



**RESORT VILLAGE OF CANDLE LAKE
COUNCIL AGENDA**

Date: Friday March 10th, 2017 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 a Conflict of Interest:**
- 3. 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.
- 4. Adoption of Minutes: Page 1-12-** That the Minutes of the Regular Council meeting held February 10th, 2017 be taken as read and adopted.
- 5. Presentation, Delegations & Related Reports:** None
- 6. Public Hearings and Appeals:**
 - 6.1 – Discretionary Use – Aircraft Hangar #1 Piper Place (report Pg. 38)**
 - Page 13 - Letter from Michael and Michelle Lozej

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 14-15– Letter and Invoice from SAMA dated January 31, 2017.

Options

1. That Council authorize administration to pay Invoice /2160334 from SAMA in the amount of \$49,303.00.
2. Refer to administration for review and report.

7.2 Page 16-17– Letter from Michelle Lozej dated February 13, 2017.

Options:

1. Receive and file

7.3 Page 18– Email from Pat and Susan Donovan dated February 8th, 2017 Re: Request for Consolidation of Land.

Options:

1. That Council approve the lot consolidation of Lot 11 Block 109 Plan 89PA09576 and Lot 12 Block 109 Plan 89PA09576 with civic address 6 and 8 Namaka Place, Candle Lake.
2. Refer to administration for review and report.

7.4 Page 19-21– Email from Ernest Meili dated February 18, 2017 Re: Feb 2017 letter to Council.

Options:

1. Receive and file.
2. 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 22-23 – Minutes of the Candle Lake Health Services Committee meeting held on February 21, 2017.

Options:

1. Receive and file.

9. Reports of Administration & Committees:

9.1 Page 24-36- Report from Financial Officer regarding the financial summary and bank reconciliation to the end of February, 2017, and accounts paid and payable to February 28th, 2017.

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

9.2 Page 37– Disposition Report from the Candle Lake Parks and Rec Board Re: Recommendation for Appointment of Twyla and Fraser Markham.

Options:

1. That Council approve the appointment of Twyla and Fraser Markham to the Candle Lake Parks and Rec Board.
2. Receive and file.
3. Refer to administration for review and report.

9.3 Page 38-42– Report 31/2017 from Assistant Administrator dated February 16th, 2017 Re: Discretionary Use #1 Piper Place.

Options:

1. That Council approve the Discretionary Use application for Mitch Reimer to build an aircraft hangar at #1 Piper Place.
2. Receive and file.
3. Refer back to administration for further review and report.

9.4 Page 43-48– Report 30/2017 from Assistant Administrator dated February 16th, 2017 Re: Wildlife Control Permit – Brian Wojciechowski and Scott Unger.

Options:

1. That Council approve the appointment of Brian Wojciechowski and Scott Unger to control nuisance wildlife within the Resort Village of Candle Lake for one year. **OR**
2. That Council approve the appointment of Brian Wojciechowski to control nuisance wildlife within the Resort Village of Candle Lake for one year. **OR**
3. That Council approve the appointment of Scott Unger to control nuisance wildlife within the Resort Village of Candle Lake for one year. **OR**
4. Refer back to administration for further review and report. **OR**
5. Receive and file.

9.5 Page 49-68– Report 33/2017 from Assistant Administrator dated February 17th, 2017 Re: Council Committee Terms of Reference.

Options:

1. The Terms of Reference for the Economic Planning and Development Committee be approved by Council. **AND/OR**
2. The Terms of Reference for the Finance and Budget Committee be approved by Council. **AND /OR**
3. The Terms of Reference for the Roads/Maintenance/Landfill/Environment Committee be approved by Council. **AND /OR**
4. The Terms of Reference for the CUPE Negotiating Committee be approved by Council. **AND/OR**
5. That Council approve the committee appointments to standing committees for the period January 1, 2017 to July 25th, 2020 as follows:
 - i. Parks and Recreation/Trails..... Councillor Wojciechowski, (Parks and Rec) Councilor Manton and Councilor Wojciechowski (Trails)
 - ii. Communities in Bloom Councillor Manton
 - iii. Roads/Maintenance/Landfill/Environment Councillor Wojciechowski, Mayor Wasyluk
 - iv. Finance & Budget All of Council
 - v. Economic Planning & Development Councillor Wojciechowski, Mayor Wasyluk
 - vi. North central Lakelands District Planning Committee..... Mayor Wasyluk
 - 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 Mayor Wasyluk, Councilor Manton
 - xii. North Central Area Transportation Planning Committee... Mayor Wasyluk
- OR**
6. That Council submit a new list to the Mayor regarding appointments to Council standing committees; **OR**
7. Refer to Administration for further review and report.

9.6 Page 69-71– Report 34/3017 from the Mayor dated February 17, 2017 Re: Rescinding Motions.

Options:

1. That Council Motion 317/2016 be rescinded.

2. Receive and file
3. Refer back to administration for further review and report
4. Refer back to legal Counsel.

9.7 Page 72-74– Report 32/2017 from the Mayor dated February 17, 2017 Re: Repealing Bylaw 20 and 21 of 2016.

Options:

1. That Bylaw 03 of 2017- A Bylaw to repeal Bylaws 20 and 21 of 2016 be brought forward for readings under the Order of Business “Introduction and Consideration of Bylaws.” This Bylaw is for three readings according to Section 107 (2) of *The Municipalities Act*.
2. Receive and file
3. Refer back to administration for further review and report
4. Refer back to legal Counsel.

9.8 Page 75-78– Report 36/2017 from the Mayor dated February 23, 2017 Re: Chamber of Commerce Recommendations.

Options:

1. That Council direct administration to maintain the status quo and issue payment of \$6700 to the Candle Lake Chamber of Commerce for the 2017 Welcome Guide.
2. That Council rescind Council resolution 38/2016 with respect to an annual costs for the Chamber of Commerce welcome guide.
3. Refer to administration for further review and report.
4. Receive and file.

10. Councilors Forum:

10.1 – Verbal Report from the Mayor on Crown Land (Purple Sands)

11. New Business: None

12. Unfinished Business-

12.1 Page 74- Bylaw 03 of 2017 – a Bylaw to Repeal Bylaws 20 and 21 of 2016.

That Bylaw 03 of 2017, a Bylaw to Repeal Bylaws 20 and 21 of 2016 be introduced and read a first time.

That Bylaw 03 of 2017, a Bylaw to Repeal Bylaws 20 and 21 of 2016 be read a second time.

That leave be granted to read Bylaw 03 of 2017, a Bylaw to Repeal Bylaws 20 and 21 of 2016 a Third time.

That Bylaw 03 of 2017, a Bylaw to Repeal Bylaws 20 and 21 of 2016 be now read a third time and passed; and that Bylaw 03 of 2017, a Bylaw to Repeal Bylaws 20 and 21 of 2016 be now adopted, sealed and signed by the Mayor and Administrator.

12.2 - Communications Policy – Awaiting information for report.

12.3 – Project Update – Signage Policy – Awaiting information for report. see attached email pg 79-80.

12.4 – Project Update – Interactive Website – Awaiting information for report. see attached email pg 79-80.

12.5 – Letter of Apology – Councilor Cherkewich

12.6 Page 81-83– Motions 1b – 7b – referenced as Document 2

12.7 - Special Meeting Notice – January 23-27, 2017

12.8 Page 84-93 – Mariner's Cove Agreement

13. Giving Notice:

CHERKEWICH:

The RVCL immediately have Administration begin a study of assessing a site fee to the proprietor of commercial marinas and RV Parks. The fee will be based on commercial base tax which in 2017 is \$845. The fee shall take effect beginning Jan 1, 2018.

Once the report is in the RVCL will strike a committee to work to ward implementation. the Committee will report to the RVCL and the ratepayers at a public meeting to be held no later than Sept 15 2017.

The committee will comprise of

- * A representative from the Chamber of commerce
- * The commercial marina operators
- * The RVPark operators
- * X members of council

Such addition members as council may advise on the recommendation of the Committee.

14. Motions:

CHERKEWICH:

Administration to produce for council in a timely fashion (10 working days) all approved and adopted resolutions or bylaws of council passed under section 81 of the *Municipalities Act* with respect to

- 1 committees created
- 2 the terms of reference of those committees

Council Committees and Bodies 81 A council may establish council committees and other bodies and define their functions.

CHERKEWICH:

Administration is to produce in a timely fashion all approved and adopted resolutions appointing persons to the s 81 committees

CHERKEWICH:

Administration is to produce in a timely fashion all approved and adopted resolutions appointing members to the Resort Village of Candle Lake DAB panel.

CHERKEWICH:

The council of the Resort Village of Candle Lake begin a process to create a committee of council (Whistle Blowing Committee or WBC) to develop a whistle blowing policy or bylaw for consideration of council to ensure that the business of the Resort Village is conducted in keeping with the fiduciary obligations of the council to the ratepayers and voters and in keeping with the Aug 2016 election message from the voters asking for more **transparency, accountability** and **recourse** in relation to the business and affairs of their municipal government.

CHERKEWICH:

A whistle blowing committee be establish under s 81 of the Act to be comprised of two members of council, one member of the administration and one member from the union or alternatively, a represent from the in-scope employees and such other members as the council decide or the committee appointees recommend.

15. Adjournment:

February 10th, 2017

A Council Meeting of Council for the Resort Village of Candle Lake was held on February 10th, 2017, in the Council Chambers at Candle Lake, SK.

ATTENDANCE: The following were in attendance:

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

Joan Corneil - Administrator
Heather Scott - Assistant Administrator

1. **CALL TO ORDER:** Mayor Borden Wasyluk called the meeting to order at 9:00 a.m.
2. **SUBMISSION OF CONFLICT OF INTEREST:** None
3. **APPROVAL OF AGENDA:**

85/2017 CHERKEWICH:

That the carryover motions not dealt with at the January 13th, 2017 meeting, Motions 7, 8, 9 and 11 be added under unfinished business and shown as Document #1.

<u>Recorded Vote:</u>	Manton – Yes	Wojciechowski – Yes	CARRIED
	Cherkewich – Yes	Matkowski – No	
	Wasyluk – Yes		

86/2017 WOJCIECHOWSKI:

That a letter from Councilor Wojciechowski Re: Parks and Rec Board Pins be added as correspondence item 7.9. **CARRIED**

87/2017 CHERKEWICH:

That Motions 1b to 7b listed in Document #2 be added to the agenda under Unfinished business.

<u>Recorded Vote:</u>	Manton – Yes	Wojciechowski – Yes	CARRIED
	Cherkewich – Yes	Matkowski – yes	
	Wasyluk – Yes		

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88/2017 CHERKEWICH:

That Document #3 from the January 13th meeting which didn't get spoken to Re: Tyson SMB Decision be carried forward under unfinished business.

Recorded Vote: Manton – Yes Wojciechowski – Yes
Cherkewich – Yes Matkowski – Yes
Wasyluk – Yes **CARRIED**

89/2017 CHERKEWICH:

That the carry over item entitled "urgent action important municipal issues added to unfinished business and referenced as Document #4.

Recorded Vote: Manton – Yes Wojciechowski – Yes
Cherkewich – Yes Matkowski – Yes
Wasyluk – No **CARRIED**

90/2017 CHERKEWICH:

That agenda items 9.8, 9.13 and 9.14 be Tabled to the end of the agenda so that they can be dealt with after an incamera meeting before they come to open council meeting to be dealt with. **UNANIMOUSLY CARRIED**

91/2017 CHERKEWICH:

That item 9.6 be reviewed with 7.6 and that a correction be made to 12.1 correcting the page number from 31 to 61. **UNANIMOUSLY CARRIED**

92/2017 CHERKEWICH:

To break out approval of Minutes into separate motions.

DEFEATED

93/2017 WASYLUK:

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

Additions:

- 7.9 – Letter from Councilor Wojciechowski Re: Parks and Rec Board Pins
- That Item 9.6 be reviewed under correspondence item 7.6
- Correction to Page 8 of the Order Paper to change 12.1 from Page 31 to 61.
- Addition under unfinished business – Tyson SMB decision (Referenced as Document #3)
- Addition under unfinished business – reference to breach (Referenced as Document #4)
- Addition under Unfinished business – 1b-7b (Referenced as Document #2)

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- Addition under unfinished business – 7,8,9 and 11 (Referenced as Document #1)
- Addition Red Flag concerns – Notice of Motion - Marina

CARRIED

4. ADOPTION OF MINUTES:

94/2017 WASYLUK:

That the Minutes of the Special Meetings held January 6th, 2017, and January 12th, 2017, the Regular Council Meeting held January 13th, 2017 and the Special Meeting held January 24th, 2017 be taken as read and adopted.

Recorded: Manton – Yes
Cherkewich – No
Wasyluk – Yes

Wojciechowski – Yes
Matkowski – Yes

CARRIED

5. PRESENTATIONS, DELEGATIONS AND RELATED REPORTS: None

6. PUBLIC HEARINGS AND APPEALS:

The Mayor calls for a recess of the council meeting and opens the public hearing at 10:17 a.m.

6.1 – Bylaw 02 of 2017 a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* by changing the zoning of an area on Sheet 16 of 16 from Commercial (C1) to Residential (R1).

- Correspondence – None
- Speakers - Lloyd Caithcart – No opposition

The Mayor adjourns the public hearing for item 6.1 and opens the public hearing for item 6.2 at 10:19 a.m.

6.2 - Bylaw 15-2016 a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* by changing the zoning of an area on Sheet 16 of 16 from Commercial (C1) to Conservation (CON).

- Correspondence - None
- Speakers – Lloyd Caithcart – In favour

The Mayor closes the public hearing and reconvenes to regular council meeting at 10:20 a.m.

7. COMMUNICATIONS/PETITIONS PACKAGE:

95/2017 WOJCIECHOWSKI:

That Meath Park School be charged the regular rental fee of \$400 per day as per Facility Rental Policy #200-66. **DEFEATED**

96/2017 MANTON:

That the Meath Park School for Grad 2017 be charged a rental fee of \$400 per day that the students are using the facility and \$100 per day the facility is not useable by other user groups due to set up and decorations. **DEFEATED**

97/2017 WASYLUK:

That the Meath Park School be charged a reduce rental fee of \$1100 for Grad 2017. **CARRIED**

98/2017 MATKOWSKI:

That Council approve the attendance of the Mayor and the assistant administrator to the SAMA Annual Meeting to be held in Regina April 12th, 2017 and that all eligible expenses for this event be covered by the RVCL. **WITHDRAWN**

99/2017 MANTON:

That Council approve the attendance of the Mayor or Deputy Mayor and the assistant administrator to the SAMA Annual Meeting to be held in Regina April 12th, 2017 and that all eligible expenses for this event be covered by the RVCL. **UNANIMOUSLY CARRIED**

100/2017 MANTON:

That Council approve the lot consolidation of Lot 60 Block 03 Plan 69PA12758 and Lot 61 Block 03 Plan 69PA12758 with civic addresses of 10 and 12 Elm Place and Lot 32 Block 110 Plan 101887858 and Lot 33 Block 110 Plan 101887858 with civic addresses 69 and 71 Industrial Drive. **CARRIED**

101/2017 CHERKEWICH:

That Council authorize administration to pay the 2017 PARCS Membership fees in the amount of \$600. **UNANIMOUSLY CARRIED**

102/2017 CHERKEWICH:

Receive and file Invoice from FCM (Federation of Canadian Municipalities) for 2017-2018. **CARRIED**

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103/2017 CHERKEWICH:

That Council refer agenda item 7.6 to the Mayor for discussion with the Candle Lake Chamber of Commerce and report back to Council with his recommendation with respect to the \$6700 payment. **CARRIED**

104/2017 MATKOWSKI:

That the NCTCP Municipal Support Program email be received and filed and that administration is directed to forward any future Municipal Support Program correspondence directly to Council through email. **CARRIED**

105/2017 MANTON:

That the letter from the Canadian Postmasters and Assistant Association (CPAA) Re: Postal Banks be received and filed. **CARRIED**

106/2017 WOJCIECHOWSKI:

That Council approve a maximum of \$2500 to Parks and Rec to facilitate Canada 150 celebrations and that funding to be used for pins or other 150 memorabilia and invoices are to be given to administration for payment. **CARRIED**

8. CONSENT AGENDA:

107/2017 MANTON:

That the Minutes of the Candle Lake Health Services Committee meeting held January 20th, 2017 be received and filed. **CARRIED**

108/2017 MATKOWSKI:

That Council approve the appointment of Les Carson to the Candle Lake Fire Department. **UNANIMOUSLY CARRIED**

109/2017 MANTON:

That Consent Agenda items 8.3, 8.4 and 8.5 be received and filed.

CARRIED

9. REPORTS OF ADMINISTRATOR & COMMITTEES:

110/2017 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 until the end of January, 2016. **CARRIED**

111/2017 CHERKEWICH:

That Council table Bylaw 32 of 2016 the Code of Ethics Bylaw until the next meeting to then be placed under unfinished business.

Recorded Vote:

Manton – No

Wojciechowski – yes

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Cherkewich – Yes
Wasyluk – No

Matkowski – No

DEFEATED

112/2017 MANTON:

That Bylaw 32 of 2016 – Code of Ethics Bylaw be placed on the table under order of business “Unfinished Business Bylaws” and that Bylaw 32 of 2016 receive third and final reading.

Recorded Vote:

Manton – Yes
Cherkewich – No
Wasyluk – Yes

Wojciechowski – No
Matkowski – Yes

CARRIED

113/2017 MANTON:

That Council gives second and third reading to Bylaw 15 of 2016 a bylaw to amend Bylaw 03 of 2016 The Zoning Bylaw by changing the zoning of an area on “Sheet 16 of 16” to Appendix A of Bylaw 03-2016, known as the *Zoning District Map* be amended by re-designating from Commercial (C1) to Conservation (CON) the area shown in Schedule 1 with legal description Blk/Par R, Plan 60PA04290, Ext 0 and the bylaw be laid on the table under “Unfinished Business – Bylaws” and that Bylaw 15 of 2016 be given second and final reading. **CARRIED**

114/2017 MANTON:

That Council gives second and third reading to Bylaw 02 of 2017 a bylaw to amend Bylaw 03-2016 The Zoning bylaw by changing the zoning of an area on Zoning District map “Sheet 16 of 16” to Appendix A and Sheet 16 of 16 be amended by re-designating from Commercial (C1) to Residential (R1), the area shown in Schedule 1 with legal description Lot 01, Block 01, Plan 60PA04290 and the bylaw be laid on the table under “Unfinished Business – Bylaws” and that Bylaw 02 of 2017 be given second and final reading. **CARRIED**

115/2017 CHERKEWICH:

That Report 16/2017 Re: Request for Damages to Motor Home be referred to administration and legal counsel for review and report. **WITHDRAWN**

116/2017 CHERKEWICH:

That Report 16/2017 Re: Request for Damages to Motor Home be received and filed. **UNANIMOUSLY CARRIED**

117/2017 MANTON:

That Report 25/2017 Re: Request to Purchase Municipal Reserve be received and filed. **CARRIED**

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118/2017 CHERKEWICH:

That the advertisement for a new administrator be moved to the closed session agenda for review of the facts as the information may contain questions of compliance and may trigger consideration of disciplinary action.

