

Resort Village of Candle Lake Council Meeting

April 10, 2015

A Council Meeting of Council for the Resort Village of Candle Lake was held on April 10, 2015, in the Council Chambers at Candle Lake, SK.

ATTENDANCE: The following were in attendance:

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

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

2. SUBMISSION OF PECUNIARY INTEREST: Councilor Lozej Re: Item 7.2.

3. ADOPTION OF MINUTES:

76/2015 TARASIUK:

That the Minutes of the Regular Meeting held March 13th, 2015 and the Special Council Meeting held April 1, 2015 be taken as read and adopted.

CARRIED

4. APPROVAL OF AGENDA:

77/2015 LOZEJ:

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

Amendment: Addition of Items 6.1, 9.9, 9.10 and 9.11

CARRIED

Adjourned for Public Hearing at 9:03 a.m.

5. PUBLIC HEARINGS AND APPEALS:

5.1.1 Arndt's Avenue Sale – Portion of Closed Roadway.

5.1.1.1 - Letter from resident;

5.1.1.2 - Report #18/2015 from Administrator Re: Sale – Portion of Closed Roadway – Arndt's Ave.

Public Hearing closed at 9:08 a.m.

Reopen Council Meeting: 9:08 a.m.

78/2015 TARASIUK:

1. That Bylaw 7 of 2015, an amendment to Bylaw 11 of 2014 to close and sell a portion of roadway to adjacent owners, be given 2nd and 3rd reading.

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2. That the portion of roadway be offered for sale to the adjacent property owners for a price determined by Council, which may be below market value, market value being determined by an assessment performed by real estate and recent property purchase transactions that the Department of Highways has been involved with.

3. The remaining parcel be consolidated into the Municipal Reserve.

CARRIED

79/2015 QUINN:

That the portions of land described as Arndts Avenue Plan CG6670 be offered to the abutting property owners at a price of Nine (9) dollars per sq foot.

CARRIED

6. PRESENTATIONS, DELEGATIONS AND RELATED REPORT:

6.1 Aaron Surkan from MNP Re: 2014 Annual Audited Financial Report.

80/2015 LOZEJ:

That Council accepts the 2014 Annual Audited Financial Report.

CARRIED

7. COMMUNICATIONS/PETITIONS PACKAGE:

7.1– Letter from Minister of Government Relations Re: 2015 Potential Education Mill Rates.

RECOMMENDATION: Receive and file.

7.3– Email dated March 17, 2015 from Twin Eagle Re: New gas provider – Twin Eagle.

RECOMMENDATION: Refer to administration.

7.4– Email dated March 17, 2015 from Susan Carr of Prince Albert Model Forest Re: PAMF Board Mtg – March 17, 2015 Draft Minutes.

RECOMMENDATION: Receive and file.

7.6– Letter dated March 24, 2015 from Highway 55 North Search and Rescue Re: 2014 Grant to Search and Rescue.

RECOMMENDATION: Receive and file.

81/2015 PAINCHAUD

That the Communications, Petitions Package items 7.1, 7.3 and 7.4 and 7.6 be received and referred as indicated.

CARRIED

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Councilor Lozej Left: 9:55 a.m.

7.2 – Letter received March 26, 2015 requesting to consolidate Lot 5 Block 110 Plan 101833376, Lot 6 Block 110 Plan 101833376 and Lot 7 Block 110 Plan 10183337, with civic addresses 3, 9 and 11 Industrial Drive.

82/2015 TARASIUK

That Council approve to consolidate Lot 5 Block 110 Plan 101833376, Lot 6 Block 110 Plan 101833376 and Lot 7 Block 110 Plan 10183337, with civic addresses 3, 9 and 11 Industrial Drive.

CARRIED

Councilor Lozej Returned: 9:57 a.m.

7.5– Letter dated March 31, 2015 from SUMA Re: Municipal Capacity Development Program (MCDP).

83/2015 PAINCHAUD

That Council agree to provide .89¢ per capita as per the SUMA letter Re: Municipal Capacity Development Program (MCDP)

DEFEATED

7.7– Letter dated March 26, 2015 from Greenland Waste Re: Proposed Pilot Project.

