

Resort Village of Candle Lake Council Meeting

August 14<sup>th</sup>, 2015

A Council Meeting of Council for the Resort Village of Candle Lake was held on August 14<sup>th</sup>, 2015, in the Council Chambers at Candle Lake, SK.

**ATTENDANCE:** The following were in attendance:

Quinn, John	- Mayor
Lozej, Michelle	- Councilor
Painchaud, Carey	- Councilor
Tarasiuk, Louise	- Councilor
Simoneau, Maurice	- Councilor
Joan Corneil	- Administrator
Heather Scott	- Assistant Administrator

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

2. **SUBMISSION OF PECUNIARY INTEREST:** Councilor Lozej on agenda item 9.5.

3. **ADOPTION OF MINUTES:**

**214/2015 PAINCHAUD:**

That the Minutes of the Regular Meeting held July 24<sup>th</sup>, 2015 be taken as read and adopted.

**CARRIED**

4. **APPROVAL OF AGENDA:**

**215/2015 LOZEJ:**

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

**CARRIED**

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

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

**6.1 – Cecile Hunt, CEO – Prince Albert Parkland Health Region**

- Discussion of services
- Would like to hold recruitment activities in Candle Lake and Emma Lake
- Travel expenses for nurse practitioner
- Continuity of care



August 14<sup>th</sup>, 2015

**7. COMMUNICATIONS/PETITIONS PACKAGE:**

**7.1** – Letter from the Prince Albert Parkland Health Region Re: Video Surveillance.

**RECOMMENDATION:** Receive and file.

**7.3** – Letter from Communities in Bloom, Candle Lake

**RECOMMENDATION:** Receive and file.

**216/2015 TARASIUK:** That Communications, Petitions Package items 7.1 and 7.3 be received and referred as indicated. **CARRIED**

**7.2** – Letter from the Candle Lake Health Services Chairperson dated August 10, 2015.

**217/2015 PAINCHAUD:**

That Council direct the Health Committee to prepare a plan for clinic renovations to be brought back for Council review at the August 28<sup>th</sup>, 2015 regular meeting of Council. **CARRIED**

**218/2015 QUINN:**

That Council direct administration to prepare a report for remuneration for the nurse practitioner to be brought back to the August 28<sup>th</sup>, 2015 regular meeting of Council. **CARRIED**

**8. CONSENT AGENDA:**

**8.1** - PARCS Updated dated August, 2015.

**RECOMMENDATION:** Receive and file.

**8.2**– Report on Bylaw Enforcement for July, 2015 from EPS Management Services Inc.

**RECOMMENDATION:** Receive and file.

**219/2015 PAINCHAUD:**

That the Consent Agenda be received and that the recommendations contained herein be approved as indicated. **CARRIED**

*JSC*

August 14<sup>th</sup>, 2015

**9. REPORTS OF ADMINISTRATOR & COMMITTEES:**

**9.1** – Financial summary, list of accounts payable and bank reconciliation from Financial Officer to the end of July, 2015.

**220/2015 LOZEJ:** That Council approves the financial statements and bank reconciliation to the end of July, 2015 as presented and that the accounts payable as listed be paid. **CARRIED**

**221/2015 PAINCHAUD:** That Council direct administration to prepare a report for next meeting related to expenditures and detailing expenses to date by budget line. **CARRIED**

**9.2** – Report #83/2015 from Administrator dated July 22, 2015 Re: Building Canada Fund Agreement.

**222/2015 TARASIUK:** That Council authorizes the Administrator or designate to sign the agreement between Her Majesty the Queen in Right of Canada as represented by the Minister of Western Economic Diversification and The Resort Village of Candle Lake and any further documentation related to application to New Building Canada Fund – Canada 150 Community Infrastructure Program.

**CARRIED**

**223/2015 PAINCHAUD:** That Council direct administration to prepare a report including all correspondence from the Minister of Western Economic Diversification to be brought forward to the August 28<sup>th</sup>, 2015 Council meeting.