WITHDRAWN

119/2017 MANTON:

That the advertisement as amended for a new Administrator be sent to the applicable job posting venues and that an appropriate amount be included in the 2017 budget.

UNANIMOUSLY CARRIED

Mayor Wasyluk left at 11:54 a.m.

Mayor Wasyluk returned at 11:57 a.m.

120/2017 WOJCIECHOWSKI:

That Council breaks for a one hour recess to reconvene at 1:15 p.m.

CARRIED

The Council meeting recesses at 12:15 p.m.

Councilor Matkowski leaves at 12:15 p.m.

The Council meeting reconvenes at 1:15 p.m.

121/2017 WOJCIECHOWSKI:

The terms of reference for an adhoc Hall Renovation Committee be approved by Council.

CARRIED

122/2017 CHERKEWICH:

That the Auditor Letter of Engagement be tabled to the next meeting of Council.

WITHDRAWN

123/2017 CHERKEWICH:

That the Administrator is authorized to sign and return the Letter of Engagement with MNP for the fiscal year 2016.

CARRIED

124/2017 WASYLUK:

That Council approve the committee appointments to standing committees for the period January 1, 2017 to July 25th, 2020 as follows:

- i. Parks and Recreation/Trails..... Councillor Wojciechowski,
(Parks and Rec) Councilor Manton and Councilor Wojciechowski (Trails)
- ii. Communities in Bloom Councillor Manton
- iii. Roads/Maintenance/Landfill/Environment Councillor Wojciechowski,
Mayor Wasyluk
- iv. Finance & Budget All of Council
- v. Economic Planning & Development Councillor Wojciechowski,
Mayor Wasyluk
- vi. North central Lakelands District Planning Committee.....Mayor Wasyluk

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- 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 Mayor Wasyluk, Councilor Manton
 - xii. North Central Area Transportation Planning Committee... Mayor Wasyluk
- Recorded Vote: Manton – Yes Wojciechowski – No
Cherkewich – No Wasyluk – Yes

DEFEATED

125/2017 CHERKEWICH:

That the Report Re: Committee Appointments 2017 be referred back to administration for further review and report.

CARRIED

10. COUNCILORS FORUM: None

11. NEW BUSINESS:

126/2017 MANTON:

That administration draft a letter to Prince Albert Parkland Health Region for the Mayor's signature Re: Reestablishment of Wellness Clinic Service.

CARRIED

12. UNFINISHED BUSINESS:

127/2017 WASYLUK:

THAT Bylaw 32 of 2016 be tabled until later in the meeting.

CARRIED

128/2017 MANTON:

That Bylaw 15 of 2016 a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be read a second time.

CARRIED

129/2017 WOJCIECHOWSKI:

That Bylaw 15 of 2016, a Bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a third time and passed; and that Bylaw 15 of 2016, a Bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now adopted, sealed and signed by the Mayor and Administrator.

CARRIED

130/2017 MANTON:

That Bylaw 02 of 2017, a bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be read a second time.

CARRIED

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131/2017 WOJCIECHOWSKI:

That Bylaw 02 of 2017, a Bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now read a third time and passed; and that Bylaw 02 of 2017, a Bylaw to amend Bylaw 03 of 2016 known as *The Zoning Bylaw* be now adopted, sealed and signed by the Mayor and Administrator. **CARRIED**

132/2017 CHERKEWICH:

That the email from the Assistant Administrator become part of the report for the Signage Policy. **CARRIED**

133/2017 CHERKEWICH:

That the email from the Assistant Administrator be included as part of the record for the Interactive Website. **CARRIED**

Councilor Matkowski returned at 2:00 p.m.

134/2017 MANTON:

That Bylaw 32 of 2016, a Bylaw to be known as the Code of Ethics Bylaw be amended as follows: Under Part *c. Respect-* after “...*dignity, understanding and respect.*” the following words be added:

Inappropriate interactions

- A member shall not engage in inappropriate interactions with municipal Council or Council members.
- In relation to municipal staff, do not:
 - Approach, make requests of, make inquiries or issue instructions to the administration other than through official channels;
 - Be overbearing or threatening to administration;
 - Make personal attacks on the administration in a public forum;
 - Direct or pressure administration in the performance of their work or recommendations they make; or
 - Influence or attempt to influence staff in the preparation of reports or other information to be submitted to the Village Council

Recorded Vote:

Manton – No
Cherkewich – No
Wasyluk – Yes

Wojciechowski – No
Matkowski – Yes

DEFEATED

Councilor Cherkewich left at 2:20 p.m.

Councilor Cherkewich returned at 2:21 p.m.

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135/2017 MANTON:

That the amendment to the Code of Ethics with respect to inappropriate interactions be referred back to administration for review and report.

CARRIED

136/2017 WASYLUK:

That Bylaw 32 of 2016, a Bylaw to be known as the Code of Ethics Bylaw be amended as follows: Under Part e. *Confidentiality* – after “,,, of Council of a local authority.” the following words be added:

It is the responsibility of the member to:

- Protect confidential information;
- Only release confidential information if they have the authority to do so;
- Only use confidential information for the purpose it is intended to be used;
- Not use confidential information gained through their position as a member for the purpose of securing a private benefit for themselves or for any other person;
- Not use confidential information with the intention to cause harm or detriment to the RVCL Council or any other person or body; and
- Not disclose any information discussed during a confidential session with the RVCL Council or Committee.
- Abstain from participating in any decision where there is an opportunity to further his or her private interests or the private interests of a closely connected person;

Recorded Vote:

Manton – Yes

Wojciechowski – No

Cherkewich – No

Matkowski – Yes

Wasyluk – Yes

CARRIED

137/2017 MATKOWSKI:

That Bylaw 32 of 2016, a Bylaw to be known as the Code of Ethics Bylaw be amended as follows: under Part 5–the following) be added: (g) Pursue charges against the councilor under *The Summary Offences Procedures Act*, for breach of this within bylaw;

- i) With a minimum fine of \$1,000 for a first offence;
- ii) With a minimum fine of \$2,000 for a second offence

Recorded Vote:

Manton – No

Wojciechowski – No

Cherkewich – No

Matkowski – Yes

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Wasyluk – Yes

DEFEATED

Council meeting recess at 2:42 p.m.

Council meeting reconvenes at 2:53 p.m.

138/2017 MANTON:

That Bylaw 32 of 2016, a Bylaw to be known as the Code of Ethics Bylaw be now read a third time and passed; and that Bylaw 32 of 2016, a Bylaw to be known as the Code of Ethics Bylaw be now adopted, sealed and signed by the Mayor and Administrator.

Recorded Vote:

Manton – Yes

Wojciechowski – No

Cherkewich – No

Matkowski – Yes

Wasyluk – Yes

CARRIED

139/2017 MATKOWSKI:

That Council accept the verbal report of the Administrator Re: Potential Land use of SW ¼ Sec 23 TWP 55 Rge 22 W2.

CARRIED

140/2017 WOJCIECHOWSKI:

That agenda items 12.9, 12.10, 12.11 and 12.2 be tabled to the March meeting.

CARRIED.

141/2017 WOJCIECHOWSKI:

That Council bring forward agenda item 9.14.

CARRIED

142/2017 CHERKEWICH:

That Council receive and file the Disposition Report from the Candle Lake Parks and Rec Board Re: Appointment of Terry Kostyna, Wendy Watt and Carla Painchaud.

Recorded Vote:

Manton – No

Wojciechowski – No

Cherkewich – Yes

Matkowski – No

Wasyluk – No

DEFEATED

143/2017 WOJCIECHOWSKI:

That Council approve the appointment of Terry Kostyna, Wendy Watt and Carla Painchaud to the Candle Lake Parks and Rec Board.

CARRIED

13. UNFINISHED BUSINESS: None

14. GIVING NOTICE:

February 10th, 2017

CHERKEWICH:

The RVCL immediately have administration begin a study of assessing a site fee to the proprietor of commercial marinas and RV Parks. The fee will be based on the commercial base tax which in 2017 is \$845.00. The fee shall take effect beginning Jan 1, 2018.

Once the report is in the RVCL will strike a committee to work to ward implementation. The committee will report to the RVCL and the ratepayers at a public meeting to be held no later than Sept 15, 2017.

The committee will comprise of

- * A representative from the Chamber of Commerce
- * The commercial marina operators
- * The RV Park Operators
- * X members of Council

Such addition members as council may advise on the recommendation of the Committee.

15. **MOTIONS:** None

16. **ADJOURNMENT:**

144/2017

WOJCIECHOWSKI:

That Council adjourn the Council meeting at 3:20 p.m. and reschedule a closed meeting prior to March 10, 2017.

Mayor

Administrator

February 27, 2017

Mayor and council,

RECEIVED

FEB 27 2017

We have no problems with the discretionary Use application for the construction of an aircraft hangar on #1 Piper Place.

Sincerely,

A handwritten signature in blue ink, appearing to be 'ML', written over the word 'Sincerely,'.

Michael and Michelle Lozej

January 31, 2017

To All Municipal Councils
c/o the Administrator or Clerk:

Re: 2017 SAMA Municipal Invoice

The invoice accompanying this letter represents your municipality's share of SAMA's 2017 operating revenues. This share is based on the cost of service formula adopted by SAMA in 1996 and updated by the SAMA Board in 2013 for the new service fee implemented in 2015.

The 2017 SAMA Municipal Invoice includes a 3% increase to the charge per property (in accordance with SAMA's four-year business plan) and also updates property counts for the first time since 2013. This means that municipalities that have experienced growth will be charged for the additional properties that have been added since 2013.

There is no change in 2017 to either the capital charge or \$20 fee-for-service. Going forward from 2017, property counts will be updated annually to avoid further significant one-time adjustments.

For more information please view the pamphlet, "SAMA's 2014-2017 Budget and Funding Plan: Capturing the Growth for You" and the Maintenance Service Fee information sheet, which are both available on our website at www.sama.sk.ca.

If you have any questions regarding your SAMA Municipal Invoice please contact George Dobni, Managing Director of Finance at 1-800-667-7262 or george.dobni@sama.sk.ca. Thank you for your continued support and cooperation.

Sincerely,



Irwin Blank
Chief Executive Officer

enclosure

In account with:

Candle Lake, Resort Village of
P.O. Box 114
Candle Lake, SK S0J 3E0

GST #R123927170

RECEIVED
FEB - 6 2017

2017 Municipal Invoice

Quantity	Description	Unit Price	Amount
1763	Resort Component(s)	\$24.05	\$42,400.0000
3566	Municipal Invoice Capital Premium	\$1.00	\$3,566.0000
218	Maintenance Service Fee (\$20 per review)	\$20.00	\$4,360.0000
	Prorated share of sector and 3 mill cap		\$(1,023.00)
		GST Not Applicable	0.00
		TOTAL OWING:	\$49,303.00
This municipal requisition is payable by April 1, 2017. Interest at the prime rate will be charged on overdue accounts.			

Make remittance payable to:

S.A.M.A
200-2201 11th Avenue
Regina, SK S4P 0J8
Canada

In account with:

Candle Lake, Resort Village of
P.O. Box 114
Candle Lake, SK S0J 3E0

Invoice: 2160334

Date: 1/31/2017

Customer: 386

Amount due: \$49,303.00

Please return this portion with payment.

RVCL Heather

From: [REDACTED]
Sent: February-13-17 9:45 AM
To: rvcl.wasyluk@sasktel.net; rvcl.cherkewich@sasktel.net; rvcl.wojciechowski@sasktel.net;
rvcl.manton@sasktel.net; rvcl.matkowski@sasktel.net
Cc: rvcandlelakeoffice@sasktel.net
Subject: letter to council
Attachments: volunteer letter to council.pdf

Good Morning Mayor and Council,

attached is a letter that I felt the need to write after the meeting on Friday

Joan

Please attach this to the next council meeting as correspondence

Sincerely,

Michelle Lozej

Dear Mayor and Council,

I was disappointed with the manner in which a council member who questioned the motion of the Candle Lake Recreation Board to nominate 3 great community volunteers. Over the years, we have invited potential members to attend a meeting as a guest and at the end of the meeting we ask them if they are willing to help by committing some of their time and energy to the community and when they agree we welcome them with open arms! It's a simple and easy process and over the years we had many wonderful board members.

The request by Council Cherkewich that a decision be tabled on item 9.14 – the acceptance of Terry Kostyna, Carla Painchaud and Wendy Watt to the Candle Lake Parks and Recreation Board. The request to table this decision until after discussions during the closed meeting should have no relevance. These names have nothing to do with land, legal or labour – 3 volunteers' names does not fit into one of these topics which are the only things that need to be discussed during a closed session.

Our council Rep – Councilor Wojciechowski requested it to be put back on to the regular agenda and have their discussion openly. It was brought to my attention that rather than accept the names immediately there was a request by Council person Cherkewich of needing resumes of the volunteer candidates and that council should be vetting them prior to their acceptance. There were comments made that one worked on trails, one was the spouse of a former council member and one was a long term resident of Candle Lake which to me should automatically trigger "GREAT VOLUNTEER" and readily rubber stamp ACCEPTANCE! The Parks and Recreation Board has been advertising in the newsletter for many years to fill open positions on the board and it is not like we have a lineup of people busting down the door to work on the kids programs, the fitness programs, the Community Christmas supper, fundraising for playgrounds and the Canada Day Events that the group has put on throughout the years. As the Assistant Administrator and 2 current council members have themselves been former Parks and Recreation Board members they too can attest to the Boards difficulty in trying to recruit new members and that we have had open positions for many of these years.

During this same meeting item 8.2 a name came up for the Candle Lake Volunteer Fire Department and his name was readily accepted and there was no call for a resume, or for council to vet him prior to him joining the committee. A motion was made, no discussion needed and then voted on – Accepted.

My question is.... why were these questions brought up for our new members, what would the discussion during the closed session have solved that would have made a difference on whether to accept them or not. Our board is welcoming to everyone, any person who has the need and time to volunteer their expertise in helping to make our community a great place to live and raise a family is perfect.

I thank the rest of council who did not accept these terms made by Council Cherkewich, it is hard enough to get people to devote their time and energy into this community to help make positive changes as I'm sure many members from the other non-profit volunteer boards in the community can attest we should be quickly snapping them up with open arms and thanking them, not trying to make ridiculous demands on selective people by making them jump through hoops to VOLUNTEER.

Sincerely,

Michelle Lozej

Patricia Rempel

From: Susan Donovan <[REDACTED]>
Sent: February-08-17 3:24 PM
To: rvcandlelakeoffice@sasktel.net
Subject: Request for Consolidation of Land

Dear Mayor and Councillors of the Resort Village of Candle Lake

Re: Lot 11 Block 109 89PA09576 and Lot 12 Block 109 89PA09576

We would like to submit a request for approval that the two parcels mentioned above be consolidated into one.

Thank you for your attention in this matter.

Regards

Pat and Susan Donovan
Ph: [REDACTED]

RVCL Heather

From: ernest meili <[REDACTED]>
Sent: February-18-17 10:43 AM
To: rvcandlelakeoffice@sasktel.net
Subject: council letter
Attachments: feb2017/lettertocouncil.docx

Dear Sir or Madam,

I am writing to request that the attached letter be included in the agenda for the next regular Resort Village of Candle Lake Council meeting.

Please confirm when this letter has been shared with Council members.

Thank you.

Sincerely,
Ernest Meili
[REDACTED]

Feb. 18th, 2017

Resort Village of Candle Lake
PO Box 114
Candle Lake, Sask., SOJ 3E0

Att'n: Mayor Borden Wasyluk; Councillor Brian Wojciechowski; Councillor Pat Matkowski; Councillor Ron Cherkewich; and Councillor Val Manton

Dear Sirs and Madams,

First, a note of appreciation for stepping back and taking time to examine the implications for the future of the lake and its residents that a hasty approval of the Mariners Cove Marina would have meant. I believe it is now time to follow the commitment that was made in 2014 when at least four of you, our elected representatives, signed a petition demanding that a referendum be circulated among the ratepayers to garner their opinion on the appropriateness of permitting construction of this commercial marina. Only by means of such a plebiscite can the supporters of this project, including Council members and the developer, be required to justify why they believe it will be in the best interests of the community to approve the project in the new suggested location or the original location off Simon Lehne. Those opposed would likewise have an opportunity to explain and defend their position. Public meetings, although helpful, do not provide all taxpayers an opportunity to express their position and in my opinion often lose focus. I think Switzerland has got it right by presenting the electorate with an annual referendum posing 4 questions for consideration, which in our Village's case could be sent out along with the property tax notices. For example, the direction supported by ratepayers could be garnered not only on the appropriateness of giving up our prime lake front locations to commercial developers, but also policy direction on other critical issues such as dock and marina policy in general, base and minimum tax policy, trail development along the shores of Torch Lake and Candle Lake. This would also provide an opportunity to collect e-mail addresses for all tax payers to facilitate feedback and communication from Council and the Village office. I for one am very pleased with our present Council and am comfortable that management of fiscal and ongoing Village affairs are in good hands, but feel strongly that public officials have a responsibility to ensure that they are acting in the best interest of the community when making major decisions concerning the future of the lake and can only determine this by canvassing the electorate for their opinion rather than dictating policy based on influence from special interest lobbies.

Since this matter is time sensitive I have listed below for your consideration some of my perspectives in regards to the Mariners Cove Marina proposal:

1. I do not believe that we need any more commercial marinas on public land – they benefit the developer without adding additional services to the ratepayers of the community – any one, whether they reside at Candle Lake or not, and whether they are ratepayers in the community, who can pay the fee can have a berth
2. As Carl and Denise Frohaug, Councillor Cherkewich, and I believe Councillor Wojciechowski have pointed out there has not been sufficient attention paid to the

scientific studies necessary to determine the possible negative outcomes of constructing a marina on the new location. The costly Capacity Study clearly stated the need for additional studies and public input before any new marinas were approved.

3. Unless I missed something I feel confident in reminding you that as our Mayor and our Councillors you promised during your election campaign to elicit public opinion before making major decisions and that such public consultation would take place between the May and September long weekends. You also took an oath of office to represent all ratepayers not just one ratepayer. How is it then that on this first major decision you have rushed forward to approve this project through mid-winter secret meetings without consulting the voting public?

Thank you for your time and consideration,

Respectfully,

Ernest Meili.