84/2015 LOZEJ

That Council direct administration to accept the proposal from Greenland Waste for a trial period

RECINDED

85/2015 TARASIUK:

That Council direct to refer to administration to bring back a report to Council at the May 2015 Council meeting.

CARRIED

8. CONSENT AGENDA:

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

RECOMMENDATION: Receive and file.

8.3 Function Attendance Report dated February 1, 2015 from Councilor Tarasiuk Re: SUMA Convention.

RECOMMENDATION: Receive and file.

8.4 Function Attendance Report dated November 19, 2014 from Councilor Tarasiuk Re: MLDP – Public Relations and Communication.



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That Consent Agenda item 8.12 be received and filed.

CARRIED

9. REPORTS OF ADMINISTRATOR & COMMITTEES:

9.1 – Financial summary and list of accounts payable from Financial Officer to the end of March 2015. Bank Reconciliation for March was not yet available in time for this meeting.

88/2015 TARASIUK: That Council approves the financial statements to the end of March 2015 and accounts paid as presented and that the Accounts Payable as listed be paid.

CARRIED

9.2 - Report #26/2015 from the Fire Chief dated March 30, 2015 Re: Fire Fighter Training.

89/2015 PAINCHAUD: That Council approve Trans-Care Rescue Ltd. to come and provide Fire Fighter Basic Training for 12 students at a cost of \$3,251.12.

CARRIED

9.3 – Report #27/2015 from Assistant Administrator dated March 30, 2015 Re: SGI 2014 Fire Invoices.

90/2015 TARASIUK: That Council approve that \$4,788.24 of 2014 SGI MVA Claims to be placed in a reserve account.

CARRIED

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

91/2015 PAINCHAUD:

1. That Bylaw 16 of 2010 be rescinded
2. That Bylaw 06 of 2015 be placed on the table under order of business "Introduction and Consideration of Bylaws" and that Bylaw 06 of 2015 receives three readings.
3. That Council direct administration to research the costs and equipment needed to secure the entrances to the lagoons and bring forward for the 2016 budget.

CARRIED

9.5 - Function attendance request from Administrator and Assistant Administrator to attend the 2015 UMAAS Convention in Saskatoon from June 2 – 5, 2015.

92/2015 LOZEJ:

That Council approve the attendance request for the Administrator and Assistant Administrator to attend the 2015 UMAAS Convention in Saskatoon from June 2 – 5, 2015 and approve costs associated with registration and travel.

CARRIED

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9.6– Report #28/2015 from Administrator Re: Rezoning request – Clearsands Marina.

93/2015 TARASIUK: That Council directs administration to forward the request from Clearsands Marina for a rezoning from Conservation (Con) to Commercial (C1) of the existing marina and expansion to the North Central Lakelands Commission. **CARRIED**

9.7 – Report #29/2015 from Administrator Re: Disposition Report – NCLDPC dated April 2, 2015.

94/2015 LOZEJ: Receive and file.

CARRIED

9.8 – Report #30/2015 from Administrator Re: Bylaw 8 of 2015 – Assessment Notices.

95/2015 PAINCHAUD:

1. That Bylaw 08 of 2015 is placed on the table under Order of Business “Introduction and Consideration of Bylaws” and that Bylaw 08 of 2015 be given three readings.

2. That administration is directed to advertise in the Gazette and the PA Herald regarding the Bylaw. **CARRIED**

9.9 – Report from Administrator Re: Tent Caterpillar Spraying Report.

96/2015 TARASIUK: That Council direct administration to contact BioForest to arrange for aerial spraying for Tent Caterpillars. **CARRIED**

9.10 – Report #32/2015 from Maintenance Manager Re: SaskPower new power upgrade for shop.

97/2015 SIMONEAU: That Council directs administration to contact SaskPower and arrange for the upgrade as per the quote from SaskPower dated March 4, 2015 for \$12,910.70 to facilitate increased electrical service to the maintenance buildings. **CARRIED**

9.11 – Bank Reconciliation for March 2015.

