

Resort Village of Candle Lake Council Meeting

March 13, 2015

A Council Meeting of Council for the Resort Village of Candle Lake was held on March 13, 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
Joan Corneil	- Administrator

ABSENT: Simoneau, Maurice - Councilor

1. CALL TO ORDER: Mayor John Quinn called the meeting to order at 9:01 a.m.

2. SUBMISSION OF PECUNIARY INTEREST: Councilor Lozej Re: Item 7.3.

3. ADOPTION OF MINUTES:

27/2015 TARASIUK:

That the Minutes of the Special Budget Meeting held January 30, 2015 and the Regular Council meeting held February 6, 2015 be taken as read and adopted.

CARRIED

4. APPROVAL OF AGENDA:

28/2015 LOZEJ:

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

Amendment: Change in Bylaw wording

CARRIED

5. PUBLIC HEARINGS AND APPEALS: None

6. PRESENTATIONS, DELEGATIONS AND RELATED REPORT:

6.1 GLK Engineering – Gordon King – Not in attendance.

7. COMMUNICATIONS/PETITIONS PACKAGE:

7.1 Email from SUMA dated January 27, 2015.

RECOMMENDATION: Receive and file.

March 13, 2015

7.2 Letter dated February 15, 2015 from SUMA Re: 2015 Membership.

RECOMMENDATION: That Council directs Administration to pay the 2015 SUMA Membership Fee Invoice for the amount of \$2,073.81.

7.4 Membership Invoice and Invitation for Meeting from North Central Transportation Planning Committee dated March 1, 2015.

RECOMMENDATION:

1. That Council directs Administration to pay the Invoice for April 1, 2015 to March 2016 NCTP membership in the amount of \$600.
2. That Council approve the attendance by any interested Village Council representative to the AGM of North Central Transportation Planning Committee in Blaine Lake on April 16, 2015 and that any eligible expenses be covered by the Resort Village of Candle Lake.

29/2015 LOZEJ:

That the Communications, Petitions Package items 7.1, 7.2 and 7.4 be received and referred as indicated.

CARRIED

Councilor Lozej Left: 9:05 a.m.

7.3 Email from Twyla Bergstrom dated February 27, 2015 Re: Application to Subdivide Land in the RM of Paddockwood.

30/2015 TARASIUK:

Council directs Administration to respond to Community Planning regarding the subdivision of lands, located on SW ¼ S31 TWP54 R22 W2nd and NW ¼ S30 TWP54 R22 W2nd and Lots 1 and 2 Block 2 Plan 101930587 and Lot 14 Block 4 Plan 101950587 and Parcel B Plan 102065903, with comments from Council.

DEFEATED

31/2015 PAINCHAUD:

That Council direct Administration:

1. To draft a letter to Applicant and cc. Community Planning to ask what are the plans for Parcel C.
2. Informing Community Planning that we are deferring comment until after plans for Parcel are received.

CARRIED

Councilor Lozej Returned: 9:13 p.m.

8. CONSENT AGENDA:

8.1 Report from EPS Management on Bylaw Enforcement for January 2015.



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RECOMMENDATION: Receive and file.

8.2 Quarterly Progress Report from the R.C.M.P. Nipawin Detachment dated January 6, 2015.

RECOMMENDATION: Receive and file.

8.3 Function Attendance Report dated February 23, 2015 from Wes Harker Re: Mutual Aid Directors Meeting.

RECOMMENDATION: Receive and file.

8.4 Function Attendance Report dated February 23, 2015 from Maintenance Manager Re: Emergency Management Planning workshop.

RECOMMENDATION: Receive and file.

8.5 Function Attendance Report dated February 24, 2015 from Maintenance Manager Re: Canadian Public Works Convention.

RECOMMENDATION: Receive and file.

8.6 Function Attendance Report dated February 26, 2015 from Maintenance Manager Re: NCTPC – Roads, Lagoons & Landfill construction workshop.

RECOMMENDATION: Receive and file.

8.7 Function Attendance Report dated March 2, 2015 from Mayor Re: SUMA Convention, Saskatoon, Sask.

RECOMMENDATION: Receive and file.