CANDLE LAKE HEALTH SERVICES COMMITTEE MINUTES

Tuesday, 21 February 2017 – Resort Village Office – 08:35 AM

**Present: Etta Sackney, Marion Creswell, Rhonda Fairburn, Carole Foltz
Cecilia Jacobson, Laurie Loy, Pat Nellis**

**Absent: Bree Hawrylak, Michelle Lozej
Anna Stene (Community Developer)
Patty Matkowski (Council Representative)
Laurianne Tetreault (Director Primary Care PAPHR)**

- 1. Acceptance of Agenda moved by Laurie Loy**
- 2. Minutes of 20 January 2017 moved by Marion Creswell**
- 3. BUSINESS ARISING FROM MINUTES**

A. Primary Care Update

- * NP has withdrawn his application to come to Candle Lake Clinic**
- * NP Wendy Quinn to remain as "Casual"**
- * Laurianne Tetreault possible fill in**
- * Once again looking for an NP**

B. Report from Council

- * Nothing to report as Patty is away**

C. Report from Kids First

- * No report as no one attended our meeting**

D. Pamphlets

- * Reviewed**

E. Purchases of Money Donation from Catholic Parish

- * Have they been acknowledged?**

F. Involvement in "Taste of Candle Lake" to Raise Money for an AED at TEMPO ALL SEASONS GAS STATION

- * Letter from John and Sharon Quinn will donate an AED**
- * Health Committee to take part in the "Taste of Candle Lake"**

G. Document for Candle Lake Guide

- * No changes made yet**

- H. Application for Money from Local Grant through Parks & Rec.
* Motion with drawn Marion/Carole - all in favour

4. FINANCIAL REPORT

- * Saving Bank Balance...\$4078.85
- * Chequing Bank Balance...\$2914.73
- * Cecilia/Rhonda moved adoption Financial Report

5. CORRESPONDENCE

- * Letters from the following:

- * Gail Haight
- * Ms. Simms
- * John and Sharon Quinn

6. NEW BUSINESS

- * Wellness Clinic suspended 28 February 2017
- * under re-evaluation before 01 September 2017
- * everyone who uses the Wellness Clinic should respond to the letter

7. NEXT MEETING

TUESDAY, 28TH MARCH 2017 – 08:30 am – RESORT VILLAGE OFFICE

8. Adjournment of Meeting/Marion - 09:45 AM

HAPPY ST PATRICK'S DAY!!

Resort Village of Candle Lake Bank Reconciliation - Detailed

General Bank Account For Ending Date 28/02/2017

110-110-120 - General Bank Acct.

GL Balance to 28/02/2017

949,413.37

Service Charges:	-106.50
Interest Charges:	-41.75
Interest Revenue:	355.43

Adjusted Book Balance	949,620.55
------------------------------	-------------------

Bank Statement Balance:

986,828.17

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	28/02/2017	2017-0012	Preauthorized Debit	RC	19,253.15
2	28/02/2017	2017-0011	Deposit Entry	RC	1,389.75
Subtotal:					20,642.90

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	15/12/2016	Ch 9355	Button, Roy & Marion	AP	-108.00
2	15/12/2016	Ch 9362	Carson, Sheri	AP	-175.97
3	15/12/2016	Ch 9373	Hlady, Dennis & Michelle	AP	-1,728.72
4	03/02/2017	Ch 9538	SUMA	AP	-68.61
5	15/02/2017	Ch 9541	Brandt Tractor Ltd.	AP	-16.42
6	15/02/2017	Ch 9542	Buckoski, Clarence	AP	-186.14
7	15/02/2017	Ch 9545	Christopherson Industrial Supp	AP	-1,111.78
8	15/02/2017	Ch 9546	Earthworks Equipment Corp.	AP	-99.07
9	15/02/2017	Ch 9547	EPS Management Services Inc.	AP	-1,315.05
10	15/02/2017	Ch 9548	Harker, Wes	AP	-186.14
11	15/02/2017	Ch 9549	Heritage Inn Moose Jaw	AP	-1,001.60
12	15/02/2017	Ch 9554	Ritchie, Doug	AP	-186.14
13	15/02/2017	Ch 9558	Sawchuk Lavoie Stonechild	AP	-7,300.61
14	15/02/2017	Ch 9559	Scott, Heather	AP	-320.68
15	15/02/2017	Ch 9560	Shu-Pak Equipment Inc.	AP	-144.75
16	15/02/2017	Ch 9565	Wojciechowski, Brian	AP	-450.00
17	17/02/2017	Ch 9567	Receiver General For Canada	AP	-434.00
18	17/02/2017	Ch 9568	SaskTel	AP	-347.92
19	17/02/2017	Ch 9569	SPRA	AP	-41.67
20	22/02/2017		Net Pay		-516.67
21	22/02/2017		Net Pay		-2,550.00
22	27/02/2017	1	Net Pay		-1,299.83
23	27/02/2017	1	Net Pay		-2,325.06
24	27/02/2017	1	Net Pay		-2,567.39
25	27/02/2017	1	Net Pay		-1,605.35
26	27/02/2017	1	Net Pay		-1,826.51
27	27/02/2017	1	Net Pay		-3,585.76
28	28/02/2017	Ch 9571	Associated Engineering (Sask)	AP	-3,489.53

Date Printed
01/03/2017 8:16 AM

**Resort Village of Candle Lake
Bank Reconciliation - Detailed**

Page 2

**General Bank Account
For Ending Date 28/02/2017**

110-110-120 - General Bank Acct.

29	28/02/2017	Ch 9572	Barber, Chris	AP	-43.95
30	28/02/2017	Ch 9573	[REDACTED] Redaction: Court Order	AP	-225.00
31	28/02/2017	Ch 9574	Candle Lake All Season Service	AP	-184.18
32	28/02/2017	Ch 9575	Cherkewich, Ron	AP	-1,933.59
33	28/02/2017	Ch 9576	Cherkewich, Ron	AP	-701.40
34	28/02/2017	Ch 9577	C.U.P.E.	AP	-261.60
35	28/02/2017	Ch 9578	Jackow, Dezilda	AP	-288.00
36	28/02/2017	Ch 9579	Matkowski, Patricia	AP	-1,125.00
37	28/02/2017	Ch 9580	Munisoft	AP	-240.73
38	28/02/2017	Ch 9581	Municipal Employees Pension	AP	-6,532.90
39	28/02/2017	Ch 9582	North Star Trophies	AP	-915.76
40	28/02/2017	Ch 9583	Prince Albert Co-op Assn Ltd	AP	-2,099.94
41	28/02/2017	Ch 9584	Receiver General for Canada	AP	-324.96
42	28/02/2017	Ch 9585	S.A.F.C.	AP	-1,275.75
43	28/02/2017	Ch 9586	Saskatchewan Trails Assoc.	AP	-50.00
44	28/02/2017	Ch 9587	SUMA	AP	-621.43
45	28/02/2017	Ch 9588	SUMA-Grp. Benefits	AP	-3,726.52
46	28/02/2017	Ch 9589	Tarasluk, Louise	AP	-430.79
47	28/02/2017	Ch 9590	Toshiba Business Solutions	AP	-409.28
48	28/02/2017	Ch 9591	Wasyluk, Borden	AP	-1,470.37
Subtotal:					-57,850.52

Total Uncleared:

-37,207.62

Adjusted Bank Balance

949,620.55

Notes

**Resort Village of Candle Lake
Bank Reconciliation - Outstanding Items**

**General Bank Account
For Ending Date 28/02/2017**

110-110-120 - General Bank Acct.

Date	Source	Transaction Description	Sub	Pd	Batch	Amount
15/12/2016	Ch 9355	Button, Roy & Marion	AP	12	2016-00446	108.00 Cr
15/12/2016	Ch 9362	Carson, Sheri	AP	12	2016-00446	175.97 Cr
15/12/2016	Ch 9373	Hlady, Dennis & Michelle	AP	12	2016-00446	1,728.72 Cr
03/02/2017	Ch 9538	SUMA	AP	2	2017-00056	68.61 Cr
15/02/2017	Ch 9541	Brandt Tractor Ltd.	AP	2	2017-00070	16.42 Cr
15/02/2017	Ch 9542	Buckoski, Clarence	AP	2	2017-00070	186.14 Cr
15/02/2017	Ch 9545	Christopherson Industrial Supp	AP	2	2017-00070	1,111.78 Cr
15/02/2017	Ch 9546	Earthworks Equipment Corp.	AP	2	2017-00070	99.07 Cr
15/02/2017	Ch 9547	EPS Management Services Inc.	AP	2	2017-00070	1,315.05 Cr
15/02/2017	Ch 9548	Harker, Wes	AP	2	2017-00070	186.14 Cr
15/02/2017	Ch 9549	Heritage Inn Moose Jaw	AP	2	2017-00070	1,001.60 Cr
15/02/2017	Ch 9554	Ritchie, Doug	AP	2	2017-00070	186.14 Cr
15/02/2017	Ch 9558	Sawchuk Lavoie Stonechild	AP	2	2017-00070	7,300.61 Cr
15/02/2017	Ch 9559	Scott, Heather	AP	2	2017-00070	320.68 Cr
15/02/2017	Ch 9560	Shu-Pak Equipment Inc.	AP	2	2017-00070	144.75 Cr
15/02/2017	Ch 9565	Wojciechowski, Brian	AP	2	2017-00070	450.00 Cr
17/02/2017	Ch 9567	Receiver General For Canada	AP	2	2017-00073	434.00 Cr
17/02/2017	Ch 9568	SaskTel	AP	2	2017-00073	347.92 Cr
17/02/2017	Ch 9569	SPRA	AP	2	2017-00073	41.67 Cr
22/02/2017		Net Pay		2	2017-00076	516.67 Cr
22/02/2017		Net Pay		2	2017-00077	2,550.00 Cr
27/02/2017	1	Net Pay		2	2017-00081	2,325.06 Cr
27/02/2017	1	Net Pay		2	2017-00081	1,826.51 Cr
27/02/2017	1	Net Pay		2	2017-00081	1,605.35 Cr
27/02/2017	1	Net Pay		2	2017-00081	1,299.83 Cr
27/02/2017	1	Net Pay		2	2017-00081	3,585.76 Cr
27/02/2017	1	Net Pay		2	2017-00081	2,567.39 Cr
28/02/2017	2017-0012	Preauthorized Debit	RC	2	2017-00083	19,253.15
28/02/2017	Ch 9571	Associated Engineering (Sask)	AP	2	2017-00084	3,489.53 Cr
28/02/2017	Ch 9572	Barber, Chris	AP	2	2017-00084	43.95 Cr
28/02/2017	Ch 9573	[REDACTED] Redaction: Court Order	AP	2	2017-00084	225.00 Cr
28/02/2017	Ch 9574	Candle Lake All Season Service	AP	2	2017-00084	184.18 Cr
28/02/2017	Ch 9575	Cherkewich, Ron	AP	2	2017-00084	1,933.59 Cr
28/02/2017	Ch 9576	Cherkewich, Ron	AP	2	2017-00084	701.40 Cr
28/02/2017	Ch 9577	C.U.P.E.	AP	2	2017-00084	261.60 Cr
28/02/2017	Ch 9578	Jackow, Dezilda	AP	2	2017-00084	288.00 Cr
28/02/2017	Ch 9579	Matkowski, Patricia	AP	2	2017-00084	1,125.00 Cr
28/02/2017	Ch 9580	Munisoft	AP	2	2017-00084	240.73 Cr
28/02/2017	Ch 9581	Municipal Employees Pension	AP	2	2017-00084	6,532.90 Cr
28/02/2017	Ch 9582	North Star Trophies	AP	2	2017-00084	915.76 Cr
28/02/2017	Ch 9583	Prince Albert Co-op Assn Ltd	AP	2	2017-00084	2,099.94 Cr
28/02/2017	Ch 9584	Receiver General for Canada	AP	2	2017-00084	324.96 Cr
28/02/2017	Ch 9585	S.A.F.C.	AP	2	2017-00084	1,275.75 Cr
28/02/2017	Ch 9586	Saskatchewan Trails Assoc.	AP	2	2017-00084	50.00 Cr
28/02/2017	Ch 9587	SUMA	AP	2	2017-00084	621.43 Cr

Resort Village of Candle Lake
Bank Reconciliation - Outstanding Items

General Bank Account
For Ending Date 28/02/2017

110-110-120 - General Bank Acct.

Date	Source	Transaction Description	Sub	Pd	Batch	Amount
28/02/2017	Ch 9588	SUMA-Grp. Benefits	AP	2	2017-00084	3,726.52 Cr
28/02/2017	Ch 9589	Tarasiuk, Louise	AP	2	2017-00084	430.79 Cr
28/02/2017	Ch 9590	Toshiba Business Solutions	AP	2	2017-00084	409.28 Cr
28/02/2017	Ch 9591	Wasyluk, Borden	AP	2	2017-00084	1,470.37 Cr
28/02/2017	2017-0011	Deposit Entry	RC	2	2017-00085	1,389.75
					Total:	<u>37,207.62 Cr</u>

Transactions Printed: 50

**Resort Village of Candle Lake
Bank Reconciliation - Reconciled Items**

**General Bank Account
31/01/2017 to 28/02/2017**

110-110-120 - General Bank Acct.

Date	Source	Transaction Description	Sub	Pd	Batch	Amount
30/11/2016	Ch 9297	Cole, Dee	AP	11	2016-00425	797.50 Cr
30/11/2016	Ch 9301	DesRoches, Jordan	AP	11	2016-00425	30.00 Cr
30/11/2016	Ch 9311	Johnson, Rob	AP	11	2016-00425	1,177.50 Cr
15/12/2016	Ch 9359	Candle Lake Seniors	AP	12	2016-00446	75.00 Cr
15/12/2016	Ch 9390	Murray, Brian	AP	12	2016-00446	2,816.73 Cr
15/12/2016	Ch 9422	Tarasiuk, Louise	AP	12	2016-00446	989.43 Cr
15/12/2016	Ch 9424	U.M.A.A.S.	AP	12	2016-00446	185.00 Cr
21/12/2016	Ch 9449	R.M.A.A. Workshop Fund	AP	12	2016-00453	210.00 Cr
30/12/2016	Ch 9453	Candle Lake Fine Foods	AP	12	2016-00460	41.33 Cr
06/01/2017	Ch 9485	SUMA	AP	1	2017-00010	1,586.09 Cr
06/01/2017	Ch 9486	SUMA	AP	1	2017-00010	1,743.00 Cr
06/01/2017	Ch 9487	SUMA	AP	1	2017-00010	5,605.72 Cr
18/01/2017	Ch 9491	Carrier, Grant	AP	1	2017-00026	600.00 Cr
18/01/2017	Ch 9492	C & S Septic Services	AP	1	2017-00026	264.00 Cr
18/01/2017	Ch 9493	EPS Management Services Inc.	AP	1	2017-00026	1,632.60 Cr
18/01/2017	Ch 9500	[REDACTED] Redaction: Court Order	AP	1	2017-00027	225.00 Cr
18/01/2017	Ch 9502	Halcro Metals Inc.	AP	1	2017-00027	282.70 Cr
18/01/2017	Ch 9504	Munisoft	AP	1	2017-00027	63.27 Cr
18/01/2017	Ch 9506	Sawchuk Lavoie Stonechild	AP	1	2017-00027	2,121.00 Cr
18/01/2017	Ch 9507	TAXervice Inc.	AP	1	2017-00027	639.20 Cr
18/01/2017	Ch 9508	Wapiti Regional Library	AP	1	2017-00027	5,634.23 Cr
25/01/2017		Net Pay		1	2017-00032	2,550.00 Cr
25/01/2017		Net Pay		1	2017-00033	516.67 Cr
26/01/2017	2017-0005	Preauthorized Debit	RC	1	2017-00038	19,079.57
30/01/2017	1	Net Pay		1	2017-00040	1,793.31 Cr
30/01/2017	1	Net Pay		1	2017-00040	3,528.56 Cr
30/01/2017	1	Net Pay		1	2017-00040	1,605.53 Cr
30/01/2017	1	Net Pay		1	2017-00040	3,814.64 Cr
30/01/2017	1	Net Pay		1	2017-00040	1,273.28 Cr
30/01/2017	1	Net Pay		1	2017-00040	2,501.02 Cr
31/01/2017	Ch 9509	Acklands Grainger Inc	AP	1	2017-00042	41.72 Cr
31/01/2017	Ch 9510	Buckoski, Clarence	AP	1	2017-00042	164.32 Cr
31/01/2017	Ch 9511	Candle Lake All Season Service	AP	1	2017-00042	337.81 Cr
31/01/2017	Ch 9512	Cherkewich, Ron	AP	1	2017-00042	512.50 Cr
31/01/2017	Ch 9513	Cornell, Joan	AP	1	2017-00042	105.72 Cr
31/01/2017	Ch 9514	Glen Mor Inc.	AP	1	2017-00042	15.21 Cr
31/01/2017	Ch 9515	Harker, Wes	AP	1	2017-00042	85.32 Cr
31/01/2017	Ch 9516	Hunter, Debbie	AP	1	2017-00042	567.16 Cr
31/01/2017	Ch 9517	HVL Distribution	AP	1	2017-00042	454.00 Cr
31/01/2017	Ch 9518	Matkowski, Patricia	AP	1	2017-00042	454.00 Cr
31/01/2017	Ch 9519	Perras, Clem	AP	1	2017-00042	100.00 Cr
31/01/2017	Ch 9520	Prince Albert Co-op Assn Ltd	AP	1	2017-00042	1,156.64 Cr
31/01/2017	Ch 9521	Receiver General for Canada	AP	1	2017-00042	318.33 Cr
31/01/2017	Ch 9522	Scott, Heather	AP	1	2017-00042	318.24 Cr
31/01/2017	Ch 9523	Specialty Building Inspections	AP	1	2017-00042	1,575.00 Cr

**Resort Village of Candle Lake
Bank Reconciliation - Reconciled Items**

**General Bank Account
31/01/2017 to 28/02/2017**

110-110-120 - General Bank Acct.