**CARRIED**

**9.3** – Report #92/2015 from Administrator dated August 7, 2015 Re: Request to Horizontal Drill.

**224/2015 SIMONEAU:**

1. That Council direct administration to advise the applicant, Robert and Debra Billay, that the request for permission to perform horizontal drilling to cross under Lakeview Drive for the purpose of securing a year round water supply from Candle Lake is approved conditional that:
  - should any repairs for damage that may occur to Lakeview Drive as a result of the project that the costs of those repairs will be the responsibility of the applicant and that all plans be filed with the Resort Village of Candle Lake and that any future work on Lakeview Drive that interferes with the project, that the Resort Village of Candle Lake is not liable for any damage to the waterline.
  - Council give approval for Robert and Debra Billay to perform horizontal drilling conditional on approval of the Water Security Agency and affected property owners.

**CARRIED**

*SBC*



August 14<sup>th</sup>, 2015

**9.4 – Report #90/2015 from Administrator dated August 7, 2015 Re: Request for permission to horizontal drill.**

**225/2015 TARASIUK:**

1. That Council direct administration to advise the applicants, Chris Haunsperger and Adam Eisele, that the request for permission to perform horizontal drilling for the purpose of securing a year round water supply from Candle Lake is approved and that all plans be filed with the Resort Village of Candle Lake.
2. That Council give approval for horizontal drilling conditional on approval of the Water Security Agency and affected property owners.

**CARRIED**

**Councilor Lozej Leaves: 10:22 p.m.**

**9.5 - Report #86 from Finance Officer dated August 7, 2015 Re: Gravel Tender Results.**

**226/2015 TARASIUK:** That the gravel tender contract be tabled until the August 28<sup>th</sup>, 2015 meeting.

**CARRIED**

**Council Lozej Returns: 10:36 p.m.**

**9.6 - Report #93/2015 from Administrator Re: Council Motion 208/2015 – Clearsands Marina zoning.**

**227/2015 TARASIUK:**

1. That Council rescinds Council motion 208/2015 passed at the July 24, 2015 Council meeting and that Council tables any further motions regarding rezoning of Conservation (CON until North Central Lakeland District Planning Official Community Plan has completed any changes and the new Resort Village of Candle Lake Zoning Bylaw has been passed.
2. That Council direct administration to present the suggested change, in the form of a bylaw amendment to the North Central Lakeland District Planning Official Community Plan, Resort Village of Candle Lake Bylaw 12 of 2013 to the North Central Lakeland District Planning Commission for review and comments as follows:

1. Delete Section 22.2(3) entirely.
2. Amend Section 22.2(4) by deleting the word "private".

**CARRIED**

**9.7– Report #89/2015 from Administrator Re: Reversion of subdivision name – Haydukewich.**

**228/2015 LOZEJ:**

1. That Council approve the reversion to the former name of Joe Haydukewich Subdivision for the area encompassing the access road known as Tillie Ray Road,

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August 14<sup>th</sup>, 2015

former Park Place, now known as Sandy Aiken Drive and former Broadway Place now known as Haydukewich Place and that portion of Hanson Subdivision be removed from the descriptor of Hanson Subdivision.

2. That administration is instructed to correct the name spelling of Sandy Aiken Drive to read Sandi Aiken Drive and that Sandy Aiken Drive, Haydukewich Place and Tillie Ray Road be registered with Information Services.

**CARRIED**

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

15. **MOTIONS:**

**Council adjourns for break: 11:05 a.m.**

**Council returns at 11:55 a.m.**

**acc**

**229/2015 TARASIUK:**

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

**CARRIED**

**Council Adjourns to Closed Session at 11:55 a.m.**

**Council Reconvenes to Open Session at 1:32 p.m.**

**230/2015 QUINN:**

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

**CARRIED**

**231/2015 LOZEJ:**


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

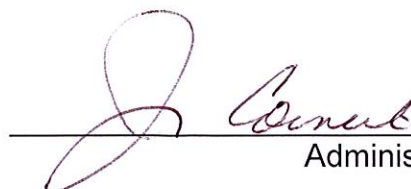
**CARRIED**

16. **ADJOURNMENT**

**232/2015 SIMONEAU:** That the meeting adjourns at 1:33 p.m.

**CARRIED**

  
Mayor

  
Administrator



THE RESORT VILLAGE OF  
CANDLE LAKE

**STATEMENT OF PECUNIARY INTEREST**

I, Michelle Lozej, a duly elected official for the Resort Village of Candle Lake, do declare a pecuniary interest in the following matter:

Date: Aug 14/15

Agenda item: 9.5.

