of two hundred and forty-nine dollars (\$249.00) in Municipal levy and School Taxes.

CARRIED

342 /2016 CHERKEWICH:

That report 105/2016 from Administrator dated August 9th, 2016 Re: Bylaw 26 of 2016 – a Bylaw to amend Bylaw 02 of 2016 be received and filed.

CARRIED

343 /2016 CHERKEWICH:

That report from Planning Consultant dated August 8, 2016 Re: Zoning Bylaw Amendment Minowukaw Municipal Reserve be received and filed.

CARRIED

August 18th, 2016

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

August 18th, 2016

4. 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

349/ 2016 MANTON:

That Council approve the payment of Nine hundred sixty-eight thousand three hundred and forty-six dollars and fifty-six cents (\$968,346.56) to Ruzkowski Enterprises Ltd.

CARRIED

350 /2016 MATKOWSKI:

That Council approve the letter from Mayor Borden Wasyluk to Fisheries regarding dead fingerlings in the lake.

CARRIED

351/ 2016 MATKOWSKI:

That the regular Council meeting scheduled for August 26, 2016 at 9 am be canceled and appropriate notices be posted.

CARRIED

10. INQUIRIES: None

11. COUNCILORS FORUM: None

12. INTRODUCTION AND CONSIDERATION OF BYLAWS:

12.1 - Bylaw 21 of 2016 – A Bylaw to Amend Bylaw 20 of 2016.

352/2016 MATKOWSKI:

That Bylaw 17 of 2016, a Bylaw to amend Bylaw 03 of 2016 be introduced and read a first time.

CARRIED

353/2016 MANTON:

That Bylaw 22 of 2016, a Bylaw to amend Bylaw 03 of 2016 be introduced and read a first time.

CARRIED

August 18th, 2016

354/2016 MATKOWSKI:

That Bylaw 23 of 2016, a Bylaw to amend Bylaw 03 of 2016 be introduced and read a first time. **CARRIED**

355/2016 MANTON:

That Bylaw 24 of 2016, a Bylaw to amend Bylaw 03 of 2016 be introduced and read a first time. **CARRIED**

356/ 2016 MANTON:

That Bylaw 25 of 2016, a Bylaw to amend Bylaw 03 of 2016 be introduced and read a first time. **CARRIED**

13. **UNFINISHED BUSINESS:** None

14. **GIVING NOTICE:** None

15. **MOTIONS:** None

16. **ADJOURNMENT:**

357 /2016 MATKOWSKI

That this meeting adjourns at 9:49 p.m. to the next meeting of Council to be held September 09, 2016 at 9:00 a.m. **CARRIED**

Mayor

Administrator

August 18th, 2016

August 12, 2016

Public Hearing Notes – Discretionary Use Application -/04 Bayview drive

No correspondence received regarding the matter

Mayor called for any person interested in speaking to the matter

Representative for Joe Pender - Erd Neudorf Presented Council with
Pictures of Development

No other presentations



Government
— of —
Saskatchewan

Ministry of Government Relations
Municipal Infrastructure and Finance
410 – 1855 Victoria Avenue
Regina, Saskatchewan S4P 3T2
Phone: (306) 787-1262
Fax: (306) 787-3641

RECEIVED
AUG 11 2016

August 4, 2016

Joan Corneil, Administrator
Resort Village of Candle Lake
Box 114
CANDLE LAKE SK S0J 3E0

Dear Joan Corneil:

In 2016-17, the provincial government has committed to provide nearly \$271.6 million to municipalities in municipal revenue sharing (MRS). This is the equivalent of one full point of Provincial Sales Tax (from 2014-15 Public Accounts). Of the nearly \$271.6 million, \$44.351 million is allocated to towns, villages and resort villages. Starting this year, a portion of MRS will be used to offset costs associated with expanding Ombudsman Saskatchewan's jurisdiction to include municipalities and municipal matters.

The total 2016-17 MRS grant for your municipality is **\$177,555**. The first installment was issued on June 15, 2016. The grant distribution formula for towns, villages and resort villages is comprised of a basic grant of \$2,025 plus a per capita grant of \$229.45, based on 2011 census populations.

Grant payments consist of one, four or eight installments based on the total grant amount. Payments will be made on the 15th day of the month, with the eighth and final payment, if applicable, made on December 31, 2016. The following table summarizes the payment frequency:

Grant Amount	No. of Payments	Payment Dates	Notes
Less than \$100,000	1	Jun 15*	
\$100,000 to \$250,000	4	Jun 15*, Aug 15, Oct 15, Dec 15	Equal payments
Over \$250,000	8	Jun 15*, Jul 15*, Aug 15, Sep 15, Oct 15, Nov 15, Dec 15, Dec 31	Equal payments

**Payment has been issued*

Should you have any questions regarding your revenue sharing grant, please contact Municipal Infrastructure and Finance at (306) 787-1262 or email at mifprovgrants@gov.sk.ca.

Sincerely,

Kathy Rintoul, CPA, CMA
Executive Director

cc: Laurent Mougeot, Chief Executive Officer, SUMA



Wapiti Regional Library

145 - 12th Street East, Prince Albert, SK. S6V 1B7

PHONE: (306) 764-0712 FAX: (306) 922-1516

e-mail:wapiti@wapitilibrary.ca

RECEIVED
AUG 15 2016

August 10, 2016

Wapiti Regional Library Local Library Boards
and
Rural Municipalities, Towns, and Villages

SUBJECT: WAPITI REGIONAL LIBRARY AND John M. Cuelenaere Public Library (JMC)/CITY OF PRINCE ALBERT (City of PA)

What follows provides background to and explanation of recent actions on the part of John M. Cuelenaere Public Library (JMC) and the City of Prince Albert that affect Wapiti Regional Library.

In April 2016, Wapiti received unofficial notice from City of PA Wapiti representative and JMC's Board Chair Ted Zurakowski that the City of PA was going to "determine what would be involved in gaining 'municipal library status.'" Wapiti was told at that time that this would be "an informational (sic) gathering process."

Wapiti was later told by Mr. Zurakowski that a report was being drafted, upon the study of which the City of PA would make a decision. Then on June 27, with no prior communication to or consultation with Wapiti, the Prince Albert City Council passed a motion to "proceed with the establishment that (sic) John M. Cuelenaere Public Library be a City Municipal Library by January of 2017." It is worth noting that the report that was purportedly being prepared could not have been completed when the motion was passed, as the provincial government had not yet responded to the City's request for information for the report.

This is not the first time that the City of PA has demonstrated a lack of any sense of partnership or a mutual stakeholder relationship with Wapiti. In November 2014, the City of PA passed a motion to stop paying their annual Municipal Grant to Wapiti, with the exception of \$100.00, deciding instead to pay the balance directly to JMC. This action by the City of Prince Albert contravenes both Wapiti Regional Library Bylaws and *The Public Libraries Act, 1996*.

Compounding the problem of the City of PA not paying their municipal grant to Wapiti, as well as the lack of any communication or consultation from the City, JMC did not pay a Wapiti invoice for the second 2016 semi-annual municipal grant payment, which was due June 30, 2016. This non-payment of such a large and already contentious method of payment emphasized for the Wapiti Executive Committee the substantial risk and liability that Wapiti was holding, and has been holding since late 2014 when the City of PA moved the municipal grant for library services, as noted above.



Wapiti Regional Library

145 - 12th Street East, Prince Albert, SK. S6V 1B7

PHONE: (306) 764-0712 FAX: (306) 922-1516

e-mail:wapiti@wapitilibrary.ca

On July 4, 2016, the Wapiti Executive Committee passed the following motions in order to protect Wapiti from continued, substantive risk/liability directly related to the City of PA's non-payment of their municipal grant to Wapiti:

07-16 MSC that Wapiti Regional Library immediately cease all financial and operational involvement in the John M. Cuelenaere Public Library's acquisition of library materials.

10-16 MSC that Wapiti Regional Library immediately move to "Cash on Delivery" and prepayment business practices with John M. Cuelenaere Public Library and the City of Prince Albert.

Wapiti's partners in the region's rural municipalities, towns, and villages can rest assured that Wapiti Regional Library will continue to provide the best and most innovative library services to our communities. We will continue to add new products and services, such as the digital streaming service Hoopla and the digital magazine service Flipster, both launched in 2015. 2016/2017 will see a continued emphasis on seniors in our communities, with new services for seniors and people with print disabilities.

In the near future, you will be receiving a letter from the City of PA, as part of the process of applying for a "boundary change," as laid out in *The Public Libraries Act, 1996*, a process which must be followed if they wish to be considered for municipal library status. The Public Libraries Act, 1996 stipulates that

"A party that proposes a boundary change shall ... personally deliver or send by ordinary mail a copy of the notice of the proposed boundary change to ... the library directors of each public library board affected by the proposed change [and] the council of any municipality located within the area of the proposed change" (4.1(2)(b)(iii)(iv)).

Please note that the boundary change process also stipulates

"that any person may, within four weeks after the last publication of the notice, file a written objection to the proposed change with the party that intends to apply for the boundary change" (4.1(3)(c)).

If objections are forthcoming, the City of PA would then have to hold a public meeting and hear all persons who wish to be heard.



Wapiti Regional Library

145 - 12th Street East, Prince Albert, SK. S6V 1B7

PHONE: (306) 764-0712 FAX: (306) 922-1516

e-mail:wapiti@wapitilibrary.ca

If you have questions and/or concerns, please contact the Wapiti Regional Office. If your municipality and/or library board has any objections or concerns related to the proposed change, we encourage your participation in the boundary change process.

As always, Wapiti appreciates your support, and the help you provide us as we strive to provide the best library services possible to the Wapiti Region.

Sincerely,

Cheryl Bauer-Hyde
Chairperson, Wapiti Regional Library Board

Good Morning

Aug 11 - 2016

RECEIVED

AUG 15 2016

To whom it may concern

The mayor & The new Board

I was very very upset when I phoned your office yesterday to be told - you would not except a credit card as payment for taxes for the year 2016 -

I understand this is a new Board & Mayor - why would you do that - would you not want to please the people that live there or not -

Why would you want to make them furiously mad like me.

Why does a new mayor & Board - think they should do this to us.

After all - everyone pushes credit cards these days for points etc. I have talked to several people and they are also very very unhappy as well - Get the old board back then if that is what it takes.

Please Consider a emergency meeting to change this policy by Aug 31 - 2016

As there still is time

As that is when Taxes are due

Hoping this letter helps for you to do some rethinking

Thanks

Carol C. Porter

From: bethherzog@sasktel.net
Sent: August-22-16 10:16 AM
To: 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; villageofparksides@yourlink.ca; administrator@rmofflaid.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; clae@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
Cc: bruno@sasktel.net; town.warman@sasktel.net; townofmaidstone@sasktel.net; admin@langham.ca; rvchitek@sasktel.net; brent.lutz@cityofmelfort.ca; cochinadmin@sasktel.net; lakelenorevil@sasktel.net; hepburnvillage@sasktel.net; brieux@sasktel.net; town.asquith@sasktel.net; townoflashburn@sasktel.net; rm442@sasktel.net; vpaddockwood@inet2000.com; rm561@sasktel.net; villageofmakwa@sasktel.net; town.waldheim@sasktel.net; g.gilmore@cityofmelfort.ca; office@lakeland521.ca; neilburg@sasktel.net; paradisehill@sasktel.net; resortpebblebay@gmail.com; tradisson@sasktel.net; rm436@littleloon.ca; rm402@sasktel.net; albertville@inet2000.com; plandvillage@sasktel.net; stgregorsk@sasktel.net; rm406@sasktel.net; villageofweldon@sasktel.net; lairdvillage@sasktel.net; town.wakaw@sasktel.net; rm403@sasktel.net; aquadeoadmin@gmail.com; prudhommevillage@sasktel.net; townofkinistino@sasktel.net; villpark@sasktel.net; rm561@sasktel.net; sarm@sarm.ca; rm.468@sasktel.net; rm371@sasktel.net; rmleask.464@sasktel.net; rm400@sasktel.net; dborstmayer@bourgault.com; benedictvillage@gmail.com; dalmenytownoffice@sasktel.net; village.sl@sasktel.net; manager@martensville.ca; rabbitlake@yourlink.ca; v.ingle@sasktel.net; muenster@sasktel.net; rm469@sasktel.net; jpuffalt@cityofnb.ca; resorttechobay@gmail.com; vrichard@sasktel.net; townofmarshallcao@outlook.com; rm439@sasktel.net; weirdale@hotmail.com; rm369@sasktel.net; rm369@sasktel.net; vonda.to@sasktel.net; villageofglaslyn@sasktel.net; villagedebden@sasktel.net; rm435@sasktel.net; villagebigshell@gmail.com; town.hague@sasktel.net; rm438@sasktel.net; dalmenyadmin@sasktel.net; acctclerk@battleford.ca; borden@sasktel.net; villageofstlouis@sasktel.net; admin.464@sasktel.net; rm439@sasktel.net; villageofwaseca@sasktel.net

Subject:

NCTPC Municipal Support Program (MSP)

Attachments:

Municipal Support Program 2016 Letter - August 22, 2016.pdf

FYI

North Central continues to provide information and services to all municipalities in our area through the Municipal Support Program.. For further information, please contact Richard Porter @306-747-7694.

Thank you

Beth Herzog
Executive Administrator

NCTPC

NORTH CENTRAL TRANSPORTATION PLANNING COMMITTEE

August 22, 2016

Dear Municipality:

The North Central Transportation Planning Committee (NCTPC) is committed to providing services and information to municipalities within its boundaries; recent examples of this are the OH&S Workshops, the Municipal Bridge Inventory and the Municipal Bridge Inspection Video.

The challenges and opportunities which sustainable infrastructure development presents to the province of Saskatchewan prompted the NCTPC to launch the Municipal Support Program. This program will be offered free of charge to members of the NCTPC; non-members will be charged \$150/day and \$0.50/km to cover mileage for the advisor to come out to your municipality.

The Municipal Support Program is geared towards assisting municipalities in the following:

- Assist municipalities with bidding on Road Building tenders
- Assist municipalities in tender opening
 - Ensure criteria are being met prior to awarding of tender
- Assist municipalities in locating gravel sources within your municipality
- Assist municipalities with development of gravel specifications within your municipality
- Assist municipalities with review of gravel tenders prior to posting
- Assist municipalities with road maintenance agreements
 - For one time users, concentrated hauls, new developments
- Assist municipalities with liaising between municipality and third parties
 - Contractors, government agencies, etc
- Assist municipalities with review of general tenders prior to posting
- Assist municipalities with contract agreements
- Assist municipalities with Operator Competencies
- Assist municipalities with planning road maintenance
 - Patrol cycle, gravel quantities, etc
- Assist municipalities with direction for formulating overall municipal operating plans
 - Rehabilitation of existing infrastructure, supporting development, etc.
- Assist municipalities with direction for Asset Management Plans
- Assist municipalities with direction for formulating Official Community Plans
- Assist municipalities with access plans, detour plans, traffic accommodation plans
- Assist municipalities with direction for formulating emergency plans (EMO)

The NCTPC believes this is a program that will assist municipalities in meeting their obligations to their tax/rate payers and will allow for sustainable growth throughout Saskatchewan.

The NCTPC is committed to ensuring the continued prosperity of its membership and hopes that your municipality will allow the NCTPC to assist you, when necessary, through the Municipal Support Program.

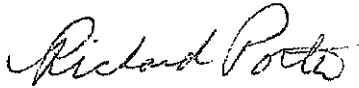
August 22, 2016

Page 2

The NCTPC fully realizes that the challenges faced by each municipality are unique and certain action items may not appear on the program list above, the NCTPC welcomes you to contact us at (306)747-7694 to discuss your unique situation and to determine whether the NCTPC has the capacity to assist with your inquiry.

The North Central Transportation Planning Committee believes that a comprehensive, proactive approach to municipal support is one way to ensure the public's safety and prosperity into the future. If you would like additional information on the NCTPC Municipal Support Program or wish to register your municipality's participation in the program, please contact me at (306) 747-7694.

Sincerely,
Richard Porter

A handwritten signature in cursive script that reads "Richard Porter".

Chairperson, NCTPC

RP/al

RECEIVED

AUG 15 2016

August 15, 2016

To Resort Village of Candle Lake Council

Candle Lake, SK S0J 3E0

Dear Sir or Madam:

Further to my letter of July 4, 2016, I am again requesting assistance because of the recent road construction. As mentioned in my previous letter, we are very pleased with the new road being built on Main Street but there has been a problem when it rained while the road was being built. We have had to pump out our septic tank after every rain which is covered with the flooded waters. The problem is the clay that was used in the road construction all drained into our yard with the rain blocking our usually sandy yard to drain the water. As mentioned before, we had to have a number of septic pump outs during this time. Because of this, we had Candle Lake Sand and Gravel add a new sleeve to our septic to eliminate the constant filling of our septic tank in the future. We never had this problem before in all the years we have had this property (since 2001). As for the sleeve added to the septic tank, I believe the resort village should pick up this expense that has incurred due to the road construction.

I have attached the invoice from Candle Lake Sand and Gravel dated August 9th, 2016 in the amount of \$360.25.

Please keep me informed regarding the solution of this drainage problem. Thank you for your attention to this matter.

Sincerely,



Clarence Buckoski




NOTRE NUMÉRO OUR NUMBER	512263
DATE	Aug 9/16
COMMANDE DU CLIENT CUSTOMER'S ORDER	

VENDU A
SOLD TO
ADRESSE
ADDRESS

Buckie

LIVRÉ À _____
SHIP TO _____
ADRESSE _____
ADDRESS _____

N° D'ENR. DE TAXE TAX REG. NO.	VENDEUR SALESPERSON	FAB FOB	CONDITIONS TERMS	VIA
-----------------------------------	------------------------	------------	---------------------	-----

QUANTITÉ QUANTITY	DESCRIPTION	PRIX PRICE		MONTANT AMOUNT	
	Septic cover			170	00
	calking			20	00
1	hour skid steer			115	00
	Labour			30	00
				335	00
				16	75
				8	50
				360	25

RVCL Heather

From: Bryan Beggs <[REDACTED]>
Sent: August-24-16 11:24 AM
To: RVCL Heather
Subject: RV Candle Lake Items of Concern for Council Consideration

Please pass this email on to the appropriate personnel.

We have observed a number of items of concern that we ask the RV of Candle Lake Council to consider addressing.

- 1) Speed limits are not enforced and every day of the week from early morning to late at night the traffic treats our roadways as a "free-for-all" when it comes to speed. Visitors, local people, (young and old), business owners, and village vehicles, do not think it is necessary to obey the law - and there does not seem to be any consequence. We think one of the "your speed" signs that are in use on Main and Simon Lehne should also be on 265 (Hanson sub-division) along with an occasional radar set-up would go a long way to keep traffic at a safer pace. There is a lot of pedestrian and bicycle traffic sharing these roadways, especially where no walking paths exist.
- 2) ATV traffic continues to damage our roadways and ditches (grassy areas). Candle Lake has by-laws and signage to prevent this but at this time we don't see them being enforced.
- 3) The rules for new boat docks/lifts don't appear to be uniformly applied. We've noticed several new docks/lifts put in lately (no visible registration sticker), while we know that someone who requested permission for a dock was told there was a moratorium on new structure and the request was denied.

We hope that the new Council will address these issues. A more consistent RCMP presence (other than a day on a long weekend) would send a message that our laws are being enforced on an on-going basis.

Sincerely,
Bryan and Elsie Beggs
[REDACTED]

From: Stacey Shiloff <Stacey.Shiloff@muscle.ca>
Sent: August-11-16 9:53 AM
To: 'villageoflove@sasktel.net'; 'rm225.vll@sasktel.net'; 'lumsdenbeach@sasktel.net'; 'macnutt2013@hotmail.com'; 'macoun.sask@gmail.com'; 'vmacro@sasktel.net'; 'ostrowski@yourlink.ca'; 'manbe@sasktel.net'; 'village.mankota@sasktel.net'; 'villageofbulveya@canwan.com'; 'v.cadillac@sasktel.net'; 'caldervillage@sasktel.net'; 'candleadministrator@sasktel.net'; 'canwood.town@sasktel.net'; 'village.carievale@sasktel.net'; 'rm109@sasktel.net'; 'vcoffice@sasktel.net'; 'rmgap39@sasktel.net'; 'town.craik@sasktel.net'; 'village.chaplin@sasktel.net'; 'rvchitek@sasktel.net'; 'chorneybeach@gmail.com'; 'vilchris@sasktel.net'; 'clavetvillage@sasktel.net'; 'villageofclimax@sasktel.net'; 'cochinadmin@sasktel.net'; 'vil.of.coderre@sasktel.net'; 'villageofcodette@sasktel.net'; 'rm320@sasktel.net'; 'conquest@sasktel.net'; 'consul@sasktel.net'; 'villageofcraven@canwan.com'; 'creelmanvillage@sasktel.net'; 'villagedebden@sasktel.net'; 'villageofdenzil@sasktel.net'; 'dilke@canwan.com'; 'dinsmore@sasktel.net'; 'villageofdisley@gmail.com'; 'katepwabeach@sasktel.net'; 'villageofdodslan@yourlink.ca'; 'vill.dor@sasktel.net'; 'villageofdrake@sasktel.net'; 'villageofdrinkwater@sasktel.net'; 'villageofdubuc@sasktel.net'; 'traceyschu@hotmail.com'; 'jeff.jones@sasktel.net'; 'dysartsk@sasktel.net'; 'earlgreyvillage@sasktel.net'; 'village.ebenezer@sasktel.net'; 'pdauvin@xplornet.com'; 'edvill@sasktel.net'; 'villageofedenwold@sasktel.net'; 'info@elbowsask.com'; 'rm307@sasktel.net'; 'villageofelstow@gmail.com'; 'endeavour@sasktel.net'; 'villageadmin@englefeld.ca'; 'rm165@sasktel.net'; 'rvettersbeach@sasktel.net'; 'eyebrowvillage@sasktel.net'; 'village_of_fairlight@rfnw.com'; 'v.fillmore@sasktel.net'; 'Villageoffindlater@live.ca'; 'flaxcombe@sasktel.net'; 'forget@sasktel.net'; 'rm187@sasktel.net'; 'vilfos@sasktel.net'; 'villoffoxvalley@sasktel.net'; 'vilfrob@sdewireless.com'; 'village.frontier@sasktel.net'; 'rm.1@sasktel.net'; 'vofger@sasktel.net'; 'Villageofglaslyn@sasktel.net'; 'office@villageofglenewen.com'; 'rulmer@accesscomm.ca'; 'rmchester125@sasktel.net'; 'villageofglenside@xplornet.com'; 'rm141@sasktel.net'; 'wadadmin@sasktel.net'; 'villageofgoodsoil@sasktel.net'; 'rm37@sasktel.net'; 'grandcoulee.cap@sasktel.net'; 'grandview@sasktel.net'; 'villageofgrayson@sasktel.net'; 'villageofharris@sasktel.net'; 'villageofhawarden@xplornet.com'; 'villageofkincaid@hotmail.com'; 'hazlet@sasktel.net'; 'rmtec@sasktel.net'; 'Villageofhodgeville@sasktel.net'; 'rm.sarnia@sasktel.net'; 'rmofituna@sasktel.net'; 'hyas@sasktel.net'; 'villageofinvermay@sasktel.net'; 'islandview@canwan.com'; 'jansen@jansen.ca'; 'office@kannatavalley.com'; 'villageofkelliher@sasktel.net'; 'kenaston@sasktel.net'; 'villageofkendal@sasktel.net'; 'village.kenosee@sasktel.net'; 'rm185@sasktel.net'; 'villageofkincaid@sasktel.net'; 'villageofkinley@sasktel.net'; 'vill.kisbey@signaldirect.ca'; 'rvkmb@littleloon.ca'; 'rm435@littleloon.ca'; 'lairdvillage@sasktel.net'; 'rmaalma@sasktel.net'; 'lakelenorevil@sasktel.net'; 'villageoftompkins@sasktel.net'; 'villageoftorquay@sasktel.net'; 'rm223@sasktel.net'; 'tuxfordvillage@shaw.ca'; 'villageofvalmarie@sasktel.net'; 'r.m.starcity@sasktel.net'; 'vill.vanguard@sasktel.net'; 'vanscoy@sasktel.net'; 'village.of.vibank@sasktel.net'; 'viscount.office@sasktel.net'; 'wadadmin@sasktel.net'; 'rvwakawlake@gmail.com'; 'villageofwaldeck@sasktel.net'; 'stanleyw@warman.ca'; 'villageofwaseca@sasktel.net'; 'rm138@xplornet.com'; 'weetoo@sasktel.net'; 'weirdale@hotmail.com'; 'villageofweldon@sasktel.net'; 'welwynvillage@hotmail.com'; 'villageofwhitefox@sasktel.net'; 'villagewilcox@sasktel.net'; 'willowbunch.town@sasktel.net'; 'village.windthorst@sasktel.net'; 'villageofwiseton@sasktel.net'; 'wmtvillage@sasktel.net'; 'villageofyarbo@sasktel.net'; 'villageoffice@young.ca';

To:

'vofzenon@sasktel.net'; 'admin.beauval@sasktel.net'; 'towncreighton@sasktel.net';
'northernvillagechouse@sasktel.net'; 'denarebeach@aski.ca';
'valerie.antoniuk@gov.sk.ca'; 'bonnie.aubichon@bnedc.ca'; 'northern.dore@sasktel.net';
'green.lake@sasktel.net'; 'village.of.ilealaccrosse@sasktel.net'; 'jansbay@sasktel.net';
'nor.vill.laloche@sasktel.net'; 'laronge.mayor@sasktel.net'; 'sgh123@sasktel.net';
'bruce.leier@gov.sk.ca'; 'hamofpat@outlook.com'; 'nhstonyrap@sasktel.net';
'northerntimberbay@sasktel.net'; 'turnorlakehaamlet@sasktel.net'; 'nvp@sasktel.net';
'weyakwin@sasktel.net'; 'townaberdeen@sasktel.net'; 'townofalameda@sasktel.net';
'arborfieldrm456@sasktel.net'; 'arcadmin@sasktel.net'; 'townofasquith@sasktel.net';
'townoffice@assiniboia.net'; 'balcarrestown@sasktel.net'; 'townofbalgonie@sasktel.net';
'admin@battleford.ca'; 'town.bengough@sasktel.net'; 'bienfait@sasktel.net';
'bigriver@sasktel.net'; 'townoffice@townofbiggar.com'; 'birchhills.town@sasktel.net';
'blainelake@sasktel.net'; 'bredenbury@sasktel.net'; 'town.of.broadview@sasktel.net';
'bruno@sasktel.net'; 'burstall@sasktel.net'; 'townofcabri@sasktel.net';
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't.carrotriver@sasktel.net'; 'townofcentralbutte@sasktel.net';
'choiceland.town@sasktel.net'; 'churchbridge@sasktel.net'; 'town.colonsay@sasktel.net';
'townoffice@coronach.ca'; 'town.craik@sasktel.net'; 'town.cudworth@sasktel.net';
'townofcupar1@sasktel.net'; 'rm439@sasktel.net'; 'dalmenytownoffice@sasktel.net';
'townofdavidson@sasktel.net'; 'delisle@sasktel.net'; 'town.ducklake@sasktel.net';
'admin.dundurn@sasktel.net'; 'eastend@sasktel.net'; 'eatonia@sasktel.net';
'townofelrose@sasktel.net'; 'town.esterhazy@sasktel.net'; 'contact@eston.ca';
'thetownoffleming@sasktel.net'; 'foamlaketown@sasktel.net';
'forttownoffice@sasktel.net'; 'town.francis@sasktel.net'; 'govan@sasktel.net';
'gravelbourg.adm@sasktel.net'; 'gullaketown@sasktel.net';
'town.administrator@hafford.ca'; 'town.hague@sasktel.net';
'townoffice@townofhanley.ca'; 'info@hepburn.ca'; 't.o.herbert@sasktel.net';
'hudson.bay@sasktel.net'; 'town.imperial@sasktel.net'; 'townofindianhead@sasktel.net';
'townofituna@sasktel.net'; 'town.of.ksack@sasktel.net'; 'tkelv@sasktel.net';
'kerrobert@sasktel.net'; 'cao@kindersley.ca'; 'townofkinistino@sasktel.net';
'kiptown@sasktel.net'; 'townofkyle@sasktel.net'; 'town.of.lafleche@sasktel.net';
'browning.lampman@sasktel.net'; 'langenburgt@sasktel.net'; 'admin@langham.ca';
'town.lanigan@sasktel.net'; 'townoflashburn@sasktel.net'; 'town.leader@sasktel.net';
'townoffice.lemberg@sasktel.net'; 'leroy@leroy.ca'; 'town.lumsden@sasktel.net';
'luseland@sasktel.net'; 'town.macklin@sasktel.net'; 'townofmaidstone@sasktel.net';
'townofmaplecreek@sasktel.net'; 'village.marshall@sasktel.net'; 'lindugan@sasktel.net';
'twm.moosomin@sasktel.net'; 'morse@sasktel.net'; 'naicam@sasktel.net';
'neilburg@sasktel.net'; 'townoffice@nipawin.com'; 'townofnokomis@sasktel.net';
'Norquay@sasktel.net'; 'townofogema@sasktel.net'; 'info@townofosler.com';
'town@town.outlook.sk.ca'; 'reception@oxbow.ca'; 'pensevillage@sasktel.net';
'pilotbutteadmin@sasktel.net'; 'town.ponteix@sasktel.net'; 'porcupineplain@sasktel.net';
'preeceville@sasktel.net'; 'townquappelle@sasktel.net'; 'tradisson@sasktel.net';
'town.radville@sasktel.net'; 'townofraymore@sasktel.net'; 'town.of.redvers@sasktel.net';
'townofreginabeach@sasktel.net'; 'rocanville.town@sasktel.net'; 'rockglen1@sasktel.net';
'rosevalley@sasktel.net'; 'townofrosetown@sasktel.net'; 'townoffice@roster.com';
'redrou@sasktel.net'; 'saltcoats.town@sasktel.net'; 'shaunavon@sasktel.net';
'cao@townofshellbrook.ca'; 'tos@sasktel.net'; 'brieux@sasktel.net';
'townofstwalburg@sasktel.net'; 'town.starcity@sasktel.net';
'stoughtontown@sasktel.net'; 'josephson.municipal@sasktel.net';
'townofsturgis@sasktel.net'; 'thetownoffice@townoftisdale.com';
'townofturtleford@sasktel.net'; 'townofunity@sasktel.net'; 'wadadmin@sasktel.net';
'town.wakaw@sasktel.net'; 'town.waldheim@sasktel.net';
'townoffice@townofwapella.com'; 'town.watson@sasktel.net';

To:

'Townofwatrous@sasktel.net'; 'wawota.town@sasktel.net'; 'townoffice@whitcity.ca';
'sharon@townofwhitewood.ca'; 'lgerein@townofwilkie.com';
'willowbunch.town@sasktel.net'; 'townofwolseley@sasktel.net';
'town.office.wynyard@sasktel.net'; 'vonda.to@baudoux.ca';
'yellowgrass@signaldirect.ca'; 'sintaluta@yourlink.ca'; 'r.ludwig@estevan.ca';
'mayor@lloydminster.ca'; 'manager@martensville.ca'; 'cityhall@meadowlake.ca';
'city@cityofmelfort.ca'; 'khauser@melville.ca'; 'webmaster@moosejaw.ca';
'webmaster@saskatoon.ca'; 'rsmith@weyburn.ca'; 'bradt@warman.ca';
'rvbeaverflat@gmail.com'; 'Beechy@sasktel.net'; 'villagebelleplaine@xplornet.com';
'villageofbethune@sasktel.net'; 'villagebigshell@gmail.com'; 'rvbirdspoint@sasktel.net';
'villageofbjorkdale@live.com'; 'davidsoncd@sasktel.net'; 'council@bordensask.ca';
'villageofbracken@sasktel.net'; 'rm343@sasktel.net'; 'villageofbriercrest@sasktel.net';
'brockadmin@sasktel.net'; 'villageofbroderick@yourlink.ca';
'buchananvillage@sasktel.net'; 'aquadeoadmin@gmail.com';
'villageofarcherwill@sasktel.net'; 'rm331@sasktel.net'; 'villageofatwater@gmail.com';
'avonlea@sasktel.net'; 'villageofaylesbury@craik.ca'; 'villageofaylsh@sasktel.net';
'bsaytah@sasktel.net'; 'rm229@sasktel.net'; 'village@abernethy.ca';
'villageofalida@sasktel.net'; 'albertville@inet2000.com'; 'rvab@sasktel.net';
'villageofalvena@sasktel.net'; 'villageofaaheim@sasktel.net'; 'rvsunvalley@yahoo.com';
'rvsunsetcove@sasktel.net'; 'tantallon@sasktel.net'; 'rm31@sasktel.net';
'villageofstrongfield@yourlink.ca'; 'theodore.village@sasktel.net'; 'thode@xplornet.ca';
'rvtobinlake@sasktel.net'; 'shehovillage@sasktel.net'; 'village.sl@sasktel.net';
'shields@xplornet.ca'; 'villageofsilton@xplornet.ca'; 'rm281@aski.ca';
'smeaton@sasktel.net'; 'rm321@sasktel.net'; 'southlake@sasktel.net';
'spalding.village@sasktel.net'; 'rm436@littleloon.ca'; 'rm152@sasktel.net';
'benedictvillage@gmail.com'; 'stgregorsk@sasktel.net'; 'villageofstlouis@sasktel.net';
'villageofstenen@sasktel.net'; 'vlg.stvalley@sasktel.net'; 'saskbeach@sasktel.net';
'sceptrevillage@hotmail.com'; 'villageofsedley@sasktel.net'; 'semans@aski.ca'; 'rm411
@sasktel.net'; 'marjorie.cator@gmail.com'; 'townoffice@rosthern.com'; 'Klipp1951
@gmail.com'; 'vilrushlake@sasktel.net'; 'dhmiller@sasktel.net';
'prelate@chinook.lib.sk.ca'; 'rm382@sasktel.net'; 'voprud@sasktel.net';
'punnichy@aski.ca'; 'quilllake@sasktel.net'; 'quintonvillage@aski.ca';
'rabbitlake@yourlink.ca'; 'villageofrhein@sasktel.net'; 'rm436@littleloon.ca';
'richmound.village@sasktel.net'; 'rm457@sasktel.net'; 'riverhurst@outlook.com';
'villageofpleasantdale@gmail.com'; 'villageofodessa@sasktel.net';
'garry.lindakreutzer@sasktel.net'; 'vpaddockwood@inet2000.com'; 'rm.69@sasktel.net';
'paradisehill@sasktel.net'; 'villageofparkside@yourlink.ca'; 'village470@sasktel.net';
'resortpebblebaye@gmail.com'; 'lstack@sasktel.net'; 'town.pelly@sasktel.net'; 'rm168
@sasktel.net'; 'villageofperdue@sasktel.net'; 'Mistusinne@sasktel.net'; 'rm126
@sasktel.net'; 'village.mortlach@sasktel.net'; 'townofmossbank@sasktel.net';
'muenster@sasktel.net'; 'Hendersonnl@sasktel.net'; 'vneudorf@sasktel.net';
'village.neville@sasktel.net'; 'rvnorthgrove@shaw.ca'; 'lindugan@sasktel.net';
'middlelake@sasktel.net'; 'vmilden@sasktel.net'; 'milcal@sasktel.net';
'rmnine@sasktel.net'; 'rm191@sasktel.net'; 'rm442@sasktel.net';
'villageofmaryfield@sasktel.net'; 'villageofmaymont@sasktel.net';
'villageofmclean@sasktel.net'; 'villageofmeacham@baudoux.ca'; 'villpark@sasktel.net';
'villageofmedstead@sasktel.net'; 'rvmelvillebeach@gmail.com'; 'burstall@sasktel.net';
'vmeota@sasktel.net'; 'vmarcelin@sasktel.net'; 'rm292.rm322@sasktel.net';
'villagemargo@sasktel.net'; 'lancervillage@gmail.com'; 'villageoflandis@sasktel.net';
'voflang@sasktel.net'; 'langenburgt@sasktel.net'; 'admin@langham.ca';
'village.leask@sasktel.net'; 'villageoflebret@sasktel.net'; 'leoville@sasktel.net';
'villageofleross@sasktel.net'; 'thekipling@sasktel.net'; 'lestockv@sasktel.net'; 'rm251
@sasktel.net'; 'rm73@sasktel.net'; 'villageoflintlaw@sasktel.net'; 'villip@sasktel.net';

To: 'loonlake@sasktel.net'; 'villageofloreburn@yourlink.ca'
Subject: Declare September Muscular Dystrophy Awareness Month
Attachments: 2016 Proclamation request.doc; 2016 Proclamation Certificate.docx

Hi There,

I am emailing you again to touch base, as per my email sent on July 21, 2016. We are asking you to declare September Muscular Dystrophy Awareness Month. Please find attached a copy of a proclamation certificate you may use, and a proclamation letter about Muscular Dystrophy Awareness Month. We thank you for your support. Thank you for your time and consideration. If you chose to go forward with the proclamation, please send signed certificates to Geraldine Coolidge, Saskatchewan's Revenue and Community Development, Geraldine.coolidge@muscle.ca. We look forward to hearing back from you.

Together let's make muscles move.

Regards,

Stacey Shiloff
Summer Student
Revenue & Community Development, Saskatchewan

.....
Muscular Dystrophy Canada
P.O. Box 72, 101-4th Ave Lashburn, Saskatchewan S0M 1H0
Tel: 306.241.9423
Fax: 306.285.3183
email: stacey.shiloff@muscle.ca web: www.muscle.ca

Don't take your muscles for granted

WALK FOR
Muscular
Dystrophy

Register online at walk4MD.com



Muscular Dystrophy Canada

let's make muscles move

August 11, 2016

To Whom It May Concern,

September is Muscular Dystrophy Awareness Month across Canada. The purpose of Awareness Month is to increase public knowledge of neuromuscular disorders, the impact on families living with these disorders and the communities in which they live, as well as to educate the public about our association and the services we provide.

Muscular Dystrophy Canada would like to request your support by the issuance of a proclamation declaring September as Muscular Dystrophy Awareness Month in your community in 2016. If you would be willing to issue a proclamation, please notify our office using the contact information provided below.

If we can assist in the facilitation of your proclamation by sending a volunteer to pick up a copy of the proclamation, or by contacting your local newspaper to arrange for publication of your proclamation, please let us know at your earliest convenience.

Since 1954, Muscular Dystrophy Canada has been committed to improving the quality of life for Canadians with neuromuscular disorders. We strive to ensure that people with neuromuscular disorders lead full and engaged lives through the provision of programs and services that increase mobility and encourage independence, and the funding of leading research for the discovery of therapies and cures.

Thank you for taking the time to consider this request. If you have questions, or would like more information, don't hesitate to contact me by phone at 306-241-9423 or by e-mail at geraldine.coolidge@muscle.ca. I look forward to hearing from you soon.

Let's make muscles move

Respectfully,



Geraldine Coolidge
Revenue & Community Development
Saskatchewan

**Proclamation
Muscular Dystrophy Awareness Month
September 2016**

WHEREAS: Muscular Dystrophy Canada is a national, non-profit organization committed to funding research into the causes, treatments, and eventual cure of neuromuscular disorders, as well as providing services to people with neuromuscular disorders and public education;

WHEREAS: Muscular Dystrophy is a group of neuromuscular disorders that have no known cure, few treatments, and no way to stop the disorder's progression;

WHEREAS: People today have the opportunity to live longer lives because of breakthroughs in medical research, and;

WHEREAS: Muscular dystrophy is a neuromuscular disorder that affects many, and;

WHEREAS: Only through the support of the community may a cure be found;

NOW THEREFORE:

THE COUNCIL OF _____ does hereby declare
September 2016 as "Muscular Dystrophy Awareness Month" in _____.

Mayor's Signature

Date



Aug 29, 2016

RECEIVED
AUG 29 2016

To Candle Lake Council

The Candle Lake Card and Scrapbook club is a non-profit, we have been holding a craft sale for the last 2 years up at the Seniors Centre. This year we would like to invite more vendors and are looking for a bigger facility. We have contacted Peggy at the village office and have been informed that the rate for the Village Hall/Recreation Center is \$600.00. Unfortunately, this is out of our price range.

The club would like to submit a request for a reduced rate for the rental of the hall? Our goal is to grow this event and this year we are trying to have 12 – 15 tables. We feel that we could increase our rates this year to \$20 or \$25 dollars. The event date we are asking for is Oct. 15 or Oct 22.

Please respond to one of the following members.

Lucille Lang at [REDACTED]

Or

Carrie Hoppe at [REDACTED]

Thank you for your consideration.
Candle Lake Card and Scrapbook Club

RVCL Heather

From: Dunitz, Jared MA <jared.dunitz@gov.sk.ca>
Sent: August-22-16 4:57 PM
To: 'Heather Greier'; 'townoffice@rosthern.com'; 'townofshellbrook@sasktel.net'; 'birchhills.town@sasktel.net'; 'town.ducklake@sasktel.net'; 'townofkinistino@sasktel.net'; 'town.wakaw@sasktel.net'; 'c.adams@waldheim.ca'; 'Albertville@inet2000.com'; 'canwood.town@sasktel.net'; 'vilchr@sasktel.net'; 'vdebden@sasktel.net'; 'lairdvillage@sasktel.net'; 'village.leask@sasktel.net'; 'villpark@sasktel.net'; 'vpaddockwood@inet2000.com'; 'villageofparkside@yourlink.ca'; 'villageofstlouis@sasktel.net'; 'weirdale@hotmail.com'; 'villageofweldon@sasktel.net'; 'rvcandlelakeoffice@sasktel.net'; RM of Buckland 491 AG; RM of Canwood 494 AG; RM of Fish Creek 402 AG; RM of Garden River 490 AG; RM of Hoodoo 401 AG; RM of Invergordon 430 AG; RM of Kinistino 459 AG; RM of Lakeland 521 AG; RM of Leask 464 AG; RM of Paddockwood 520 AG; RM of Prince Albert 461 AG; RM of Rosthern 403 AG; RM of Shellbrook 493 AG; RM of Torch River 488 AG; bchursinoff@sarm.ca; 'lmougeot@suma.org'; jennifer.henshaw@cfib.ca
Cc: Green, Sheldon MA; Edwards, John MA
Subject: Inter-Municipal Business Licensing pilot project
Attachments: IMBL August 2016.pdf; IMBL Agreement draft 2016.doc

Good afternoon. Please find attached a letter from Assistant Deputy Minister Keith Comstock, regarding the Inter-Municipal Business Licensing Pilot Project in the Prince Albert area. Also attached is the draft framework referenced in the letter.

Please note: If interested, a response is requested by September 7th. Thank you.

Jared Dunitz
Executive Assistant to the Assistant Deputy Minister
Municipal Relations and Northern Engagement, Government Relations
1010-1855 Victoria Avenue
306-787-0183



AUG 22 2016

Distribution List

I am writing today to update you on the progress of our efforts to facilitate an Inter-Municipal Business Licensing (IMBL) pilot project in the Prince Albert area.

After several productive discussions, a draft framework was produced that outlines the form and function of an IMBL in this area. This has been attached to this email for your consideration. At this time, Prince Albert, Rosthern and Shellbrook have received the approval of their councils to enter into the pilot project.

With the approval of their elected leadership, I am approaching you today to ask if your municipality is interested in joining this pilot project with these committed partners. If you are interested in this opportunity, please contact Jared Dunitz at (306) 787-0183 or jared.dunitz@gov.sk.ca, and he will be able to assist you.

In order to plan for the beginning of the pilot project in January 2017, let us know by September 7, 2016 if you are considering taking this matter to your council for discussion.

Sincerely,

Keith Comstock
Assistant Deputy Minister
Municipal Relations and Northern Engagement

cc: John Edwards, Policy and Program Services, Government Relations
Sheldon Green, Advisory Services and Municipal Relations, Government Relations
Jared Dunitz, Deputy Minister's Office, Government Relations

Distribution List

Heather Greier, Economic Development Coordinator, City of Prince Albert (hgreier@citypa.com)
Nicole J. Lerat, Administrator, Town of Rosthern (townoffice@rosthern.com)
Kelly Hoare, Administrator, Town of Shellbrook (townofshellbrook@sasktel.net)
Tara Gariepy, Administrator, Town of Birch Hills (birchhills.town@sasktel.net)
Janet Patry, Administrator, Town of Duck Lake (town.ducklake@sasktel.net)
Rhonda Bacon, Administrator, Town of Kinistino (townofkinistino@sasktel.net)
Lois Gartner, Administrator, Town of Wakaw (town.wakaw@sasktel.net)
Chris Adams, CAO, Town of Waldheim (c.adams@waldheim.ca)
Audrey Veer, Administrator, Village of Albertville (Albertville@inet2000.com)
Lisa Quessy, Administrator, Village of Canwood (canwood.town@sasktel.net)
Jeannie Rip, Administrator, Village of Christopher Lake (vilchr@sasktel.net)
Carmen Jean, Administrator, Village of Debden (vdebden@sasktel.net)
Michelle Zurakowski, Administrator, Village of Laird (lairdvillage@sasktel.net)
Brenda Lockhart, Administrator, Village of Leask (village.leask@sasktel.net)
Elaine Esopenko, Administrator, Village of Meath Park (villpark@sasktel.net)
Joan Carriere, Administrator, Village of Paddockwood (vpaddockwood@inet2000.com)
Gwen Olson, Clerk, Village of Parkside (villageofparkside@yourlink.ca)
Robin Boyer, Administrator, Village of St. Louis (villageofstlouis@sasktel.net)
Sherry Dearing, Administrator, Village of Weirdale (weirdale@hotmail.com)
Jacquelynne Mann, Administrator, Village of Weldon (villageofweldon@sasktel.net)
Joan Corneil, Administrator, Resort Village of Candle Lake (rvcandlelakeoffice@sasktel.net)
Tara Kerber, Administrator, R.M. of Buckland (rm491@sasktel.net)
Lorna Benson, Administrator, R.M. of Canwood (rm494@sasktel.net)
Lois Gartner, Administrator, R.M. of Fish Creek (rm402@sasktel.net)
Elaine Esopenko, Administrator, R.M. of Garden River (rm490@sasktel.net)
David Yorke, Administrator, R.M. of Hoodoo (rm401@sasktel.net)
Trent Smith, Administrator, R.M. of Invergordon (rm430@sasktel.net)
Shelley L. Holmes, Administrator, R.M. of Kinistino (rm459@sasktel.net)
Dave Dmytruk, Administrator, District of Lakeland (office@lakeland521.ca)
Mary Kube, Administrator, R.M. of Leask (rmleask.464@sasktel.net)
Naomi Hrischuk, Administrator, R.M. of Paddockwood (rm520@sasktel.net)
Terrence Schneider, Administrator, R.M. of Prince Albert (rm461@sasktel.net)
Rochelle Neff, Administrator, R.M. of Rosthern (rm403@sasktel.net)
Karen Beauchesne, Administrator, R.M. of Shellbrook (rm493@sasktel.net)
Nathalie Hipkins, Administrator, R.M. of Torch River (rm488@sasktel.net)
Ben Chursinoff, Senior Policy Analyst, SARM (bchursinoff@sarm.ca)
Laurent Mougeot, Chief Executive Officer, SUMA (lmougeot@suma.org)
Jennifer Henshaw, Policy Analyst, CFIB Saskatchewan (Jennifer.Henshaw@cfib.ca)

PRINCE ALBERT REGION INTER-MUNICIPAL BUSINESS LICENCE AGREEMENT 2017

BETWEEN: The Parties listed in Schedule C

WHEREAS businesses carrying on business in the participating municipalities are obliged to obtain a business licence from each municipality in which they do business:

AND WHEREAS it has been agreed that, in order to reduce such licensing requirements, a business shall be entitled to apply for an **Inter-Municipal Business Licence** to permit that business to carry on business in those municipalities that are party to this Agreement.

THE PARTIES THEREFORE AGREE AS FOLLOWS:

1. The parties to this Agreement hereby establish an Inter-municipal Business Licence.
2. Notwithstanding any bylaw of any party to this agreement to the contrary, an Inter-municipal Business Licence shall entitle the licence holder to carry on business in each municipality that is a party to this Agreement.
3. The holder of a business licence, in a category listed in Schedule D, from any municipality that is a party to this Agreement, shall be entitled to apply to any party to the Agreement for an Inter-municipal Business Licence relating to that business.
4. An Inter-Municipal Business Licence shall entitle the holder to carry on only that business to which the licence relates, and a separate Inter-municipal Business Licence shall be required for each business carried on by an applicant.
5. An Inter-municipal Business Licence shall expire at midnight on the 31st day of December in each year, unless the licence has been cancelled or forfeited.
6. The fee payable for an Inter-Municipal Business Licence shall be as set forth in Schedule A to this Agreement. Schedule A may be amended by the parties from time to time by unanimous consent of all of the parties, and any such amendment shall come into force when all parties have passed such an amendment by bylaw.
7. All fees collected under this Agreement shall be held by the receiving parties for payment on an annual basis, on the 31st day of December in each year for distribution as listed in Schedule C.
8. Each party shall account, on the 31st day of December in each year to the others for all fees collected and shall forthwith pay over all fees collected for immediate distribution as set out in Schedule C of the Agreement.

9. Each party shall pass a bylaw or resolution incorporating the terms of this Agreement.
10. Each party shall ensure they require the same fees for transient trader businesses as the other participating municipalities.
11. This Agreement comes into force effective January 1st, 2017.
12. This Agreement shall remain in force until December 31st, 2018, and thereafter from year to year unless earlier terminated.
13. Any party may terminate this Agreement effective December 31st in any year by giving at least six months' notice in writing of a bylaw or resolution of the terminating party. On termination all fees collected by all parties shall be immediately accounted for and distributed: providing, however, that any fees paid relating to the next ensuing calendar year shall be retained for distribution to the remaining parties to this Agreement.
14. All Inter-Municipal Business Licences shall be in the form set out in Schedule B to this Agreement.
15. Where the provisions of this Agreement conflict with the provisions of any Business Licence Bylaw of any party, the latter shall govern.
16. The provisions of a Business Licence Bylaw of any party relating to revocation or refusal of a licence, and appeals there from, and transfers of licences, shall apply with the necessary changes to an Inter-Municipal Business Licence made to that party.
17. For greater clarity, nothing in this Agreement shall be construed as waiving any requirement on any person to take out a business licence from any party in relation to any business operated from premises situated within the municipal boundaries of that party.
18. The Inter-Municipal Business Licence only covers business activities within the municipal boundaries of those participants to this Agreement (as listed in Schedule C). Businesses are still required to pay an individual licence for any municipality not on this list.
19. In the event a dispute arises regarding licence suspension between a business and a participating municipality, the municipality that wishes to see the licence suspended will attempt to resolve the issue with the municipality that issued the licence.
20. IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals in the presence of their duly authorized signing officers on that behalf in 2016.

THE CITY OF PRINCE ALBERT, per

)

)

)

)

)

seal

THE TOWN OF, per)

)

)

)

)

seal

SCHEDULE "A"

To the Inter-Municipal Business Licence Agreement
2017

INTER-MUNICIPAL BUSINESS LICENCE FEE

No person shall operate any business within or partly within the municipal boundaries of the participating municipalities (listed in Schedule "C") without first having obtained a business licence from that municipality or without first having obtained a business licence from another participating municipality along with an Inter-Municipal Business Licence and paid the fee prescribed.

The fees prescribed in this schedule apply to businesses wishing to operate in municipalities other than that in which they are based. The Fee schedule applies in municipalities participating in this Agreement as listed in Schedule "C". The schedule will be reviewed from time to time. Revised fee schedules may be authorized by consensus of the participants.

**The Inter-Municipal Business Licence fee for any business for
all or any part of a calendar year shall be:**

\$250.00

PRINCE ALBERT REGION INTER-MUNICIPAL
BUSINESS LICENCE

SCHEDULE "B"

To the Inter-Municipal

Business Licence Agreement

2017

Name of Issuing Municipality

Licence Number

Licensee (Name and Place of Business)

Expiry Date

December 31st

Year

Mailing Address

The licensee named herein, having paid the prescribed fee(s), is hereby licensed within the participating municipalities to carry on the business, trade or profession stated herein, until the expiry date shown unless this licence is sooner cancelled, suspended or forfeited. This licence is issued subject to the terms of the Business Licence Bylaws of the participating municipalities now or hereafter in force, and any amendments that may hereafter be made to said bylaws during the term of this licence.

Is licensed to carry on the business of:

Schedule of Licence Fees

If the nature of the business is to be changed, the Licence Inspector must be notified immediately.

Special Conditions of Licence (if any):

Licence Inspector

THIS LICENCE MUST BE CARRIED AND PRODUCED ON DEMAND

SCHEDULE "C"

To the Inter-Municipal Business Licence Agreement
2017

50 per cent of the cost of purchasing an Inter-Municipal Business Licence shall be retained by the municipality that sells the licence and 50 per cent will be kept in a separate fund to be distributed equally to all other participating members on the 31st of December each year.

LIST OF PARTICIPANTS

SCHEDULE "D"

To the Inter-Municipal Business Licence Agreement
2017

LIST OF PARTICIPATING BUSINESS CATEGORIES

- Contractors
- Real estate agents
- Appraisers
- Direct sellers
- Beauty/aesthetics
- DJs
- Event planners/promoters
- Consultants
- Caterers
- Massage therapists
- Photographers
- Pest Control
- Drafting and Design
- Graphic Designers
- Moving and Storage
- Surveyors
- Tow Trucks

Patricia Rempel

From: Carey Painchaud <[REDACTED]>
Sent: August-31-16 1:27 PM
To: rvcandlelakeoffice@sasktel.net
Cc: Carla Painchaud; Michelle Lozej; Dan Jackson ([REDACTED])
Subject: Hall rental reduction
Attachments: Hall rental letter.pdf

Importance: High

Hello

Can you please include this letter on the agenda for the next council meeting Sept 9, 2016. Let me know if this will be added as I plan on attending the meeting to address any questions that Mayor and Council may have.

Thank you

Carey Painchaud

[REDACTED]

[REDACTED]



August 31, 2016

Resort Village of Candle Lake

Box 114

Candle Lake Sask

S0J 3E0

Re: Rental of Community Hall

Mayor and Council

We would like this letter to be presented at the next Council meeting September 9, 2016.