Date	Source	Transaction Description	Sub	Pd	Batch	Amount
31/01/2017	Ch 9524	Toshiba Business Solutions	AP	1	2017-00042	214.19 Cr
31/01/2017	Ch 9525	Wasyluk, Borden	AP	1	2017-00042	1,874.44 Cr
31/01/2017	2017-0006	Deposit Entry	RC	1	2017-00044	3,070.18
31/01/2017	2017-0006	Debit	RC	1	2017-00044	2,783.94
01/02/2017	GR-170001-015	REV-Deposit Entry	RC	2	2017-00047	75.00 Cr
01/02/2017	2017-0008	Deposit Entry	RC	2	2017-00048	75.00
01/02/2017	GR-170002-006	REV-Debit	RC	2	2017-00050	75.00 Cr
01/02/2017	2017-0009	Debit	RC	2	2017-00051	75.00
03/02/2017	Ch 9526	[REDACTED] Redaction: Court Order	AP	2	2017-00056	225.00 Cr
03/02/2017	Ch 9527	Candle Lake Fine Foods	AP	2	2017-00056	285.20 Cr
03/02/2017	Ch 9528	Candle Lake All Season Service	AP	2	2017-00056	35.00 Cr
03/02/2017	Ch 9529	C.U.P.E.	AP	2	2017-00056	259.28 Cr
03/02/2017	Ch 9530	Jackow, Dezilda	AP	2	2017-00056	288.00 Cr
03/02/2017	Ch 9531	Manton, Valerie	AP	2	2017-00056	825.00 Cr
03/02/2017	Ch 9532	Municipal Employees Pension	AP	2	2017-00056	6,432.68 Cr
03/02/2017	Ch 9533	Prince Albert Daily Herald	AP	2	2017-00056	525.00 Cr
03/02/2017	Ch 9534	Rodier, Judy	AP	2	2017-00056	79.00 Cr
03/02/2017	Ch 9535	Rodier, Robert	AP	2	2017-00056	79.00 Cr
03/02/2017	Ch 9536	Sask Rivers School Div. #119	AP	2	2017-00056	29,692.09 Cr
03/02/2017	Ch 9537	Scott, Heather	AP	2	2017-00056	1,125.00 Cr
03/02/2017	Ch 9539	SUMA-Grp. Benefits	AP	2	2017-00056	2,813.48 Cr
10/02/2017	2017-0007	Deposit Entry	RC	2	2017-00068	4,713.50
10/02/2017	2017-0007	Debit	RC	2	2017-00068	1,271.70
13/02/2017	1	Net Pay		2	2017-00069	3,458.20 Cr
13/02/2017	1	Net Pay		2	2017-00069	1,302.64 Cr
13/02/2017	1	Net Pay		2	2017-00069	1,605.53 Cr
13/02/2017	1	Net Pay		2	2017-00069	1,463.53 Cr
13/02/2017	1	Net Pay		2	2017-00069	2,567.39 Cr
13/02/2017	1	Net Pay		2	2017-00069	3,814.70 Cr
15/02/2017	Ch 9540	[REDACTED] Redaction: Court Order	AP	2	2017-00070	225.00 Cr
15/02/2017	Ch 9543	Carrier, Grant	AP	2	2017-00070	600.00 Cr
15/02/2017	Ch 9544	Cervus Equipment	AP	2	2017-00070	384.94 Cr
15/02/2017	Ch 9550	PARCS	AP	2	2017-00070	600.00 Cr
15/02/2017	Ch 9551	Pitney Bowes	AP	2	2017-00070	218.59 Cr
15/02/2017	Ch 9552	Prince Albert Co-op Assn Ltd	AP	2	2017-00070	68.03 Cr
15/02/2017	Ch 9553	Receiver General for Canada	AP	2	2017-00070	325.67 Cr
15/02/2017	Ch 9555	SaskTel	AP	2	2017-00070	1,156.35 Cr
15/02/2017	Ch 9556	SaskEnergy	AP	2	2017-00070	1,009.88 Cr
15/02/2017	Ch 9557	SaskPower	AP	2	2017-00070	7,230.93 Cr
15/02/2017	Ch 9561	STAT Emergency Med Supplies	AP	2	2017-00070	767.97 Cr
15/02/2017	Ch 9562	Summercove Electric	AP	2	2017-00070	204.75 Cr
15/02/2017	Ch 9563	Wheatland Tire & Auto	AP	2	2017-00070	123.17 Cr
15/02/2017	Ch 9564	Wilmac Septic Ltd	AP	2	2017-00070	300.00 Cr
17/02/2017	Ch 9566	CASH	AP	2	2017-00073	346.62 Cr
17/02/2017	Ch 9570	VOID - Wrong Company	AP	2	2017-00074	0.00

**Resort Village of Candle Lake
Bank Reconciliation - Reconciled Items**

**General Bank Account
31/01/2017 to 28/02/2017**

110-110-120 - General Bank Acct.

Date	Source	Transaction Description	Sub	Pd	Batch	Amount
17/02/2017	Ch 9570	VOID - Wrong Company	AP	2	2017-00074	0.00 Cr
23/02/2017	JE 9	Mastercard January 2017 General	GL	2	2017-00078	1,271.07 Cr
23/02/2017	Je9	Receiver General for january 2017	GL	2	2017-00078	13,763.05 Cr
24/02/2017	2017-0010	Internet Banking	RC	2	2017-00080	1,178.24
24/02/2017	2017-0010	Deposit Entry	RC	2	2017-00080	5,089.06
24/02/2017	2017-0010	Debit	RC	2	2017-00080	1,654.61
28/02/2017	2017-00079	Interest Revenue	GL	2	2017-00079	355.43
28/02/2017	2017-00079	Caft Fees/Bank Charges	GL	2	2017-00079	41.75 Cr
28/02/2017	2017-00079	First Data Charges	GL	2	2017-00079	106.50 Cr
28/02/2017	BR 3	RBC Loan	GL	2	2017-00079	19,930.00 Cr
28/02/2017	BR 9	Bank Service Charge	GL	2	2017-00079	34.74 Cr
Total:						118,985.41 Cr

Transactions Printed: 101

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending February-28-17

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy	(487.60)	(487.60)		(487.60)	
Abatements and Adjustments		(6.25)		(6.25)	
Discount on Current Year Taxes	(1,914.04)	(3,842.89)		(3,842.89)	
Net Municipal Taxes	(2,401.64)	(4,336.74)	0.00	(4,336.74)	0
Penalties on Tax Arrears	5,591.12	11,532.37		11,532.37	
Special Municipal Levy		(1,488.11)		(1,488.11)	
Total Taxation:	3,189.48	5,707.52	0.00	5,707.52	0
Fees and Charges					
Custom Work		629.00		629.00	
Rentals		950.00		950.00	
Policing and Fire Fees		45.00		45.00	
Recreation Fees	20.00	25.00		25.00	
Licenses and Permits	2,232.83	13,823.83		13,823.83	
General Office Services	180.00	286.50		286.50	
Landfill/Waste Collection Fees	1,683.24	5,424.42		5,424.42	
Total Fees and Charges:	4,116.07	21,183.75	0.00	21,183.75	0
Investment Income and Commissions					
Investment and Income Revenue	139.83	2,084.45		2,084.45	
Total Investment Income and Commissions:	139.83	2,084.45	0.00	2,084.45	0
Total REVENUES:	7,445.38	28,975.72	0.00	28,975.72	0
EXPENDITURES					
General Government Services					
Wages	26,218.97	58,108.35		(58,108.35)	
Benefits	2,716.53	5,638.49		(5,638.49)	
Professional/Contract Services	14,318.79	50,415.15		(50,415.15)	
Utilities	2,279.14	5,288.61		(5,288.61)	
Maintenance, Material and Supplies	1,137.89	1,547.24		(1,547.24)	
Interest		8,589.72		(8,589.72)	
Total General Government Services:	46,671.32	129,587.56	0.00	(129,587.56)	0
Protective Services					
Police Protection					
Contractual Services	1,252.43	2,807.28		(2,807.28)	
Total Police Protection:	1,252.43	2,807.28	0.00	(2,807.28)	0
Fire Protection					
Wages	516.67	1,033.34		(1,033.34)	
Professional/Contractual Services	2,870.04	10,092.18		(10,092.18)	
Utilities	1,072.85	3,268.32		(3,268.32)	
Maintenance, Materials and Supplies	1,143.25	3,598.41		(3,598.41)	
Total Fire Protection:	5,602.81	17,992.25	0.00	(17,992.25)	0

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending February-28-17

	Current	Year To Date	Budget	Variance	%
Total Protective Services:	6,855.24	20,799.53	0.00	(20,799.53)	0
Transportation Services					
Maintenance					
Wages	16,580.27	39,464.22		(39,464.22)	
Benefits	4,327.78	8,611.50		(8,611.50)	
Professional/Contractual Services	4,161.36	6,504.49		(6,504.49)	
Utilities	5,529.60	11,020.42		(11,020.42)	
Maintenance, Materials & Supplies	4,343.21	8,041.21		(8,041.21)	
Total Maintenance:	34,942.22	73,641.84	0.00	(73,641.84)	0
Construction					
Maintenance, Materials & Supplies	140.52	410.37		(410.37)	
Total Construction:	140.52	410.37	0.00	(410.37)	0
Total Transportation Services:	35,082.74	74,052.21	0.00	(74,052.21)	0
Public Health and Welfare Services					
Utilities	172.70	354.96		(354.96)	
Total Public Health and Welfare Services:	172.70	354.96	0.00	(354.96)	0
Planning and Development Services					
Wages and Benefits		4,000.00		(4,000.00)	
Professional/Contractual Services		1,841.50		(1,841.50)	
Total Planning and Development Services:	0.00	5,841.50	0.00	(5,841.50)	0
Recreation and Cultural Services					
Professional/Contractual Services	41.67	5,675.90		(5,675.90)	
Utilities - Heat	497.73	1,871.77		(1,871.77)	
Utilities - Power	364.21	738.76		(738.76)	
Utilities - Telephone	57.78	115.56		(115.56)	
Utilities - Other	120.00	252.00		(252.00)	
Maintenance, Materials and Supplies		315.60		(315.60)	
Other	924.13	1,335.84		(1,335.84)	
Total Recreation and Cultural Services:	2,005.52	10,305.43	0.00	(10,305.43)	0
Total EXPENDITURES:	90,787.52	240,941.19	0.00	(240,941.19)	0
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	7,445.38	28,975.72	0.00	28,975.72	0
EXPENDITURES	90,787.52	240,941.19	0.00	(240,941.19)	0
CHANGE IN NET FINANCIAL ASSETS	(83,342.14)	(211,965.47)	0.00	(211,965.47)	0
Operating Surplus/Deficit (Chg in Net Asst)	(83,342.14)	(211,965.47)	0.00	(211,965.47)	0
Decrease in Amounts to be Recovered					
Long Term Debt Repaid		(11,340.28)		(11,340.28)	
Total Decrease in Amounts to be Recovered:	0.00	(11,340.28)	0.00	(11,340.28)	0
Change in General Surplus	(83,342.14)	(223,305.75)	0.00	(223,305.75)	0

Resort Village of Candle Lake
Statement of Financial Activities - Condensed
For the Period Ending February-28-17

	Current	Year To Date	Budget	Variance	%
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Account Balances

Cash and Investments

	Current	Year to Date	Balance
Office Petty Cash			500.00
Office Float			200.00
Landfill Float			70.00
General Bank Acct.	(106,759.56)	(165,114.45)	969,378.11
Tax Bank Account	6.03	6.03	620.22
Cash- Investors Savings Account		1,333.84	2,618,914.27
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:	(106,753.53)	(163,774.58)	3,607,292.52

Municipal Taxes Receivable

Municipal - Tax Receivable - Current	(19,094.75)	(62,568.74)	113,707.60
Municipal - Tax Receivable - Arrears	5,470.21	11,311.68	127,667.98
Municipal Receivable-WCB Cert	342.60	679.16	19,325.62
Total Municipal Taxes Receivable:	(13,281.94)	(50,577.90)	260,701.20

other receivables

Sask. Rivers Taxes Receivable	(9,731.98)	(36,400.95)	76,204.08
Accounts Receivable	(2,152.20)	(7,582.38)	9,185.95
Tax Title Costs Receivable			150.00
GST Receivable - 100% Rebate	1,670.33	(65,709.18)	4,303.05
Total other receivables:	(10,213.85)	(109,692.51)	89,843.08

Other Receivables

Accounts Receivable	(2,152.20)	(7,582.38)	9,185.95
Tax Title Costs Receivable			150.00
GST Receivable - 100% Rebate	1,670.33	(65,709.18)	4,303.05
Total Other Receivables:	(481.87)	(73,291.56)	13,639.00

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

(Date)

Administrator Name
Administrator Title

Head of Council Name
Head of Council Title

Report Date
28/02/2017 4:19 PM

Resort Village of Candle Lake
List of Accounts for Approval
As of 28/02/2017
Batch: 2017-00014 to 2017-00019

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: GEN - GENERAL BANK ACCOUNT					
Computer Cheques:					
9540	15/02/2017	 Redaction: Court Order			
		38485-009 Feb	38485-009	225.00	225.00
9541	15/02/2017	Brandt Tractor Ltd.			
		4272946	Repairs to JD Loader	16.42	16.42
9542	15/02/2017	Buckoski, Clarence			
		Feb 3-5 2017	Beyond Helmets & Hoses Co	186.14	186.14
9543	15/02/2017	Carrier, Grant			
		7	Lagoon Inspect & Testing	600.00	600.00
9544	15/02/2017	Cervus Equipment			
		251235	Repairs to JD Grader	384.94	384.94
9545	15/02/2017	Christopherson Industrial Supp			
		56882	Lionel Workboots	997.76	
		57136	Coveralls	114.02	1,111.78
9546	15/02/2017	Earthworks Equipment Corp.			
		S30614	Repairs to Mini Bobcat	99.07	99.07
9547	15/02/2017	EPS Management Services Inc.			
		964	Bylaw Enforcement	1,315.05	1,315.05
9548	15/02/2017	Harker, Wes			
		Feb 3-5/17	Conv/Travel/Meals	186.14	186.14
9549	15/02/2017	Heritage Inn Moose Jaw			
		17012901/8/9/10	1st Respnder Recert	1,001.60	1,001.60
9550	15/02/2017	PARCS			
		MEMBER 2017	PARCS Membership 2017	600.00	600.00
9551	15/02/2017	Pitney Bowes			
		3200394942	Postage Lease	218.59	218.59
9552	15/02/2017	Prince Albert Co-op Assn Ltd			
		3668288	Fuel Tank Filter	68.03	68.03
9553	15/02/2017	Receiver General for Canada			
		Feb 17/17	645101411R1	325.67	325.67
9554	15/02/2017	Ritchie, Doug			
		Feb 3-5 2017	Conv Meals	186.14	186.14
9555	15/02/2017	SaskTel			
		January 2017	Fire Alarm	1,156.35	1,156.35
9556	15/02/2017	SaskEnergy			
		January 2017	Fire Hall Heat	1,009.88	1,009.88
9557	15/02/2017	SaskPower			
		January 2017	Fire Hall	7,230.93	7,230.93
9558	15/02/2017	Sawchuk Lavoie Stonechild			
		1558	File 170050.01	531.15	
		1559	160050.06	351.75	
		1554	File #170050	6,267.63	

Report Date
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Resort Village of Candle Lake
List of Accounts for Approval
As of 28/02/2017
Batch: 2017-00014 to 2017-00019

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		1560	File 160050.05	150.08	7,300.61
9559	15/02/2017	Scott, Heather SUMA	Convention - Meals	320.68	320.68
9560	15/02/2017	Shu-Pak Equipment Inc. 7922	Repair to Garbage Truck	144.75	144.75
9561	15/02/2017	STAT Emergency Med Supplies 1679	3-Vereburn Trauma Bags	767.97	767.97
9562	15/02/2017	Summercove Electric 289469	Shop Lights/Remote/Emerg	204.75	204.75
9563	15/02/2017	Wheatland Tire & Auto 315794	Repairs to Gravel Truck	123.17	123.17
9564	15/02/2017	Wilmac Septic Ltd Jan 2017	Hall Septic Pump Out	300.00	300.00
9565	15/02/2017	Wojciechowski, Brian Jan/Feb	Budget/P&R/Spec Mtg	450.00	450.00
9566	17/02/2017	CASH Petty Cash-Feb	Purchase and sew Refl Mat	346.62	346.62
9567	17/02/2017	Receiver General For Canada 20170005148	Radio Auth Renew Inv	434.00	434.00
9568	17/02/2017	SaskTel FEb 2017	Fusion	347.92	347.92
9569	17/02/2017	SPRA Renew Memb 2017	SPRA Prov Registration 2017	41.67	41.67
9570	17/02/2017	VOID - Wrong Company			
9571	28/02/2017	Associated Engineering (Sask) 445370		3,489.53	3,489.53
9572	28/02/2017	Barber, Chris PA Parts - Feb	Pick up Parts Inb PA	43.95	43.95
9573	28/02/2017	[REDACTED] Redaction: Court Order Feb 28 2017	38485-009	225.00	225.00
9574	28/02/2017	Candle Lake All Season Service 513351 513325 513339	Gas for white F-350 Gas for Red Foreman Truck Water Jug and cap	84.39 80.02 19.77	184.18
9575	28/02/2017	Cherkewich, Ron Feb 2017	SAMA Convention	1,933.59	1,933.59
9576	28/02/2017	Cherkewich, Ron January 2017	Budget/Spec Mtg	701.40	701.40
9577	28/02/2017	C.U.P.E. February 2017	Union Dues	261.60	261.60
9578	28/02/2017	Jackow, Dezilda March 2017	Caretaking	288.00	288.00
9579	28/02/2017	Matkowski, Patricia			

Report Date
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Resort Village of Candle Lake
List of Accounts for Approval
As of 28/02/2017
Batch: 2017-00014 to 2017-00019

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		March 2017	Caretaking	1,125.00	1,125.00
9580	28/02/2017	Munisoft			
		2016/17-04787	Counter Receipts	240.73	240.73
9581	28/02/2017	Municipal Employees Pension			
		February 2017	Superannuation Payable	6,532.90	6,532.90
9582	28/02/2017	North Star Trophies			
		85799	CIB Logo	915.76	915.76
9583	28/02/2017	Prince Albert Co-op Assn Ltd			
		140	Maint Fuel	2,099.94	2,099.94
9584	28/02/2017	Receiver General for Canada			
		Mar 3 2017	645101411R1	324.96	324.96
9585	28/02/2017	S.A.F.C.			
		Conference	Fire Chief Conference -	1,275.75	1,275.75
9586	28/02/2017	Saskatchewan Trails Assoc.			
		Trails	SK Trails Membership	50.00	50.00
9587	28/02/2017	SUMA			
		76024	Office Supplies	621.43	621.43
9588	28/02/2017	SUMA-Grp. Benefits			
		February 2017	SUMA Benefits	3,726.52	3,726.52
9589	28/02/2017	Tarasiuk, Louise			
		692023	1st Res Supplies	273.29	
		2017005	First Responder Text Book	157.50	430.79
9590	28/02/2017	Toshiba Business Solutions			
		AR3087285	Photocopier	409.28	409.28
9591	28/02/2017	Wasyluk, Borden			
		February 2017	Suma union chamber ombuds	1,470.37	1,470.37
				Total for GEN:	53,054.55

Certified Correct This 01 Day of March , 2017.

Mayor

Administrator

DISPOSITION REPORT

Committee Recommendation to Council

The Parks and Rec Committee at its February 7, 2017 meeting made the following Motion:

MOTION – FRANKS: That we bring Twyla Markham and Fraser Markham names forward to council as Representative on Candle Lake Parks & Rec Board. (Carried)



REPORT

Report Title:	Discretionary Use -#1 Piper Place (Report #31/2017)
Date:	February 16th, 2017
Prepared By:	Heather Scott
Prepared For:	Council

OPTIONS:

1. That Council approve the Discretionary Use application for Mitch Reimer to build an aircraft hangar at #1 Piper Place
2. Receive and file.
3. Refer back to Administration for further review and report.

Justification for In Camera:

Background: Administration is in receipt of an application for a Discretionary Use at #1 Piper Place. The purpose is to build an aircraft hangar on the back of his property which backs onto the airstrip.

Discussion: Under our Zoning Bylaw Section 6.2 an aircraft hangar is a Discretionary use in a Residential Acreage District. A request for a hangar in this area is consistent with other hangars allowed along the same airstrip.

Financial Implications: none

Communications: According to the Zoning Bylaw we are required to give notification to all assessed owners of property within 75 meters of the property. A letter was sent on January 30th, 2017 and all property owners have been given the opportunity to come and view the application and provide input to Council.

Attachments:

1. Discretionary use application
2. Receipt of Application Fee
3. Letter to Residents
4. Map of Subject Area

Conclusion: The information contained herein is provided to assist Council in making a decision with respect to this application.