98/2015 TARASIUK: That Council approves the bank reconciliation for March 2015.

CARRIED

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Mayor and Administrator.

CARRIED

8. Unfinished Business Bylaws:

13.1– Bylaw 07-2015 - a Bylaw to Amend Bylaw 11-2014.

107/2015 LOZEJ:

That Bylaw No. 07 of 2015 - a Bylaw to Amend Bylaw 11-2014 be now read a second time.

CARRIED

108/2015 TARASIUK:

That leave be granted to read Bylaw No. 07 of 2015 - a Bylaw to Amend Bylaw 11-2014 a third time.

CARRIED

109/2015 TARASIUK:

That Bylaw No. 07 of 2015 - a Bylaw to Amend Bylaw 11-2014 be read a third time and passed; and that Bylaw No. 07 of 2015 - a Bylaw to Amend Bylaw 11-2014, be now adopted, sealed and signed by the Mayor and Administrator.

CARRIED

9. Unfinished Business:

14.1 – Tabled Report #96/2014 from Assistant Administrator Re: Kelcore Contracting Permit dated November 10, 2014.

110/2015 SIMONEAU:

That Council gives permission as indicated on the Ministry of the Environment Application to Dispose of Liquid Domestic Waste Sewage to Kelcore Contracting Ltd. to haul liquid waste from within the Resort Village of Candle Lake to the Resort Village of Candle Lake lagoons subject to the following conditions:

i) That Kelcore Contracting acquires a permit from Ministry of the Environment to allow for commercial hauling of liquid waste including any conditions that apply to commercial haulers.

ii) That Kelcore Contracting maintain and store equipment and vehicles away from any residential area. Storage to mean parking of any equipment and vehicles for longer than three hours at any one time.

iii) Any breach of conditions, either from the Ministry of Environment or from the Resort Village of Candle Lake, will cause the permit to be immediately revoked without further notification.

2. That the Administrator, or Acting Administrator in the Administrator's absence, is authorized to sign the Application to Dispose of Liquid Domestic Waste Sewage with these conditions outlined in the document.

3. That once the approval from the Ministry of the Environment is received, that the Administrator, or Acting Administrator in the Administrator's absence, is authorized to sign the Resort Village of Candle Lake Sewage Transportation Permit.

CARRIED

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10. **INQUIRIES:** None

11. **COUNCILORS FORUM:** None

12. **INTRODUCTION AND CONSIDERATION OF BYLAWS:**

12.1 - Bylaw 06 of 2015 - a Bylaw to authorize access to and use of Sewage Lagoons.

99/2015 LOZEJ:

That Bylaw No. 06 of 2015 – A Bylaw to authorize access to and use of Sewage Lagoons be read a first time. **CARRIED**

100/2015 TARASIUK:

That Bylaw No. 06 of 2015 – A Bylaw to authorize access to and use of Sewage Lagoons be now read a second time. **CARRIED**

101/2015 PAINCHAUD:

That leave be granted to read Bylaw No. 06 of 2015 – A Bylaw to authorize access to and use of Sewage Lagoons a third time. **CARRIED**

102/2015 PAINCHAUD

That Bylaw No. 06 of 2015 – A Bylaw to authorize access to and use of Sewage Lagoons be read a third time and passed; and that Bylaw No. 06 of 2015– A Bylaw to authorize access to and use of Sewage Lagoons, be now adopted, sealed and signed by the Mayor and Administrator. **CARRIED**

12.2 - Bylaw 08 of 2015 - a Bylaw to Dispense with Assessment Notices.