The Sno-Drifters hold 2 major fund raiser each year, both require us to rent the Community hall. The first fund raiser is Oct 1, 2016 which is our 3rd annual Oktoberfest and the second fundraiser is our Annual 250 Rally March 4, 2017. The Sno-Drifters are a non-profit organization and rely on fundraisers to help us groom over 350km of trails. Over the last several years our membership has grown from 60 to over 125 members, the majority of these members are rate payers to the Resort Village of Candle Lake. The youth within the Sno-Drifters club have been awarded the Saskatchewan Snowmobile Association "Volunteer Youth of the Year" for the past three consecutive years. The Sno-Drifters have been awarded a national award from the Canadian Council of Snowmobile Organizations for Snowmobile club of the year in 2015. The first time this award has been given to a snowmobile club in Saskatchewan. The volunteers within our club have always participated in community functions weather its winter or summer. We are a very important part of the winter tourism in Candle Lake and all businesses benefit from our volunteer group preparing the trails. The Sno-Drifters over the past 35 years have made a difference in Candle Lake and we plan on passing this legacy down to our youth.

We are requesting a reduction on the Community Hall rental rates for our two functions mentioned above, Oktoberfest and the 250 Rally.

Please have feel free to contact us if you need to discuss further.

Sincerely

Carey Painchaud

President

Candle Lake Sno-Drifters

Resort Village of Candle Lake

REPORT FORM

FUNCTION ATTENDANCE

Date: August 24, 2016

Event Attended: August 23, 2016

Attendee(s) Name: Clem Perras, Joan Corneil, Borden Wasyluk

Summary of Event: North Central Lakelands Planning District Committee

Meeting with agenda items – 5 items regarding Candle Lake Zoning Bylaw amendments. Motions to approve providing comments back to the RVCL- definitions. Possibly some language around Unserved campgrounds being either with limited services or no services at all.

Round table discussions

District of Lakeland

- Member of North Sask. River Basin – Love your Lakes program.
- At a cost of \$11M had all culverts in the municipality GPS'd. Discovered that they had suspected there were approx. 320 culverts when in fact there are 750.
- Lakeland is in the process of setting up a transfer station as they cannot expand their landfill due to buried natural gas and power lines. Moving all demolition material to the Prince Albert landfill and contractor/homeowner will be responsible for all fees. This is to take place asap. MOU is in place with the City of PA
- Have received approval from the Province to set the development levy fees at \$6500/lot on new subdivisions.
- Code red- project whereby residents can subscribe for emergency notices.
- Dave Dmytruk has announced his retirement as of Dec 31st.
- Cheryl Bauer-Hyde is the new Reeve for the district.
- Two new development applications will be coming to the committee soon re: McPhee Lake proposal.
- District in process of reviewing their bylaws and changes are forthcoming.

RM of Paddockwood

- Discussed proposed trailer park north of Aspen Ridge- invited comments from the RVCL- they have received the letter from the RVCL upon Council motion. Mayor Wasyluk provided further feedback regarding the potential increased use of Village infrastructure with no compensation to cover the costs.
- Have just starting using the Commissionaires for Bylaw enforcement.
- Discussion on policing- Community Policing, Special Constable- all participating municipalities are finding the same issues...Bylaw enforcement cannot enforce the traffic Act nor any infractions regarding the criminal code. The District of Lakeland has a special constable with more powers than the bylaw officers, however, there seems to be a halt in training to allow for special constable status.
- Proposed RV trailer park south of Aspen Ridge was declined and proposal for RV trailer park on north side of Aspen Ridge will be discussed at next RM meeting.

Christopher Lake

- Road construction- moving along as per schedule
- Walking path next to driving surface
- New street lights from highway into the village

Candle Lake

- Amendments- expect more to come from Candle Lake
- No conservation areas- new Council will be returning land to conservation zoning
- Council recognizes the need for a marina but not in the proposed location as per Mariners Cove application
- Bylaw enforcement- discussion on options
- The Village no longer accepts credit cards for tax payments
- The Village will be adjusting hall rental rates for non profits
- Questioned RM of Lakeland regarding their Boat dock and lift policy and bylaw

Conclusion:

I feel that of all our previous meetings, this was likely the best meeting we ever had. Perhaps it was because we have not met since May, 2016 and lots has happened in all the member communities over the summer.

Signed:**Date: August 24, 2016****For Office Use Only:**

Date received:

Received by:

Date processed:

Comments:

Signed off by:

(Assistant Administrator or Administrator)

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy	2,177.76	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	(239,722.06)	(338,763.82)	1,140,710.00	(1,479,473.82)	130-
Net Municipal Taxes	(237,544.30)	2,332,986.39	2,292,925.00	40,061.39	102
Penalties on Tax Arrears	4,996.25	53,380.06	70,000.00	(16,619.94)	76
Special Municipal Levy		(404.28)	(30,000.00)	29,595.72	1
Total Taxation:	(232,548.05)	2,385,962.17	2,332,925.00	53,037.17	102
Fees and Charges					
Custom Work	59.40	631.04	12,950.00	(12,318.96)	5
Sale of Supplies and Gravel	45.00	243.00	2,500.00	(2,257.00)	10
Rentals	1,300.00	4,905.00	10,600.00	(5,695.00)	46
Policing and Fire Fees		100.00	2,300.00	(2,200.00)	4
Recreation Fees	70.00	(1,850.00)	1,500.00	(3,350.00)	223-
Cemetery Fees	100.00	800.00	1,000.00	(200.00)	80
Licenses and Permits	2,043.60	231,731.45	246,600.00	(14,868.55)	94
General Office Services	152.50	6,517.75	2,100.00	4,417.75	310
Landfill/Waste Collection Fees	8,435.24	23,279.38	54,400.00	(31,120.62)	43
Total Fees and Charges:	12,205.74	266,357.62	333,950.00	(67,592.38)	80
Maintenance and Development Charges					
Development Charges		150.00		150.00	
Total Maintenance and Development Charge	0.00	150.00	0.00	150.00	0
Unconditional Transfers					
Unconditional Transfers	67,185.75	133,300.50	220,955.00	(87,654.50)	60
Total Unconditional Transfers:	67,185.75	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	3,222.86	8,010.96	12,500.00	(4,489.04)	64
Total Grants in Lieu of Taxes:	3,222.86	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	1,500.73	13,049.46	20,000.00	(6,950.54)	65
Total Investment Income and Commissions:	1,500.73	13,049.46	20,000.00	(6,950.54)	65
Other Revenues					

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending August-31-16

	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:	(148,432.97)	2,887,055.71	4,493,330.00	(1,606,274.29)	64

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	39,925.15	225,532.93	348,943.00	123,410.07	65
Benefits	10,498.47	35,448.02	48,985.06	13,537.04	72
Professional/Contract Services	23,880.59	175,270.23	302,850.00	127,579.77	58
Utilities	1,543.37	17,841.53	28,000.00	10,158.47	64
Maintenance, Material and Supplies	(4,900.41)	7,107.10	13,500.00	6,392.90	53
Grants and Contributions	(200.00)				
Interest	51,538.32	60,128.04	63,000.00	2,871.96	95
Total General Government Services:	122,285.49	521,327.85	805,278.06	283,950.21	65

Protective Services

Police Protection

Contractual Services	10,086.16	29,130.78	83,000.00	53,869.22	35
Grants and Contributions			4,200.00	4,200.00	

Total Police Protection:	10,086.16	29,130.78	87,200.00	58,069.22	33
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Fire Protection

Wages	516.67	4,133.36	12,200.00	8,066.64	34
Professional/Contractual Services	310.25	9,965.52	23,100.00	13,134.48	43
Utilities	6,440.90	13,753.24	14,200.00	446.76	97
Maintenance, Materials and Supplies	1,208.53	3,529.37	41,150.00	37,620.63	9
Capital Expenditures		6,842.93	9,700.00	2,857.07	71

Total Fire Protection:	8,476.35	38,224.42	100,350.00	62,125.58	38
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Total Protective Services:	18,562.51	67,355.20	187,550.00	120,194.80	36
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Transportation Services

Maintenance

Wages	61,181.72	264,198.67	380,156.00	115,957.33	70
Benefits	8,482.40	43,440.05	62,331.00	18,890.95	70
Professional/Contractual Services	64,253.77	116,683.98	230,000.00	113,316.02	51
Utilities	666.29	42,497.43	81,400.00	38,902.57	52
Maintenance, Materials & Supplies	17,957.17	101,452.25	298,700.00	197,247.75	34
Capital Expenditures		74,667.55	190,500.00	115,832.45	39

Total Maintenance:	152,541.35	642,939.93	1,243,087.00	600,147.07	52
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Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
Construction					
Maintenance, Materials & Supplies	16.78	6,307.69	10,000.00	3,692.31	63
Capital Expenditures	922,635.37	924,121.94	2,573,000.00	1,648,878.06	36
Total Construction:	922,652.15	930,429.63	2,583,000.00	1,652,570.37	36
Total Transportation Services:	1,075,193.50	1,573,369.56	3,826,087.00	2,252,717.44	41
Public Health and Welfare Services					
Utilities	163.61	1,793.11	3,800.00	2,006.89	47
Total Public Health and Welfare Services:	163.61	1,793.11	3,800.00	2,006.89	47
Planning and Development Services					
Wages and Benefits	2,625.00	14,224.00	35,000.00	20,776.00	41
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	15,408.96	44,800.00	29,391.04	34
Recreation and Cultural Services					
Professional/Contractual Services		11,405.31	13,770.00	2,364.69	83
Utilities - Heat		3,085.37	4,000.00	914.63	77
Utilities - Power	361.23	2,438.34	3,200.00	761.66	76
Utilities - Telephone	57.78	406.88	600.00	193.12	68
Utilities - Other	180.00	390.00	1,000.00	610.00	39
Maintenance, Materials and Supplies	3,558.45	6,476.60	20,600.00	14,123.40	31
Grants and Contributions			100.00	100.00	
Other	780.34	5,486.78	45,525.00	40,038.22	12
Total Recreation and Cultural Services:	4,937.80	29,689.28	88,795.00	59,105.72	33
Total EXPENDITURES:	1,223,767.91	2,208,943.96	4,956,310.06	2,747,366.10	45
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	(148,432.97)	2,887,055.71	5,930,030.00	(3,042,974.29)	49
EXPENDITURES	1,223,767.91	2,208,943.96	4,956,310.06	2,747,366.10	45
CHANGE IN NET FINANCIAL ASSETS	(1,372,200.88)	678,111.75	973,719.94	(295,608.19)	70
Operating Surplus/Deficit (Chg in Net Asst)	(1,372,200.88)	678,111.75	973,719.94	(295,608.19)	70
Decrease in Amounts to be Recovered					
Long Term Debt Repaid	51,538.32	(79,381.96)	(176,000.00)	96,618.04	45
Total Decrease in Amounts to be Recovered:	51,538.32	(79,381.96)	(176,000.00)	96,618.04	45
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	(1,320,662.56)	598,729.79	1,449,419.94	(850,690.15)	41

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
Account Balances					
Cash and Investments					
Office Petty Cash			500.00		
Office Float			200.00		
Landfill Float			70.00		
General Bank Acct.	1,231,134.61	1,450,048.68	2,570,690.39		
Tax Bank Account	4.99	48.19	581.71		
Cash- Investors Savings Account	1,329.81	9,771.72	2,610,904.04		
Cash - Parks & Rec Operating Acct			6,074.64		
Parks & Rec Bingo Account			1,670.43		
Health Committee-Gen.Account			2,982.17		
Health Committee-Building Fund			5,640.40		
Parks & Rec-Playground Acct			1,242.28		
Total Cash and Investments:	1,232,469.41	1,459,868.59	5,200,556.06		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Current	(1,644,881.17)	277,677.06	491,608.89		
Municipal - Tax Receivable - Arrears	(44,893.27)	(105,247.54)	98,182.38		
Municipal Receivable-WCB Cert	307.83	2,315.52	17,358.71		
Total Municipal Taxes Receivable:	(1,689,466.61)	174,745.04	607,149.98		
Other receivables					
Sask. Rivers Taxes Receivable	(1,184,428.30)	80,530.69	317,778.84		
Accounts Receivable	(83,852.76)	26,682.33	36,009.47		
Tax Title Costs Receivable			150.00		
GST Receivable - 100% Rebate	51,806.53	6,292.47	210,690.65		
Total other receivables:	(1,216,474.53)	113,505.49	564,628.96		
Other Receivables					
Accounts Receivable	(83,852.76)	26,682.33	36,009.47		
Tax Title Costs Receivable			150.00		
GST Receivable - 100% Rebate	51,806.53	6,292.47	210,690.65		
Total Other Receivables:	(32,046.23)	32,974.80	246,850.12		

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

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
REVENUES					
TAXATION					
Municipal Taxes					
410-110-100 - General Municipal Levy	2,177.76	2,671,699.54	1,157,215.00	1,514,484.54	231
410-120-100 - Abatements and Adjustments		50.67	(5,000.00)	5,050.67	101
410-130-100 - Discount on Municipal Tax - Property	(239,722.06)	(338,763.82)	(350,000.00)	11,236.18	97
410-150-100 - Base Tax			1,490,710.00	(1,490,710.00)	
	(237,544.30)	2,332,986.39	2,292,925.00	40,061.39	102
Penalties on Tax Arrears					
410-400-210 - Penalty on Mun Taxes Arrears - Proper	4,996.25	53,380.06	70,000.00	(16,619.94)	76
	4,996.25	53,380.06	70,000.00	(16,619.94)	76
Special Municipal Levy					
410-600-100 - Special Municipal Levy #1		(404.28)	(30,000.00)	29,595.72	1
	0.00	(404.28)	(30,000.00)	29,595.72	1
TOTAL TAXATION:	(232,548.05)	2,385,962.17	2,332,925.00	53,037.17	102
FEES AND CHARGES					
Custom Work					
420-100-100 - Custom Work - General			150.00	(150.00)	
420-100-110 - Custom - Grading/Snow Removal			500.00	(500.00)	
420-100-120 - Custom Work - Dust Control	59.40	59.40		59.40	
420-100-130 - Custom Work - Tax Enforcement		571.64	12,300.00	(11,728.36)	5
	59.40	631.04	12,950.00	(12,318.96)	5
Sale of Supplies					
420-200-500 - Sale of Supplies - Culverts			2,000.00	(2,000.00)	
420-200-901 - Lagoon Fees	45.00	243.00	500.00	(257.00)	49
Total Sale of Supplies:	45.00	243.00	2,500.00	(2,257.00)	10
Rentals					
420-300-100 - Rentals - Building/Room	1,300.00	4,305.00	10,000.00	(5,695.00)	43
420-300-101 - Lease Revenue		600.00	600.00		100
	1,300.00	4,905.00	10,600.00	(5,695.00)	46
Policing and Fire Fees					
420-400-110 - Fines		100.00	300.00	(200.00)	33
420-400-300 - Fire/EMOFees			2,000.00	(2,000.00)	
	0.00	100.00	2,300.00	(2,200.00)	4
Recreation Fees					
Recreation Centre Fees					
420-500-150 - Parks & Rec Advertisements	70.00	1,150.00	1,500.00	(350.00)	77
420-500-700 - Performance Deposits		(3,000.00)		(3,000.00)	
	70.00	(1,850.00)	1,500.00	(3,350.00)	223-
	70.00	(1,850.00)	1,500.00	(3,350.00)	223-
Cemetery Fees					
420-600-100 - Cemetery Fees	100.00	800.00	1,000.00	(200.00)	80
	100.00	800.00	1,000.00	(200.00)	80
Licenses and Permits					

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
420-700-100 - RV Park Site Fees		31,631.90	32,000.00	(368.10)	99
420-700-101 - RV Park Emergency/Protect.Fees		119,646.00	115,000.00	4,646.00	104
420-700-102 - RV Park Base Tax		26,010.00	25,700.00	310.00	101
420-700-110 - Prov.Campground Agrmt		29,500.00	29,500.00		100
420-700-200 - Licenses - Business	415.00	4,000.00	9,000.00	(5,000.00)	44
420-700-210 - Licenses - Pets		40.00	400.00	(360.00)	10
420-710-100 - Building Permits	1,628.60	20,903.55	35,000.00	(14,096.45)	60
	2,043.60	231,731.45	246,600.00	(14,868.55)	94
Other					
Tax Certificate					
420-800-100 - Tax Certificate	90.00	960.00	1,600.00	(640.00)	60
	90.00	960.00	1,600.00	(640.00)	60
General Office Services Provided					
420-800-200 - General Office Services Provided			300.00	(300.00)	
420-800-210 - Photocopy/Fax Fees	12.50	457.75		457.75	
420-800-220 - Assessment Appeal Fees			50.00	(50.00)	
420-800-221 - Building/Zoning Appeals		300.00		300.00	
420-800-222 - Discretionary Use Fee	50.00	300.00	150.00	150.00	200
420-800-223 - Subdivision Appl. Fee		4,500.00		4,500.00	
	62.50	5,557.75	500.00	5,057.75	1,112
Landfill/Waste Collection Fees					
420-850-100 - Scavenging Fees			3,500.00	(3,500.00)	
420-850-110 - Landfill Fees	7,227.00	24,075.50	45,000.00	(20,924.50)	54
420-850-120 - Landfill Annual Fee			2,200.00	(2,200.00)	
420-850-130 - Sign Corridor Fees		50.00	1,500.00	(1,450.00)	3
420-850-140 - Recyclable Sales	1,178.24	2,356.48		2,356.48	
420-850-150 - Misc. Revenue	30.00	(3,202.60)	2,200.00	(5,402.60)	246-
	8,435.24	23,279.38	54,400.00	(31,120.62)	43
	8,587.74	29,797.13	56,500.00	(26,702.87)	53
TOTAL FEES AND CHARGES:	12,205.74	266,357.62	333,950.00	(67,592.38)	80
MAINTENANCE AND DEVELOPMENT CHARGES					
Development Charges					
430-200-100 - Development Charges		150.00		150.00	
	0.00	150.00	0.00	150.00	0
TOTAL MAINTENANCE AND DEVELOPMENT	0.00	150.00	0.00	150.00	0
UNCONDITIONAL TRANSFERS					
Unconditional Transfers					
450-110-100 - Unconditional - (Revenue Sharing)	44,388.75	88,777.50	177,555.00	(88,777.50)	50
	44,388.75	88,777.50	177,555.00	(88,777.50)	50
TOTAL UNCONDITIONAL TRANSFERS:	44,388.75	88,777.50	177,555.00	(88,777.50)	50

CONDITIONAL GRANTS

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
Federal					
450-200-070 - Conditional - Federal Gas Tax Grant	22,797.00	44,523.00	43,400.00	1,123.00	103
450-230-100 - Conditional - Federal - Student Emp			3,000.00	(3,000.00)	
	22,797.00	44,523.00	46,400.00	(1,877.00)	96
TOTAL CONDITIONAL GRANTS:	22,797.00	44,523.00	46,400.00	(1,877.00)	96
GRANTS IN LIEU OF TAXES					
Provincial					
450-600-050 - GIL - Provincial	3,222.86	8,010.96	12,500.00	(4,489.04)	64
	3,222.86	8,010.96	12,500.00	(4,489.04)	64
TOTAL GRANTS IN LIEU OF TAXES:	3,222.86	8,010.96	12,500.00	(4,489.04)	64
CAPITAL ASSET PROCEEDS					
Capital Asset Proceeds					
460-100-200 - CA - Sale of Machinery		80,325.00	30,000.00	50,325.00	268
460-130-100 - CA - Local Improvement Charges			1,500,000.00	(1,500,000.00)	
	0.00	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					
470-100-100 - Interest Revenue	1,500.73	13,049.46	20,000.00	(6,950.54)	65
	1,500.73	13,049.46	20,000.00	(6,950.54)	65
TOTAL INVESTMENT INCOME AND COMMIS	1,500.73	13,049.46	20,000.00	(6,950.54)	65
OTHER REVENUES					
Other Revenue					
480-150-100 - Donations		(100.00)	40,000.00	(40,100.00)	100-
	0.00	(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:	(148,432.97)	2,887,055.71	4,493,330.00	(1,606,274.29)	64

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
EXPENDITURES					
GENERAL GOVERNMENT SERVICES					
Wages & Benefits					
Wages					
510-110-110 - GG - Council - Indemnity-Meeting	2,595.99	24,020.99	40,000.00	15,979.01	60
	2,595.99	24,020.99	40,000.00	15,979.01	60
510-110-140 - GG - Council - Indemnity Committee/S	362.50	3,160.84	10,000.00	6,839.16	32
510-110-142 - GG-Council Convention Indemnity		587.50	4,500.00	3,912.50	13
510-110-230 - GG - Salaries - Administrator	11,873.81	64,508.14	99,240.00	34,731.86	65
510-110-330 - GG - Salaries - Assistants	22,787.32	129,769.84	192,353.00	62,583.16	67
510-115-430 - GG - Student (Grant) Salary	2,305.53	3,485.62	2,850.00	(635.62)	122
	39,925.15	225,532.93	348,943.00	123,410.07	65
Benefits					
510-130-230 - GG - Benefits - Administrator - Grp.Ins.	167.46	948.96	1,333.00	384.04	71
510-130-232 - GG - Benefits - Administrator EI		1,337.03	1,500.00	162.97	89
510-130-233 - GG - Benefits - Administrator Sup'n.	933.26	5,596.43	8,088.06	2,491.63	69
510-130-234 - GG - Benefits - Workers' Comp	5,972.86	9,576.58	10,000.00	423.42	96
510-140-330 - GG - Benefits - Assistant - Grp.Ins.	311.16	1,763.24	5,729.00	3,965.76	31
510-140-331 - GG - Benefits - Assistant CPP	848.88	4,789.72	6,700.00	1,910.28	71
510-140-332 - GG - Benefits - Assistant EI	683.53	3,495.66	4,500.00	1,004.34	78
510-140-333 - GG - Benefits - Assistant Sup'n.	1,247.19	7,447.52	10,835.00	3,387.48	69
510-145-431 - GG - Benefits-Student CPP	154.69	228.32	150.00	(78.32)	152
510-145-432 - GG-Benefits-Student EI	179.44	264.56	150.00	(114.56)	176
	10,498.47	35,448.02	48,985.06	13,537.04	72
	50,423.62	260,980.95	397,928.06	136,947.11	66
Professional/Contract Services					
510-200-110 - GG - Cont. - Legal	1,703.75	4,244.31	20,000.00	15,755.69	21
510-200-130 - GG - Cont. - Audit/Accounting		24,750.00	25,000.00	250.00	99
510-200-150 - GG - Cont. - Assessment - SAMA		46,788.00	50,000.00	3,212.00	94
510-200-160 - GG-Board of Revision Expense		46.67	1,200.00	1,153.33	4
510-200-170 - GG - Cont. - Advertising		2,111.00	8,000.00	5,889.00	26
510-210-110 - GG - Contract Studies		14,417.76	27,500.00	13,082.24	52
510-210-120 - GG-Grants		6,700.00	6,700.00		100
510-210-140 - GG - Council - Travel/Meals		913.74	2,600.00	1,686.26	35
510-210-150 - GG - Convention/Travel/Meal/Lodging	146.28	5,603.16	6,700.00	1,096.84	84
510-210-160 - GG - Travel, Meals & Subsistence			2,000.00	2,000.00	
510-210-170 - GG - Admin.Prof.Dev/ Travel / Meals/L	1,736.06	3,323.99	8,000.00	4,676.01	42
510-220-101 - GG - Cont. - Caretaking/Main. Other	1,413.00	12,246.00	21,500.00	9,254.00	57
510-230-100 - GG - Cont. - Insurance - General & Boi		2,681.00	22,100.00	19,419.00	12
510-240-100 - GG - Cont. - Memberships & Subscript	1,389.92	2,952.31	4,200.00	1,247.69	70
510-240-150 - GG - Cont. - Conference Fees	(1,736.06)				
510-250-100 - GG - Cont. - Communications(MailOut)	2,068.85	2,068.85	2,250.00	181.15	92
510-250-150 - GG - Cont. - Express & Cartage		159.41	200.00	40.59	80
510-260-100 - GG - Cont. - Tax Enforcement/Collectic		571.64	12,300.00	11,728.36	5
510-260-101 - GG- Cont -Information Service Fees	6.00	1,006.00	1,000.00	(6.00)	101
510-260-150 - GG - Cont. - Elections	12,337.15	13,472.15	25,000.00	11,527.85	54
510-270-100 - GG - Cont. - Maintenance-Office	289.91	289.91	2,000.00	1,710.09	15
510-270-150 - GG - Cont. - Repairs	40.62	134.26	1,000.00	865.74	13

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
510-280-100 - GG - Cont. - Postage Meter Lease	4,177.49	4,422.68	4,600.00	177.32	96
510-280-101 - GG - Cont - Photocopier	186.55	4,964.71	6,000.00	1,035.29	83
510-280-102 - GG - Cont - Office Furniture/Equipment	(0.03)	8,748.63	7,500.00	(1,248.63)	117
510-280-103 - GG - Cont - Equip Maint.Agrmt-Repair			1,800.00	1,800.00	
510-280-130 - GG - Cont. - Munisoft Software Suppor		6,812.03	4,600.00	(2,212.03)	148
510-280-131 - GG -Cont. - Software Purchase	21.10	245.52	2,000.00	1,754.48	12
510-280-170 - GG - Cont. - Promos/Vol Appn/Public F	100.00	1,131.10	1,400.00	268.90	81
510-290-100 - GG - Cont. - Bank Charges		3,268.84	700.00	(2,568.84)	467
510-290-101 - GG - Cont. - Debit Machine Costs		1,190.58	25,000.00	23,809.42	5
510-290-102 - GG - Cont - Vendor S/C		5.98		(5.98)	
	23,880.59	175,270.23	302,850.00	127,579.77	58
Utilities					
510-300-110 - GG - Utility - Heat		1,466.57	4,000.00	2,533.43	37
510-300-120 - GG - Utility - Power	472.58	6,465.48	7,000.00	534.52	92
510-300-130 - GG - Utility - Water	(17.50)	42.19	300.00	257.81	14
510-300-140 - GG - Utility - Telephone	832.50	6,783.18	10,200.00	3,416.82	67
510-300-141 - GG - Cont - Inernet/DB Machine	60.79	931.36	2,500.00	1,568.64	37
510-300-142 - GG - Cont - Web Page Setup/Maint		204.75	500.00	295.25	41
510-300-150 - GG - Utility - Septic Pump-Out	195.00	1,948.00	3,500.00	1,552.00	56
	1,543.37	17,841.53	28,000.00	10,158.47	64
Maintenance, Material and Supplies					
510-400-110 - GG - Maint. - Stationery & Postage	(6,014.05)	861.51	1,500.00	638.49	57
510-410-140 - GG - Maint. - Office Supplies	1,113.64	6,196.86	10,000.00	3,803.14	62
510-410-160 - GG - Maint. - Other		2.54		(2.54)	
510-420-100 - GG - Maint. - Janitor Supplies		46.19	2,000.00	1,953.81	2
	(4,900.41)	7,107.10	13,500.00	6,392.90	53
Grants and Contributions					
510-500-110 - GG - Grants and Contributions	(200.00)				
	(200.00)	0.00	0.00	0.00	0
Interest					
510-710-110 - GG - Long Term Debt Interest	51,538.32	60,128.04	63,000.00	2,871.96	95
	51,538.32	60,128.04	63,000.00	2,871.96	95
TOTAL GENERAL GOVERNMENT SERVICES	122,285.49	521,327.85	805,278.06	283,950.21	65
PROTECTIVE SERVICES					
POLICE PROTECTION					
Professional/Contractual Services					
520-210-110 - PS - Police - Contracted Servi & Rent f			35,000.00	35,000.00	
520-210-120 - PS-Contract Bylaw Enforcement Servic	10,086.16	29,130.78	48,000.00	18,869.22	61
	10,086.16	29,130.78	83,000.00	53,869.22	35
Grants and Contributions					
520-510-110 - PS - Police - COPPS Grant			2,200.00	2,200.00	
520-510-120 - PS-Police- Search & Rescue			2,000.00	2,000.00	
	0.00	0.00	4,200.00	4,200.00	0
TOTAL POLICE PROTECTION:	10,086.16	29,130.78	87,200.00	58,069.22	33
FIRE PROTECTION					
Wages and Benefits					