Respectfully submitted,

Heather Scott

Assistant Administrator



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

Date of Application: 11 SEPT 2016

Name of Applicant: Mitch Bismar

Address: _____

Postal Code: _____

Home Phone: _____

Work Phone: _____

Fax: _____

Location of Subject Property

Legal Description: Lot 8, Block 405, Plan 10/897769

Civic Address: 1 PIPER PLACE AIR PARK ESTATES Currently Zoned: RA

Applicants Interest in the Property: ☒ Owner ☐ Tenant ☐ Option to Buy

Description of Existing Use of Land and Buildings: Empty 1 Acre Lot

Description of Proposed Use of Land and Buildings: Constructing Hanger

Reasons in Support of This Application: (attach additional notes if necessary)

Require permits to build Accessory Building (Hanger)

Backlog Airstrip on #1 Piper place in Airport Estates

Attachments

Please provide the following:

1. Site Plan: A good quality site plan containing: ☒ Attached
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

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.

Signature of Applicant: _____

Date: 11 SEPT 2016

For Office Use Only

Comments: _____

Amount Paid: _____

Receipt No. _____

Date: _____

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

GENERAL RECEIPT

Rierner, Mitch



General Receipt #: 170006-001

Receipt Date: 27/01/2017


Receipt Amount: **50.00**

Fifty Dollars and Zero Cents

General Receipt Items	Amount
Discretionary Use Appl. Fee	50.00
Mitch Rierner	
TOTAL:	50.00

Paid By Debit

50.00 Ref: m/c


Joan Cornett
C.A.O.



THE RESORT VILLAGE OF
CANDLE LAKE

Box 114 • Candle Lake • SK • S0J 3E0

January 30th, 2017

To Whom it May Concern:

Re: Notice of Public Hearing

This is to inform you that the Resort Village of Candle Lake has received a Discretionary Use Application from Mitch Riemer to:

Construct an aircraft hangar on #1 Piper Place, pursuant to S. 6.2 of Bylaw 03 of 2016 known as *The Zoning Bylaw*.

Under S. 3.6 (c) of *The Zoning Bylaw*, any properties within 75 metres of the property subject to the application must be notified of the public hearing for the discretionary use application. 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, March 9th, 2017. A Public Hearing will be held on Friday, March 10th, 2017; commencing at 9:00 AM or later to consider the above mentioned application.

Sincerely,

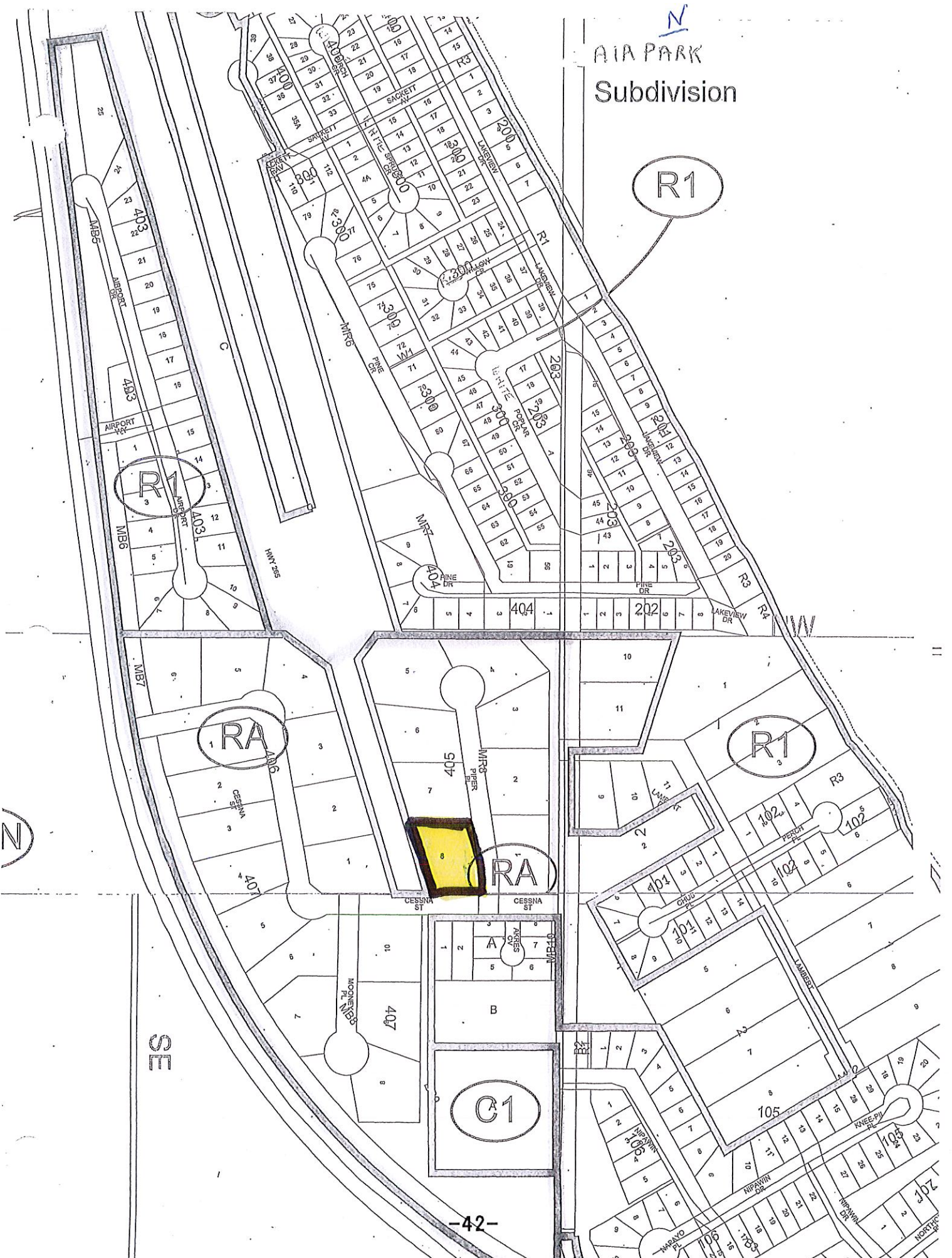
Joan Corneil,
CAO

Resort Village of Candle Lake

N
AIA PARK
Subdivision

R1

SE



Report Title: Wildlife Control Permit – Brian Wojciechowski and Scott Unger
(Report 30-2017)

Date: February 16th, 2017
Prepared By: Heather Scott
Prepared For: Council

Options:

1. That Council approve the appointment of Brian Wojciechowski and Scott Unger to control nuisance wildlife within the Resort Village of Candle Lake for one year. **OR**
2. That Council approve the appointment of Brian Wojciechowski to control nuisance wildlife within the Resort Village of Candle Lake for one year. **OR**
3. That Council approve the appointment of Scott Unger to control nuisance wildlife within the Resort Village of Candle Lake for one year. **OR**
4. Refer back to administration for further review and report. **OR**
5. Receive and file.

Justification for In Camera: N/A

Background:

Brian Wojciechowski and Scott Unger are current trappers in the area. There have been instances where wildlife control has been required and the trappers with valid RVCL wildlife control permits were not in the area. Both Brian and Scott, work collectively with other local trappers to control animals within his designated zone and with due care and attention to other trappers as well as residents in the area.

Discussion: Brian Wojciechowski and Scott Unger have both submitted applications to control nuisance wildlife. When assistance is required, the trapper who has been designated to that area is called first, if they are not available, then other trappers are called who hold a valid RVCL wildlife control permit. A new bylaw is not required, the application, if approved will be schedule "A" to Bylaw 18-2011.

Financial Implications: None

Communications: None

Attachments:

- a) Schedule ``A`` of Bylaw 18-2011 signed by Scott Unger
- b) A copy of Scott Unger's current hunting and trapping license issued by the Ministry of Environment
- c) Schedule ``A`` of Bylaw 18-2011 signed by Brian Wojciechowski

- d) A copy of Brian Wojciechowski's current hunting and trapping license issued by the Ministry of Environment.

Conclusion: Administration has no issues with these applications.

Respectfully submitted,



Heather Scott

**RESORT VILLAGE OF CANDLE LAKE
APPLICANT APPOINTMENT
PERMIT TO CONTROL NUISANCE WILDLIFE
WITHIN RESORT VILLAGE**

Administrator

FEB 07 2017



Government
of
Saskatchewan

2016-17 Hunting & Trapping Licences

Saskatchewan Resident

HAL ID: [REDACTED]	(physical)	[REDACTED]	SK DL #
SCOTT W. UNGER			HEIGHT: 5'7"/170 cm
BIRTHDATE: [REDACTED]	(mailing)		EYE COLOUR: BRN
GENDER: M			HAIR COLOUR: GRY

Licence	Special Provisions	Price
217 - SASKATCHEWAN WILDLIFE HABITAT CERTIFICATE LICENCE #: 145602179 DATE OF ISSUE: 2016-10-02 11:31 AM		\$10.79 (Incl GST)
230 - FIRST SASKATCHEWAN RESIDENT WHITE-TAILED DEER LICENCE #: 145602178 SEAL #: S0449804 DATE OF ISSUE: 2016-10-02 11:31 AM	Please see page 34 of the 2016 Saskatchewan Hunters' and Trappers' Guide for further information on valid zones, season dates, bag limits and additional information.	\$32.38 (Incl GST)
884 - FUR CONSERVATION AREA FUR LICENCE LICENCE #: 163025728 DATE OF ISSUE: 2017-02-07 03:55 PM VALID TO: 2017-08-31	Please see pages 47 to 50 of the 2016 Saskatchewan Hunters' and Trappers' Guide for further information on species, valid dates, season dates and additional information. FCA Name: Paddockwood FCA #: P2 Trap Zone(s): 6	\$10.00

- * It is illegal to outfit in Saskatchewan without being properly licensed.
- * Licence must be carried while hunting or trapping and is non-transferable.
- * All hunters must comply with Firearm Safety/Hunter Education Regulations.



TURN IN POACHERS

SaskTel CELL #5555
or 1-800-667-7561

email: turninpoachers@gov.sk.ca

For details on Saskatchewan hunting and trapping rules and regulations, please see the Saskatchewan Hunters' and Trappers' Guide or the Saskatchewan Ministry of Environment website <http://www.environment.gov.sk.ca>

SCHEDULE "A"
BYLAW 18-2011

RESORT VILLAGE OF CANDLE LAKE
APPLICANT APPOINTMENT
PERMIT TO CONTROL NUISANCE WILDLIFE
WITHIN RESORT VILLAGE

APPLICANT APPOINTMENT #: 2017-04

IN ACCORDANCE with Bylaw No. 18-2011 of the Resort Village of Candle Lake

NOTICE IS HEREBY GIVEN THAT:

Brian Wojciechowski

NAME

ADDRESS

TELEPHONE

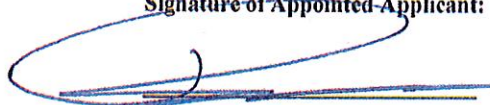
hereby declares that he/she is a registered member, in good standing, of a trapping block within the Northern Fur Conservation Area or has been designated as an eligible appointee subject to Section 2 (a) of Bylaw 18-2011

and

the Council Committee for the Resort Village of Candle Lake hereby appoints the above-noted as an applicant for a permit to control nuisance wildlife within Resort Village boundaries, such permit to be authorized and issued by the Ministry of Environment.

DATED AT Candle Lake, Saskatchewan this 9 day of FEB, 2017

Signature of Appointed Applicant:



Resort Village of Candle Lake:

Mayor

Councilor

Administrator

FEB 07 2017



2016-17 Hunting & Trapping Licences

Saskatchewan Resident

HAL ID: [REDACTED] (physical)
 BRIAN S. WOJCIECHOWSKI
 BIRTHDATE: [REDACTED] (mailing)
 GENDER: M

SK DL #
 HEIGHT: 6'1"/185 cm
 EYE COLOUR: GRN
 HAIR COLOUR: BLD

Licence	Special Provisions	Price
217 - SASKATCHEWAN WILDLIFE HABITAT CERTIFICATE LICENCE #: 145208392 DATE OF ISSUE: 2016-09-30 01:14 PM		\$10.79 (Incl GST)
265 - SASKATCHEWAN RESIDENT SPECIAL MOOSE LICENCE LICENCE #: 145208421 SEAL #: S0437770 DATE OF ISSUE: 2016-09-30 01:14 PM	Valid only in: Wildlife Management Zone 63 including that portion of Narrow Hills Provincial Park that lies within WMZ 63 One either-sex moose only Season Dates: Archery, Muzzleloader, Crossbow, Shotgun and Rifle (Oct.1-14 and Nov.1-14)	\$53.97 (Incl GST)
249 - SASKATCHEWAN RESIDENT SPECIAL MULE DEER LICENCE LICENCE #: 145208411 SEAL #: S0437769 DATE OF ISSUE: 2016-09-30 01:14 PM	Valid only in: Wildlife Management Zone 25 One either-sex mule deer only Season Dates: Archery (Sept.1 - Oct.31); Muzzleloader/Crossbow (Oct.1 - Oct. 31); Rifle (Nov.1 - Nov. 14) Hunters holding both a draw either-sex and draw antlerless mule deer licence may hunt antlerless mule deer during the either-sex season dates but only in the zone in which their antlerless licence is valid.	\$37.29 (Incl GST)
223 - SASKATCHEWAN RESIDENT BLACK BEAR LICENCE LICENCE #: 145208394 SEAL #: S0437772 DATE OF ISSUE: 2016-09-30 01:14 PM	For further information on valid zones, season dates, bag limits and additional information, please see the current Spring Bear and White Geese Supplement, available online at saskatchewan.ca/hunting , or see page 38 of the 2016 Saskatchewan Hunters' and Trappers' Guide.	\$16.68 (Incl GST)
230 - FIRST SASKATCHEWAN RESIDENT WHITE-TAILED DEER LICENCE #: 145208393 SEAL #: S0437771 DATE OF ISSUE: 2016-09-30 01:14 PM	Please see page 34 of the 2016 Saskatchewan Hunters' and Trappers' Guide for further information on valid zones, season dates, bag limits and additional information.	\$32.38 (Incl GST)
884 - FUR CONSERVATION AREA FUR LICENCE LICENCE #: 163025844 DATE OF ISSUE: 2017-02-07 04:01 PM VALID TO: 2017-08-31	Please see pages 47 to 50 of the 2016 Saskatchewan Hunters' and Trappers' Guide for further information on species, valid dates, season dates and additional information. FCA Name: Candle lake FCA #: P1 Trap Zone(s): 4	\$10.00

- * It is illegal to outfit in Saskatchewan without being properly licensed.
- * Licence must be carried while hunting or trapping and is non-transferable.
- * All hunters must comply with Firearm Safety/Hunter Education Regulations.



TURN IN POACHERS

SaskTel CELL #5555
 or 1-800-667-7561

email: turninpoachers@gov.sk.ca

For details on Saskatchewan hunting and trapping rules and regulations, please see the Saskatchewan Hunters' and Trappers' Guide or the Saskatchewan Ministry of Environment website <http://www.environment.gov.sk.ca>

REPORT

Report Title:	Council Committee Terms of Reference (Report # 33/2017)
Date:	February 17 th , 2017
Prepared By:	Heather Scott
Prepared For:	Council

Options:

1. The Terms of Reference for the Economic Planning and Development Committee be approved by Council. **AND/OR**
2. The Terms of Reference for the Finance and Budget Committee be approved by Council. **AND /OR**
3. The Terms of Reference for the Roads/Maintenance/Landfill/Environment Committee be approved by Council. **AND /OR**
4. The Terms of Reference for the CUPE Negotiating Committee be approved by Council. **AND/OR**
5. That Council approve the committee appointments to standing committees for the period January 1, 2017 to July 25th, 2020 as follows:
 - i. Parks and Recreation/Trails..... Councillor Wojciechowski, (Parks and Rec) Councilor Manton and Councilor Wojciechowski (Trails)
 - ii. Communities in Bloom Councillor Manton
 - iii. Roads/Maintenance/Landfill/Environment Councillor Wojciechowski, Mayor Wasyluk
 - iv. Finance & Budget All of Council
 - v. Economic Planning & Development Councillor Wojciechowski, Mayor Wasyluk
 - vi. North central Lakelands District Planning Committee..... Mayor Wasyluk
 - 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 Mayor Wasyluk, Councilor Manton
 - xii. North Central Area Transportation Planning Committee... Mayor Wasyluk **OR**
6. That Council submit a new list to the Mayor regarding appointments to Council standing committees; **OR**

7. Refer to Administration for further review and report.

Justification for In Camera: N/A

Background:

At the February 10th, 2017 meeting of Council made the following resolution:

125/2017 CHERKEWICH:

That the Report Re: Committee Appointments 2017 be referred back to administration for further review and report.

CARRIED

The Municipalities Act states that Council may establish committees and define their functions.

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.

Discussion: Upon consultation with Diana Lee at Municipal Advisory Services, she stated that it was never a requirement for Councils to set terms of reference for standing committees and therefore, prior Councils have never requested terms of reference to be set. The Parks and Rec Committee, the Communities in Bloom Board and the Candle Lake Fire Department were all set up by respective Bylaws and therefore don't require a terms of reference. (see attached) PARCS, the North Central Lakelands District Planning Committee, SUMA, Wapiti Regional Library, the Health Board and the North Central Area Transportation Planning Committee are outside committees which Council sends a representative to act as a liason or have their own terms of reference established by those boards.

Administration has drafted terms of reference for the standing committees for Council consideration as requested.

Council set the committee appointments for 2016 as per resolution 392/2016, however, the term for the appointments expired on December, 31st, 2016. New appointments need to be resolved for 2017. The Mayor has recommended setting the appointments to the end of the Council term rather than yearly. The draft terms of reference reflect this time frame.

Financial Implications: None

Communications: None

Attachments:

1. Bylaw 1 of 2014, a Bylaw to establish a Parks and Recreation Board to exercise powers in the control, supervision and management of recreational facilities and programs.
2. Bylaw 07 of 2008, a Bylaw to establish the Candle Lake Communities in Bloom Board.
3. Bylaw 4 of 1985, a Bylaw to Establish a Volunteer Fire Department in and for the Resort Village of Candle Lake.
4. Terms of Reference for Economic Planning & Development
5. Terms of Reference for Finance and Budget
6. Terms of Reference for Roads/Maintenance/Landfill/Environment
7. Terms of Reference for CUPE Negotiating Committee

Conclusion: This information is provided to assist Council to set terms of reference for the standing Council committees and also for consideration of council committee appointments for 2017.

Respectfully submitted,

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

Heather Scott

BYLAW 1 OF 2014

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

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

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

DEFINITION

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

FUNCTION

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

COMPOSITION OF BOARD

11. The Board shall consist of a maximum of (15) fifteen members, to be appointed by resolution of Council.
12. At the first appointment of the Board members, the terms of office shall be as follows:
 - a) Minimum (3) three members for even years.
 - b) Minimum (3) three members for odd years.
13. Subject to section 11, each term of executive office shall be (2) two years, but may be extended if no other interest in the position is present.

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14. The seat of a member of the Board who absents him/herself from (3) three consecutive meetings, without authorization by resolution of the Board, shall be declared vacant.
15. The seat of a member of the Board shall become vacant upon receipt of a written notice of resignation to the secretary.
16. The secretary shall bring to the attention of the Council at its next regular meeting any vacancies as they arise.
17. The Council shall, by resolution, at the first meeting following receipt of the notice of vacancy, fill the vacancy, with recommendation from the Board's list of candidates.
18. A quorum shall consist of a minimum of (4) four members.
19. The Council shall appoint one board member, as chairperson and the Board shall designate the vice-chairperson, secretary and treasurer.
20. Council shall provide an administrative assistant to help with the monthly operations of the Board.