**Signed**



**Resort Village of Candle Lake**  
**Statement of Financial Activities - Summary**  
For the Period Ending July-31-15

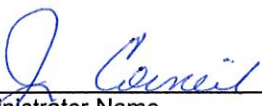

	Current	Year To Date	Budget	Variance	%
<b>Revenues</b>					
Taxation	(66,028.03)	2,580,897.83	2,325,314.89	255,582.94	111
Fees and Charges	61,888.13	124,458.36	344,000.00	(219,541.64)	36
Maintenance and Development Charges		50.00		50.00	
Grants		65,091.75	223,900.00	(158,808.25)	29
Grants in Lieu of Taxes	4,788.10	4,788.10	14,300.00	(9,511.90)	33
Capital Asset Proceeds			105,000.00	(105,000.00)	
Investment Income and Commissions	1,885.53	12,737.68	23,700.00	(10,962.32)	54
<b>Total Revenues:</b>	<b>2,533.73</b>	<b>2,788,023.72</b>	<b>3,036,214.89</b>	<b>(248,191.17)</b>	<b>92</b>
<b>Expenditures</b>					
General Government Services	38,445.42	397,807.19	775,820.00	378,012.81	51
Protective Services	7,616.04	100,387.65	202,300.00	101,912.35	50
Transportation Services	433,140.75	1,010,622.15	2,739,720.13	1,729,097.98	37
Public Health and Welfare Services	344.99	3,071.36	8,500.00	5,428.64	36
Planning and Development Services	3,485.29	20,785.41	49,800.00	29,014.59	42
Recreation and Cultural Services	7,434.18	34,244.48	86,250.00	52,005.52	40
<b>Total Expenditures:</b>	<b>490,466.67</b>	<b>1,566,918.24</b>	<b>3,862,390.13</b>	<b>2,295,471.89</b>	<b>41</b>
<b>Change in Net Financial Assets</b>	<b>(487,932.94)</b>	<b>1,221,105.48</b>	<b>(826,175.24)</b>	<b>2,047,280.72</b>	<b>248</b>
<b>Operating Surplus/Deficit (Chg in Net Asst)</b>	<b>(487,932.94)</b>	<b>1,221,105.48</b>	<b>(826,175.24)</b>	<b>2,047,280.72</b>	<b>248</b>
Decrease in Amounts to be Recovered					
Long Term Debt Repaid	(19,930.00)	(99,650.00)	(239,000.00)	139,350.00	42
Transfers					
Transfers In			2,025,000.00	(2,025,000.00)	
Transfers Out			(1,023,500.00)	1,023,500.00	
<b>Change in General Surplus</b>	<b>(507,862.94)</b>	<b>1,121,455.48</b>	<b>(63,675.24)</b>	<b>1,185,130.72</b>	<b>1,861</b>
<b>Account Balances</b>	<b>Current</b>	<b>Year to Date</b>	<b>Balance</b>		
<b>Cash</b>					
Office Petty Cash			500.00		
Office Float			200.00		
Landfill Float			70.00		
General Bank Acct.	35,285.46	(546,524.65)	480,468.37		
Tax Bank Account	12.08	59.32	511.91		
Cash- Investors Savings Account	1,703.41	2,010,373.57	2,592,306.00		
Cash - Parks & Rec Operating Acct			6,814.35		
Parks & Rec Bingo Account			2,153.53		
Health Committee-Gen.Account			2,414.23		
Health Committee-Building Fund			4,544.79		
First Responders Bank Account			230.22		
Parks & Rec-Playground Acct			1,241.33		
<b>Total Cash:</b>	<b>37,000.95</b>	<b>1,463,908.24</b>	<b>3,091,454.73</b>		
<b>Municipal Taxes Receivable</b>					
Municipal - Tax Receivable - Current	(454,016.79)	1,841,617.64	2,064,967.96		
Municipal - Tax Receivable - Arrears	6,017.00	44,349.99	170,186.08		
Municipal Receivable-WCB Cert	217.95	1,447.10	12,275.72		
<b>Total Municipal Taxes Receivable:</b>	<b>(447,781.84)</b>	<b>1,887,414.73</b>	<b>2,247,429.76</b>		