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
Wages					
525-110-110 - PS - Fire/Emerg.Serv- Honorarium			6,000.00	6,000.00	
525-110-120 - PS - Fire - Salaries - Fire Chief	316.67	2,533.36	3,800.00	1,266.64	67
525-110-130 - PS - Fire - Salaries - Deputy Fire Chief	200.00	1,600.00	2,400.00	800.00	67
	516.67	4,133.36	12,200.00	8,066.64	34
	516.67	4,133.36	12,200.00	8,066.64	34
Professional/Contractual Services					
525-210-100 - PS - Fire - EMS Contr-911/Dispatching			1,000.00	1,000.00	
525-220-100 - PS-Fire/EMO Travel,Meals, Hotel		2,273.50	6,000.00	3,726.50	38
525-220-102 - PS - Fire/EMO .Convention/Training		1,906.14	5,000.00	3,093.86	38
525-230-100 - PS - Fire /EMO- Insurance		4,378.00	4,500.00	122.00	97
525-240-100 - PS - Fire - Memberships/Subscriptions		160.00	600.00	440.00	27
525-260-100 - PS - Fire -Facility Maint.	310.25	1,247.88	6,000.00	4,752.12	21
	310.25	9,965.52	23,100.00	13,134.48	43
Utilities					
525-300-110 - PS - Fire - Utility - Heat		806.83	2,500.00	1,693.17	32
525-300-120 - PS - Fire - Utility - Power	5,076.26	7,302.60	4,500.00	(2,802.60)	162
525-300-130 - PS - Fire - Utility - Water		14.38		(14.38)	
525-300-140 - PS-Fire/First Responder Alarm	104.64	1,279.28	1,200.00	(79.28)	107
525-300-141 - PS-Fire/Emerg.-Radio/Pager Equip	1,260.00	4,350.15	6,000.00	1,649.85	73
	6,440.90	13,753.24	14,200.00	446.76	97
Maintenance, Materials and Supplies					
525-410-100 - PS - Fire - Stationary & Postage		16.86	50.00	33.14	34
525-420-100 - PS - Fire /EMO Supplies		2,174.59	4,000.00	1,825.41	54
525-420-101 - PS -Fire-First Resond.Incident/Train Pl	319.01	(1,705.60)	11,000.00	12,705.60	116
525-420-102 - PS-Fire/First Resp.Appreciation-PR		138.07	2,500.00	2,361.93	6
525-430-100 - PS - Vehicle/Equip. Repair/Parts/Tools	818.65	2,712.85	5,200.00	2,487.15	52
525-430-110 - PS - Fire - Oil & Gas	70.87	192.60	1,400.00	1,207.40	14
525-440-100 - PS - Fire - Small Tools/Equipment			5,000.00	5,000.00	
525-440-101 - PS-Fire-First Responders Equip			5,000.00	5,000.00	
525-440-102 - PS-Fire-First Rspn. Incident			7,000.00	7,000.00	
	1,208.53	3,529.37	41,150.00	37,620.63	9
Capital Expenditures					
525-600-120 - PS - Fire - Pur of Cap Assets - Building			2,500.00	2,500.00	
525-600-140 - PS - Fire - Pur of Cap Assets - Equip		6,842.93	7,200.00	357.07	95
	0.00	6,842.93	9,700.00	2,857.07	71
TOTAL FIRE PROTECTION:	8,476.35	38,224.42	100,350.00	62,125.58	38
TOTAL PROTECTIVE SERVICES:	18,562.51	67,355.20	187,550.00	120,194.80	36
TRANSPORTATION SERVICES					
MAINTENANCE					
Wages & Benefits					
Wages					
530-110-120 - TS - Maint.-Maint.Manager Salary	8,142.97	50,541.39	69,023.00	18,481.61	73
530-110-130 - TS - Maint. - Salaries - Labourers	24,525.41	142,662.26	149,968.00	7,305.74	95
530-110-131 - TS Maint - Contract Labor		271.95	4,300.00	4,028.05	6
530-110-140 - TS - Maint. - Salaries - Casual Help	6,817.82	10,051.87	12,078.00	2,026.13	83
530-110-150 - TS - Maint. - Salaries - Seasonal	21,695.52	60,671.20	144,787.00	84,115.80	42

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
	61,181.72	264,198.67	380,156.00	115,957.33	70
Benefits					
530-120-120 - TS - Maint.-Benefits-Maint.Mgr-Grp.Ins	291.31	1,722.21	2,420.00	697.79	71
530-120-121 - TS - Maint.-Benefits-Maint.Mgr.CPP	389.40	2,666.28	2,250.00	(416.28)	119
530-120-122 - TS - Maint.-Benefits-Maint.Mgr. EI	209.61	1,433.79	1,200.00	(233.79)	119
530-120-123 - TS - Maint.-Benefits-Maint.Mgr.-Sup'n.	649.08	3,694.73	5,625.00	1,930.27	66
530-130-130 - TS - Maint. - Laborers-Benefits-Grp.Ins	1,482.56	8,044.08	13,991.00	5,946.92	57
530-130-131 - TS- Maint - Laborers CPP	1,317.42	6,691.87	8,000.00	1,308.13	84
530-130-132 - TS - Maint - Laborers EI	1,225.70	5,286.10	8,000.00	2,713.90	66
530-130-133 - TS - Maint - Laborers - Sup'n	2,917.32	13,900.99	20,845.00	6,944.01	67
	8,482.40	43,440.05	62,331.00	18,890.95	70
	69,664.12	307,638.72	442,487.00	134,848.28	70
Professional/Contractual Services					
530-200-110 - TS - Maint. - Engineering	61,694.00	91,666.88	125,000.00	33,333.12	73
530-210-120 - TS - Maint. - Contr-Survey/Gov't.Applic			15,000.00	15,000.00	
530-210-140 - TS - Maint. - Contract Maint. Work		6,821.84	15,000.00	8,178.16	45
530-210-142 - TS -Maint.-Recyle Bin Costs	759.77	5,228.64	8,000.00	2,771.36	65
530-210-143 - TS-Maint-Contr.Work-Gravel Lease			25,000.00	25,000.00	
530-240-100 - TS - Maint. - Advertising			1,500.00	1,500.00	
530-250-100 - TS - Maint. - Travel, Meal & Subsistenc		81.97	4,500.00	4,418.03	2
530-250-101 - TS-Maint-Prof Dev/Workshop		558.79	6,000.00	5,441.21	9
530-260-100 - TS - Maint. - Insurance/Vehicle Reg.		8,981.00	15,000.00	6,019.00	60
530-290-102 - TS - Maint. - Shop Repairs/Maint		735.02	10,000.00	9,264.98	7
530-290-104 - TS - Maint-Lagoon/Water Analysis	1,800.00	2,609.84	5,000.00	2,390.16	52
	64,253.77	116,683.98	230,000.00	113,316.02	51
Utilities					
530-300-120 - TS - Maint. - Utility - Power (Landfill)	63.34	830.04	1,200.00	369.96	69
530-300-121 - TS - Maint - Power Drainage Pumps	206.58	1,946.60	3,000.00	1,053.40	65
530-300-130 - TS - Maint. - Utility - Water	17.50	5,326.80	15,000.00	9,673.20	36
530-300-140 - TS - Maint. - Utility - Telephone	223.33	2,243.35	4,200.00	1,956.65	53
530-310-100 - TS - Maint. - Utility - Street Lights	155.54	32,150.64	58,000.00	25,849.36	55
	666.29	42,497.43	81,400.00	38,902.57	52
Maintenance, Materials & Supplies					
530-400-110 - TS - Maint. - Materials & Supplies	641.29	8,518.16	10,000.00	1,481.84	85
530-400-111 - TS-Maint Employee Reimbursed Safet	199.48	2,167.28	6,000.00	3,832.72	36
530-410-100 - TS - Maint. - Small Tools	500.19	2,007.19	6,000.00	3,992.81	33
530-420-100 - TS - Vehicle- Repair/Parts/Tools	5.33	2,076.07	4,000.00	1,923.93	52
530-420-101 - TS - Maint. - Equip. Repair/Parts/Tools	1,042.63	6,364.45	10,000.00	3,635.55	64
530-420-103 - TS - Maint - Equipment Rental	372.52	2,835.97	5,000.00	2,164.03	57
530-425-110 - TS - Maint. - Oil & Gas	4,102.23	29,560.56	50,000.00	20,439.44	59
530-425-120 - TS - Repairs To Champion Grader			30,000.00	30,000.00	
530-425-121 - TS - Repairs to JD Grader		701.34		(701.34)	
530-425-122 - TS - Repairs to JD Wheel Loader	1,440.49	18,148.84		(18,148.84)	
530-425-123 - TS - Repairs To Kabota Tractor		227.73		(227.73)	
530-425-130 - TS Repairs To Freight Liner Gravel Tru		1,467.44		(1,467.44)	
530-425-132 - TS - Repairs To 2012 Bobcat		113.32		(113.32)	
530-425-133 - TS - Repairs to E50 Mini Bobcat	6,406.34	6,725.07		(6,725.07)	
530-425-140 - TS - Repairs to 2680 Mower	1,166.52	1,812.93		(1,812.93)	
530-425-141 - TS - Repairs to 3680 Mower	1,559.67	2,379.64		(2,379.64)	

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
530-425-142 - TS - Repairs to Land Pride Mower		129.87		(129.87)	
530-425-150 - TS - Repairs to Garbage Truck		1,661.43		(1,661.43)	
530-425-155 - TS - Repairs to 953 Cat		209.95		(209.95)	
530-425-160 - TS - Repairs to Dust Control Truck	31.90	331.81		(331.81)	
530-425-161 - TS - Repairs to F750	355.00	2,074.73		(2,074.73)	
530-425-170 - TS - Repairs to 350 Ford Truck		189.00		(189.00)	
530-425-172 - TS - Repairs to Dodge Pickup		1,921.18		(1,921.18)	
530-425-175 - TS - Landfill Compactor		1,659.21		(1,659.21)	
530-430-131 - TS-Maint.-Equipment Purchase			18,000.00	18,000.00	
530-440-100 - TS - Maint. - Gravel/Sand		16.80	10,000.00	9,983.20	0
530-450-100 - TS - Maint. - Culverts/Drainage	(308.00)	(877.26)	16,700.00	17,577.26	105
530-460-100 - TS - Maint. - Asphalt/Surfacing Material			2,000.00	2,000.00	
530-460-101 - TS - Maint - Road Construction/Repair			10,000.00	10,000.00	
530-460-102 - TS-Maint-Landfill Maint.Materials		262.49	1,000.00	737.51	26
530-460-110 - TS - Maint. - Dust Control			30,000.00	30,000.00	
530-470-100 - TS - Maint. - Road/Street Signs	376.52	644.61	15,000.00	14,355.39	4
530-490-110 - TS - Maint. - Tree Removals		6,600.00	5,000.00	(1,600.00)	132
530-490-120 - TS - Maint - Street Light Installation			5,000.00	5,000.00	
530-490-125 - TS-Maint - Grass Seed/Fencing	65.06	122.44	5,000.00	4,877.56	2
530-490-130 - Maint - Spruce Budworm Spraying		1,400.00	60,000.00	58,600.00	2
	17,957.17	101,452.25	298,700.00	197,247.75	34
Capital Expenditures					
530-600-120 - TS - Purchase of Cap Assets - Build		31,617.55	75,500.00	43,882.45	42
530-600-130 - TS - Purchase of Cap Assets - Mach		16,695.00	55,000.00	38,305.00	30
530-600-140 - TS - Purchase of Cap Assets - Equipm		26,355.00		(26,355.00)	
530-600-142 - TS-Cap.Assets-Road Repair - Ford Ro			10,000.00	10,000.00	
530-600-143 - TS Cap.Assets-Road Repair - Bayview			30,000.00	30,000.00	
530-600-190 - TS - Purchase of Cap Assets - Eng. St			20,000.00	20,000.00	
	0.00	74,667.55	190,500.00	115,832.45	39
TOTAL MAINTENANCE:	152,541.35	642,939.93	1,243,087.00	600,147.07	52
CONSTRUCTION					
Maintenance, Materials & Supplies					
535-400-110 - TS - Const. - Building Maint. Mat & Sup	16.78	6,307.69	10,000.00	3,692.31	63
	16.78	6,307.69	10,000.00	3,692.31	63
Capital Expenditures					
535-600-110 - TS - Const. - Pur of Cap Assets	400.54	1,887.11	110,000.00	108,112.89	2
535-600-111 - TS - Constr.- Cap Road Project	922,234.83	922,234.83	2,463,000.00	1,540,765.17	37
	922,635.37	924,121.94	2,573,000.00	1,648,878.06	36
TOTAL CONSTRUCTION:	922,652.15	930,429.63	2,583,000.00	1,652,570.37	36
TOTAL TRANSPORTATION SERVICES:	1,075,193.50	1,573,369.56	3,826,087.00	2,252,717.44	41
PUBLIC HEALTH AND WELFARE SERVICES					
Utilities					
550-300-140 - H&W - Utility - Telephone(Health)	163.61	1,731.16	2,300.00	568.84	75
550-300-145 - H&W-Health Centre Bldg.Maint		25.20	1,300.00	1,274.80	2
550-300-150 - H&W - Other - Health Centre	36.75	36.75	200.00	163.25	18
550-300-151 - Health Committee Expenditures	(36.75)				

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
	163.61	1,793.11	3,800.00	2,006.89	47
Total PUBLIC HEALTH AND WELFARE SERV	163.61	1,793.11	3,800.00	2,006.89	47
PLANNING AND DEVELOPMENT SERVICES					
Wages and Benefits					
560-110-120 - P&D - Contracted Bldg. Inspections	2,625.00	14,224.00	35,000.00	20,776.00	41
	2,625.00	14,224.00	35,000.00	20,776.00	41
Professional/Contractual Services					
560-200-111 - P&D - Develop Appeals Brd Honorarium		1,184.96	900.00	(284.96)	132
560-200-112 - P&D-Planning for Growth Initiative			8,000.00	8,000.00	
	0.00	1,184.96	8,900.00	7,715.04	13
Utilities					
560-300-140 - P&D - Utility - Telephone			400.00	400.00	
	0.00	0.00	400.00	400.00	0
Maintenance, Materials and Supplies					
560-420-111 - P&D - Vehicle Reg/Ins			500.00	500.00	
	0.00	0.00	500.00	500.00	0
TOTAL PLANNING AND DEVELOPMENT SER	2,625.00	15,408.96	44,800.00	29,391.04	34
RECREATION AND CULTURAL SERVICES					
Professional/Contractual Services					
570-200-110 - P&R - Cont. - Advertising/Public Relat.		70.00	1,100.00	1,030.00	6
570-220-100 - P&R - Cont. - Travel, Meal & Subsistence			400.00	400.00	
570-240-100 - P&R - Cont. - Memberships/Subscriptions		50.00	100.00	50.00	50
570-250-100 - P&R - Cont. - Conference Fees			900.00	900.00	
570-270-200 - P&R-Hall Equipment		16.85		(16.85)	
570-290-100 - P&R - Wapiti Library		11,268.46	11,270.00	1.54	100
	0.00	11,405.31	13,770.00	2,364.69	83
Utilities - Heat					
570-300-150 - P&R - Utility - Heat - Hall		3,085.37	4,000.00	914.63	77
	0.00	3,085.37	4,000.00	914.63	77
Utilities - Power					
570-310-150 - P&R - Utility - Power - Hall	361.23	2,438.34	3,200.00	761.66	76
	361.23	2,438.34	3,200.00	761.66	76
Utilities - Telephone					
570-330-150 - P&R - Utility - Telephone - Hall	57.78	406.88	600.00	193.12	68
	57.78	406.88	600.00	193.12	68
Utilities - Other					
570-340-150 - P&R - Utility - Hall Septic Pump-Out	180.00	390.00	1,000.00	610.00	39
	180.00	390.00	1,000.00	610.00	39
Maintenance, Materials and Supplies					
570-420-150 - P&R - Maint Supplies - Hall		1,627.07	300.00	(1,327.07)	542
570-430-150 - P&R - Building Maint.-Rec.Hall	3,558.45	4,719.53	20,000.00	15,280.47	24
570-430-195 - P&R - Inspection/Other Expense		130.00	300.00	170.00	43
	3,558.45	6,476.60	20,600.00	14,123.40	31
Grants and Contributions					

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
70-500-110 - P&R - Grants and Contributions			100.00	100.00	
	0.00	0.00	100.00	100.00	0
Other					
570-900-110 - P&R - Trails Exp		560.63	21,400.00	20,839.37	3
570-900-120 - Communities in Bloom	295.45	3,769.79	7,275.00	3,505.21	52
570-900-121 - Communities in Bloom - Petty Cash			500.00	500.00	
570-900-122 - P&R-Comm.in Bloom- Kiosk Power		132.30	200.00	67.70	66
570-900-130 - CIB -Aschim Homestead Exp	319.62	1,696.48	1,700.00	3.52	100
570-900-900 - Parks & Rec Committee Expenditure	165.27	(672.42)	14,450.00	15,122.42	105
	780.34	5,486.78	45,525.00	40,038.22	12
TOTAL RECREATION AND CULTURAL SERV	4,937.80	29,689.28	88,795.00	59,105.72	33
TOTAL EXPENDITURES:	1,223,767.91	2,208,943.96	4,956,310.06	2,747,366.10	45
CHANGE IN NET-FINANCIAL ASSETS					
Revenues	(148,432.97)	2,887,055.71	4,493,330.00	(1,606,274.29)	64
Expenditures	1,223,767.91	2,208,943.96	4,956,310.06	2,747,366.10	45
CHANGE IN NET FINANCIAL ASSETS	(1,372,200.88)	678,111.75	(462,980.06)	1,141,091.81	246
CHANGE IN NET ASSETS	(1,372,200.88)	678,111.75	(462,980.06)	1,141,091.81	246
Decrease in Amounts to be Recovered					
Long Term Debt Repaid	51,538.32	(79,381.96)	(176,000.00)	(96,618.04)	45
Total Decrease in Amounts to be Recovered:	51,538.32	(79,381.96)	(176,000.00)	(96,618.04)	45
CHANGE IN SURPLUS	(1,320,662.56)	598,729.79	(638,980.06)	1,237,709.85	194

ACCOUNT BALANCES	Current	Year to Date	Balance
Cash and Investments			
110-110-110 - Office Petty Cash			500.00
110-110-111 - Office Float			200.00
110-110-112 - Landfill Float			70.00
110-110-120 - General Bank Acct.	1,231,134.61	1,450,048.68	2,570,690.39
110-110-122 - Tax Bank Account	4.99	48.19	581.71
110-110-131 - Cash- Investors Savings Account	1,329.81	9,771.72	2,610,904.04
110-110-160 - Cash - Parks & Rec Operating Acct			6,074.64
110-110-162 - Parks & Rec Bingo Account			1,670.43
110-110-164 - Health Committe-Gen.Account			2,982.17
110-110-165 - Health Committee-Building Fund			5,640.40
110-110-168 - Parks & Rec-Playground Acct			1,242.28
Total Cash and Investments:	1,232,469.41	1,459,868.59	5,200,556.06
Municipal Taxes Receivable			
110-200-100 - Municipal - Tax Receivable - Current	(1,644,881.17)	277,677.06	491,608.89
110-200-110 - Municipal - Tax Receivable - Arrears	(44,893.27)	(105,247.54)	98,182.38

Resort Village of Candle Lake
Statement of Financial Activities - Detailed
For the Period Ending August-31-16

	Current	Year To Date	Budget	Variance	%
10-200-300 - Municipal Receivable-WCB Cert	307.83	2,315.52	17,358.71		
Total Municipal Taxes Receivable:	(1,689,466.61)	174,745.04	607,149.98		
Other Receivables					
110-320-100 - Accounts Receivable	(83,852.76)	26,682.33	36,009.47		
110-320-170 - Tax Title Costs Receivable			150.00		
110-340-110 - GST Receivable - 100% Rebate	51,806.53	6,292.47	210,690.65		
Total Other Receivables:	(32,046.23)	32,974.80	246,850.12		

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

(Date)

Administrator

Mayor

Report Date
02/09/2016 10:10 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Page 1

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: GEN - GENERAL BANK ACCOUNT				
Computer Cheques:				
9095	19/08/2016	Ruszkowski Enterprises Ltd	Main Street Completion	968,346.58
9096	19/08/2016	[REDACTED]	#38485-009	225.00
9097	31/08/2016	Associated Engineering (Sask)	Engineering Services	11,151.53
9098	31/08/2016	Buckoski, Clarence	Septic Pump	45.00
9099	31/08/2016	Candle Lake All Season Service	Fire Oil & Fuel	1,043.34
9100	31/08/2016	Candle Lake Home Building Cntr	Municipal Office Shelving	60.14
9101	31/08/2016	Carrier, Grant	Lagoon/Water Analysis	1,200.00
9102	31/08/2016	Cervus Equipment	Maint Oil	217.16
9103	31/08/2016	Charles Repair & Service Co.	Small Tools	23.51
9104	31/08/2016	Christopherson Industrial Supp	Maint Materials & Supplie	1,361.13
9105	31/08/2016	Cromartie, Kelly	July Election	58.19
9106	31/08/2016	C.U.P.E.	CUPE Dues Payable	597.30
9107	31/08/2016	Earthworks Equipment Corp.	Repairs to E50 Mini Bobca	7,100.54
9108	31/08/2016	Glen Mor Inc.	2680 Mower	2,438.60
9109	31/08/2016	J.G.T. Properties Inc.	Small Tools	500.50
9110	31/08/2016	Lozej, Michelle	June 2-4 P&R Meeting	187.50
9111	31/08/2016	Lyons, George	Refund-Clerical Error	1,431.94
9112	31/08/2016	Matkowski, Patricia	Special Mtg- Swearing In	112.50
9113	31/08/2016	Maxim International Trucking	Vehicle Repairs	29.12
9114	31/08/2016	Municipal Employees Pension	MEPP	7,773.68
9115	31/08/2016	Murrays Appliance Service	Repair Dishwasher	427.90
9116	31/08/2016	North Star Signs	Aschim Homestead	110.00
9117	31/08/2016	Pasloski, Edwin	2 Trips to Sarcan	100.00
9118	31/08/2016	Paymate Software	Paymate Plus (Payroll)	42.00
9119	31/08/2016	Perras, Clem	NCLDPC Mtg	148.80
9120	31/08/2016	Pitney Bowes	Postage Refill	243.90
9121	31/08/2016	Prince Albert Co-op Assn Ltd	Fuel Delivery	2,106.02
9122	31/08/2016	R.M. of Paddockwood	CL Portion of NCLDPC Chg	1,250.00
9123	31/08/2016	SaskTel	Fire Alarm	1,510.75
9124	31/08/2016	SaskPower	Streetlights	6,471.51
9125	31/08/2016	Sawchuk Lavoie Stonechild	File # 160050	1,784.93
9126	31/08/2016	SUMA	Elections 2016	3,733.46
9127	31/08/2016	SUMA	Dog Park Signs	419.61
9128	31/08/2016	SUMA	Office Supplies	1,166.67
9129	31/08/2016	SUMA-Grp. Benefits	SUMA Benefits	2,447.16
9130	31/08/2016	T & C Plumbing Ltd.	Facility Repairs	325.51
9131	31/08/2016	Toshiba Business Solutions	Photocopie9	195.44
9132	31/08/2016	Traction Heavy Duty Parts	Repairs to F750	455.43
9133	31/08/2016	Wasyluk, Borden	Special Mtg- Swearing In	187.50
9134	31/08/2016	Wheatland Tire & Auto	Repairs to 2680 Mower	165.60
9135	31/08/2016	Wikberg, Trevor	Damage Deposit Refund	600.00
9136	02/09/2016	[REDACTED]	38485-009	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

Report Date
02/09/2016 10:10 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Page 2

Payment #	Date	Vendor Name	Reference	Payment Amount
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
Total for GEN:				2,224,616.15

Certified Correct This 02th day of September, 2016.