MEETINGS:

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

POWER AND DUTIES:

29. The Board shall establish annual goals and objectives.
30. The Board shall advise in the management and operation of the following facilities and programs:
 - a) The utilization and/or development of public reserves as designated by Council.
 - b) The production and promotion of programs.
 - c) The development and maintenance of walking, cycling and ski trails.
 - d) The production and promotion of special events.
31. The Board shall conduct its business through the establishment of committees where the directors appointed by resolution of the Council shall act as chairperson and select committee members from the community at large, one such committee being the Trails committee.

32. The Board may advise Council in all matters placed before it dealing with culture, recreation and sport.
33. This is an advisory Board which means that the Board:
- a) Acts in a coordinating role by providing human, financial, communication and facility equipment resources.
 - b) Directs the operation and administration of facilities and programs.
 - c) Have legislative and administrative functions according to this bylaw.
 - d) have its own budget and is authorized to plan, spend and account for the budget as approved by Council.
34. The Board shall assess the recreation needs of the residents of the municipality:
- a) For the current year.
 - b) For a (5) five year projection.
35. The Board shall encourage and co-operate with organizations in the promotion of programs.

FINANCIAL YEAR RESPONSIBILITIES:

36. The financial year of the Board shall commence on the 1st day of January and close on the 31st day of December of each year.
37. The Board shall submit a copy of its assessment of the recreation needs and yearly goals and objective to Council before January 31st of each year.
38. The Board shall before December 1st of the previous year prepare and submit to Council a budget, being an estimate of its proposed revenue and expenditures for the current calendar year operations.
39. The Board shall within its budgetary allotment manage and advise on the following facilities and the various initiated program:
- a) Ball diamonds and Public Reserve R1 Plan81PA06474
 - b) All Community Playgrounds
 - c) Any public reserves as designated by Council.
 - d) Walking, cycling and ski trails.
40. Bylaw 7-02 is hereby repealed.
41. This bylaw shall come into force on the 11 day of APRIL, 2014.
- i) Introduced and Read for the First time in open Council this 11 day of APRIL, 2014.
 - ii) Read for the Second and Third time in open Council this 11 day of APRIL, 2014.

Adopted by resolution of Council on the 11 day of APRIL, 2014.



John B. Quinn
Mayor

J. Cooney
Administrator

CERTIFIED TRUE COPY

**RESORT VILLAGE OF CANDLE LAKE
BYLAW NO. 07-2008**

**A BYLAW TO ESTABLISH THE CANDLE LAKE
COMMUNITIES IN BLOOM BOARD**

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

- 1. This bylaw may be cited as the Candle Lake Communities in Bloom Bylaw.**

DEFINITION:

- 2. In this Bylaw, including this section:**
 - a) "board" means the Candle Lake Communities in Bloom Board appointment pursuant to this bylaw;**
 - b) "council" means the Council of the Resort Village of Candle Lake;**
 - c) "municipality" and "municipal" means the Resort Village of Candle Lake**
 - d) "program" means those activities associated with the preservation and enhancement of those aesthetic, cultural heritage conservation, environmental and historical well-being of the citizens of the municipality.**

FUNCTION:

- 3. a) To assist and advise council in the management and operation of activities associated with the preservation, enhancement and promotion of the following:**
 - i. aesthetic**
 - ii. cultural heritage conservation**
 - iii. environmental**
 - iv. historical**
 - v. health and safety**
- b) To co-ordinate its activity with and between the Parks and Recreation Board, the Trails Advisory Board and Council.**

CERTIFIED TRUE COPY

COMPOSITION OF BOARD:

4. The board shall consist of twelve (12) members as follows:
 - a) one (1) member of council
 - b) eleven (11) members from the community at large
5. At the first appointment of the board members, the terms of office shall be as follows:
 - a) six (6) members for one year terms
 - b) six (6) members for two year terms
6. Subject to Section 5, each term of executive office shall be two years.
7. The seat of a member of the board who absents him/herself from three (3) consecutive meetings without authorization by resolution of the Board shall be declared vacant.
8. The seat of a member of the board shall become vacant upon the Chairperson's receipt of a written notice of resignation.
9. The Board shall, at the first meeting following receipt of the written resignation, by resolution, fill the vacancy with recommendation from the board's list of candidates.
10. A quorum shall constitute a majority of members present for a meeting.

MEETINGS:

11. The board shall meet as required at a time and place, as set by resolution of the board at the first meeting of the board each year.
12. The secretary shall, at the request of the Chairperson or 1/3 of the members, call a special meeting at a date specified in the request.

13. All members of the board present shall vote on each question.
14. The chairperson or vice-chairperson shall preside at all meetings.

DUTIES AND POWERS:

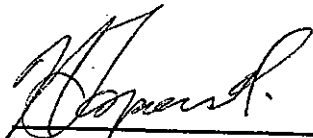
15. All actions of the board shall be recorded, to be kept for that purpose and signed by the presiding officer and the secretary.
16. Copies of the minutes shall be presented to the Resort Village Administration Office following the board meeting. Those actions that require the action of the council shall be noted in writing.
17. The board shall prepare and submit to council an annual report of all activities for the year by January 15th of the year following.
18. The board shall prepare and submit an annual financial statement for the year ended December 31 by January 15th of the year following.
19. The board shall establish annual goals and objectives.
20. The board shall prepare and submit to council a copy of its assessment of needs, yearly goals and objectives, together with a budget, being an estimate of its proposed revenues and expenditures for the current calendar year by January 15th of each year.
21. The board shall conduct its business through the establishment of committees where the chairpersons and committee members are appointed by resolution of the board from the community at large.
22. The board shall encourage and co-operate with organizations in the promotion of programs.

Bylaw 07-2008

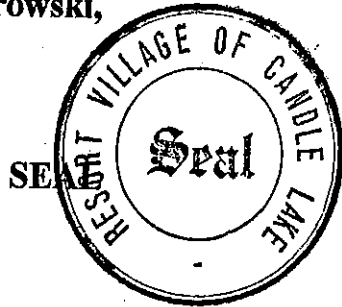
Introduced and read for a first time this 10th day of March, 2008.

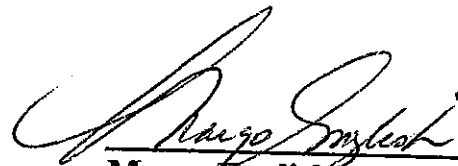
Read for a second time this 10th day of March, 2008.

Read for a third time and passed this 21st day of April, 2008.



Nick Toporowski,
Mayor





Margo English,
Administrator

CERTIFIED TRUE COPY

BYLAW 4/85

RESORT VILLAGE OF CANDLE LAKE

A BYLAW ESTABLISHING A VOLUNTEER FIRE DEPARTMENT IN AND FOR THE
RESORT VILLAGE OF CANDLE LAKE.

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

SHORT TITLE

1. This bylaw may be cited as the Fire Department Bylaw.

INTERPRETATION

2. (a) "Fire Department" means the Volunteer Fire Department established pursuant to this bylaw.
- (b) "Unit" means the Fire Department established pursuant to the bylaw.
- (c) "Municipality" means the Resort Village of Candle Lake.
- (d) "Fire equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Resort Village of Candle Lake for the use of the fire department in the prevention and control of fires.
- (e) "Fire hall" means the premises, owned by the Resort Village of Candle Lake that are used for housing the fire truck and all other equipment.
- (f) "Fire Department Board" means the fire chief (ex officio); one councillor, and two members appointed by Council, at the discretion of Council.

SCOPE OF THE BYLAW

3. The Council shall by resolution appoint fire department personnel for the following purposes:
 - (a) to maintain and operate the fire truck for the prevention and extinguishing of fires within the municipality.
 - (b) to control, supervise and manage the premises known as the fire hall, and all the equipment contained therein.
 - (c) to ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the municipality.
 - (d) to promote and encourage preventive fire measures in the municipality.
 - (e) to regulate the conduct and assistance of persons present at fires within the municipality.
 - (f) to maintain and operate the firefighting equipment in extinguishing fires outside the municipality at the discretion of the Fire Chief.

COMPOSITION OF THE FIRE DEPARTMENT UNIT

4. (a) The fire department shall consist of a Fire Chief and a maximum of fifteen (15) volunteer firefighters.
- (b) The Fire Chief may appoint a Deputy Fire Chief from among the volunteer firefighters. Any senior member of the fire department may take charge in the event both the Fire Chief and the Deputy Fire Chief are absent from a fire.
- (c) All members of the fire department unit shall be appointed by Council, and shall sit at the discretion of Council. Council shall accept recommendations for such appointments from the existing fire department chief or members.
- (d) The Council shall be given written notice by the Fire Chief of any vacancy occurring within the fire department such notice to be given within ten (10) days of its occurrence.

POWERS, DUTIES AND RESPONSIBILITIES OF FIRE DEPARTMENT AND COUNCIL

5. The Fire Chief and volunteers shall meet monthly for an instruction and/or training session. Notification shall be provided to Council and the fire department by the Fire Chief at least seven (7) days prior to the meetings.
6. The Fire Chief shall report all activities and meetings to Council in writing, and shall include a report regarding any fires occurring since the previous report. Council shall then issue a service bill for fires attended by the fire department outside the municipality.
7. The Fire Chief shall, before the 31st of December of each year, prepare an inventory of all fire equipment of the municipality, and shall indicate on such inventory the working condition of each piece of equipment. One copy of each annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the fire department.
8. The Fire Chief shall, upon completion of the annual inventory, prepare an operating and capital budget for the following year, and shall present such annual budget to the Council before the 28th day of February annually. Upon approval by Council, this budget shall be included and form part of the municipal budget.
9. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the fire department for assistance, should additional people be required, in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
10. No volunteers shall vote on fire department matters unless appointed to the fire department by Council.
11. The fire department may, by fundraising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
12. The Fire Chief shall ensure that Council and all citizens of the municipality are provided with a list of names and phone numbers of persons who may be contacted in case of fires.
13. The Fire Chief, and the volunteer firefighters under the supervision of the Fire Chief, shall control, manage and operate the fire equipment and facilities as listed in Section 3 within the budgetary allowances approved by Council.

14. The fire department shall provide fire fighting and life saving training to all fire department members within the budgetary allowance approved by Council.
15. The fire department shall not enter into any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
16. The Fire Chief shall ensure that all fees, donations and grants to the fire department are made payable to the Resort Village of Candle Lake and that any monies received by the fire department appear in the records of the municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenue and expenditures.
17. Council shall, before approving the municipal budget or the fire department budget annually, set aside a portion of municipal revenue for fire protection. Council shall determine how these revenues are to be used, but shall give due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner, the recommendations of the Fire Chief, and to the general financial position of the municipality in arriving at a decision regarding such revenues and expenditures.
18. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck and pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
19. Council shall ensure that adequate personal injury, death and liability insurance be maintained for the fire department, such coverage to be provided out of the municipal budget for fire protection.
20. Failure to comply with the regulations of this bylaw shall make any or all members of the fire department liable to dismissal from the fire department, entirely at the discretion of Council.

Mayor

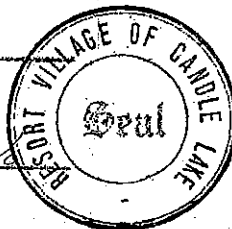
Clerk



Certified a true copy of the
bylaw adopted by resolution
of Council on the 16th day
of July, 1985.

Mayor

Clerk



BYLAW 4/85

RESORT VILLAGE OF CANDLE LAKE

A BYLAW ESTABLISHING A VOLUNTEER FIRE DEPARTMENT IN AND FOR THE RESORT VILLAGE OF CANDLE LAKE,

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

SHORT TITLE

1. This bylaw may be cited as the Fire Department Bylaw.

INTERPRETATION

2. (a) "Fire Department" means the Volunteer Fire Department established pursuant to this bylaw.
- (b) "Unit" means the Fire Department established pursuant to the bylaw.
- (c) "Municipality" means the Resort Village of Candle Lake.
- (d) "Fire equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Resort Village of Candle Lake for the use of the fire department in the prevention and control of fires.
- (e) "Fire hall" means the premises, owned by the Resort Village of Candle Lake that are used for housing the fire truck and all other equipment.
- (f) "Fire Department Board" means the fire chief (ex officio); one councillor, and two members appointed by Council, at the discretion of Council.

SCOPE OF THE BYLAW

3. The Council shall by resolution appoint fire department personnel for the following purposes:
 - (a) to maintain and operate the fire truck for the prevention and extinguishing of fires within the municipality.
 - (b) to control, supervise and manage the premises known as the fire hall, and all the equipment contained therein.
 - (c) to ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the municipality.
 - (d) to promote and encourage preventive fire measures in the municipality.
 - (e) to regulate the conduct and assistance of persons present at fires within the municipality.
 - (f) to maintain and operate the firefighting equipment in extinguishing fires outside the municipality at the discretion of the Fire Chief.

COMPOSITION OF THE FIRE DEPARTMENT UNIT

4. (a) The fire department shall consist of a Fire Chief and a maximum of fifteen (15) volunteer firefighters.
- (b) The Fire Chief may appoint a Deputy Fire Chief from among the volunteer firefighters. Any senior member of the fire department may take charge in the event both the Fire Chief and the Deputy Fire Chief are absent from a fire.
- (c) All members of the fire department unit shall be appointed by Council, and shall sit at the discretion of Council. Council shall accept recommendations for such appointments from the existing fire department chief or members.
- (d) The Council shall be given written notice by the Fire Chief of any vacancy occurring within the fire department such notice to be given within ten (10) days of its occurrence.

POWERS, DUTIES AND RESPONSIBILITIES OF FIRE DEPARTMENT AND COUNCIL

5. The Fire Chief and volunteers shall meet monthly for an instruction and/or training session. Notification shall be provided to Council and the fire department by the Fire Chief at least seven (7) days prior to the meetings.
6. The Fire Chief shall report all activities and meetings to Council in writing, and shall include a report regarding any fires occurring since the previous report. Council shall then issue a service bill for fires attended by the fire department outside the municipality.
7. The Fire Chief shall, before the 31st of December of each year, prepare an inventory of all fire equipment of the municipality, and shall indicate on such inventory the working condition of each piece of equipment. One copy of each annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the fire department.
8. The Fire Chief shall, upon completion of the annual inventory, prepare an operating and capital budget for the following year, and shall present such annual budget to the Council before the 28th day of February annually. Upon approval by Council, this budget shall be included and form part of the municipal budget.
9. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the fire department for assistance, should additional people be required, in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
10. No volunteers shall vote on fire department matters unless appointed to the fire department by Council.
11. The fire department may, by fundraising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
12. The Fire Chief shall ensure that Council and all citizens of the municipality are provided with a list of names and phone numbers of persons who may be contacted in case of fires.
13. The Fire Chief, and the volunteer firefighters under the supervision of the Fire Chief, shall control, manage and operate the fire equipment and facilities as listed in Section 3 within the budgetary allowances approved by Council.

14. The fire department shall provide fire fighting and life saving training to all fire department members within the budgetary allowance approved by Council.
15. The fire department shall not enter into any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
16. The Fire Chief shall ensure that all fees, donations and grants to the fire department are made payable to the Resort Village of Candle Lake and that any monies received by the fire department appear in the records of the municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenue and expenditures.
17. Council shall, before approving the municipal budget or the fire department budget annually, set aside a portion of municipal revenue for fire protection. Council shall determine how these revenues are to be used, but shall give due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner, the recommendations of the Fire Chief, and to the general financial position of the municipality in arriving at a decision regarding such revenues and expenditures.
18. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck and pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
19. Council shall ensure that adequate personal injury, death and liability insurance be maintained for the fire department, such coverage to be provided out of the municipal budget for fire protection.
20. Failure to comply with the regulations of this bylaw shall make any or all members of the fire department liable to dismissal from the fire department, entirely at the discretion of Council.

Mayor

Clerk



Certified a true copy of the
bylaw adopted by resolution
of Council on the 16th day
of July, 1985.

Mayor

Clerk





TERMS OF REFERENCE

Economic Planning & Development

Authority:	<u>The Municipalities Act</u> S. 81 and Council Procedure Bylaw – Bylaw 02 of 2016
Purpose:	To review and provide recommendations to the Resort Village of Candle Lake Council regarding matters of economic planning and development.
Composition:	Councilor Wojciechowski and Mayor Wasyluk
Term:	July 25 th , 2020.
Meetings:	At the call of the Chair with minimum notice of 48 hours. As per <i>Council Procedures Bylaw</i> S 64.8 business conducted at the meeting will be established by the committee
Quorum:	All members
Advisory officials:	Administrator
Secretary:	As appointed from committee

Dated __ _____

Mayor's Signature _____



TERMS OF REFERENCE

Finance and Budget

Authority:	<u>The Municipalities Act</u> S. 81 and Council Procedure Bylaw – Bylaw 02 of 2016
Purpose:	To review and provide recommendations on documents dealing with finances and budget to be presented at Resort Village of Candle Lake Council meeting for adoption.
Composition:	All of Council
Term:	July 25 th , 2020.
Meetings:	At the call of the Chair with minimum notice of 48 hours. As per <i>Council Procedures Bylaw</i> S 64.8 business conducted at the meeting will be established by the committee
Quorum:	majority of all members
Advisory officials:	Administrator
Secretary:	As appointed from committee

Dated ____

Mayor's Signature _____



TERMS OF REFERENCE

Roads/Maintenance/Landfill/Environment

Authority:	<i>The Municipalities Act</i> S. 81 and Council Procedure Bylaw – Bylaw 02 of 2016
Purpose:	To review and provide recommendations to the Resort Village of Candle Lake Council regarding matters dealing with Roads, Maintenance, the Landfill and Environmental issues.
Composition:	Councilor Wojciechowski and Mayor Wasyluk
Term:	July 25 th , 2020.
Meetings:	At the call of the Chair with minimum notice of 48 hours. As per <i>Council Procedures Bylaw</i> S 64.8 business conducted at the meeting will be established by the committee
Quorum:	all members
Advisory officials:	Administrator
Secretary:	As appointed from committee

Dated _____

Mayor's Signature _____



TERMS OF REFERENCE

CUPE Negotiating Committee

Authority:	<u>The Municipalities Act</u> S. 81 and Council Procedure Bylaw – Bylaw 02 of 2016
Purpose:	To negotiate with union representatives and provide recommendations for any changes, if any identified after review and consultation, regarding the CUPE #4838 collective union agreement and to work with the Union to mitigate union grievances. Once negotiations have concluded, to bring forward the CUPE #4838 collective union agreement to the Resort Village of Candle Lake Council for approval and signing.
Composition:	Mayor Wasyluk and Councillor Valerie Manton
Term:	Until such time as a recommendation regarding any changes to the CUPE #4838 collective union agreement, if any, are brought to Council for consideration and passed by Council and as required for any future union grievances.
Meetings:	At the call of the Chair with minimum notice of 48 hours
Quorum:	50% +1. In the event of a two person committee the quorum will be 2.
Advisory officials:	Administrator or designate
Secretary:	As appointed from committee

Dated _____

Mayor's Signature _____



REPORT

Report Title:	Rescinding motions	(Report #34, 2017)
Date:	February 17, 2017	
Prepared by:	Borden Wasyluk, Mayor	
Prepared for:	Council	

Options:

1. That Council Motion 317/2016 be rescinded.
2. Receive and file
3. Refer back to administration for further review and report
4. Refer back to legal Counsel.