32/2015 PAINCHAUD:

That the Consent Agenda be received and that the recommendations contained therein be approved as indicated.

CARRIED

9. REPORTS OF ADMINISTRATOR & COMMITTEES:

9.1 Financial Report from Assistant Administrator to the end of January 2015 and February 2015.

33/2015 PAINCHAUD:

That Council approves the financial statements to the end of February 2015 and accounts paid as presented and that the Accounts Payable as listed be paid.

CARRIED



March 13, 2015

9.2 Report #9/2015 from the Administrator Re: Budget Report dated January 28, 2015.

34/2015 LOZEJ:

That Council adopts the 2015 Operating and Capital Budget including:

- Revenues totaling **\$5,013,215**

- Municipal Taxes..... \$ 2,647,925
- Revenue Sharing\$ 173,000
- Surplus.....\$ 1,315,000
- Reserves\$ 710,000
- Other.....\$ 167,290

- Expenditures totaling \$ **5,012,590**

- General Government.....\$ 693,520
- Protective Services.....\$ 202,300
- Transportation Services.....\$ 2,709,720
- Health & Wellness.....\$ 8,500
- Planning & Development.....\$ 49,800
- Parks & Recreation.....\$ 86,250
- Reserves.....\$ 1,023,500
- Loan Payments.....\$ 239,000

CARRIED

35/2015 TARASIUK:

That Council approves a uniform mill rate of 3.3

CARRIED

36/2015 PAINCHAUD:

That Council gives three readings to Bylaw 03 of 2015 that being a Bylaw to set the Mill rate factors as 1 for Agriculture and Residential properties and 2.12 for Commercial and Industrial properties.

CARRIED

37/2015 LOZEJ:

That Council gives three readings to Bylaw 04 of 2015 that being a Bylaw to set a Base Tax for all property types.

CARRIED

9.3 Report #10/2015 from the Administrator Re: Tax Payment Incentives and Penalties dated January 28, 2015.

38/2015 TARASIUK:

That Bylaw No 05 of 2015 a Bylaw to Establish Tax Payment Incentives and Penalties be given three (3) readings.

CARRIED



March 13, 2015

9.4 Report #12 of 2015 from the Administrator Re: Lagoon Use and Bylaw 06 of 2015 dated February 12, 2015.

39/2015 LOZEJ:

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 PAINCHAUD:

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

CARRIED

41/2015 QUINN:

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

CARRIED

9.5 Report #13/2015 from the Administrator Re: Public Notice Requirements dated February 19, 2015.

42/2015 PAINCHAUD:

That Council requests the Ministry of Government Relations remove the alternative method of public notice pursuant to Section 207(3) (b) of *The Planning and Development Act, 2007* that currently applies to the Resort Village of Candle Lake and that Council requests the Ministry of Government Relations to amend the public notice requirements of an alternative method of providing notice for planning bylaws pursuant to Section 207(3) (b) of *The Planning and Development Act, 2007* as follows:

That in addition to the requirements of Section 207 of The Planning and Development Act 2007 that should the Council of the Resort Village of Candle Lake consider any proposals for subdivision or rezoning outside the time frame of May 01 and the first Monday in November, that a written notice shall be distributed by mail to all assessed owners of land located within 400 meters of the proposed development.

CARRIED

9.6 Report #15-2015 from Assistant Administrator Re: Environmental Committee dated March 4, 2015.

43/2015 TARASIUK:

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56/2015 LOZEJ:

That leave be granted to read Bylaw No. 05 of 2015 a third time.

CARRIED

57/2015 PAINCHAUD:

That Bylaw No. 05 of 2015 be read a third time and passed; and that Bylaw No. 05 of 2015, be now adopted, sealed and signed by the Mayor and Administrator.

CARRIED

12.4 Bylaw 07 of 2015 a Bylaw to Amend Bylaw 11 of 2014.

58/2015 TARASIUK:

That Bylaw No 07 of 2015 be introduced and read a first time.

CARRIED

13. UNFINISHED BUSINESS BYLAW: None

14. GIVING NOTICE: None

15. MOTIONS:

59/2015 LOZEJ:

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 11:10 a.m.

Council Reconvenes to Open Session at 12:00 p.m.