Mayor

Administrator

Report Date
02/09/2016 10:10 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Page 1

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: GEN - GENERAL BANK ACCOUNT					
Computer Cheques:					
9095	19/08/2016	Ruszkowski Enterprises Ltd			
6800 PROG#2		535-600-111 - TS - Constr.- Cap F Main Street Completion		922,234.83	
		110-340-110 - GST Receivable - 1 GST Tax Code		46,111.75	
		900-110-110 - GST Paid GST Tax Code		46,111.75	968,346.58
9096	19/08/2016	[REDACTED]			
CASE		210-200-210 - Due To Provincial C #38485-009		225.00	225.00
9097	31/08/2016	Associated Engineering (Sask)			
444228		530-200-110 - TS - Maint. - Engine Engineering Services		10,620.50	
		110-340-110 - GST Receivable - 1 GST Tax Code		531.03	
		900-110-110 - GST Paid GST Tax Code		531.03	11,151.53
9098	31/08/2016	Buckoski, Clarence			
986		510-300-150 - GG - Utility - Septic Septic Pump		45.00	45.00
9099	31/08/2016	Candle Lake All Season Service			
507811/19/21/78		525-430-110 - PS - Fire - Oil & Ga Fire Oil & Fuel		42.38	
		530-400-110 - TS - Maint. - Materi Maint Mat & Supplies		5.06	
		530-420-100 - TS - Vehicle- Repai Veh Repair/Parts/Tools		5.33	
		530-425-140 - TS - Repairs to 268 Repairs tp 2680 Mowers		26.25	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.74	
		900-110-110 - GST Paid Both Tax Code		1.74	
		110-340-110 - GST Receivable - 1 GST Tax Code		2.11	
		900-110-110 - GST Paid GST Tax Code		2.11	82.87
August 2016		530-425-110 - TS - Maint. - Oil & C Maint Oil & Fuel		557.66	
		110-340-110 - GST Receivable - 1 GST Tax Code		27.88	
		900-110-110 - GST Paid GST Tax Code		27.88	585.54
518921		530-400-110 - TS - Maint. - Materi Maint Mat & Supplies		7.40	7.40
518952		525-430-110 - PS - Fire - Oil & Ga Fuel		28.49	
		110-340-110 - GST Receivable - 1 GST Tax Code		1.42	
		900-110-110 - GST Paid GST Tax Code		1.42	29.91
908/9//13/17/26		530-425-110 - TS - Maint. - Oil & C Fuel		321.55	
		110-340-110 - GST Receivable - 1 GST Tax Code		16.07	
		900-110-110 - GST Paid GST Tax Code		16.07	337.62
Payment Total:					1,043.34
9100	31/08/2016	Candle Lake Home Building Cnt			
171610		510-270-150 - GG - Cont. - Repair Municipal Office Shelving		40.62	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.94	
		900-110-110 - GST Paid Both Tax Code		1.94	42.56

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
171799		535-400-110 - TS - Const. - Buildi	Building Maint Mat & Sup	16.78	
		110-340-110 - GST Receivable - 1	Both Tax Code	0.80	
		900-110-110 - GST Paid	Both Tax Code	0.80	17.58
				Payment Total:	60.14
9101	31/08/2016	Carrier, Grant			
0002		530-290-104 - TS - Maint-Lagoon/	Lagoon/Water Analysis	600.00	600.00
0003		530-290-104 - TS - Maint-Lagoon/	Lagoon-Water Analysis	600.00	600.00
				Payment Total:	1,200.00
9102	31/08/2016	Cervus Equipment			
145320		530-425-110 - TS - Maint. - Oil & C	Maint Oil	207.47	
		110-340-110 - GST Receivable - 1	Both Tax Code	9.69	
		900-110-110 - GST Paid	Both Tax Code	9.69	217.16
9103	31/08/2016	Charles Repair & Service Co.			
B351930		530-410-100 - TS - Maint. - Small	Small Tools	22.44	
		110-340-110 - GST Receivable - 1	Both Tax Code	1.07	
		900-110-110 - GST Paid	Both Tax Code	1.07	23.51
104	31/08/2016	Christopherson Industrial Supp			
49314		530-400-110 - TS - Maint. - Materi	Maint Materials & Supplie	401.53	
		530-420-101 - TS - Maint. - Equip.	Maint Tools	897.73	
		110-340-110 - GST Receivable - 1	Both Tax Code	61.87	
		900-110-110 - GST Paid	Both Tax Code	61.87	1,361.13
9105	31/08/2016	Cromartie, Kelly			
July Election		510-260-150 - GG - Cont. - Electic	July Election	55.42	
		110-340-110 - GST Receivable - 1	GST Tax Code	2.77	
		900-110-110 - GST Paid	GST Tax Code	2.77	58.19
9106	31/08/2016	C.U.P.E.			
Aug 2016		210-200-145 - CUPE Dues Payabl	CUPE Dues Payable	597.30	597.30
9107	31/08/2016	Earthworks Equipment Corp.			
128282		530-425-133 - TS - Repairs to E50	Repairs to E50 Mini Bobca	207.90	
		110-340-110 - GST Receivable - 1	Both Tax Code	9.90	
		900-110-110 - GST Paid	Both Tax Code	9.90	217.80
129374		530-425-133 - TS - Repairs to E50	Repairs to E50 Mini Bobca	2,267.86	
		110-340-110 - GST Receivable - 1	Both Tax Code	107.99	
		900-110-110 - GST Paid	Both Tax Code	107.99	2,375.85
S23720		530-425-133 - TS - Repairs to E50	E50 Mini Bobcat	238.01	
		110-340-110 - GST Receivable - 1	Both Tax Code	11.33	
		900-110-110 - GST Paid	Both Tax Code	11.33	249.34

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
LATECH		530-425-110 - TS - Maint. - Oil & C	Late Payment Charges	51.87	51.87
130876		530-425-133 - TS - Repairs to E50	Repairs - E50 Mini Bobcat	364.25	
		110-340-110 - GST Receivable - 1	Both Tax Code	17.35	
		900-110-110 - GST Paid	Both Tax Code	17.35	381.60
W51622		530-425-133 - TS - Repairs to E50	Repair to E50 Mini Bobcat	3,276.89	
		110-340-110 - GST Receivable - 1	Both Tax Code	156.04	
		900-110-110 - GST Paid	Both Tax Code	156.04	3,432.93
R04411		530-420-103 - TS - Maint - Equipn	Rental Loaner Bobcat E50	372.52	
		110-340-110 - GST Receivable - 1	GST Tax Code	18.63	
		900-110-110 - GST Paid	GST Tax Code	18.63	391.15
Payment Total:					7,100.54
9108	31/08/2016	Glen Mor Inc.			
72612		530-425-140 - TS - Repairs to 268	2680 Mower	405.50	
		110-340-110 - GST Receivable - 1	Both Tax Code	19.31	
		900-110-110 - GST Paid	Both Tax Code	19.31	424.81
72931		530-425-141 - TS - Repairs to 368	3680 Mower Repairs	45.19	
		110-340-110 - GST Receivable - 1	Both Tax Code	2.15	
		900-110-110 - GST Paid	Both Tax Code	2.15	47.34
73502		530-425-140 - TS - Repairs to 268	Repairs to 2680 Mower	460.17	
		530-425-141 - TS - Repairs to 368	Repairs to 3680 Mower	460.17	
		110-340-110 - GST Receivable - 1	Both Tax Code	43.82	
		900-110-110 - GST Paid	Both Tax Code	43.82	964.16
73664		530-425-141 - TS - Repairs to 368	Repair to 3680 Mower	411.62	
		110-340-110 - GST Receivable - 1	Both Tax Code	19.60	
		900-110-110 - GST Paid	Both Tax Code	19.60	431.22
73665		530-425-141 - TS - Repairs to 368	3680 Mower Repair	545.11	
		110-340-110 - GST Receivable - 1	Both Tax Code	25.96	
		900-110-110 - GST Paid	Both Tax Code	25.96	571.07
Payment Total:					2,438.60
9109	31/08/2016	J.G.T. Properties Inc.			
290		530-410-100 - TS - Maint. - Small	Small Tools	477.75	
		110-340-110 - GST Receivable - 1	Both Tax Code	22.75	
		900-110-110 - GST Paid	Both Tax Code	22.75	500.50
9110	31/08/2016	Lozej, Michelle			
May-July 2016		510-110-140 - GG - Council - Inde	June 2-4 P&R Meeting	62.50	
		510-110-110 - GG - Council - Inde	May/June/July Spec Mtg	125.00	187.50
.11	31/08/2016	Lyons, George			
August 2016		110-110-120 - General Bank Acct.	Refund-Clerical Error	1,431.94	1,431.94

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
9112	31/08/2016	Matkowski, Patricia			
Special Mtg		510-110-140 - GG - Council - Inde Special Mtg- Swearing In		37.50	
		510-110-140 - GG - Council - Inde Special Mtg		75.00	112.50
9113	31/08/2016	Maxim International Trucking			
262430082		525-430-100 - PS - Vehicle/Equip. Vehicle Repairs		27.80	
		110-340-110 - GST Receivable - 1 Both Tax Code		1.32	
		900-110-110 - GST Paid Both Tax Code		1.32	29.12
9114	31/08/2016	Municipal Employees Pension			
Aug 2016		210-200-140 - Superannuation Pa MEPP		7,773.68	7,773.68
9115	31/08/2016	Murrays Appliance Service			
112617		570-430-150 - P&R - Building Mail Repair Dishwasher		408.45	
		110-340-110 - GST Receivable - 1 Both Tax Code		19.45	
		900-110-110 - GST Paid Both Tax Code		19.45	427.90
9116	31/08/2016	North Star Signs			
14820		570-900-130 - CIB -Aschim Home Aschim Homestead		73.98	
		310-100-804 - CIB Project Reserv Aschim Homestead		31.02	
		110-340-110 - GST Receivable - 1 Both Tax Code		5.00	
		900-110-110 - GST Paid Both Tax Code		5.00	110.00
9117	31/08/2016	Pasloski, Edwin			
CIB - Aug/16		570-900-120 - Communities in Blk 2 Trips to Sarcan		95.45	
		110-340-110 - GST Receivable - 1 Both Tax Code		4.55	
		900-110-110 - GST Paid Both Tax Code		4.55	100.00
9118	31/08/2016	Paymate Software			
30687		510-240-100 - GG - Cont. - Memb: Paymate Plus (Payroll)		40.00	
		110-340-110 - GST Receivable - 1 GST Tax Code		2.00	
		900-110-110 - GST Paid GST Tax Code		2.00	42.00
9119	31/08/2016	Perras, Clem			
August 2016		510-210-150 - GG - Convention/T NCLDPC Mtg		46.28	
		510-210-150 - GG - Convention/T NCLDPC Mtg		100.00	
		110-340-110 - GST Receivable - 1 GST Tax Code		2.32	
		900-110-110 - GST Paid GST Tax Code		2.32	148.60
9120	31/08/2016	Pitney Bowes			
Postage		510-400-110 - GG - Maint. - Statio Postage Refill		232.29	
		110-340-110 - GST Receivable - 1 GST Tax Code		11.61	
		900-110-110 - GST Paid GST Tax Code		11.61	243.90
9121	31/08/2016	Prince Albert Co-op Assn Ltd			
351		530-425-110 - TS - Maint. - Oil & Fuel Delivery		2,005.73	
		110-340-110 - GST Receivable - 1 GST Tax Code		100.29	
		900-110-110 - GST Paid GST Tax Code		100.29	2,106.02

Report Date
02/09/2016 10:10 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Page 5

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
9122 186	31/08/2016	R.M. of Paddockwood			
		510-240-100 - GG - Cont. - Memb	CL Portion of NCLDPC Chg	1,250.00	1,250.00
9123 Aug 2016	31/08/2016	SaskTel			
		525-300-140 - PS-Fire/First Respc	Fire Alarm	104.64	
		570-330-150 - P&R - Utility - Telep	Rec Hall	57.78	
		550-300-140 - H&W - Utility - Tele	Health Centre	163.61	
		510-300-140 - GG - Utility - Telep	Admin Phones	642.21	
		510-300-140 - GG - Utility - Telep	Admin Fax	47.53	
		510-300-141 - GG - Cont - Inernet	Internet/Debit	60.79	
		530-300-140 - TS - Maint. - Utility	Maint Cell Phones	223.33	
		510-300-140 - GG - Utility - Telep	Mayor Cell	45.52	
		510-300-140 - GG - Utility - Telep	Administrator Cell	97.24	
		110-340-110 - GST Receivable - 1	Both Tax Code	57.54	
		900-110-110 - GST Paid	Both Tax Code	57.54	
		110-340-110 - GST Receivable - 1	GST Tax Code	10.56	
		900-110-110 - GST Paid	GST Tax Code	10.56	1,510.75
9124 August 2016	31/08/2016	SaskPower			
		525-300-120 - PS - Fire - Utility - F	Streetlights	4,619.82	
		525-300-120 - PS - Fire - Utility - F	Fire Hall	456.44	
		530-300-120 - TS - Maint. - Utility	Landfill	63.34	
		530-310-100 - TS - Maint. - Utility	Street Lights	155.54	
		510-300-120 - GG - Utility - Power	Municipal Office	472.58	
		570-310-150 - P&R - Utility - Powe	Rec Centre	361.23	
		530-300-121 - TS - Maint - Power	Lumberyard Pump	36.50	
		110-340-110 - GST Receivable - 1	Both Tax Code	44.46	
		900-110-110 - GST Paid	Both Tax Code	44.46	
		110-340-110 - GST Receivable - 1	GST Tax Code	261.60	
		900-110-110 - GST Paid	GST Tax Code	261.60	6,471.51
9125 1068	31/08/2016	Sawchuk Lavoie Stonechild			
		510-200-110 - GG - Cont. - Legal	File # 160050	1,430.25	
		110-340-110 - GST Receivable - 1	Both Tax Code	68.14	
		900-110-110 - GST Paid	Both Tax Code	68.14	1,498.39
1064		510-200-110 - GG - Cont. - Legal	File #150050.01	273.50	
		110-340-110 - GST Receivable - 1	Both Tax Code	13.04	
		900-110-110 - GST Paid	Both Tax Code	13.04	286.54
				Payment Total:	1,784.93
9126 72225	31/08/2016	SUMA			
		510-260-150 - GG - Cont. - Electic	Elections 2016	3,563.73	
		110-340-110 - GST Receivable - 1	Both Tax Code	169.73	
		900-110-110 - GST Paid	Both Tax Code	169.73	3,733.46
27 72251	31/08/2016	SUMA			
		535-600-110 - TS - Const. - Pur of	Dog Park Signs	400.54	

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		110-340-110 - GST Receivable - 1 Both Tax Code		19.07	
		900-110-110 - GST Paid	Both Tax Code	19.07	419.61
9128	31/08/2016	SUMA			
72386		510-410-140 - GG - Maint. - Office Office Supplies		320.02	
		110-340-110 - GST Receivable - 1 Both Tax Code		15.24	
		900-110-110 - GST Paid	Both Tax Code	15.24	335.26
72456		510-410-140 - GG - Maint. - Office Office Supplies		793.62	
		110-340-110 - GST Receivable - 1 Both Tax Code		37.79	
		900-110-110 - GST Paid	Both Tax Code	37.79	831.41
Payment Total:					1,166.67
9129	31/08/2016	SUMA-Grp. Benefits			
Aug 2016		210-200-100 - SUMA Benefit & G SUMA Benefits		2,445.86	
		110-340-110 - GST Receivable - 1 GST Tax Code		1.30	
		900-110-110 - GST Paid	GST Tax Code	1.30	2,447.16
9130	31/08/2016	T & C Plumbing Ltd.			
273		525-260-100 - PS - Fire -Facility M Facility Repairs		310.25	
		110-340-110 - GST Receivable - 1 Both Tax Code		15.26	
		900-110-110 - GST Paid	Both Tax Code	15.26	325.51
9131	31/08/2016	Toshiba Business Solutions			
AR2949475		510-280-101 - GG - Cont - Photoc Photocopie9		186.55	
		110-340-110 - GST Receivable - 1 Both Tax Code		8.89	
		900-110-110 - GST Paid	Both Tax Code	8.89	195.44
9132	31/08/2016	Traction Heavy Duty Parts			
671-596094		530-425-161 - TS - Repairs to F7! Repairs to F750		440.77	
		110-340-110 - GST Receivable - 1 Both Tax Code		20.99	
		900-110-110 - GST Paid	Both Tax Code	20.99	461.76
671-596550		530-425-110 - TS - Maint. - Oil & C Maint Oil & Gas		79.72	
		110-340-110 - GST Receivable - 1 Both Tax Code		3.80	
		900-110-110 - GST Paid	Both Tax Code	3.80	83.52
671-599256		530-425-161 - TS - Repairs to F7! Repairs tp F750		85.77-	
		110-340-110 - GST Receivable - 1 Both Tax Code		4.08-	
		900-110-110 - GST Paid	Both Tax Code	4.08-	89.85-
Payment Total:					455.43
9133	31/08/2016	Wasyluk, Borden			
Spec Meetings		510-110-140 - GG - Council - Inde Special Mtg- Swearing In		37.50	
		510-110-140 - GG - Council - Inde Special Mtg		75.00	
		510-110-140 - GG - Council - Inde NCLDPC-Paddockwood		75.00	187.50
9134	31/08/2016	Wheatland Tire & Auto			

Report Date
02/09/2016 10:10 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Page 7

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
319422		530-425-140 - TS - Repairs to 268 Repairs to 2680 Mower		76.85	
		110-340-110 - GST Receivable - 1 Both Tax Code		3.65	
		900-110-110 - GST Paid Both Tax Code		3.65	80.30
319581		530-425-141 - TS - Repairs to 368 Repairs to 3680 Mower		81.40	
		110-340-110 - GST Receivable - 1 Both Tax Code		3.90	
		900-110-110 - GST Paid Both Tax Code		3.90	85.30
Payment Total:					165.60
9135	31/08/2016	Wikberg, Trevor			
Refund		210-200-302 - Parks & Rec.-Dam: Damage Deposit Refund		600.00	600.00
9136	02/09/2016				
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

Report Date
02/09/2016 10:10 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 02/09/2016
Batch: 2016-00043 to 2016-00046

Page 8

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
9143 August/16	02/09/2016	Sask Rivers School Div. #119 210-210-190 - Sask. Rivers Tax R	Sask Rivers Tax Remit	1,192,697.10	1,192,697.10
9144 Refund	02/09/2016	Sowinski, Ron 420-700-200 - Licenses - Busines	Duplicate Business Licens	75.00	75.00
9145 69425	02/09/2016	SUMA 525-230-100 - PS - Fire /EMO- Ins	Fire/EMO Insurance	17.33	17.33
Total for GEN:					2,224,616.15

Certified Correct This 02th day ofSeptember, 2016.

Mayor

Administrator



REPORT

Report Title:	Blind Corner Signage (Report #111-2016)
Date:	August 26th, 2016
Prepared By:	Heather Scott
Prepared For:	Council

Options:

1. That Council approve the installation of two new blind corner signs at 2nd Crescent North and Skalicky Drive.
OR
2. Refer to administration for further review and report.
OR
3. Receive and file.

Justification for In Camera: N/A

Background: It has been brought to the attention of administration that there are two blind corners in the community that could use additional signage for safety.

Discussion: The two streets proposed for signage are on 2nd Crescent North and on Skalicky Drive. Both of these are identified as blind corners and often people driving on these roads do not slow down and take caution when turning. Signage could inform the drivers to be more aware of the potential of oncoming traffic that they wouldn't see coming.

Financial Implications: The costs of 4 75 x 75 amber signs @ \$104.69 per sign and 4 Left or Right arrow signs @\$68.97 for a total of \$694.64 Road/Street Sign GL 530-470-100. There is currently a balance of \$14,355.39 remaining from the 2016 budget in that GL account.

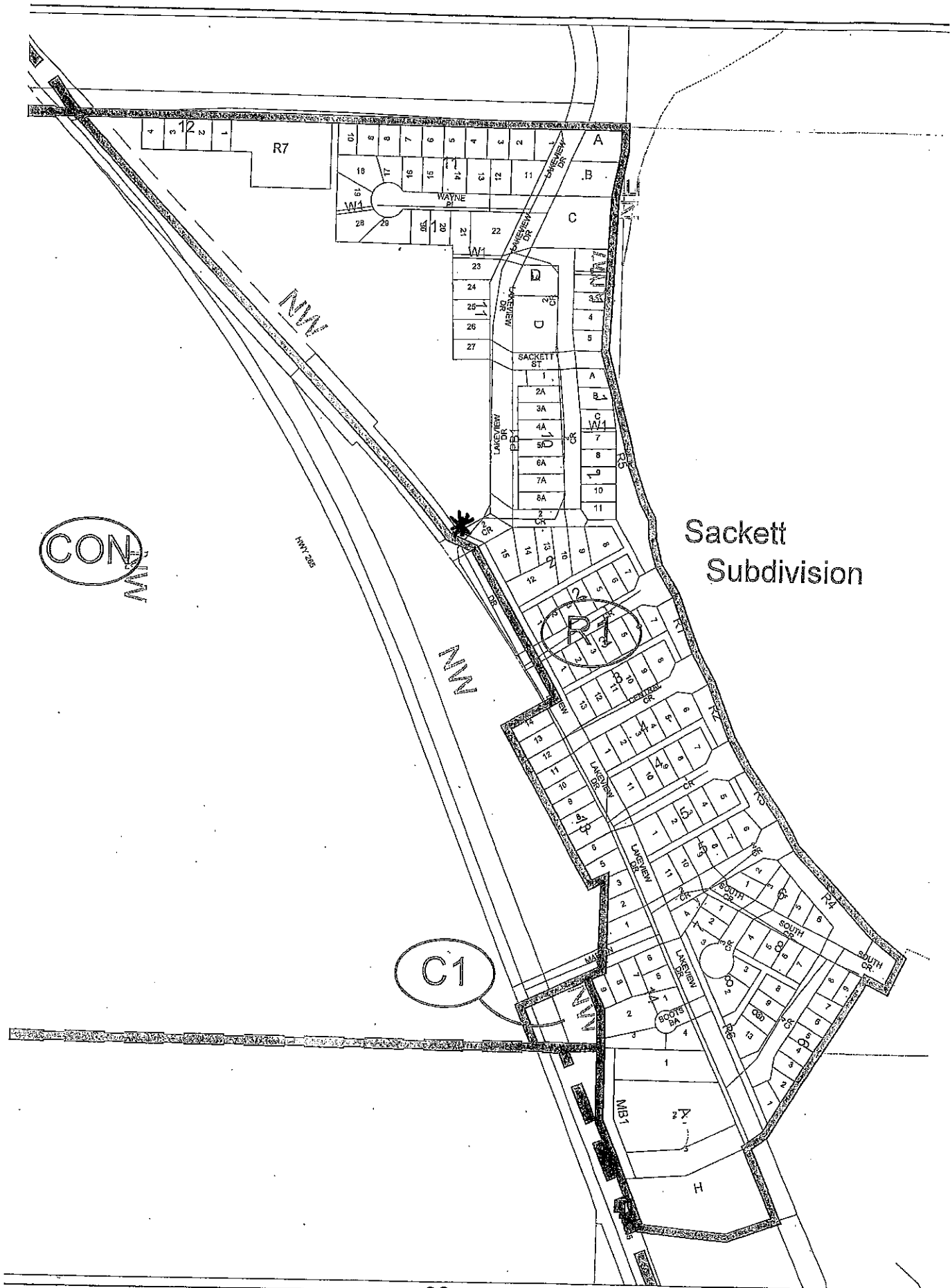
Attachments:

1. Maps of the two locations proposed for the new signage.
2. Pictures of sample signs.

Conclusion: Administration has no issue with this request.

Respectfully submitted,

Heather Scott



CANDLE

41.148
REG'D
A
NO. 81
33.833
20.117
PLAN
E
71
TOPA07679
20.117

Allowance

Telwin
Candle Lake Dr W
Curtis Place
Ken Crescent
Shelley Street
Skalicky Drive
Sutton Place
Telwin Drive

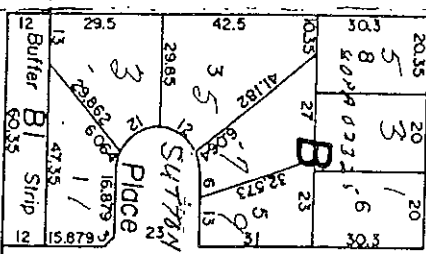
CANDLE LAKE DR. W.

CORDERIA
GALLEY
SUTTON PL.

Tel - Win

Drive

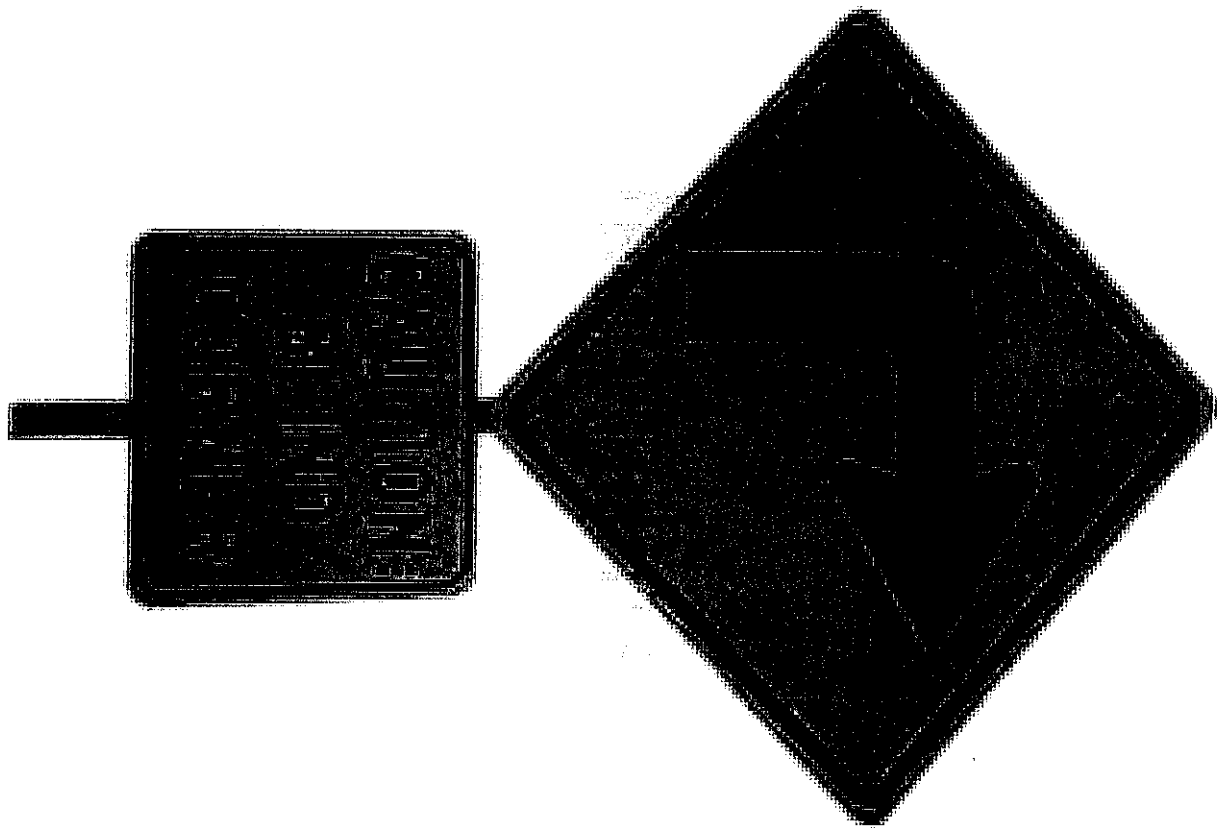
Shelley Drive



HIGHWAY 265

850023085

K069-





REPORT

Report Title:	Website Update (Report #112-2016)
Date:	August 26th, 2016
Prepared By:	Heather Scott
Prepared For:	Council

Options:

1. That Council approve the purchase of an upgrade to the current Resort Village of Candle Lake website.
OR
2. That Council approve the purchase of an overhaul of the current Resort Village of Candle Lake Website to create a more responsive website.
OR
3. That Council approve the purchase of an upgrade to the current Resort Village of Candle Lake website to be budgeted for in the 2017 budget.
OR
4. That Council approve the purchase of an overhaul of the current Resort Village of Candle Lake Website to create a more responsive website to be budgeted for in the 2017 budget.
OR
5. Refer to administration for further review and report.
OR
6. Receive and file.

Justification for In Camera: N/A

Background: The Resort Village of Candle Lake website design was done back in 2012. Since that time, there have been many upgrades in technology that would enable municipalities to make their websites more user friendly for visitors to the site.

Discussion: The current Resort Village of Candle Lake website has a link at the bottom entitled "Subscribe to Newsletter" where residents can fill in their email address and submit it to keep up with current posts on the website. This link has never been activated and administration has received several inquiries over the years as to why people aren't subscribed when they have repeatedly entered their address in that link.

There are two options available to make the link work and enable user to subscribe. One of them is an upgrade which would cost \$450 for set up costs and a monthly charge of \$45 for a subscription to the marketing company that would create and maintain an email database.

The Second option would be an overhaul of our current website to convert it to a responsive format. The cost would be \$2,750. This option would also make the website adapt to any device screen size if someone is accessing the site from a mobile device. There is currently \$1,754.48 left in the 2016 budget for Software Purchase GL – 510-280-170.

Financial Implications:

1. \$450 plus taxes for setup + \$550 annually from Software Purchase GL 510-280-170. **OR**
2. \$2,750.00 plus taxes for website conversion from Software Purchase GL 510-280-170.

Attachments: Breakdown of two options provided by 2WebDesign.

Conclusion: There was no money budgeted in the 2016 budget for the website upgrade. Council may wish to defer the update to be provided for in the 2017 budget.

Respectfully submitted,

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

Heather Scott

1. Streamlining Newsletter and Events communication:

For this, I would strongly recommend that you look at www.constantmarketingkit.com - This system allows you to:

- Build your email list through your website
- Send and track newsletters by email, and ensure they are mobile compatible.
- Communicate and collect registrations for your events through that same list
- Send out any surveys to collect important information
- It also has a really neat social media tool to send messages on Facebook and other major channels as well.

For the list of features they provide, they are a really good value.

We can help you in several ways here, once you subscribe for the above tool, or we can create an account for you and provide you access, we can then:

- Integrate this tool on your website so your website visitors can subscribe to your newsletter
- Design a newsletter layout template that matches your branding so you can use it for your communication through the system.
- Migrate any list of contacts that you have in the system for your use (we will need a CSV file with the details in compatible format for the migration to work)

The cost of the setup will be **\$450** and you will need to pay ConstantMarketingKit.com for your subscription charges on your package with them.