Justification for in Camera:

Background: At the August 05, 2016, Special Council meeting the following resolution, was passed:

317/2016 CHERKEWICH: That Council adopt Motions 1-7 as circulated and discussed:

1. That the Resort Village of Candle Lake (RVCL) Council rescind the Discretionary Use Application (DUA) granted under Resolution 222/2016 June 10, 2016.
2. That Council reconsider the Discretionary Use Application rescinded under Motion 222/2016 when Council have been able to do a full due-diligence review of the matter to ensure that there is regulatory compliance, science (environmental considerations) and public input before reconsidering the Application and that the Applicant be immediately advised accordingly.
3. That the Resort Village of Candle Lake (RVCL) Council rescind motion 275/2016 with respect to the Servicing Agreement (SA) and that the Applicant Developer (Mariners Cove Ltd.) be immediately advised.
4. That the Resort Village of Candle Lake (RVCL) Council review the Service Agreement referenced in Motion 275/2016 and to a due diligence review with legal counsel, Municipal Officials and advisors with respect to the terms and conditions to ensure that they are financial and environmentally appropriate and respectful of ratepayers and thereafter invite the Applicant Developer to respond.
5. That the Resort Village of Candle Lake (RVCL) direct a letter to the Minister of Municipal Affairs, the Honourable Minister Reiter respectfully requesting his Ministry to not take any further steps with respect to paragraph 2 of Bylaw 10-2016, return the same to the RVCL if it has been filed with his Ministry for approval, and to wait until he receives further direction from the RVCL's current Council.

6. That the Resort Village of Candle Lake (RVCL) Council advise the Province of Saskatchewan Minister of Environment, the Honourable Herb Cox, that the RVCL has rescinded its Discretionary Use Permit with respect to the SE ¼ 19 TWP 5 RG 22 W2nd and that Minister not issue any occupation license/permits or leases with respect to the subject lands until Council has had full opportunity to do a due diligence review of the development proposed for those lands.
7. That the RVCL instruct its legal counsel to direct a letter to the Developer to the effect:
 - i) The Developer should immediately cease and desist from any and all activity of SE ¼ 19 TWP 5 RG 22 W2nd.
 - ii) That the Developer be informed that the RVCL is doing a due diligence review of the proposed development to ensure that the ratepayers of the RVCL interests are properly and respectfully addressed by the development.
 - iii) That the Developer will be invited to participate in the review along with other stakeholders.
 - iv) That the Developer and ratepayers including any relevant stakeholder will be given an opportunity to respond to any findings or conclusions reached before any final decision is made to Council.

Recorded Vote:

Wasyluk – Yes
Cherkewich: - Yes

Matkowski: Yes
Manton: Yes

Wojciechowski: Yes

CARRIED

The Council Procedures Bylaw – Bylaw 02 of 2016 states

53. Motion to Rescind

53.1A motion to rescind shall apply to resolutions only, and shall not apply to bylaws passed by council.

53.8A motion cannot be rescinded:

when action on the motion has been carried out in a way that cannot be undone;
or

Discussion: Council has recently been advised by our legal counsel that it is their opinion, because RVCL has already entered into legal contracts with Marcus Henderson, we have been advised that RVCL cannot simply cancel these legal contracts by making resolutions as such.

Although Resolution # 317 contains some items that have been acted on, those actions can be be undone. A letter to the Ministry and another through legal Counsel to the developer would resolve that issue.

Financial Implications:

Communications:

Attachments:

Conclusion: Council made resolutions without having had the benefit of a legal opinion regarding these matters. Now that we have received a legal opinion, we should follow the opinion of legal counsel and proceed in good faith by rescinding motion 317 of 2016.

Respectfully submitted,



Borden Wasyluk



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Repealing Bylaws 20 and 21 of 2016	(Report #32, 2017)
Date:	February 17, 2017	
Prepared by:	Borden Wasyluk, Mayor	
Prepared for:	Council	

Options:

1. That Bylaw 03 of 2017- A Bylaw to repeal Bylaws 20 and 21 of 2016 be brought forward for readings under the Order of Business "Introduction and Consideration of Bylaws." This Bylaw is for three readings according to Section 107 (2) of *The Municipalities Act*.
2. Receive and file
3. Refer back to administration for further review and report
4. Refer back to legal Counsel.

Justification for in Camera:

Background: At the August 05, 2016, Special Council meeting the following resolution, after first, second and approval for third reading had occurred, was passed:

319/2016 CHERKEWICH: That Bylaw 20 of 2016 be read a third time and passed; and that Bylaw 20 of 2016 be now adopted, sealed and signed by the Mayor and Administrator.

Recorded Vote:

Wasyluk – Yes
Cherkewich: - Yes

Matkowski: Yes
Manton: Yes

Wojciechowski: Yes
CARRIED

At the August 12, 2016 meeting the following resolution, after first, second and approval for third reading had occurred, was also passed

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

326/2016 MANTON:

That Bylaw 21 of 2016, a Bylaw to amend Bylaw 20 of 2016 as amended, be read a third time and passed; and that Bylaw 21 of 2016, a Bylaw to amend Bylaw 20 of 2016 as amended, be now adopted, sealed and signed by the Mayor and Administrator.

CARRIED

Administration had advised that Bylaw 20 of 2016 a bylaw that fell under the Planning and Development Act would need to have first reading, public notice, public hearing and then second and final reading. The P&D Act does not allow a Bylaw for items related to planning and development to be passed at one meeting (*The Planning and Development Act 2007 Part X*).

The matter was also raised at that meeting by Councillor Manton regarding the need for notice and a hearing, but a response "that is a gray area" caused this Council to proceed with the readings and passing of Bylaw 20 of 2016.

Discussion: Council has recently been advised by our legal counsel that it is their opinion, based upon review of caselaw; as contained in her correspondence of January 30th, 2017, that the bylaw 20 of 2016 is void because it did not meet the conditions precedent of having public notice and this information has been supported by Community Planning. While the issue of section 358 of The Municipalities Act may prevent the bylaw/resolutions from being challenged as a result of the passage of time, there are further concerns with respect to the validity of bylaw 20 of 2016, as contained in the email of our legal counsel, dated February 8th, 2017, in which she has advised that we have breached the procedural fairness owed to Mr. Marcus Henderson, by failing to advise him that these issues would be before council and inviting him to participate in the discussions in which he had an interest. Legal counsel attached a previous case involving the RVCL which outlined such concerns that were before the court.

Lastly, because RVCL has already entered into legal contracts with Marcus Henderson, we have been advised that RVCL cannot simply cancel these legal contracts by making resolutions as such.

As Bylaw 20 of 2016 would be considered void and did not go through the public notice process, the writer is relying on the following legislation:

The Municipalities Act

Amendment and repeal

107(1) The power to pass a bylaw pursuant to this or any other Act includes a power to amend or repeal the bylaw.

(2) The amendment or repeal of a bylaw must be made in the same way as the original bylaw and is subject to the same consents or conditions or public notice requirements that apply to the passing of the original bylaw, unless this or any other Act provides otherwise.

Financial Implications:

Communications:

Attachments:

1. Draft Bylaw 03 of 2017

Conclusion: Council passed the bylaw and made resolutions without having had the benefit of a legal opinion regarding these matters. Now that we have received a legal opinion, we should follow the opinion of legal counsel and proceed in good faith by repealing Bylaw 20 of 2016 and Bylaw 21 of 2016.

Respectfully submitted,



Borden Wasyluk

DRAFT

Resort Village of Candle Lake

BYLAW NO 03 of 2017

A BYLAW TO REPEAL BYLAWS

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

1. That Bylaw 20 of 2016 respecting a repeal of Bylaw 10 of 2016 a Bylaw to change the Zoning IS HEREBY REPEALED, and
2. That Bylaw 21 of 2016 respecting an amendment to Bylaw 20 of 2016 IS HEREBY REPEALED.

[SEAL]

Mayor

Administrator

Read a third time and adopted
this ____ day of _____.

Section 107 *The Municipalities Act*

Administrator



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Chamber of Commerce Recommendations
	(Report #36, 2017)
Date:	February 23, 2017
Prepared by:	Borden Wasyluk, Mayor
Prepared for:	Council

Options:

1. That Council direct administration to maintain the status quo and issue payment of \$6700 to the Candle Lake Chamber of Commerce for the 2017 Welcome Guide.
2. That Council rescind Council resolution 38/2016 with respect to an annual costs for the Chamber of Commerce welcome guide.
3. Refer to administration for further review and report.
4. Receive and file.

Justification for in Camera:

Background: At the February 10th, 2017 Council made the following motion with respect to an invoice from the Chamber of Commerce:

103/2017 CHERKEWICH:

That Council refer agenda item 7.6 to the Mayor for discussion with the Candle Lake Chamber of Commerce and report back to Council with his recommendation with respect to the \$6700 payment.

CARRIED

Discussion: I attended the Chamber of Commerce meeting to discuss the Chamber's request for a \$6700 donation towards the publication of an updated pamphlet. A donation for this amount was approved by previous Council on an ongoing annual contribution for this purpose.

I discovered that there is more involved than just a publication. The pamphlets are distributed throughout various trade shows, surrounding community lakes, etc. These guides are an excellent form of advertising and far exceed what you could get on the internet as they can be picked up through various sources by people and prompt them to visit our community.

Some of the costs could be offset by the revenue earned from the sign corridor along the highway of \$1500.

Financial Implications: \$6,700 to be budgeted in the 2017 budget.

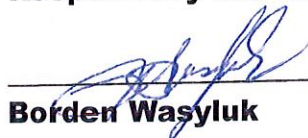
Communications: None

Attachments:

1. Letter with Invoice from Chamber of Commerce

Conclusion: After meeting with the Chamber of Commerce, I believe the welcome guide is an excellent tourism source and I recommend the donation.

Respectfully submitted,



Borden Wasyluk



Candle Lake Chamber of Commerce

C/O Box 220

Candle Lake, Sk. S0J 3E0

January 11, 2016

Mayor and Council

Resort Village of Candle Lake

Box 114

Candle Lake, Sk.

S0J 3E0

To whom it may concern:

Re: Candle Lake Welcome Guide 2017

The Candle Lake Chamber of Commerce is inviting the Resort Village to design a one page ad with information. Some suggestions were your hours; the landfill hours; pictures/names of council members and staff; the website address; etc.

We also require an updated "Welcome from Mayor and Council" for the 2017 Guide.

We look forward to your response.

Regards,

Liz Thorpe

Secretary/Treasurer

458268

CANDLE LAKE
CHAMBER OF COMMERCEBox 220
Candle Lake, SK.

DATE January 11, 2017
N° DE TAXE TAX REG. NO.
N° DE COMMANDE ORDER NO.

VENDU À SOLD TO Resort Village of Candle Lake.
ADRESSE ADDRESS Box 114
EXPÉDIER À SHIP TO
ADRESSE ADDRESS Candle Lake, SK. S0J 3E0

DATE D'EXPÉDITION SHIPPING DATE	VIA	CONDITIONS TERMS	ACHETEUR BUYER	VENDU PAR SOLD BY
------------------------------------	-----	---------------------	-------------------	----------------------

QUANTITÉ QUANTITY	DESCRIPTION	PRIX PRICE	MONTANT AMOUNT
1	2017 Candle Lake		
2	Welcome Guide Annual		
3	Contribution		\$6,700.00
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14		TPS/GST TVH/HST	
15		TVP/PST	
16		TOTAL	6,700.00
SIGNATURE <i>Liz Thorne</i>			

FORMULAIRE DE VENTE
SALES ORDER

STOCKS 52B

Heather Admin Assist

From: Heather Admin Assist <candleassistant@sasktel.net>
Sent: January-26-17 1:56 PM
To: Cherkewich; Manton; Matkowski; Wasyluk; Wojo
Cc: Joan Corneil
Subject: Important Updates Requested by Council

Importance: High

This email is in response to Council resolutions:

57/2017 CHERKEWICH:

That administration provide a progress report with respect to resolution 381/2016 or information as to how much time is required to provide information for proposal (IFP) within 10 business days of today's date.

CARRIED

58/2017 CHERKEWICH:

That administration provide a progress report with respect to resolution 498/2016 or information as to how much time is required within 10 business days of today's date.

CARRIED

These resolutions were brought forward at the January 13th, 2017 meeting of council.

The original motion request was for a Request for Proposal (RFP) so that is what I will be drafting. With respect to the RFP for a new website, we are in the process of gathering information in an effort to be thorough when we generate a RFP for Council consideration. We are consulting with various other municipalities who have interactive user friendly websites as to who designed their websites and what requirements they had included in their RFP's. We will have a draft IFP available in the near future for Council consideration once we have received information back.

With respect to the street sign policy, we have drafted letters to the RCMP, Bylaw Enforcement, The Department of Highways and the Conservation Officers as per Council's request to assist us in drafting a policy for Council consideration. Upon conversations with the Department of Highways, I was informed that they do not have a policy rather follow guidelines as to placement of signs which we have a copy of. Street signs placement are not normally addressed by Council, however in the case of the stop signs on Main Street, Simon Lehne and Ford Road, these signs were placed as a result of letters which were addressed to Council and placed by Council resolution. We will continue to try and get information or recommendations from these sources as Council requested, but will require time to wait for response as well as look at any other municipalities to explore what policies or procedures they may have in place with respect to a signage policy. Once we have received feedback from all parties, we will draft a signage policy for Council consideration.

Also, just for Council information, I have been trying to contact the SUMA lawyer as well as SUMA to have them direct me to the appropriate body who is qualified to review the MNP Letter of Engagement. Thus far I have been unsuccessful in my attempts to forward the letter to someone qualified for review and comments as to whether the letter states that MNP will investigate and report any findings of fraud. As time is of the essence ie. Our audit cannot progress without a letter of engagement being signed, we will forward the letter onto Nicole Sawchuk for her review and comments to avoid further delays with the audit.

Heather Scott
Assistant Administrator
Resort Village of Candle Lake

This communication is solely for the use of the intended recipient and may contain confidential, privileged or personal information. If you are not the intended recipient, any copying, distribution or use of this information is prohibited. Please reply to the sender and delete this email from your system.

Jan 24

Document 2

From: Ron Cherkewich <ron.cya@sasktel.net>
Sent: January 24, 2017 3:26 PM
To: 'Cherkewich'; 'Manton'; 'Matkowski'; 'Ron Cherkewich (ron.cya@sasktel.net)'; 'Wasyluk'; 'Woio'
Cc: [REDACTED]

Subject: RVCL Motions - Sp Mtg Jan 24 7pm

Importance: High

Fellow Council members

I am sending you a courtesy copy of some motions I will bring forward at first opportunity. In order to get these motions on to the Special Meeting Agenda to night I need your unanimous consent to do so. Please consider this request for consent in anticipation of the mtg.

I, the undersigned, hereby consent pursuant to S 7.6 of the RVCL Procedures Bylaw and S 123(4) of the Municipalities Act to the addition of the following business to the January 24, 2017 special meeting agenda:

Motions 1B to 7B inclusive set out below.

Mayor Borden Wasyluk _____
Councilor Ron Cherkewich _____
Councilor Patti Matkowski _____
Councilor Valerie Manton _____
Councilor Brian Wojciechowski _____

Regards
ron cherkewich
Councillor

Jan 24

WARNING: do not use this email address for confidential or time sensitive transmissions unless you have cleared such transmission with ron cherkewich phone : [REDACTED] or [REDACTED]

Motion 1B

That administration to produce for council no later than the February 10, 2017 meeting the Mayor's expenses claims/reports paid and charged to the RVCL for attending events as captured by the **Event Policy Reporting Policy No 200-65**. The report to include copies of the required **Report Form Function Attendance Sheet** identified as **Attachment C** to the policy which would support the entitlement to the expenses claimed.

Where there is no Report Form to secure the payment of the expense claimed then copies of all resolutions of council approving the mayor's attendance at the function and any resolution dispensing with the reporting requirements of Policy Number: 200 – 65 which would support the entitlement to the expenses claimed.

The period to include August 1 2016 to Jan 31, 2017

Motion 2B

That Sept 6 2016 motion 403/2016 by Mayor Borden Wasyluk be placed on the February agenda for consideration of council.403/2016

WASYLUK:

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

CARRIED

Motion 3B

The Agreement (marina agreement with Henderson /Mariner's Cove Ltd) not be signed by RVCL until the agreement is submitted to the ratepayers for approval or rejection in a plebiscite vote to be conducted under section 130 of the Municipalities Act. .

Plebiscites 130

(1) A council may submit to a vote of the voters any question on any matter that the council determines affects the residents of the municipality.

(2) A vote of the voters pursuant to subsection (1) does not bind the council.

Motion 4B

The plebiscite vote not be held sooner than May 30th but no later than September 15 of 2017

Motion 5B

That timely public information hearings be held Saskatoon and Candle Lake prior to the plebiscite vote.

Motion 6B

That costs associated with the plebiscite and information meetings will be costs charged to the development of any future marina and for the account of the proponent/developer. The resort village shall take a security deposit from the developer for the estimate costs associated with the plebiscite and information meetings. The costs of the plebiscite and information meetings shall include costs of introducing scientific and statistical evidence gathering and reporting relating to the capacity of Candle Lake to sustain more marinas, boat launches and water traffic that may result from any proposed development.

Motion 7 B

That the administrator is instructed that starting immediately that she is to ensure that "**unfinished business**" is properly carried forward under agenda item **Unfinished Business** and those items remain under unfinished business until completed to councils' satisfaction. This includes and applies to any reports pending. The report shall identified a drop-dead date that was set for such report. Any breach of these instructions may result in disciplinary proceedings being initiated.

(hh) "Unfinished Business" means business which has been raised at the same, or a previous meeting, and which has not been completed.

14. Order of Business at Meetings

14.1 The general order of business of every regular council meeting shall be as follows:

- (a) Call to order;
- (b) Approval of agenda;
- (c) Adoption of minutes;
- (d) Presentations and Delegations;
- (e) Public hearings;
- (f) Communications;
- (g) Consent Agenda
- (h) Reports of administration and committees;
- (i) Mayor and councillors forum;
- U) New business;
- (k) Unfinished business;**
- (l) Giving notice;
- (rn) Motions;
- (n) Adjournment.