103/2015 TARASIUK:

That Bylaw No. 08 of 2015 - a Bylaw to Dispense with Assessment Notices be read a first time. **CARRIED**

104/2015 LOZEJ:

That Bylaw No. 08 of 2015 - a Bylaw to Dispense with Assessment Notices be now read a second time. **CARRIED**

105/2015 SIMONEAU:

That leave be granted to read Bylaw No. 08 of 2015 - a Bylaw to Dispense with Assessment Notices a third time. **CARRIED**

106/2015 LOZEJ:

That Bylaw No. 08 of 2015 - a Bylaw to Dispense with Assessment Notices be read a third time and passed; and that Bylaw No. 08 of 2015 - a Bylaw to Dispense with Assessment Notices, be now adopted, sealed and signed by the

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13. **UNFINISHED BUSINESS BYLAW:** None

14. **GIVING NOTICE:** None

15. **MOTIONS:**

111/2015 LOZEJ:

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

CARRIED

Council Adjourns to Closed Session at 12:00 p.m.

Council Reconvenes to Open Session at 2:40 p.m.

112/2015 LOZEJ:

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

DIRECTION:

1. Approve the application of Steve May to join the Candle Lake Volunteer Fire Department.

CARRIED

16. **ADJOURNMENT**

113/2015 SIMONEAU:

That the meeting adjourns at 2:41 p.m.

CARRIED



Mayor



Administrator

Resort Village of Candle Lake
Statement of Financial Activities - Summary
For the Period Ending April-30-15

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	5,019.19	11,045.66	2,325,314.89	(2,314,269.23)	0
Fees and Charges	7,880.70	25,960.51	344,000.00	(318,039.49)	8
Grants		21,726.00	223,900.00	(202,174.00)	10
Grants in Lieu of Taxes			14,300.00	(14,300.00)	
Capital Asset Proceeds			105,000.00	(105,000.00)	
Investment Income and Commissions	2,146.48	6,868.50	23,700.00	(16,831.50)	29
Total Revenues:	15,046.37	65,600.67	3,036,214.89	(2,970,614.22)	2
Expenditures					
General Government Services	53,782.28	259,692.91	775,820.00	516,127.09	33
Protective Services	46,139.69	65,991.30	202,300.00	136,308.70	33
Transportation Services	138,212.48	340,745.98	2,739,720.13	2,398,974.15	12
Public Health and Welfare Services	344.88	1,985.63	8,500.00	6,514.37	23
Planning and Development Services	2,625.00	7,250.00	49,800.00	42,550.00	15
Recreation and Cultural Services	2,924.79	14,674.32	86,250.00	71,575.68	17
Total Expenditures:	244,029.12	690,340.14	3,862,390.13	3,172,049.99	18
Change in Net Financial Assets	(228,982.75)	(624,739.47)	(826,175.24)	201,435.77	76
Operating Surplus/Deficit (Chg in Net Asst)	(228,982.75)	(624,739.47)	(826,175.24)	201,435.77	76
Decrease in Amounts to be Recovered					
Long Term Debt Repaid	(19,930.00)	(39,860.00)	(239,000.00)	199,140.00	17
Transfers					
Transfers In			2,025,000.00	(2,025,000.00)	
Transfers Out			(1,023,500.00)	1,023,500.00	
Change in General Surplus	(248,912.75)	(664,599.47)	(63,675.24)	(600,924.23)	1,044
Account Balances					
Cash					
Office Petty Cash			500.00		
Office Float			200.00		
Landfill Float			70.00		
General Bank Acct.	(234,758.46)	(642,836.27)	384,156.75		
Tax Bank Account	6.97	33.73	486.32		
Cash- Investors Savings Account	1,756.65	2,005,210.03	2,587,142.46		
Cash - Parks & Rec Operating Acct			6,814.35		
Parks & Rec Bingo Account			2,153.53		
Health Committee-Gen.Account			2,414.23		
Health Committee-Building Fund			4,544.79		
First Responders Bank Account			230.22		
Parks & Rec-Playground Acct			1,241.33		
Total Cash:	(232,994.84)	1,362,407.49	2,989,953.98		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Current	(23,518.02)	(104,653.26)	118,697.06		
Municipal - Tax Receivable - Arrears	6,011.93	26,780.80	152,616.89		
Municipal Receivable-WCB Cert	206.59	804.73	11,633.35		
Total Municipal Taxes Receivable:	(17,299.50)	(77,067.73)	282,947.30		
Other Receivables					

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Report Date
5/01/15 11:27 AM