2. Setting up a RESPONSIVE DESIGN

Since the website was done back in 2012, a lot has changed in terms of design trends. I would strongly recommend that you consider a "Responsive Design" for your website. This technology, originally developed by Google, will convert the current design of the website to a format that will adapt to any device screen size accessing the website.

All pages on the website will be converted, so that they deliver the best user experience on mobile devices. This is now more important than ever, because since April 21st, Google has started prioritizing websites that are responsive and lowering ranking of websites that are not responsive. Following is an article at Entrepreneur.com that explains this phenomenon:

<http://www.entrepreneur.com/article/244175>

Bottomline is that due to the advancement in technology and also considering the rise in the number of people today that are accessing your website on a mobile device (especially visitors), this is a necessary step that needs to be taken.

The cost of converting your complete website to responsive format would be = \$2,750

Please note that the above prices do not include applicable taxes. If you decide to proceed, we can get the newsletter setup completed before the end of the month and the responsive design completed within the next month.

I will look forward your response and addressing any questions that you may have.

--
Regards,
Mouneeb Shahid
www.2WebDesign.com



REPORT

Report Title:	Reschedule Public Hearing of Bylaws 17, 22, 23, 24 and 25 of 2016 to amend the Zoning Bylaw (Report # 114/2016)
Date:	August 26th, 2016
Prepared By:	Heather Scott

OPTIONS:

1. That Council direct 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.
2. Refer to administration for further review and report.
3. Receive and file.

Justification for In Camera: N/A

Background: *The Planning and Development Act, 2007* s. 207 (3) states:

(3) The notice mentioned in subsection (1) must be given by:
(a) advertisement inserted at least once each week for two consecutive weeks in a newspaper circulating in the municipality; or

Administration did not have sufficient time to draft the public notices and have them submitted to the Star Phoenix in order to meet requirements for a Public Hearing on September 12th, 2016.

Financial Implications: Advertising costs of \$1,340.64 per ad for a total of \$2,681.28 + tax.

Communications: None

Attachments: None

Conclusion: With the rescheduling of the public hearing there is sufficient time to have the notices prepared in accordance with the Act for the October meeting of Council.

Respectfully submitted,

Heather Scott
Assistant Administrator



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 LTD
would like to ASK Council to Amend bylaw 06 of 2015
Section 6 that requires A VACUME truck to unload AT
the lagoons AT Candle lake, Kelcore Contracting follows
All the Requirements and has All the Permits required
by the province and Resort of Candle 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 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 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

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Bylaw 06 of 2015

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Bylaw 06 of 2015

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Bylaw 06 of 2015

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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. 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



THE RESORT VILLAGE OF
CANDLE LAKE

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 Cornell, CAO

Resort Village of Candle Lake

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

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

Permit issued to Kelly Vandevord
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 18-2010 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.

[Signature]
Authorized Signature - Resort Village of Candle Lake

Attachment 5

Memorandum

To: Domestic Liquid Waste haulers
CC:
From: Joan Comeil, 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 Bylaw

Name:	Company:	Email Address:
Piupert St-Hilaire	W. B. MAC SEPTIC	[REDACTED]
Kelly Vandervort	Kelcore Contracting	[REDACTED]
Dan Stephen	CPS Septic	[REDACTED]
Doug Allen	R.V. CANOLE LAKE	
Harry Beauchamp	EPS RV Bylaw	
Joan Cornish		
Heather Scott		

MAKOU

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

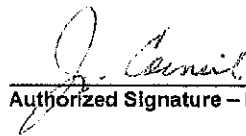
ATTACHMENT:

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



Special Permit Refuse Management Form

Environmental and
Municipal
Management Services
Division

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 CANOLE LAKE does hereby grant permission to
(City, Town, Village, Board of or Rural Municipality)

KALCONE CONTRACTING INC. 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 Disposed On)

_____ 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. _____

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



REPORT

Report Title: Request for Temporary Building

(Report # 116/2016)

Date: August 31, 2016

Prepared By: Heather Scott

Options:

1. That Council grant permission for a temporary storage container to be placed on Lot 5, Block 1 Plan 72PA06478.
2. Refer to administration for further review and report.
3. Receive and file.

Justification for In Camera: N/A

Background: The RVCL received a request August 30th, 2016 from Wendy Stevenson to place a temporary structure for storage on a property. (see attached)

The Zoning Bylaw 03 of 2016 stipulates:

5.6 Temporary Structures

1. At the discretion of Council, temporary structures shall be permitted on a site during the construction of a permanent dwelling. The process for approval for temporary structures is:
 - (a) A applicant must submit a written request to Council describing the proposed temporary structure, its location on the site, and its use;
 - (b) Council must review the application and approve, reject, or approve with conditions, the temporary structure; and
 - (c) Subject to Council's approval, the Development Officer shall issue a temporary structure permit, including any conditions Council has applied to the approval, will be issued to the applicant.
2. All temporary buildings must be removed prior to October 1 of the year following the application approval date stated on the temporary structure permit or upon completion or occupation of the permanent building, whichever is sooner.
3. Septic facilities must be provided for the temporary structure if it is to be occupied during the construction of the permanent building and all liquid waste must be disposed of into the septic facilities.

Discussion: The permission to place temporary structures is at the discretion of Council.

Financial Implications: None

Communications: None

Attachments:

1. Email and request for storage.
2. Maps of subject area.
3. Picture of property with seacan.

Conclusion: Ms. Stevenson already has a seacan on the site and was unaware of the bylaw until advised by administration. The Stevensons have plans to build but at this time do not have a valid building permit with the RVCL.

Respectfully submitted,

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

**Heather Scott,
Assistant Administrator**

Joan Corneil

From: Joint <[REDACTED]>
Sent: August-30-16 12:28 PM
To: Joan Corneil
Subject: Fwd: Request for Seacan temporary placement

Sent from my iPhone

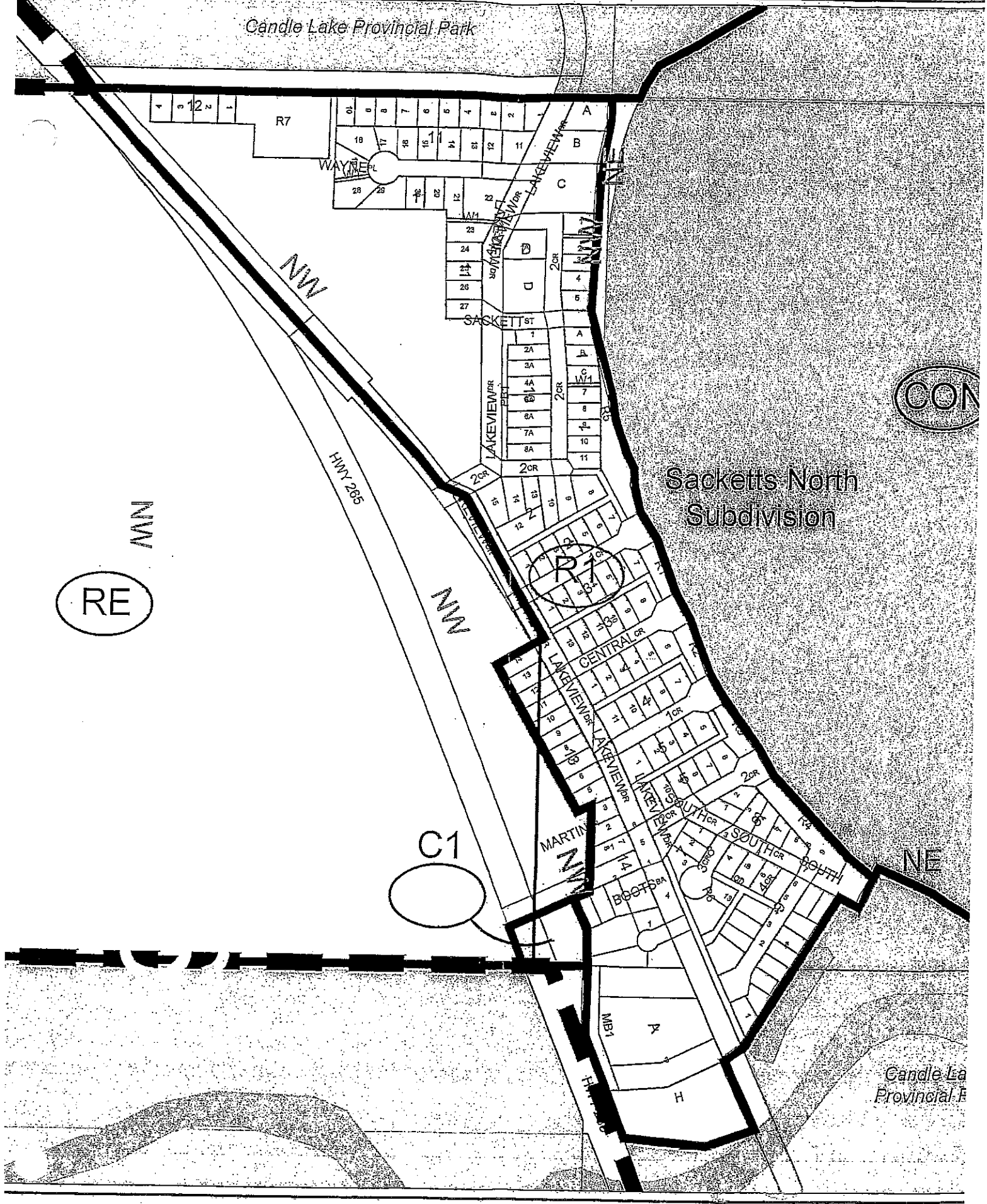
Begin forwarded message:

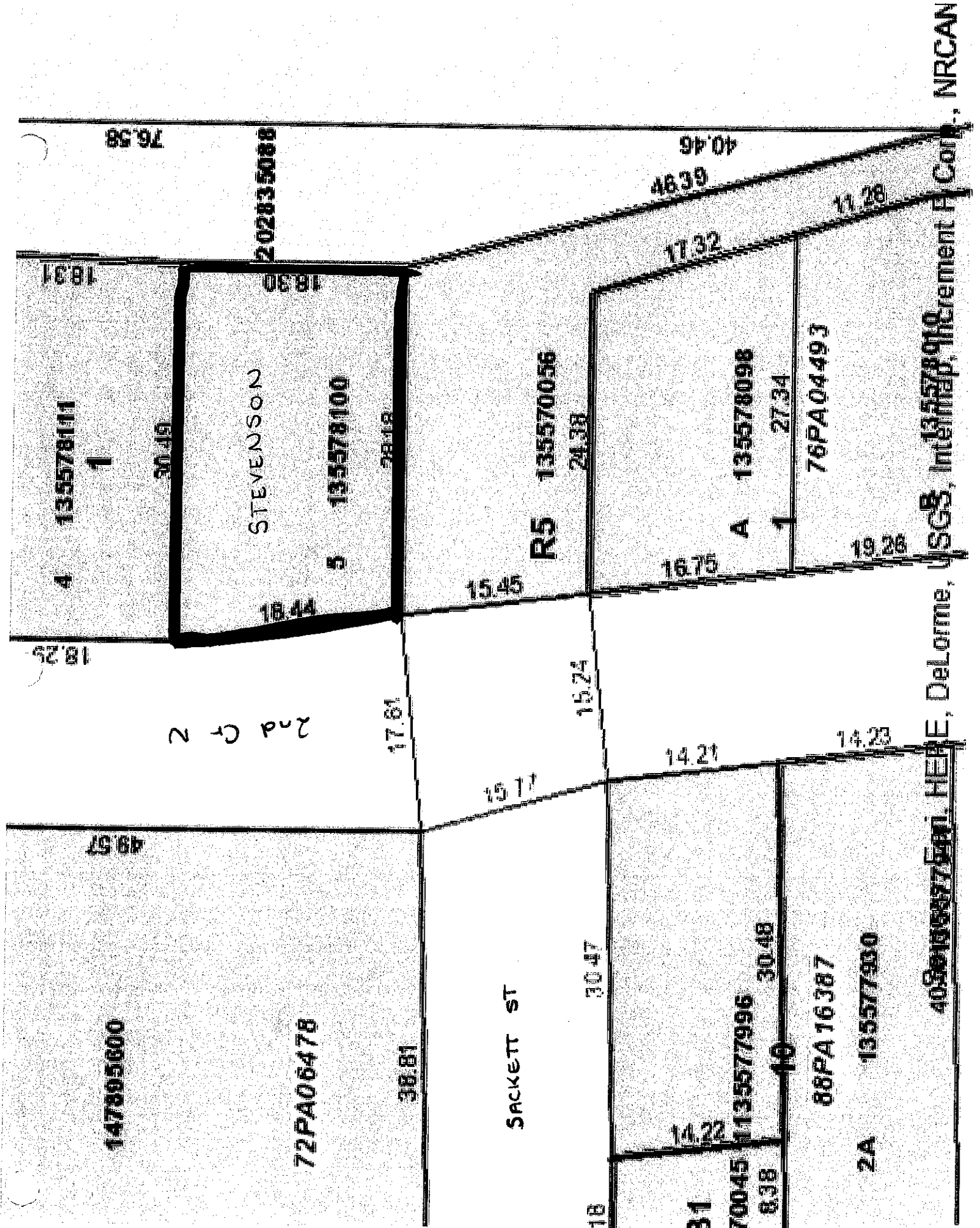
From: [REDACTED]
Date: August 30, 2016 at 10:39:31 AM CST
To: Joint <[REDACTED]>
Subject: Request for Seacan temporary placement

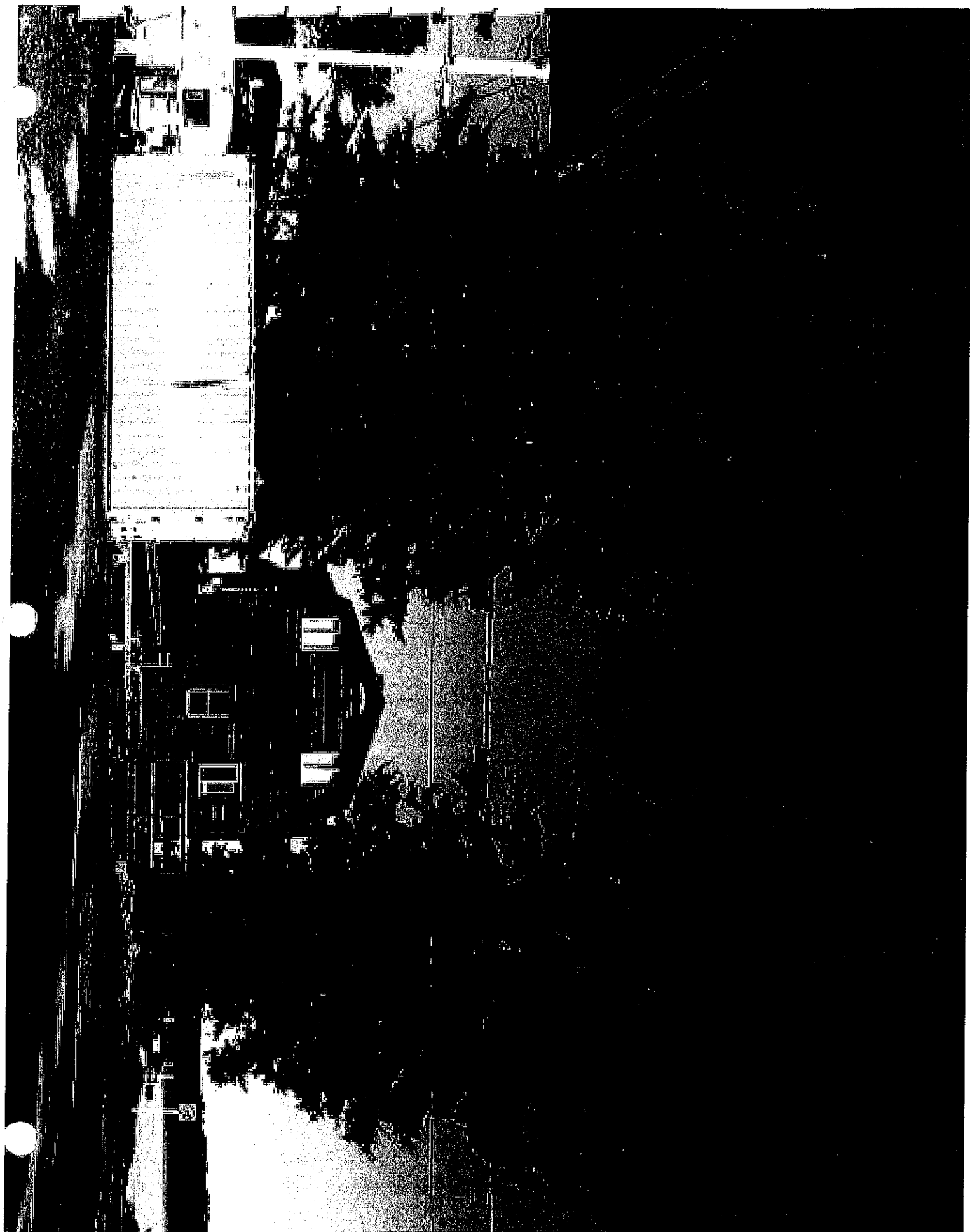
I am requesting permission for the placement of a Seacan on our property located at 30 - 2nd Cres North, Candle Lake. This will be a temporary storage for items out of the existing cabin that is being removed from the property on Sept 20, 2016 while a new cottage is planning on being built starting spring 2017. I was unaware prior to the phone call from the administration on having to request permission of this placement. Sorry for this over-site and I hope that council will give us approval.

Thank you

Wendy Stevenson









REPORT

Report Title:	Wildfire Management Plan(Report # 113/2016)
Date:	August 26th, 2016
Prepared By:	Heather Scott
Prepared For:	Council

OPTIONS:

1. That Council approve the Candle Lake Fuel Management Plan 2016 and advise the Wildfire Management Branch, Ministry of Environment of their intention to proceed with any addition comments before the final proposal is drafted.
2. Refer to administration for further review and report.
3. Receive and file.

Justification for In Camera: N/A

Background: Former members of Council and the Fire Chief have been involved and trained for Wildfire Management. This Spring, two Council members of the Resort Village of Candle Lake worked with members of the Wildfire Management Branch of the Ministry of Environment to identify some high risk areas for wildfire and make recommendations to mitigate damages if a wildfire were to come through the area. Candle Lake has been rated as one of the communities at a "Very High Risk" during the Community Wildfire Risk Assessment Project in 2005.

Discussion: A wildfire prevention and mitigation specialist has provided his recommendations in a report (see attached) and has identified three areas where thinning would be beneficial. (see Figure 2) The Ministry of Environment has set aside funding for this project and is anxious to start thinning these areas early this Fall. The work would start right away and be finished by March 2017 to miss the tourist season and facilitate safe pile burning.

The Maintenance Manager has been in discussions with the Local Forest Protection Officer about working with local volunteers from trails or the fire department to help out. The Maintenance Manger would also recommend to use the landfill as a burn site as some residents might be bothered by smoke. The Maintenance Manager could also request a work crew from the penitentiary to help with the project. The Local Forest Protection Officer is available to assist the Maintenance Manager to draft the tender documents for the project.

Any firewood resulting from the project cannot be sold or bartered but would be piled up on site for locals to utilize. A Heritage Resource Review would be carried out before the project is approved and thinning using hand crews will have no impact on heritage sites.

In order for this project to move forward, both Council and the Local Forest Protection Officer, Lyle Prokopetz will have to sign off on the project in a final proposal. A final proposal will be drafted once Council has advised of their intentions to proceed. Council will also have the opportunity to provide any additional comments or suggestions prior to the final proposal being drafted.

Financial Implications: None


Communications: None

Attachments:

1. Candle Lake Fuel Management Plan 2016 prepared by the Wildfire Management Branch.

Conclusion: This is a project is to mitigate the damages if a fire were to start in the RVCL. This is an ongoing effort and future projects are anticipated.

Respectfully submitted,

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

Heather Scott

Assistant Administrator

Candle Lake Fuel Management Plan 2016

WILDFIRE MANAGEMENT BRANCH

Introduction

Candle Lake is identified as one of the communities rated at a "Very High Risk" category during the Community Wildfire Risk Assessment Project which occurred in 2005.

The area around Nobles Point, including the Marina Trailer Park are particularly "at risk" from wildfire due to the over mature softwood forests in the area, all the values in the area, and the potential for human caused ignition.

Local Nobles Point subdivision residents and members of the Resort Village of Candle Lake Council have expressed concern about the risk from wildfire and would like to see work carried out to mitigate the risk. Mitigation work has been carried out in this area of Candle Lake in the past and the proposed work will build on what has already been completed to help protect the values in this area from wildfire.

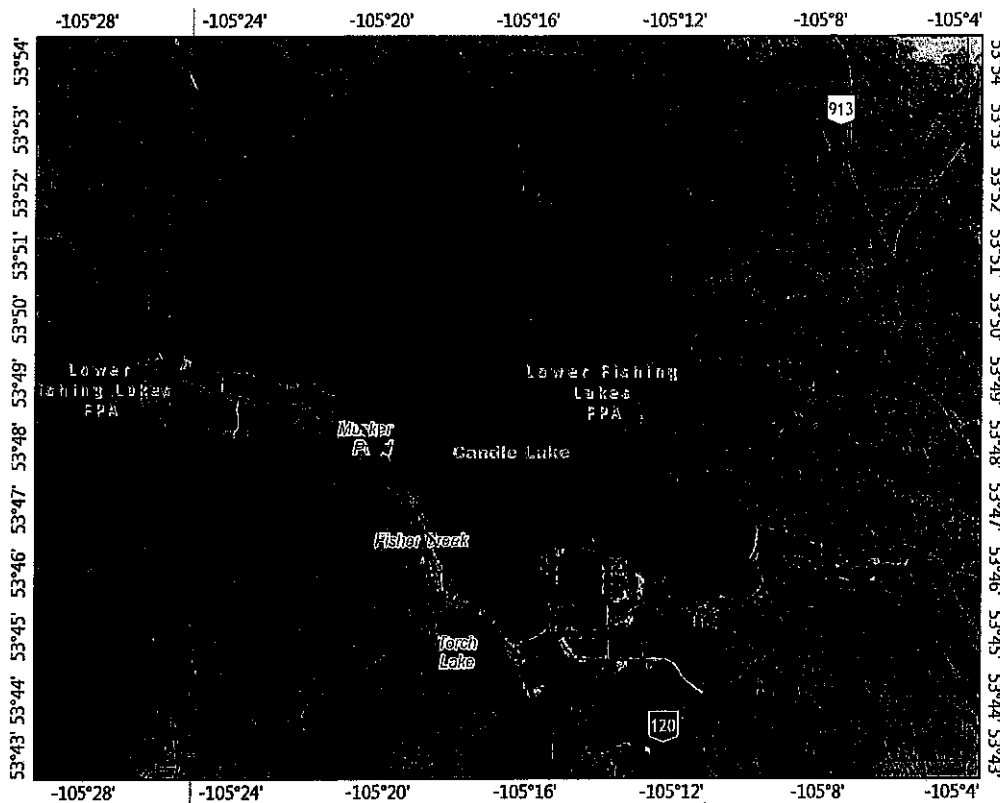


Figure 1: Candle Lake overview.

Project Objective

It is proposed to carry out some hand thinning within three separate blocks in the area. Thinning projects have shown to be effective in reducing the intensity of a wildfire and preventing tree crown to crown spread. Fires that burn less intensely and are not burning as full crown fires are much easier for suppression crews to manage. The end result would be a clean, parklike area that is still aesthetically pleasing but will not carry wildfire well. Thinning projects are not designed to stop fires and it is important to note that individuals who own property in the area should take the necessary steps to reduce the risk from wildfire to their own properties.

The proposed hand crew thinning treatment will provide suppression personnel with more options to protect the nearby subdivisions and other values from wildfire. The proposed thinning areas are strategically located adjacent to cleared areas and road networks close to the values in the area in an effort to reduce potential fire behaviour in these key locations and limit fire spread. This not only aids suppression personnel but also the residents and campers in the event of a wildfire evacuation.

Check out the website below to see a couple case studies on how thinning has shown to be effective in helping manage wildfires within Saskatchewan.
<http://environment.gov.sk.ca/Default.aspx?DN=6ee78c03-19d4-40ad-ab25-b39b484e19ff>

Project Area

Candle Lake is approximately 90 km north east of Prince Albert, Saskatchewan, with access from Hwy. # 120. The Community of Candle Lake is made up of several subdivisions that extend up the north - west side of the lake and around the south east side ending at Minowukaw Beach. The Nobles Point subdivision is located on the South end of Candle Lake itself.

Three parcels of crown land have been recommended for thinning by hand crews; the Earl Street Block (1.2 ha), the Marina Block (3.9 ha) and the West Fireguard Block (1.4 ha). All of these blocks can be accessed from Simon Lehne Avenue. See Figure 2 below for an overview of all three blocks.

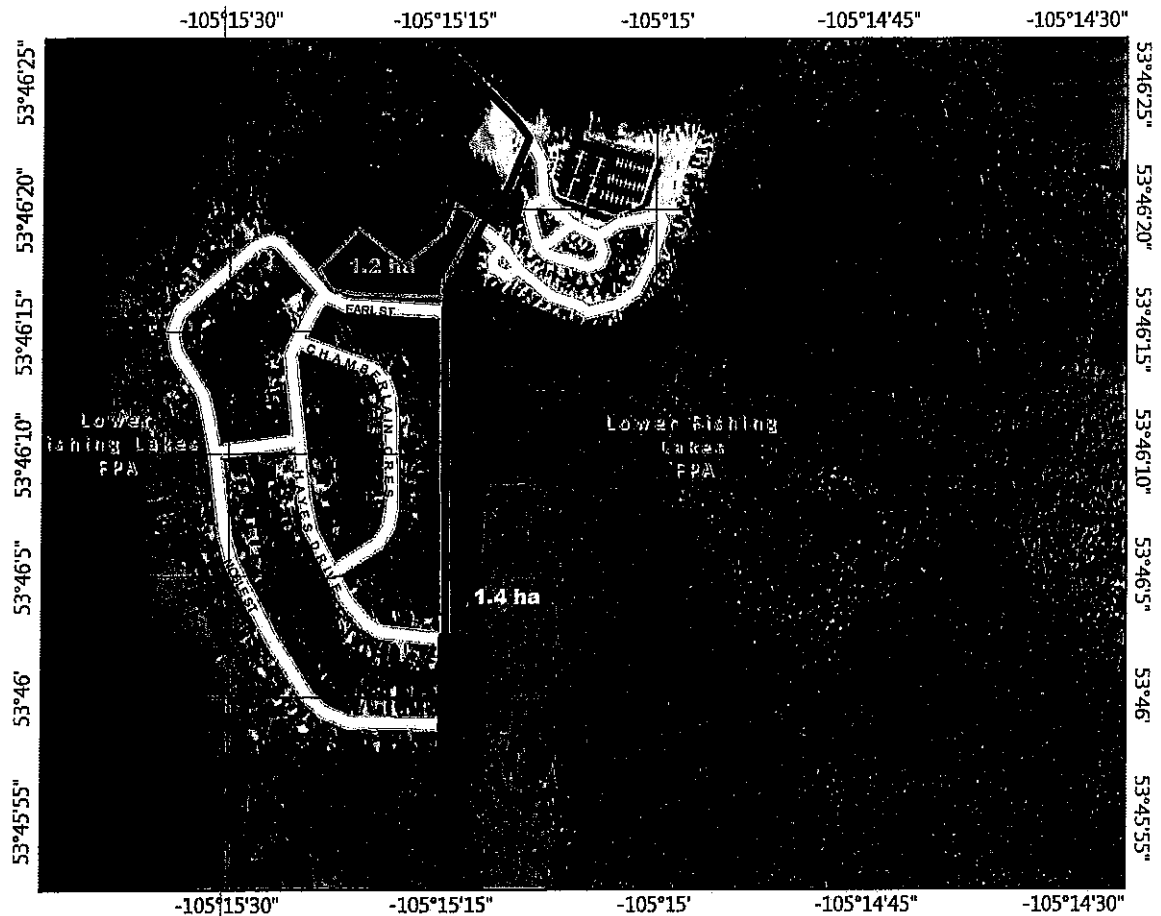


Figure 2: Overview of three proposed blocks; 1.2 Ha Earl Street Block, 3.9 Ha Marina Trailer Park Block and the 1.4 ha West Fire Guard Block.