AGREEMENT

BETWEEN:

RESORT VILLAGE OF CANDLE LAKE
(hereinafter referred to as the "Resort Village" or "The Municipality")

AND:

MARCUS HENDERSON, operating as "Mariner's Cover Marina"
(hereinafter referred to as the "Developer")

WHEREAS at the time of making this Agreement:

- a) The Developer was previously granted a development permit, on June 22, 2016, for the development of a marina for a parcel of land located at S.E 1/4 Sec. 19-55-22-W2 M and due to request of council of the Resort Village, the Developer is looking to relocate his Marina to a location as further described below.
- b) The Developer is in the process of establishing a lease of land described below, (hereinafter called the "Land") from the Government of Saskatchewan:

Commercial Lease – Marina Development
Parcel "B", Plan 80PA18337, Candle Lake, Saskatchewan

Civically located at #50 Highway 265 in the Resort Village of Candle Lake, Saskatchewan.
- c) The Developer wishes to develop Parcel "B" to enable him to create a Type II commercial marina with 150 slips and two (2) storage buildings.
- d) The Municipality and the Developer consider it appropriate that an agreement be entered into, confirming the relocation of the original site of the proposed Marina, to the second suggested site, prior to construction/development proceeding, so that both parties understand their respective rights and circumstances, entering into this development process.

AND WHEREAS THE PARTIES AGREE THAT the Developer intends to develop the property subject to the terms and conditions of this Agreement.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

General Provisions

1. Any notice to the other Party shall be sufficiently served if sent by prepaid registered mail to the aforesaid address of the Party, as set out below.
2. Municipality shall mean the Administrator, Mayor or quorum of council, authorized to act on behalf of the Municipality, including any person hired by the Municipality as set out by resolution.

3. The terms of this Agreement, covenants, provisions and schedules shall run with the Land and shall be binding upon both Parties and their subsequent heirs, successors, administrators, assigns or transferees, as the case may be, unless specifically stated otherwise herein.
4. This Agreement represents the entire understanding between the parties with respect to the subject matter and supersedes all prior negotiations and agreements. All understanding and agreements between the parties are merged into this Agreement which alone fully and completely expresses their legal relationship in respect of the subject matter.
 - a) It is expressly understood and agreed that reference to individuals in this Agreement shall include corporations, executors, administrators, successors and assigns, and references in the singular number shall include the plural number, and references in the masculine gender shall include the feminine gender, whenever the context so requires.
 - b) Each of the provisions hereof is severable from any other provision, and the invalidity or the unenforceability of any one or more of the provisions of this Agreement shall not affect the validity or enforceability of the remaining provisions.
5. This Agreement may be altered or added to with the mutual written consent of the Parties and their respective heirs, executors, administrators, successors and assignees and any alterations or additions shall be executed with the same formality as this Agreement and subsequently form part of this Agreement unless specified otherwise herein.
6. If any provision of this Agreement is found to be invalid, it is the intention of the Parties that the remainder of the Agreement shall remain in full force.
7. Each Party shall be responsible for paying their respective costs or fees for legal and engineering services required to bring effect to this Agreement, unless the same are specifically set out elsewhere in this agreement.
8. The Developer will be responsible for all costs associated with the development, save and except the following costs which shall be paid for by the Resort Village:
 - a) Heritage Study;
 - b) Sask Ministry of Finance;
 - c) Survey;
 - d) Development Permit from Resort Village office;
 - e) Endangered Species;
 - f) Sask Waters Security Agencies;
 - g) Advertising;

- / / H
- h) Approach and culvert;
 - i) Environmental Study
 - j) Further costs which may be agreed to between the parties, and as set out in writing, as an addendum to this Agreement.

Performance Provisions

- 9. Time shall be of the essence.
- 10. Any notice, request or demand herein provided for shall be sufficiently given or made if delivered personally or mailed by ordinary mail, postage prepaid, addressed to the Resort Village at:

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

and to the Developer at:

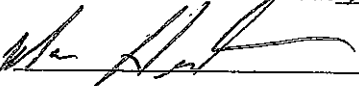
Marcus Henderson, o/a Mariner's Cove Marina
P.O. Box 232
Candle Lake, SK S0J 3E0

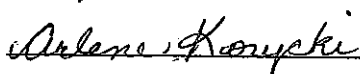
- 11. The Resort Village acknowledges that the Developers current Development Permit expires June 22, 2017. The Resort Village agrees to provide an extension of such permit to June 22, 2018 in the event the alternate site proves to be undevelopable due to findings in the studies needed and that the Service Agreement dated July 08, 2016 is also extended to July 08, 2018 as well as any other permits or agreements with the Resort Village related to the original development located at S. E 1/4 Sec. 19-55-22-W2 M and that those permits or agreements are also extended one year from approval date.
- 12. The Developer agrees that once the marina in the new location is developed, he will remove his application for lease on the Simon Lehne site and agree to the revocation of the development permit issued June 22, 2016 and the Servicing Agreement issued July 08, 2016.
- 13. The developer agrees that the existing walking path on the new site will be incorporated in the buffer zone and will allow public access to this walkway. Further he agrees to the inclusion of this clause into the formal Servicing Agreement on the new site.

Municipal Responsibilities:

- 14. The Municipality agrees to the following provisions:
 - a) The Resort Village will provide to the Developer, at no cost, an area of land where the Developer will be permitted to place clay/fill materials. Such location will be agreed to and form Schedule "A" of this agreement and Schedule "A" will be added once the location is defined.
 - b) The Resort Village shall build the approach onto the parcel of land where the marina is to be located, and install the necessary culvert.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their corporate seals duly attested to by their proper authorized officers on their behalf this 19 day of Jan, 2017.

Marcus Henderson: 

Witness: 

IN WITNESS WHEREOF the parties hereto have hereunto affixed their corporate seals duly attested to by their proper authorized officers on their behalf this _____ day of _____, 2017.

RESORT VILLAGE OF CANDLE LAKE

Per: _____

Per: _____

Schedule "A"

**To be added once location for the placement of clay/fill is determined
by Council.**

Schedule "B"

mariners cove ltd inland marina development plan

use of land

Development plans are for a 150 slip inland marina with boat launch.
Parking for marina users and truck and trailer day parking.
Boat storage buildings with 10 bays each.

land size:

Parcel of land size requirements for this development are approximately 550' of frontage off highway #265 parallel to the lake with 505' of frontage on Candle lake.

land location

Property is located within the resort village of Candle lake on the west shore of Waskateena bay with road access off of highway 265.
N.E. 1/4 sec 13-55-23-2 (see attached map)

proposed access

Property will be accessed by newly constructed approach off highway 265

waste disposal

Garbage disposal: 6 yrd. bin to be supplied and emptied by Greenland waste management.
All sewage and grey water would be collected in an approved sewage holding tank.

services required

Power: will be required for docks, storage buildings and yard lights.
Natural gas: possible heating of storage buildings.

construction equipment

Equipment to be used during construction consist of an excavator, dozer, rock truck, tandem gravel trucks, bobcat and forestry equipment.

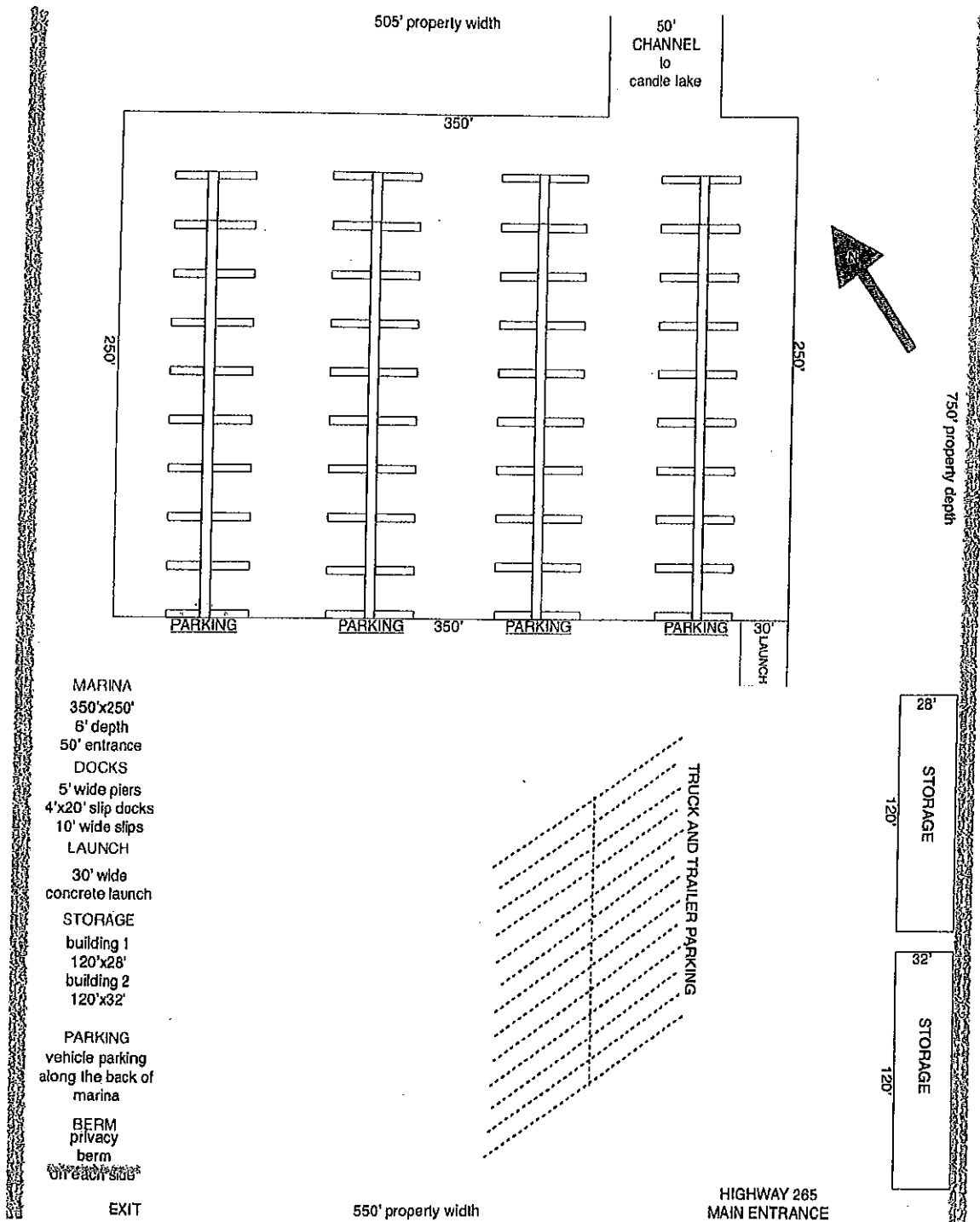
time line

Once all permits and approvals are received, we would expect to complete this development within one year weather permitting.

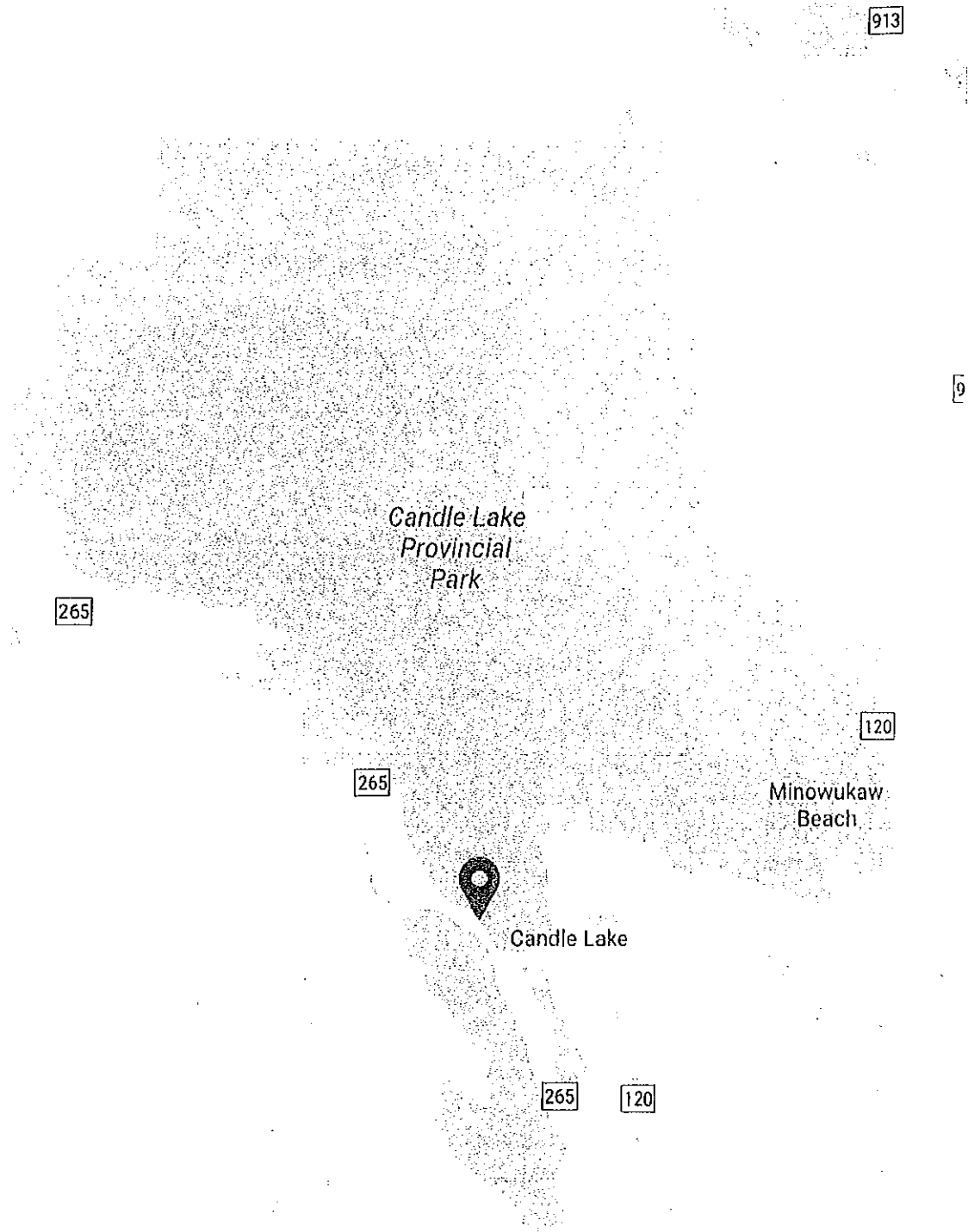
proposed water access

Channel for access into candle lake will be constructed. Channel will be 50' wide with 3/1 slope to a depth of 5' 6" or equal to lake depth 50' from shore, approximately 5' 6".
Channel will be lined with geotech and stone to a minimum of 2' above high water mark.

Schedule "B" con't



Schedule "B" con't



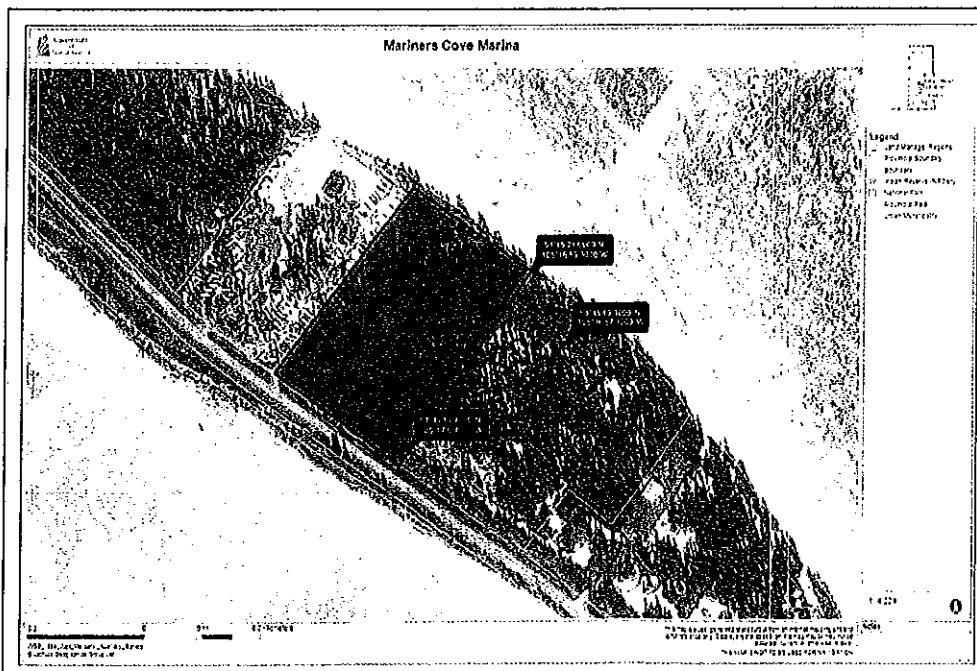
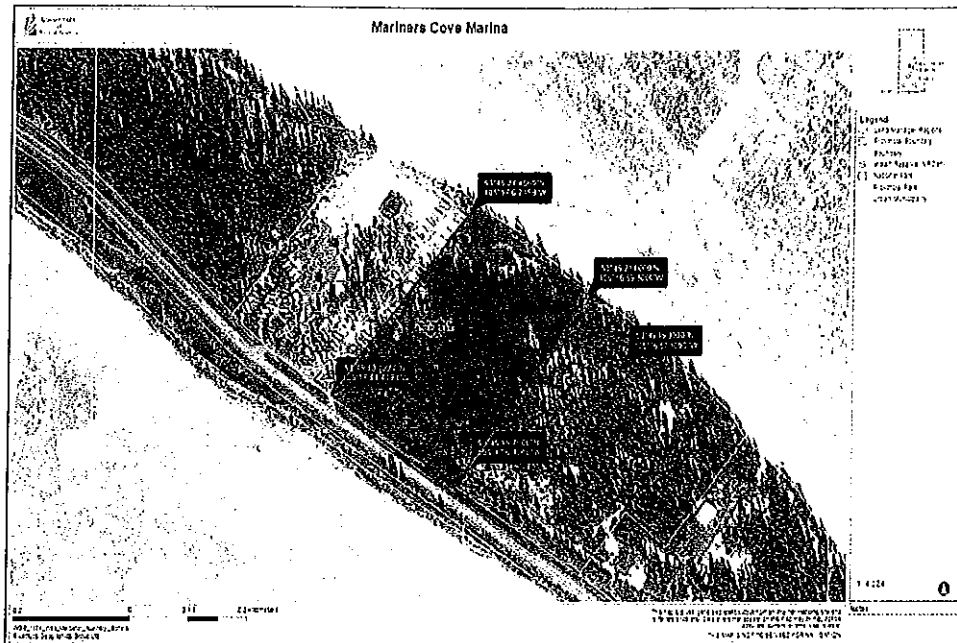
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**MARINER'S COVE LTD.
INLAND MARINA PROPOSAL**

Mariner's Cove is interested in developing a marina at Candle Lake, off highway #265, just west of the SERM maintenance shop. (see map attached)

We feel recent development, in and around the Resort Village of Candle Lake, brings the need for more marinas and boat launches.

Our proposal will provide up to 150 marina slips, a boat launch, truck & trailer day parking for launch users, and boat storage buildings.

Docks

Docks will be floating

A: Aluminum - supplied by Marine Master, or similar product.

B: Poly - supplied by Hold On Industries - (Candle Lake Golf Resort Marina)

Storage Buildings

Will Include 2 buildings with 10 bays each.

Launch

Pay launch for use by the public.

Due to the recent development of subdivisions and RV parks, in and around Candle Lake, this project will not have a negative impact on the other marinas.

A new marina would be a welcome addition to our community.

We are prepared to start this development as soon as possible, and look forward to discussing it further with you.

Marcus Henderson

Cell: [REDACTED]