*JSB*

Report Date  
8/06/15 9:15 AM

**Resort Village of Candle Lake**  
**Statement of Financial Activities - Summary**  
For the Period Ending July-31-15

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	Current	Year To Date	Budget	Variance	%
<b>Other Receivables</b>					
Accounts Receivable			30.00		
Tax Title Costs Receivable			150.00		
GST Receivable - 100% Rebate	47,976.15	34,031.32	76,640.08		
<b>Total Other Receivables:</b>	<b>47,976.15</b>	<b>34,031.32</b>	<b>76,820.08</b>		
Certified correct and in accordance with the records	Presented to council on				
	<u>Aug 19/15</u>				
	(Date)				
<u></u>	<u></u>				
Administrator Name	Head of Council Name				
Administrator Title	Head of Council Title				



Report Date  
8/06/15 9:12 AM

Resort Village of Candle Lake  
**List of Accounts for Approval**  
As of 8/06/15  
Batch: 2015-00030 to 2015-00031

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

Computer Cheques:

8140	7/20/15	SaskTel	Fire Alarm	1,752.86
8141	7/24/15	Anderson Rental and Paving	2014-01/02 Paid in Full	22,775.15
8142	7/31/15	Action Printing Ltd.	Aschim Homestead Brochure	385.00
8143	7/31/15	Allan, Douglas	Meal-Burt -Lagoons	310.73
8144	7/31/15	Associated Engineering (Sask)	File:2015-4649.000	5,406.75
8145	7/31/15	Barber, Chris	PA pick up of parts	132.00
8146	7/31/15	Buckoski, Clarence	PA to pick up backboard	108.90
8147	7/31/15	Candle Lake Home Building Cntr	Fencing	2,646.55
8148	7/31/15	Christopherson Industrial Supp	Small Tools	1,314.56
8149	7/31/15	Court, Velda	Return Damage Deposit	350.00
8150	7/31/15	C.U.P.E.	CUPE Dues Payable	570.15
8151	7/31/15	Evenson, LeRoy	14 Dogwood-Brd of Rev Exp	151.96
8152	7/31/15	The Fireworks Factory Inc.	Fireworks	4,648.14
8153	7/31/15	Glen Mor Inc.	Repairs to Kabota Tractor	478.85
8154	7/31/15	Golden's Fire Extinguisher	Fire Ext serviced	703.45
8155	7/31/15	Halliwell, Roy	14 Dogwood/BR Exp	121.80
8156	7/31/15	J.G.T. Properties Inc.	Repair E50 Bobcat	313.50
8157	7/31/15	Jorgenson, Carol	14 Dogwood-Brd Rev Exp	75.00
8158	7/31/15	Lavoie, Colleen	Dev Appeals Brd	75.00
8159	7/31/15	Lokinger, Dennis	Dev Appeals Brd	50.00
8160	7/31/15	Lozej, Michelle	Spec/Subdivision/P&R	537.50
8161	7/31/15	McLaughlin, Liam	Mileage for P&R Delivery	72.05
8162	7/31/15	Mikytyshyn, Jamie	2014 Tax Incentive Rebate	873.13
8163	7/31/15	Moberg, Brenda	14 Dogwood-Brd of Rev Exp	140.52
8164	7/31/15	Munisoft	Webinar/Tax Intermediate	165.00
8165	7/31/15	Municipal Employees Pension	Municipal Pension	7,445.04
8166	7/31/15	North Star Signs	2 signs Magnetic Green	416.90
8167	7/31/15	Paczay, Wayne	10 Dogwood-Brd Rev Exp	118.68
8168	7/31/15	Pikaluk, Brennan	2015 Tax Incentive Rebate	1,026.59
8169	7/31/15	Prince Albert Co-op Assn Ltd	Diesel	4,560.93
8170	7/31/15	Quinn, John G.	Sub Div/Special Meetings	487.50
8171	7/31/15	Ritchie, Doug	Develop Appeals Brd	50.00
8172	7/31/15	Roto Rooter Sewer Drain Serv.	Check Drains/Hall/Shop/Fi	648.38
8173	7/31/15	SASKPOWER	Upgrade of Power	9,680.70
8174	7/31/15	Sawchuk Lavoie Stonechild	Ref: 150050-General	561.00
8175	7/31/15	Sharma, Tarlochan	2015 Tax Incentive Rebate	994.88
8176	7/31/15	Simoneau, Maurice L.	Subdivision Mtg 07/4 & 5	512.50
8177	7/31/15	Sorowski, Vince	Porject: Memorial Park	197.18
8178	7/31/15	Soulier, Jordan	2015 Tax Incentive Rebate	1,166.01
8179	7/31/15	Stalwick, Allan	Dev Appeals Board	85.36
8180	7/31/15	Stalwick, Paula	14 Dogwood/Brd Rev Exp	494.90
8181	7/31/15	SUMA-Grp. Benefits	Suma Group Insurance	2,936.20
8182	7/31/15	Tarasiuk, Louise	Spec Mtg/E#ngineers	250.00
8183	7/31/15	Tarasiuk, Louise	Sub Mtg/Spec Mtg/CIB	587.50
8184	7/31/15	T&C Plumbing Ltd	Village Office A/c	4,546.01
8185	7/31/15	Toshiba Business Solutions	Copier Reading	128.92