The proposed 1.2 ha **Earl Street Block** ties into Earl Street to the south, Simon Lehne Drive to the east and into a wet black spruce boggy area to the west and north.

This block is designed to protect the north end of the subdivision from a fire that may start around the heavily utilized marina parking lot just to the north. The block is also designed to minimize fire behaviour along the west edge of Simon Lehne Drive north of Earl Street up to the south access into the Marina Trailer Park.

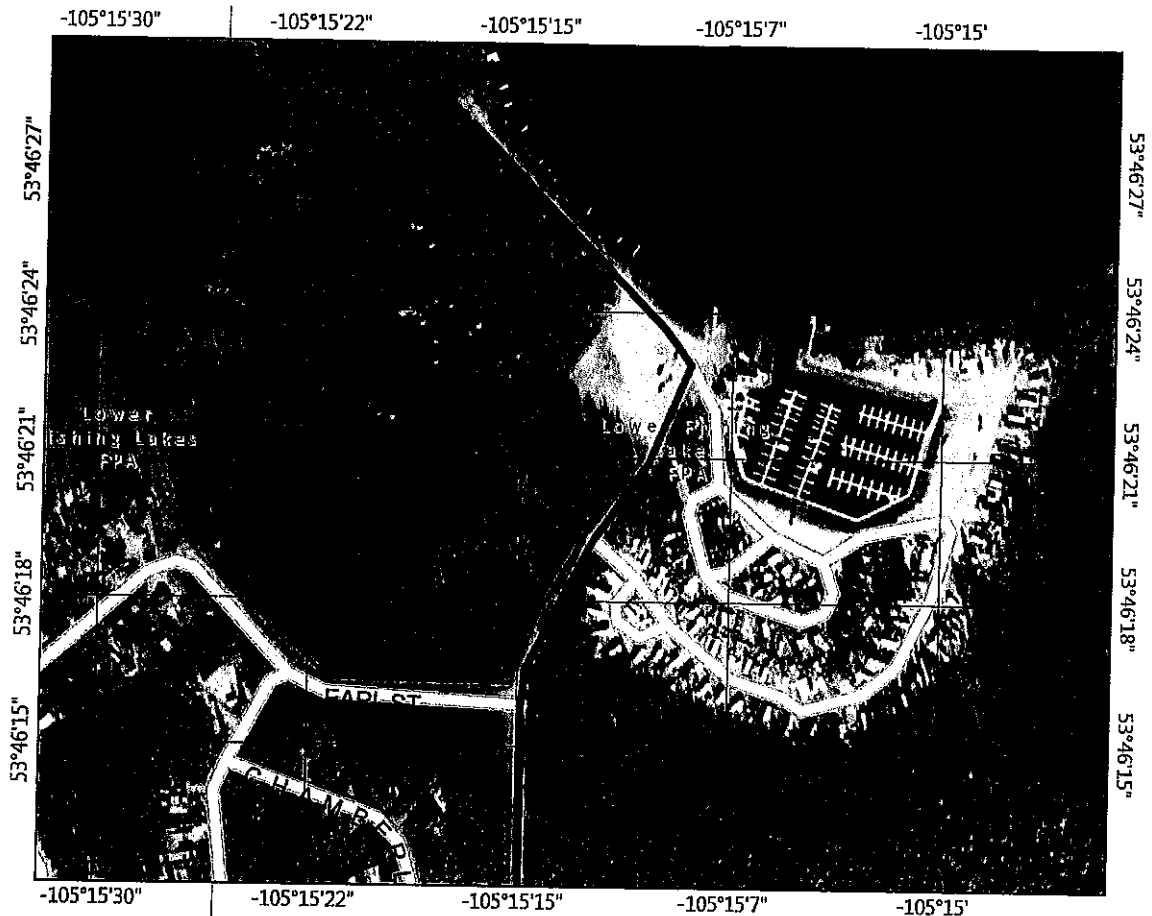


Figure 3: Earl Street Block on the north edge of Nobles Point subdivision and west of the Marina Trailer Park.

The Earl Street Block is made up of mature white spruce with scattered trembling aspen with a thick softwood understory of spruce and balsam fir.



Figure 4 & 5: First picture looks north towards the public marina while the other looks west along the north edge of Earl Street.

The proposed 3.9 ha **Marina Trailer Park Block** will come up to the south edge of the trailer park, tie into Simon Lehne Drive to the West and up to the north end of the existing fire guard. See figure 6 below.

This block is designed to protect the trailer park itself and also the Nobles Point subdivision from any fires that originate south of the block. As with all the blocks, the intent is to prevent high intensity wildfire from burning on the edge of Simon Lehne Drive, which acts as a good fire guard and the only road accessible evacuation route out of the area.

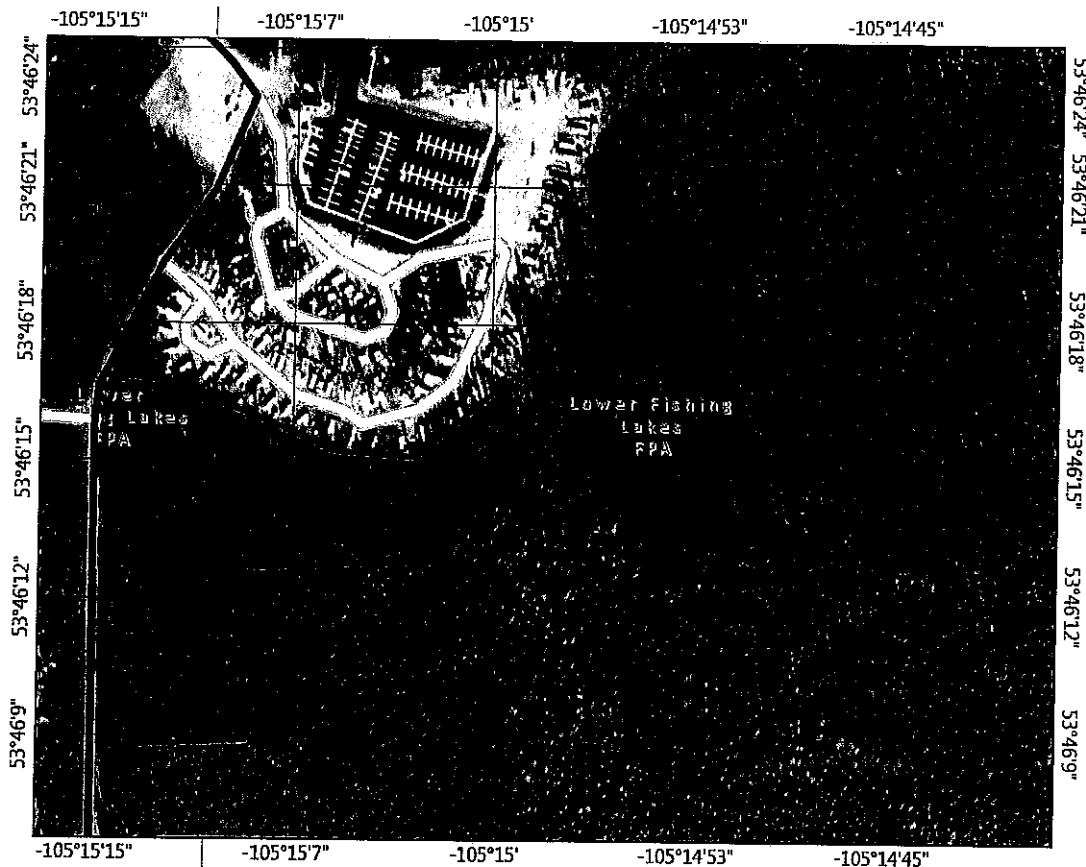


Figure 6: Picture of Marina Trailer Park Block that ties into Simon Lehne Drive to the west, up to the Trailer Park's south edge and down to the north edge of the existing fire break.

The **Marina Trailer Park Block** is made up of thick spruce stands including some blow down and thick balsam fir understory. This block has extremely volatile forest fuels in close proximity to the Trailer Park and the only means of evacuation from the area. A short walk along the hiking trail on the South edge of the trailer park revealed a "fort" complete with a fire pit in an area surrounded by blowdown. See figure 7 & 8 below to see forest conditions in this area.



Figure 7 & 8: Picture looking towards the Marina Trailer Park from the within the proposed block and picture showing the entrance to the hiking trail off Simon Lehne Drive.

The proposed 1.4 ha **West Fireguard Block** is located between the existing west fireguard and Simon Lehne Drive with the north end of the block meeting up with the Marina Trailer Park Block and the south end terminating 75 m south of the intersection of Simon Lehne Drive and Noble Street.

This block is designed to ensure that this strip of land can't support a high intensity wildfire as all evacuation traffic coming from the Marina Trailer Park and the Nobles Point Subdivision will have to travel through this stretch.



Figure 9: West Fireguard Block adjacent to Simon Lehne Drive and the west fireguard.

The West Fireguard Block is made up of large white spruce and trembling aspen with a very thick balsam fir and deadfall understory. This forest type would support a very intense wildfire that would easily result in spot fires across Simon Lehne Drive. See figure 10 and 11 below.



Figure 10 & 11: Inside west fireguard looking north along the west edge of the fireguard and the second picture is looking from Simon Lehne Drive towards the West Fireguard Block.

Fuel Management Prescription:

Hand Crew Thinning

The proposed work would take place in the late fall or early winter to miss the tourist season and to facilitate safe pile burning.

Hand crews would remove all the standing dead and down trees along with the immature softwood trees within the stands. The resulting slash would be piled and burned as the crew's progress through the blocks. Due to the large size of the white spruce in the area all mature white spruce will be left. All mature softwood trees within these land parcels would be pruned to a height of 1.5 - 2 m to prevent a surface fire from getting up into the tree crowns. Trees suitable for firewood would be cut up and piled on site for locals to utilize. Any firewood resulting from the project cannot be sold or bartered.

Burn piles will have to be checked by the crews on a regular basis and any resulting ground fires will have to be dug out and extinguished as they are found. All burn piles will also be monitored and checked by Wildfire Management staff after project completion to ensure there is no hold over ground fires. No burning would be allowed until there is snow cover to minimize these issues.

See figure 12 and 13 below to see what a completed thinning project looks like.

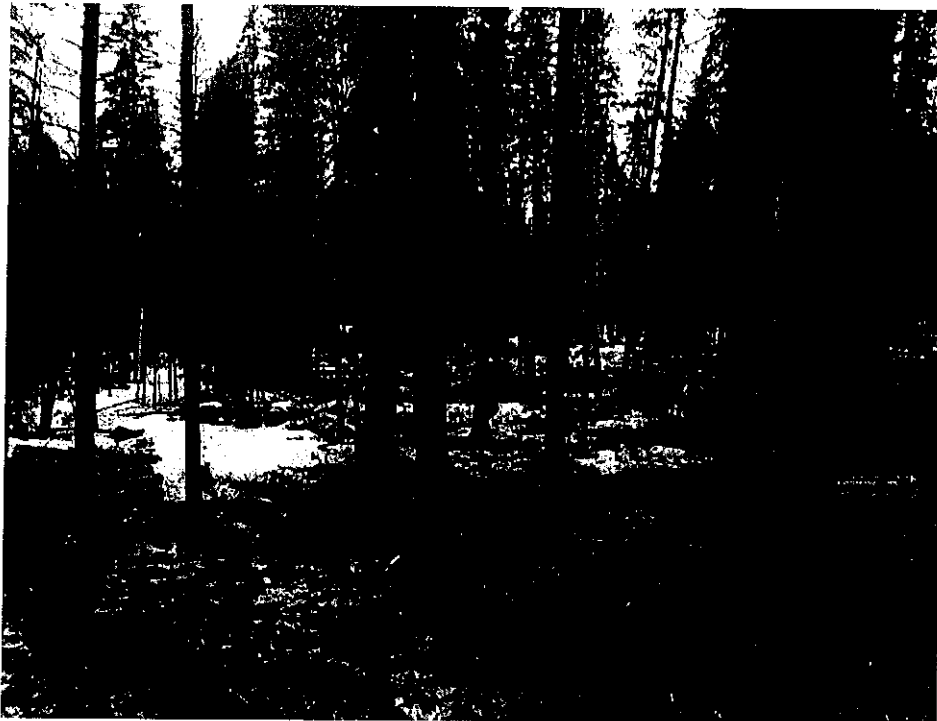


Figure 12: Picture from a recent thinning project by Elk Ridge Resort in a softwood dominant stand.



Figure 13: Picture from recent thinning project at Montreal Lake in a mixedwood stand.

Environmental & Heritage Considerations

A Saskatchewan Conservation Data Centre project review of the proposed site will be performed to ensure no at risk plant or animal species are within the proposed locations. It is noted that there is a Blue Heron rookery in the area and the blocks have been drafted to take this into account.

The work being proposed would be done by hand crews, which is considered to be a low intensity activity as all work is to be done by chainsaws and brush saws and the crew will be accessing the area by foot. Small burn piles within the parcel areas would generate some local smoke conditions. No new access trails would be created as a result of these projects.

Disruption to local hunting and trapping activities should be minimal as the project areas are proposed to take place adjacent to subdivisions where hunting and trapping activities would not normally take place.

A Heritage Resource Review will be carried out before the project would be approved. Past experience has shown that hand crews will have no impact on Heritage sites.

Project Monitoring and Maintenance

Monitoring of the proposed fuel breaks would be done through a series of photo points at plots established within the project sites. These photo points will be used to compare vegetation and fuels from before the project to after the project and for years after to monitor re-growth. By monitoring re-growth on the project site it can be determined when maintenance on the project is required.

Summary

Consultation between the Forest Protection Officer, Lyle Prokopetz, and the community leaders from Candle Lake have already taken place where the proposed wildfire mitigation options have been discussed and approved in principle. This proposal is designed to be shared with the local stakeholders for comment and ultimately for sign off by the community leaders and the local Forest Protection Officer. Comments and suggestions are welcomed and every effort will be made to incorporate any input into a final proposal that can be signed off by the Community Leaders and local Forest Protection Officer.

Once the plan is approved by the above stakeholders the project can be advertised. All approved projects would be advertised as a Request for Bids opportunity on the Sasktenders.ca website. All work must be completed by March 31, 2017.

Wildfire Management Branch Contact Information

Larry Fremont
Government of Saskatchewan
Wildfire Prevention & Mitigation Specialist
Wildfire Management Branch, Ministry of Environment
Box 3003, Hwy#2 North
Prince Albert, Canada S6V 6G1
Bus: 306-953-3245
Fax: 306-953-3670



REPORT

Report Title: Airpark Lot Expansion

(Report # 117/2016)

Date: August 31, 2016

Prepared By: Heather Scott

Options:

1. That Council approve the plan to extension of Lots 11, 12, 13, 14 and 15, Block 402, Plan 01PA12265.
2. Refer to administration for further review and report.
3. Receive and file.

Justification for In Camera: N/A

Background: At the August 18th, 2016 Special Meeting of Council, Council made the following resolution:

340 /2016

CHERKEWICH:

That the report 71/2016 from Administrator dated June 7th, 2016 Re: Air Park Subdivision be received and filed.

CARRIED

Discussion: At that meeting, Council advised that the developer had the option to revise their proposal for the extension of the lots on Ash Crescent and bring it back to Council for approval prior to sending it into Community Planning for consideration.

Financial Implications: None

Communications: None

Attachments:

1. Map of the proposed extension of 5 lots on Ash Crescent.

Conclusion: Mr. Jacobson would like to ensure Council is agreeable to the proposal to avoid delays in his application to Community Planning.

Respectfully submitted,

Heather Scott,

Assistant Administrator



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Discretionary Use – Secure Choice Storage (Report #118, 2016)
Date:	Aug 31, 2016
Prepared by:	Joan Corneil, CAO
Prepared for:	Council

OPTIONS:

1. 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.
2. Receive and file.

Justification for in Camera:

Background: Administration is in receipt of a letter and plans regarding the construction of a residential unit attached to a building at 72 Industrial Drive. Administration advised the developer that a discretionary use would require Council approval and before Council consideration, notification to property owners within 75 meters of the subject property according to Section 3.6 of the Zoning Bylaw (attached)

The Developer has submitted a discretionary use application along with a site plan and the required fees. (receipt attached)

The developer has supplied a scale drawing of the proposed addition and has informed administration that an engineered drawing is being done and will be submitted prior to construction for approval.

Discussion: The use in this area should not interfere with the aesthetics and peace of the neighborhood.

Financial Implications:


Communications: Letters sent to adjacent property owners – Bylaw 03 of 2016 S 3.6 (c)

Attachments:

1. Excerpt from Zoning Bylaw 03 of 2016
2. Letter from developer dated Aug 23
3. Discretionary use application
4. Receipt
5. Letter to residents
6. Maps of subject area

Conclusion: Administration has no issues with this application.

Respectfully submitted,


Joan Corneil, CAO

Attachment 1

Application for Discretionary Uses

Application Process

- (a) An applicant must file a discretionary use application in a form as may be prescribed by the Development Officer complete with the information as referenced in Section 3.5.
- (b) If requested the applicant shall provide any other information that the Development Officer may determine is necessary for Council to fully review the proposed development.
- (c) The Development Officer shall provide Public Notice in accordance with Section 55 of the *Act*, to all assessed owners within 75 metres of the boundary of the subject property at least 7 days prior to the application being considered by Council.
- (d) On receipt of an application Council may require additional public notice of the application to be advertised, at least seven days before the application is to be again considered by Council using one or more of the following methods:
 - i. posting a Notice in the Resort Village of Candle Lake office; posting a Notice on the subject property; and
 - ii. advertisement in a newspaper having regular circulation in the community.
- (e) Upon approval of a discretionary use the Development Officer shall issue a development permit subject to any special regulations or development standards as may be prescribed by Council in accordance with this bylaw.

1. Council Consideration and Evaluation

- (a) When considering an application for discretionary use Council shall apply:
 - i. the General Regulations contained in Section 5;
 - ii. the appropriate regulations pertaining to the proposed development as may be contained in Section 5;
 - iii. the Development Standards as contained within the specific Zoning District of the proposed development; and
 - iv. the general criteria for discretionary uses as contained in Section 5.28.
- (b) Prior to making a decision, Council may request additional information from the applicant which may consist of the following:
 - i. referral to any government agencies or interested parties that Council may consider appropriate;
 - ii. review and recommendations by relevant professionals.
- (c) Following its consideration, Council may
 - i. approve the application;
 - ii. approve the application with or without conditions, including a condition limiting the length of time the use may be conducted on the site; or
 - iii. deny the application.

Development Standards Applicable to Discretionary Uses

1. Proposed Discretionary Use or Discretionary form of development must be contained within the discretionary use list of the applicable Zoning District and shall comply with:
 - (a) the development regulations of the applicable Zoning District;
 - (b) specific regulations applicable to the proposed development as may be contained in Section 5; and
 - (c) the development standards contained in this section.
2. When considering an application for development of a Discretionary Use or Discretionary form of development, Council shall be satisfied that the following development principles, standards and criteria have been addressed:
 - (a) Proposed site, buildings and structures will be designed to complement the existing development and maintain the character and amenity of the surrounding area, and specifically, in that regard:
 - i. No excessive sound, light, glare, heat, dust, vapour or other emission shall be transmitted beyond the site lines.
 - ii. Adequate on-site parking shall be provided and maintained.
 - iii. Parking, storage, garbage and other non-landscaped areas shall be suitably screened from adjacent properties and streets.
 - iv. Adequate receptacles for refuse and litter shall be supplied.
 - (b) The development will not cause excessive traffic through existing residential areas.
 - (c) Vehicle access and egress points shall be provided in suitable locations to minimize traffic congestion and possible hazards.
 - (d) Multiple unit dwellings and places of worship shall, where possible, be located on corner sites to facilitate access.
 - (e) For dwelling unit groups also see Section 5.16.
3. To minimize land use conflict, Council may prescribe specific development standards related to:
 - (a) site drainage of storm water
 - (b) the location of buildings with respect to buildings on adjacent properties
 - (c) access to, number and location of parking and loading facilities
 - (d) appropriate space for vehicle circulation and impact on traffic flows on adjacent roadways
 - (e) control of light, noise, glare, dust, vapour and odour
 - (f) landscaping, screening and fencing to buffer adjacent properties.

Attachment 2

Secure Choice Storage INC

Your Secure Choice

Head Office: Southside Storage Site
RR 2, Site 4, Comp 121, Prince Albert, SK Canada S6V 5P9
Storage - Moving Supplies
Book and pay on our interactive website:
www.securechoicestorage.ca e-mail: info@securechoicestorage.ca

RECEIVED

AUG 25 2016



August 23, 2016

Resort Village of Candle Lake
P.O. Box 114
Candle Lake, Saskatchewan
S0J 0G0

Attention: Planning & Development

Dear Sir:

RE: Location 72 Industrial the owner Secure Choice Storage Inc. Building Permit # 92

We have been in conversation with David Peterson concerning the construction of a fire separation designed by Prakash Engineering and stamped for the above location. We have received approval of the construction plans to build the fire wall in the building

The purpose of the wall is to build a residential unit behind the firewall to be located at the rear as per attached plan. This is a return to our original building permit but is a modification.

How do you wish to handle this modification?

Our existing building permit expires in mid-November and we are still in the construction stage we would like to include this extra construction if possible. It is broken down as follows \$20,000.00 for firewall construction and \$107,000.00 for the residential area.

We are prepared to pay an additional amount on our permit if required.

Please advise how you wish to proceed as we wish to finish construction of the building prior to expire of existing permit.

Yours truly


Kenton McAuley

Telephone: (306) 922-1188 Fax: (306) 922-0039

If it is worth storing it is worth having secure!

Secure Choice Storage 48th St. E. (behind Glenmor Grain) • Southside Storage Hwy #2 South (behind Happy Camper)

Attachment 3



THE RESORT VILLAGE OF
CANDLE LAKE

RESORT VILLAGE OF CANDLE LAKE
Box 114 Candle Lake, S0J 3E0
Phone (306) 929-2236 Fax (306) 929-2201

DISCRETIONARY USE APPLICATION
 Form B (Bylaw 13-2010)

Applicant Information

Name of Applicant: Sacuar Choice Moving + STORAGE

Address: RRA SITE 4 Comp 121

Home Phone: [REDACTED] Work Phone: 306 922-1185 Fax: 306 922-0039

Date of Application:

Location of Subject Property

Legal Description: Lot 13, Block 112, Plan PA 100917536

Civil Address: 72 INDUSTRIAL DRIVE Currently Zoned: INDUSTRIAL

Applicant's Interest in the Property: ☒ Owner ☐ Tenant ☐ Option to Buy

Description of Existing Use of Land and Buildings: VACANT under construction
Permit # 92

Description of Proposed Use of Land and Buildings: STORAGE

Reasons in Support of This Application: (attach additional notes if necessary)
- See attached letter -

Attachments

Please provide the following:

1. Site Plan: A good quality site plan containing:
 a.) The location and dimensions of all buildings, setbacks and property lines
 b.) The location and dimensions of all landscaping elements, sidewalks, driveways, parking and loading areas, including number of spaces.

2. Application Fee: I have enclosed the required non-refundable fee of \$50.00

☒ Attached

☒ Attached

Declaration of Applicant

I hereby certify that all the above statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of The Canada Evidence Act.

Kim Daley
Signature of Applicant

August 30/16
Date

For Office Use Only

Comments: _____

Amount Paid: _____ Receipt No. _____ Date: _____

Secure Choice Storage INC

Your Secure Choice

Head Office: Southside Storage Site
RR 2, Site 4, Comp 121, Prince Albert, SK Canada S6V 5P9
Storage - Moving Supplies
Book and pay on our interactive website:
www.securechoicestorage.ca e-mail: info@securechoicestorage.ca



August 30th 2016

Resort Village of Candle Lake
Po Box 114
Candle lake, Sask.
S0J 3E0

Dear Council:

RE: Discretionary Use Application for Residential unit attached -Lot 72 Industrial Drive
Building permit #92

We have hired the firm of Prakash Engineers to provide assistance with designing a Residential unit within our structure being built. It will meet all building codes and requirements including fire and safety.

The purpose is for Storage and to house an onsite manager.

We own the lots on either side of Lot 72 and will be developing them in the near future. (See diagram attached.)

It is our intention to construct first rate structures and attract suitable business types to this area. We have earmarked considerable funds for Candle Lake and this is the first step to furtherance of this goal.

Yours Truly

Kenton McAuley
President/General Manager

Telephone: (306) 922-1188 Fax: (306) 922-0039

If it is worth storing it is worth having secure!