60/2015 PAINCHAUD:

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

DIRECTION:

1. That Council appoints Nicole Sawchuk as legal counsel for the Resort Village of Candle Lake and request that all files relating to the Resort Village of Candle Lake be transferred to Ms. Sawchuk from Novus Law Group.
2. That Council accepts the report regarding two local improvements and the Administrator is directed to notify the organizer that the petitions have been declared invalid and that Council will not be proceeding with the local improvements under *The Local Improvement Act* Section 5(1) (a) or (b).

CARRIED

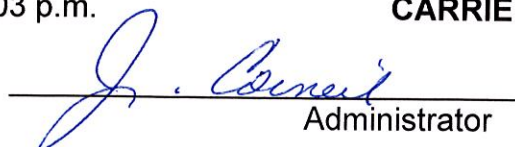
16. ADJOURNMENT

61/2015 PAINCHAUD:

That the meeting adjourns at 12:03 p.m.

CARRIED


Mayor


Administrator

Resort Village of Candle Lake
Bank Reconciliation
Gen Bank Account 110-110-120
Adv. Credit Union, Candle Lake Branch
31/Mar/15

Bank Statement Balance Mar 31/2015		638,934.72
ADD:		
Outstanding Deposits		6,789.17
Debit		1,081.00
Preauthorized Batch		14,101.84
LESS:		
Outstanding Cheques and Withdrawals:		-45,641.27
Payroll		(12,748.53)
Council		(2,950.00)
Fire		(516.67)
Adjusted Bank Statement Balance		599,050.26

General Ledger Balance Mar 31/2015		618,930.21
Items not posted to the general ledger:		
Transfer from Savings		
First Data Charges		(135.41)
PreAuth Dep		40.00
RBC LOAN		(19,930.00)
Interest		370.81
Caft Fees		(46.25)
Penny Rounding		
Adj Bank Draft Clark Kavanaugh		(171.60)
Bank Fees		(7.50)
Adjusted General Ledger Balance 31/Mar/15		599,050.26

Variance	0.00
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Resort Village of Candle Lake
Statement of Financial Activities - Summary
For the Period Ending March-31-15

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	4,717.92	6,026.47	2,325,314.89	(2,319,288.42)	0
Fees and Charges	5,383.50	18,094.81	344,000.00	(325,905.19)	5
Grants	21,726.00	21,726.00	223,900.00	(202,174.00)	10
Grants in Lieu of Taxes			14,300.00	(14,300.00)	
Capital Asset Proceeds			105,000.00	(105,000.00)	
Investment Income and Commissions	17.40	4,722.02	23,700.00	(18,977.98)	20
Total Revenues:	31,844.82	50,569.30	3,036,214.89	(2,985,645.59)	2
Expenditures					
General Government Services	64,575.06	205,910.63	775,820.00	569,909.37	27
Protective Services	4,475.02	19,851.61	202,300.00	182,448.39	10
Transportation Services	68,251.02	202,533.50	2,739,720.13	2,537,186.63	7
Public Health and Welfare Services	961.88	1,640.75	8,500.00	6,859.25	19
Planning and Development Services	1,625.00	4,625.00	49,800.00	45,175.00	9
Recreation and Cultural Services	2,685.85	11,749.53	86,250.00	74,500.47	14
Total Expenditures:	142,573.83	446,311.02	3,862,390.13	3,416,079.11	12
Change in Net Financial Assets	(110,729.01)	(395,741.72)	(826,175.24)	430,433.52	48
Operating Surplus/Deficit (Chg in Net Asst)	(110,729.01)	(395,741.72)	(826,175.24)	430,433.52	48
crease in Amounts to be Recovered					
Long Term Debt Repaid		(19,930.00)	(239,000.00)	219,070.00	8
Transfers					
Transfers In			2,025,000.00	(2,025,000.00)	
Transfers Out			(1,023,500.00)	1,023,500.00	
Change in General Surplus	(110,729.01)	(415,671.72)	(63,675.24)	(351,996.48)	653
Account Balances	Current	Year to Date	Balance		
Cash					
Office Petty Cash			500.00		
Office Float			200.00		
Landfill Float			70.00		
General Bank Acct.	(100,113.11)	(408,062.81)	618,930.21		
Tax Bank Account		26.76	479.35		
Cash- Investors Savings Account		2,003,453.38	2,585,385.81		
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		
Total Cash:	(100,113.11)	1,595,417.33	3,222,963.82		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Current	(17,369.54)	(81,135.24)	142,215.08		
Municipal - Tax Receivable - Arrears	6,462.47	20,768.87	146,604.96		
Municipal Receivable-WCB Cert	202.94	598.14	11,426.76		
Total Municipal Taxes Receivable:	(10,704.13)	(59,768.23)	300,246.80		
Other Receivables					