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Report Date  
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Resort Village of Candle Lake  
**List of Accounts for Approval**  
As of 8/06/15  
Batch: 2015-00030 to 2015-00031

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Payment #	Date	Vendor Name	Reference	Payment Amount
8186	7/31/15	Traction Heavy Duty Parts	Repairs-2680 Mower	616.17
8187	7/31/15	Transc. Sask Media Group Inc.	Assessment Roll 2014	876.49
8188	7/31/15	Vanhouwe, Jackie	Refund Damage Dep	350.00
8189	7/31/15	Zep Factory Outlet	Janitorial Supplies-Rec H	652.43
Total for GEN:				83,548.82

Certified Correct This 31th of July, 2015

  
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Mayor

  
\_\_\_\_\_  
Administrator

**Resort Village of Candle Lake**  
**Bank Reconciliation**  
**Gen Bank Account 110-110-120**  
**Adv. Credit Union, Candle Lake Branch**  
**July 31 2015**

<b>Bank Statement Balance July 31/15</b>	<b>616,956.23</b>
<b>ADD:</b>	
Outstanding Deposits	
Outstanding Deposits	
Debit: 10,369.95 20.081.73	30,451.68
Preauthorized Batches	
Outstanding Deposits	
<b>LESS:</b>	
Outstanding Cheques and Withdrawals:	-125,821.74
Payroll	
Council	(2,950.00)
Fire	(516.67)
<b>Adjusted Bank Statement Balance</b>	<b>518,119.50</b>

<b>General Ledger Balance July 31/15</b>	<b>480,468.37</b>
Items not posted to the general ledger:	
First Data Charges	(2,210.43)
RBC LOAN	(19,930.00)
Interest	213.57
Caft Fees	(46.50)
Pre-Auth Batch	17,343.68
GST Adjustment	42,267.75
Bank Charges - Return	3.70
Bank Fees	9.36
<b>Adjusted General Ledger Balance July 31/15</b>	<b>518,119.50</b>

Variance	0.00
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