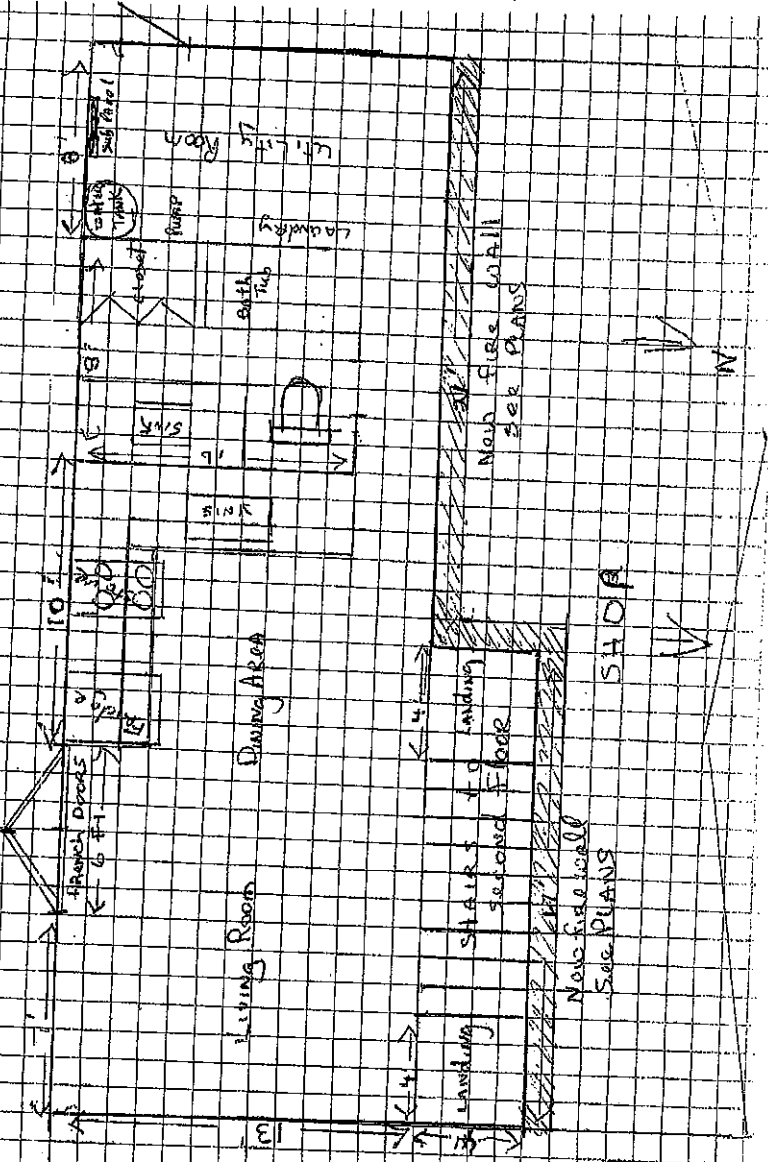
Secure Choice Storage 48th St. E. (behind Glenmor Grain) • Southside Storage Hwy #2 South (behind Happy Camper)

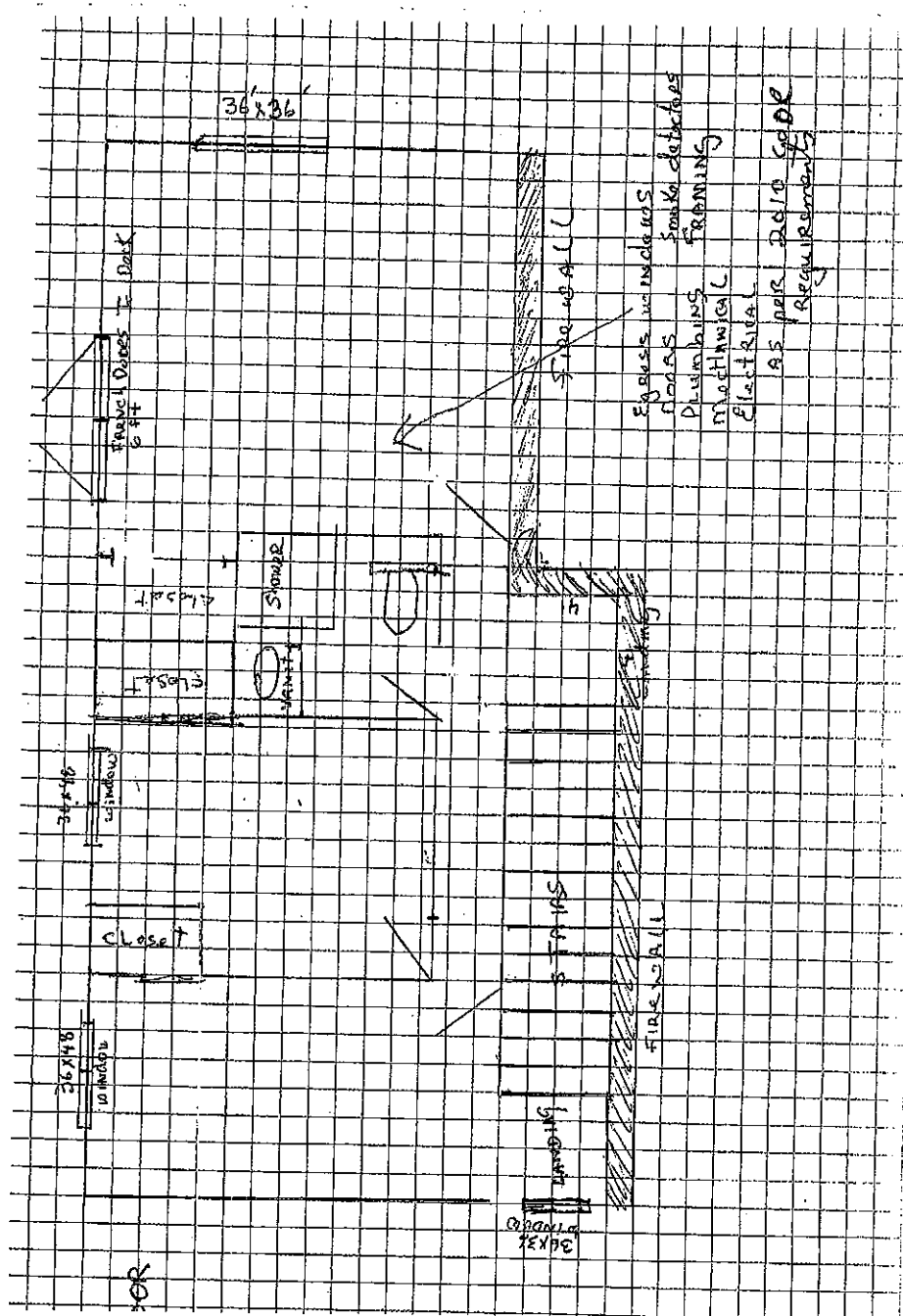
First Floor

月	
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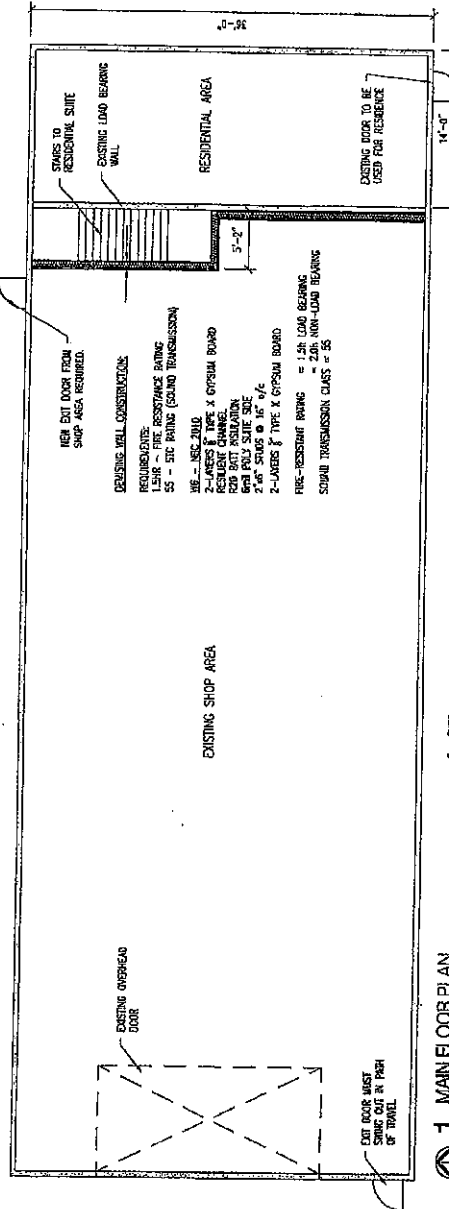
Electric Heaters -
Road out side

South





Attachment



- [illegible]

Attachment 4

Resort Village Of Candle Lake
Box 114 Candle Lake, Sask.
S0J 3E0

GENERAL RECEIPT


Secure Choice Storage
RR#2 Site 4 Comp 121
Prince Albert SK S6V 5P9

General Receipt #: 160064-102
Receipt Date: 31/08/2016
Receipt Amount: **50.00**
Fifty Dollars and Zero Cents

General Receipt Items	Amount
Discretionary Use Appl. Fee	50.00
Secure Choice Storage	
TOTAL:	50.00

Paid By Cheque

50.00 Ref: chq 3309


Joan Corneil
C.A.O.

Attachment 5



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

September 1, 2016

[REDACTED]
[REDACTED]
[REDACTED]

To Whom it May Concern:

Notice of Public Hearing

This is to inform you that the Resort Village of Candle Lake has received a Discretionary Use Application from Secure Choice Storage Inc. to:

Place Living quarters within the structure now being built for the purpose of storage and to house an onsite manager.

This application may be viewed during regular office hours which are between the hours of 8:30 AM to 4:30 PM, Monday through Friday excepting statutory holidays.

Any written comments will be received until 4:00 PM on Thursday, September 8, 2016. A Public Hearing will be held on Friday, September 9, 2016; commencing at 9:00 AM or later to consider the above mentioned application.

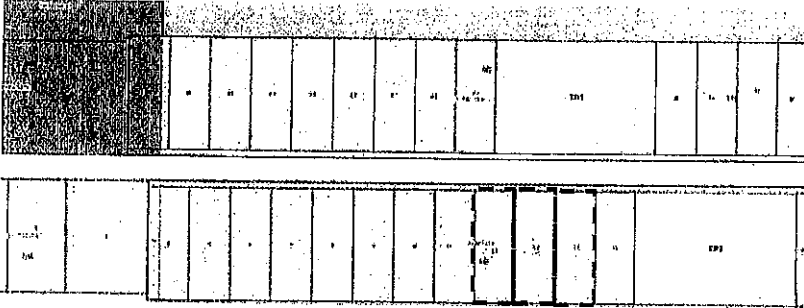

Dated at Candle Lake this Thursday, September 1, 2016.

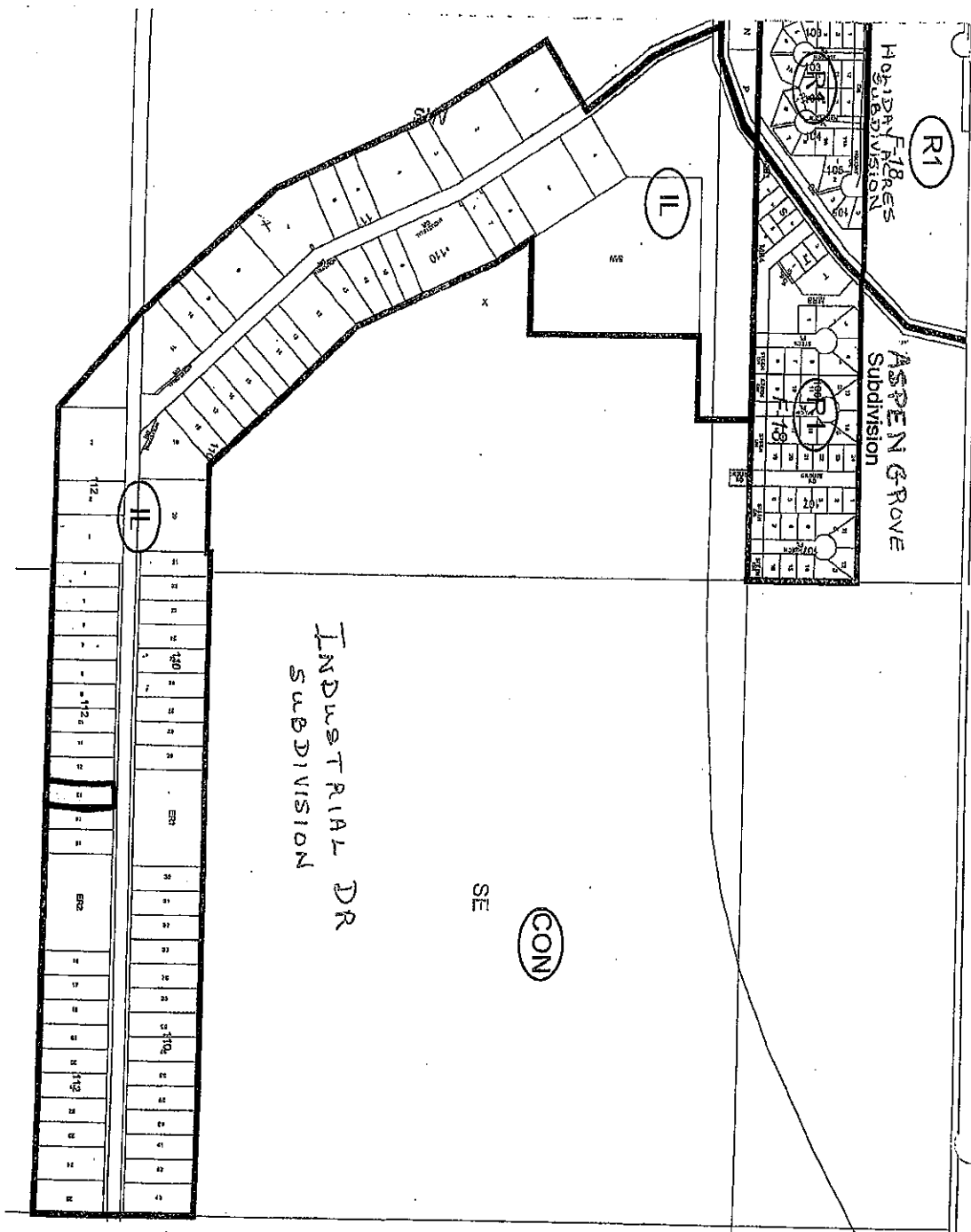
Sincerely,

Joan Corneil,
CAO
Resort Village of Candle Lake

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

Attachment 6

							
Note: MAP SOURCE: ISC MAPSEARCH WEBSITE							
LEGEND <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 10px; height: 10px; margin-right: 5px;"></div> -PROPERTY LINE </div>	<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">  <p>3106 GREY OWL CRESCENT PRINCE ALBERT, SK S6V 6X3</p> </div> <div style="width: 70%;"> <p>DRAWING TITLE:</p> <p style="text-align: center;">LOT AND PARCEL MAP</p> <p>PROJECT: PHASE I - ENVIRONMENTAL SITE ASSESSMENT 70-74 INDUSTRIAL DRIVE, CANDLE LAKE, SK</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 2px;"> APPROVED BY: TS </td> <td style="width: 33%; padding: 2px;"> DRAWN BY: TS </td> <td style="width: 33%; padding: 2px;"> DRAWING NUMBER: 16-PH1-002-04 </td> </tr> <tr> <td style="padding: 2px;"> DATE: 17-May-16 </td> <td style="padding: 2px;"> SCALE: NOT TO SCALE </td> <td></td> </tr> </table> </div> </div>	APPROVED BY: TS	DRAWN BY: TS	DRAWING NUMBER: 16-PH1-002-04	DATE: 17-May-16	SCALE: NOT TO SCALE	
APPROVED BY: TS	DRAWN BY: TS	DRAWING NUMBER: 16-PH1-002-04					
DATE: 17-May-16	SCALE: NOT TO SCALE						





REPORT

Report Title: Tender for Hall and Bathroom Report 119-2016

Date: August 30, 2016

Prepared By: Robert Johnson

Prepared For: Council

Options:

1. That Council direct the administration to send out an invitation to tender for renovations to the civic hall kitchen, bathrooms, and for emergency lighting.
2. Receive and File
3. Refer to administration.

Justification for In Camera: N/A

Background:

There is a need to upgrade the civic hall to meet new safety codes, increase capacity, replace/repair old equipment and to provide better and longer use of facilities. Key areas have been identified in the feasibility study for March, 2016 and through interest groups who use the hall and the kitchen.

The village receives federal gas tax money. Our share over a 5 year period is approximately \$225000 or \$45000 year. The village had to identify projects for the use of the money. Previous project was the lagoon.

The Village identified the hall and trails for the use of the fund. Over the 5 year period the village will see approximately \$213000 for the hall and \$13700 for trails. The annual contribution to the fund is included in the revenue portion of the budget account GL 450-200-070.

Additional money for the hall will come in 2017 through the Canada 150 Community Infrastructure Fund. This fund matches local government contributions for local improvement during Canada 150th birthday. See GL 590-101-102 transfer to capital reserve buildings.

Discussion:

Approximately \$35000, was set aside in the 2016 budget, for the civic hall kitchen upgrade and for hall repairs. This money will not complete all the recommendations from the feasibility study, however, key items for health and safety, and improved hall use can be addressed this year. To keep with in this budget, it is recommended council approve the purchase and installation of new gas stove, dishwasher, double wide fridge and upright freezer as identified by interest groups with in our community. Items identified in the feasibility study include new stainless steel counter tops and back splash; replace triple stainless steel sinks; relocating and increasing the number of electrical outlets on Kitchen Island; upgrade lighting and electrical; clean and paint walls and cupboards.

Future kitchen upgrades will include widening doors for wheelchair access, improvements to the bar and replacing or upgrade the coolers.

Bathroom upgrades will include new lighting and electrical; clean and paint wall and washroom stalls.

Future bathroom upgrades will include, replacing toilets and urinals to low flush options. Widening the doors for wheel chair access. Upgrade the showers, which are currently used as storage to an additional wheelchair accessible washroom. Replacing the sinks and counter tops. Replace flooring. The additional washroom will also allow increase hall capacity from 100 to 200 people. Also, the widening of washroom doors will allow us to use the space for other government functions, such as election site, which require wheelchair access. Other items that will be address is to replace damaged exit lights and install emergency lighting in the hallway between kitchen and health clinic.

The tender will include demolition, installation, hook up and clean up. Contractor and subcontractors must have a valid Resort Village business license before contract is to be signed and accepted, bonded and WCB. 15% of bid with tender application and to be held until work has been complete and approved by Administration and Council representative.

If village employees are required to assist contractors in any of the work, for example removing appliances, painting or clean up, this must be written in bid along with estimate of hours.

Must work with Maintenance and Public works Manager.

Financial Implications:

The following items have been identified as needing upgrading or replace:

72 inch gas stove with 6 burners and 36 inch grill	\$6000
Dishwasher	\$3000 (already purchased used)
17 cu foot upright freezer	\$2000
French door double wide fridge	\$2000
Stainless counter top	\$2500
Stainless triple sink	\$1400
Paint	\$200
Electrical Upgrade, lighting and fixtures	\$1800
Emergency lighting and exit signs	\$1200
Miscellaneous-cleaning supplies, additional repair	\$300
Total estimate cost of equipment and supplies	\$20400

See GL 530-600-120 and 570-430-150 for funding kitchen and building funds.

NOTE: Cost are estimates based on single purchase per item. By buying all appliances from one supplier or materials from one supplier, or using municipal discounts, costs can be reduced.

Communications: none

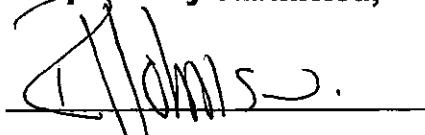
Attachments:

See The Resort Village of Candle Lake Feasibility Study March 2016. A copy will be provide on request.

Conclusion:

These upgrades will provide longer community use and compliance with food handling safety. For example the stainless countertops and high temperature washer. It will also create a brighter, easier to work in and aesthetically pleasing community environment. Future upgrades will provide improved access for all citizens, broaden the building use and increase capacity for rental.

Respectfully submitted,

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

Robert Johnson Maintence and Public Works Manager



REPORT

Report Title:	Invitation for Gravel Haul Tender Report 120-2016
Date:	Sept 1, 2016
Prepared By:	Robert Johnson
Prepared For:	Council

Options:

1. That Council is to direct administration to send out and Invitation for Tender for Gravel Haul.
2. Receive and File
3. Refer to administration.

Justification for In Camera: N/A

Background:

Each year, the Village uses approximately 2500 yards of gravel for road repairs, road building and maintenance. Because of the road building on Lakeshore early this spring, and already low reserves, we ran out of gravel early in the year. During slow periods, village employees hauled gravel to keep up with building and maintenance. However, this is very time consuming and uses up valuable manpower when there are many other projects we need to do. As the tourist season is ending, we need to start working on roads and require gravel to complete this.

The village already has reserve stockpiled at the North Pit or Clearsand pit. We will need approximately 2000 yards removed from that pit and brought to the village yard, or spread directly to roads. Currently the Industrial road, Glendale and Telwin are some of the areas identified as needing gravel. Furthermore we will be repairing Lakeview road and work at Minowuka which will also require gravel.

Future consideration is to investigate what materials we have at the five pits and to tender out for processing material into sand, gravel rock and crushed rock.

Discussion:

To approve the tender for 2000 yards of gravel to complete the 2016 season and start the 2017 season.

Tender should include mileage for the 56km round trip and cost per yard to haul back to village yard or directly onto roads as requested.

Tender should include 10% of bid with proposal and this is to be held until work completed and approved by Administrator and selected councilor.

Tender must have RVCL business license before contract is signed.

Tender should include description of vehicle(s) they are using and average carry capacity in yards.

Work to end by November 30th.

Financial Implications:

Budgeted.

See GL 530-440-100 sand and gravel or 530-460-101 road repair.

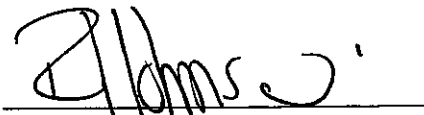
Communications: None

Attachments: None

Conclusion:

Road maintenance is ongoing and requires significant material. We currently need this material moved to our yard to keep crews free for other work and provided needed material for road build up and repair.

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



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Tender for Sand Purchase and Delivery Report 121-2016
Date:	Sept 1, 2016
Prepared By:	Robert Johnson
Prepared For:	Council

Options:

1. That Council direct administration to send out an Invitation to Tender for Sand.
2. Refer to administration.
3. Receive and file.

Justification for In Camera: N/A

Background:

The village requires purchase and stock pile sand at the village yard for winter road maintenance. Sand is mixed with salt to provide traction and help melt the ice off the road. The sand we have from our pit is good for playgrounds, but not ideal for traction in icy conditions. Until we process our own pits, and stock pile our own material, we will need to purchase road sand.

Discussion:

Each year, an average of 100 yards of sand is spread on roads to assist with traction during the winter months. Currently we have an estimate of 60 yards on hand. To ensure we get through this winter, which is expected to have high snow levels, and to carry us over until we are able to process our own sand and gravel, I would recommend purchase and delivery of 200 yards of sand to the village yard before October 31st, 2016.

Sand must be screened with no rocks or particles larger than 3/8th of an inch. No silt, dirt or clay mixed in. Sand should be dry and not clumpy. Sand must be coarse and angular for better traction and not fine and smooth as in white sand or Jack pine sand.

Tender must include cost per yard and cost to deliver.

Tender must have send in 10% of bid with tender and to be held until delivery completed and approved by Administrator and selected council member.

All tenders must have a RVCL business license before contract signed.

Must work with the Village Maintenance and public works Manager.

Financial Implications:

Budgeted annually.

See GL 530-440-100 \$10000 for gravel and sand.

Communications:

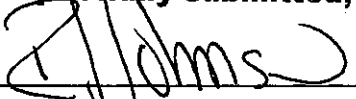
The Invitation to Tender for sand will be sent out and posted in the Village and on the Village website.

Attachments: None

Conclusion:

Sand is part of our regular maintenance of roads and provide safety to our public during icy conditions.

Respectfully submitted,



Robert Johnson, Maintenance and Public Works Manager.



REPORT

Report Title:	Committee appointments 2016 (Report # 106/2016)
Date:	August 25 th , 2016
Prepared By:	Joan Corneil, Administrator
Prepared For:	Council

Options:

1. That Council submit a new list to the Mayor regarding appointments to committees.
2. That Council approve the committee appointments for the period August 12th, 2016 to December 31st, 2016 as follows:
 - i. Parks and Recreation/Trails..... Councillor Wojciechowski,
Councillor Matkowski (Parks and Rec) Councillor Manton (trails)
 - ii. Communities in Bloom Councillor Manton
 - iii. Roads/Maintenance/Landfill/Environment Councillor Wojciechowski,
Mayor Wasyluk
 - iv. Finance & Budget 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,
SUMA All of Council
 - ix. Wapiti Regional Library Councillor Manton
 - x. Health Councillor Matkowski,
 - xi. CUPE Negotiating Committee Councillor Cherkewich
 - xii. North Central Area Transportation Planning Committee... Mayor Wasyluk

3. That administration is to conduct a review of the committees and functions and bring back a report for Council consideration.

Justification for In Camera: N/A

Background:

The Municipalities Act

Council committees and bodies

81 A council may:

- (a) establish council committees and other bodies and define their functions;
and
- (b) establish:

- (i) the procedure and conduct of council, council committees and other bodies established by the council; and
- (ii) rules for the conduct of councillors and the conduct of members of council committees and other bodies established by council.

Council Procedures Bylaw:

3. Procedure for Appointments

- 3.1 The administrator or designate shall utilize the following procedure for appointments to committees/boards:
- (a) Prior to November 1st, by advertisement, invite submissions from the public for appointments to committees where a vacancy exists or the committee/board has recognized a need for more members and Council has approved which council is entitled to make appointments to in the ensuing term;
 - (b) Prior to November 1st, invite submissions from members of council for appointments to which council is entitled to make appointments to in the ensuing term;
 - (c) Obtain information from the various committees that council is entitled to make appointments to in the ensuing term regarding the dates and times of their regular meetings and the attendance by council appointed representatives in the previous term; and
 - (d) Compile all applications received and provide the compiled applications to council.

Council members received the information regarding the Committees.

Discussion:

As the Watershed Stewards have disbanded, it's at Council's discretion whether they are still wishing to assign representatives to this committee.

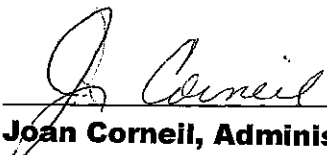
Financial Implications: Remuneration for Council attendance – mileage and Per diem of \$25/hr to a maximum of \$200/day – Policy – 200-11

Communications: None

Attachments:

Conclusion: Once council has designated committee appointments, administration can provide pertinent information regarding that committee to its designate.

Respectfully submitted,


Joan Corneil, Administrator



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Amendment Council Procedures Bylaw – Article 13.6 (Report # 122/2016)
Date:	August 25 th , 2016
Prepared by:	Joan Corneil, Administrator
Prepared For:	Council

Options:

1. Receive and file
2. 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.
3. That Report #122/2016 be referred back to administration for further review and report.

Justification for In Camera: N/A

Background:

A new Council Procedures Bylaw came into effect in 2016. In a periodic review of the Bylaw, administration noted the wording in article 13.6 regarding Council agendas.

Council Procedures Bylaw:

13.6 All administrative reports, communication from the public, requests, or any other material intended for inclusion in a council agenda must be received by the administrator or designate no later than 10 business days prior to Council Meeting.

Discussion: The intent for the receiving of material 10 business days prior to Council meeting is to allow time for administration to prepare the reports for Council. Many times administration is awaiting quotes, information from other parties etc.

Council does have the prerogative to add items to the agenda, but if administrative reports are included in the 10 business day limitation, the additions to the agenda are likely to be longer than the regular agenda.

In the past, it was only external documents that were required to be in and the Administrator had the option of adding any item that did not require a report as long as it was done before the Council agenda was finalized and sent to Council members. Any items to be added to the

agenda once Council had received their package required a vote of Council to add to the agenda.

Administration is respectfully asking this Council to remove the words "administrative reports" from Article 13.6 of the Council Procedures Bylaw.

Financial Implications:

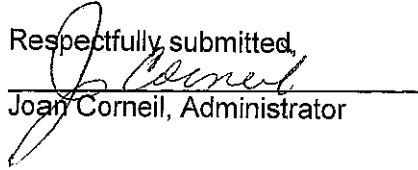
Communications:

Attachments:

1. Draft bylaw 27 of 2016

Conclusion: As new bylaws, policies and procedures are developed, they undergo usage and at times, there may be items that need tweaking or amending.

Respectfully submitted,


Joan Corneil, Administrator

Attachment 1

Draft

RESORT VILLAGE OF CANDLE LAKE

BYLAW 27 -2016

**A BYLAW OF THE RESORT VILLAGE OF CANDLE LAKE TO amend Bylaw
02 of 2016 – Council Procedures Bylaw**

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

That Bylaw 02 of 2016 is amended by removing the words
“administrative reports” from article 13.6

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