Report Date
02/04/2015 8:50 AM

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

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	Current	Year To Date	Budget	Variance	%
Accounts Receivable			30.00		
Tax Title Costs Receivable			150.00		
GST Receivable - 100% Rebate	3,006.41	8,605.03	51,213.79		
Total Other Receivables:	3,006.41	8,605.03	51,393.79		

Certified correct and in accordance with the records

Presented to council on

April 10, 2015
(Date)

J. Council
Administrator Name
Administrator Title

John B. Quinn
Head of Council Name
Head of Council Title

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

Computer Cheques:

7751	04/03/2015	Sask Rivers School Div. #119	Jan Remittance	14,535.34
7752	16/03/2015	SGL - Auto Fund Division	PST- STEAMER	922.25
7753	16/03/2015	VOID - Bank Draft Prtinted		0.00
7754	20/03/2015	Accra Lock & Safe Co Ltd	KEYS CUT	62.16
7755	20/03/2015	Access 2000 Elevator & Lift	Seniors Elev Repair	914.00
7756	20/03/2015	Allan, Douglas	GAS	40.00
7757	20/03/2015	Barber, Chris	PICK UP PARTS IN PA	66.00
7758	20/03/2015	Candle Lake Fine Foods	MJAINT SUPPLIES	23.36
7759	20/03/2015	Candle Lake All Season Service	Parts - Filter	1,834.43
7760	20/03/2015	Candle Lake Home Building Cntr	SUPPLIES-PAINT	545.54
7761	20/03/2015	C & S Septic (1995)	Septic Pump	132.00
7762	20/03/2015	CUETS FINANCIAL		5,244.52
7763	20/03/2015	C.U.P.E.	CUPE DUES	285.00
7764	20/03/2015	EPS Management Services Inc.	BYLAW ENFORCEMENT	1,232.48
7765	20/03/2015	Evergreen Convention Centre	MIC CONF REG	1,050.00
7766	20/03/2015	Globalstar Canada Satellite Co	FIRE/EMO TEL/PAGER	68.10
7767	20/03/2015	Greenland Waste Disposal Ltd.	Recycle Bin Costs	535.08
7768	20/03/2015	Halcro Metals Inc.	Maint Material & Supplies	965.36
7769	20/03/2015	Jackow, Dezilda	Main Office Caretaking	288.00
7770	20/03/2015	Korolischuk, Larry	Hotel - Tradeshow S'toon	252.90
7771	20/03/2015	Matkowski, Patricia	Caretaking	1,125.00
7772	20/03/2015	Maxim International Trucking	PARTS FOR F750	247.50
7773	20/03/2015	Meridian Surveys Ltd	PROPOSED SUBDIVISION	1,260.00
7774	20/03/2015	Minister of Finance	Water Sample Analysis	21.00
7775	20/03/2015	Minister of Finance	SUPPLY WINTER SAND/SALT	844.48
7776	20/03/2015	MNP	7210342	7,266.51
7777	20/03/2015	Munisoft	ASSESSMENT NOTICES	385.43
7778	20/03/2015	Municipal Employees Pension	SUPERANNUATION	7,700.19
7779	20/03/2015	Municipal World Inc	Office Supplies-Books	254.05
7780	20/03/2015	NexGen Mechanical Inc.	REPLACE TOILET/CLEAN LINE	602.35
7781	20/03/2015	S/B North Star Trophies		0.00
7782	20/03/2015	PA Battery	BATTERY	60.45
7783	20/03/2015	Prince Albert Diesel Injection	Repair F450 Engine	7,469.35
7784	20/03/2015	S.A.F.C.	CONVENTION TRAINING	42.00
7785	20/03/2015	SaskTel	Fire Alarm	1,826.45
7786	20/03/2015	SaskEnergy	Fire Hall Sask Enery	1,584.10
7787	20/03/2015	SaskPower	Fire Dept Power	6,293.68
7788	20/03/2015	Sask.Workers Compensation	Workers Comp	5,512.84
7789	20/03/2015	SGL - Auto Fund Division	Reg-2008 Dodge Ram	2,278.00
7790	20/03/2015	SnoDrifters	Retunred Damage Dep	350.00
7791	20/03/2015	Specialty Building Inspections		1,706.25
7792	20/03/2015	SUMA	OFFICE SUPPLIES	256.90
7793	20/03/2015	SUMA-Grp. Benefits	Jan Payroll	4,129.57
7794	20/03/2015	Summercove Electric	MAINT/REC HALL	1,365.00
7795	20/03/2015	Tarasiuk, Louise	Equip-Mattress	109.99
7796	20/03/2015	Toshiba Business Solutions	Toshiba Copier	74.87

Report Date
10/04/2015 3:07 PM

Resort Village of Candle Lake
List of Accounts for Approval
As of 10/04/2015
Batch: 2015-00010 to 2015-00012

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Payment #	Date	Vendor Name	Reference	Payment Amount
7797	20/03/2015	Zep Factory Outlet	JANITORIAL SUPPLIES	1,079.02
7798	31/03/2015	SGI - Auto Fund Division	License F350 Super Duty	1,330.00
7799	31/03/2015	Void during printing		0.00
7800	31/03/2015	Void during printing		0.00
7801	31/03/2015	Allan, Douglas	Travel, Meals - Saskatoon	352.08
7802	31/03/2015	BioForest Technologies Inc.	re: Spruce Bud Worm	7,020.30
7803	31/03/2015	Brandt Tractor Ltd.	Repairs to JD Grader	343.47
7804	31/03/2015	Candle Lake Home Building Cntr	Maint Supplies	284.86
7805	31/03/2015	Christopherson Industrial Supp	Maint Supplies	651.29
7806	31/03/2015	Korolischuk, Larry	Safety Workwear	226.55
7807	31/03/2015	Lozej, Michelle	Special Meetings	187.50
7808	31/03/2015	MacJac's Restaurant & Grill	Meals	43.58
7809	31/03/2015	Nellis, Jim	Ergonomic Belt Support	48.35
7810	31/03/2015	North Star Trophies	Safety Wear	693.00
7811	31/03/2015	Peerless Engineering	Repairs-Mini Bobcat	440.00
7812	31/03/2015	Pitney Bowes	Purchased Postage	1,071.17
7813	31/03/2015	Prince Albert Co-op Assn Ltd	Diesel	1,442.70
7814	31/03/2015	Princess Auto Ltd	Maint Supplies	635.59
7815	31/03/2015	Prince Albert Fire Department	Mental Mgmt of Emergencie	250.00
7816	31/03/2015	Quinn, John G.	Council Meeting	225.00
7817	31/03/2015	Scott, Heather	Travel/Meals	352.30
7818	31/03/2015	Shoppers Drug Mart	Purchase Epipens	132.99
7819	31/03/2015	Success Office Systems	Photocopier Reading	107.69
7820	31/03/2015	SUMA	Office Supplies	317.93
7821	31/03/2015	Tarasiuk, Louise	Budget Meeting	75.00
7822	31/03/2015	Tarasiuk, Louise	Jan/Feb Travel	1,058.60
7823	31/03/2015	Tarasiuk, Louise	Dec/14 Drainage/Special Mtg	275.00
7824	31/03/2015	Tarasiuk, Louise	Nov 2014 Travel	940.44
7825	31/03/2015	T-R Spring & Align Ltd	Repairs-Ford F450	1,529.59
7826	31/03/2015	Walkers Auto Body & Supplies	Maint Material & Supplies	196.18
Total for GEN:				103,072.66

Certified Correct This 31st Day of March, 2015


Mayor


Administrator