Resort Village of Candle Lake
List of Accounts for Approval
As of 5/01/15
Batch: 2015-00014 to 2015-00015

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

Computer Cheques:

7827	4/02/15	S.A.F.C.	Membership-Doug Ritchie	141.75
7828	4/02/15	SPRA	Ed Horn-Spring Education	183.75
7829	4/02/15	Sask Rivers School Div. #119	March 2015 Educ Prop Tax	9,592.76
7830	4/02/15	P&D Petroleum Ltd	Maint Equipment	7,273.63
7831	4/02/15	VOID - Wrong Company		0.00
7832	4/07/15	TRK Attachments	Rake Grappler	14,673.75
7833	4/07/15	Industrial Machine Inc	4 Ton Asphalt Hotbox/Recl	67,604.25
7834	4/15/15	Minister of Finance	3 lots & Cert of Approval	675.00
7835	4/16/15	Barber, Chris	Pick up 1 Ton Truck at PA	341.25
7836	4/16/15	Brandt Tractor Ltd.	Repairs on JD Grader	2,578.16
7837	4/16/15	Budget Blinds	Blinds	1,816.98
7838	4/16/15	Candle Lake Fine Foods	1224436/4699/4700/5390	378.00
7839	4/16/15	Candle Lake All Season Service	Maint Supplies	1,175.38
7840	4/16/15	Candle Lake Home Building Cntr	Lattice for playground	896.31
7841	4/16/15	Christopherson Industrial Supp	Maint-Equipment	533.36
7842	4/16/15	Corneil, Joan	Workshop-Caribou Habitat	310.49
7843	4/16/15	C.U.P.E.	C.U.P.E. Dues Paid	178.50
7844	4/16/15	Earthworks Equipment Corp.	Auger, Tooth Purchase	5,264.03
7845	4/16/15	Element Financial Corporation	Tosh Photocopier Contact	669.41
7846	4/16/15	Enchanted Harbor Marina & RV	Ref-Enchant Har/Real Grav	50.00
7847	4/16/15	EPS Management Services Inc.	Bylaw Enforcement Service	1,713.45
7848	4/16/15	Globalstar Canada Satellite Co	EMO TELEPHONE/PAGER	68.10
7849	4/16/15	Greenland Waste Disposal Ltd.	Recycle Bin Costs	442.50
7850	4/16/15	Jackow, Dezilda	Contract CAretaking	288.00
7851	4/16/15	Jay's Group of Companies	R16714946	78.44
7852	4/16/15	Matkowski, Patricia	Contract Caretaking	1,125.00
7853	4/16/15	Meridian Surveys Ltd	Lakeview/Eileen Way Surve	4,200.00
7854	4/16/15	Minister of Finance	Fire Dept Mobiles/base	1,320.00
7855	4/16/15	Municipal Employees Pension	Pension	5,925.70
7856	4/16/15	Murrays Appliance Service	checked ovens for leaks	265.10
7857	4/16/15	North Central Transportation	Membership	600.00
7858	4/16/15	Prince Albert Co-op Assn Ltd	Small Tools	291.39
7859	4/16/15	Princess Auto Ltd	Bin Storage	325.22
7860	4/16/15	Prince Albert Diesel Injection	Repairs to F450	1,129.98
7861	4/16/15	Rocky Mountain Phoenix	Jaws of Life	19,822.00
7862	4/16/15	SaskEnergy	Fire Hall Energy	2,608.90
7863	4/16/15	SaskPower	Kiosk Power	7,208.64
7864	4/16/15	Sawchuk Lavoie Stonechild	150050.03	4,420.60
7865	4/16/15	SnoDrifters	Jan/Feb/Mar Power	270.93
7866	4/16/15	Specialty Building Inspections	Bldg Inspect-Mar/15	2,756.25
7867	4/16/15	SUMA	Custom Signs	520.26
7868	4/16/15	SUMA	Office Supplies	331.08
7869	4/16/15	SUMA-Grp. Benefits	Group Insurance	2,546.98
7870	4/16/15	TAXervice Inc.	ROLL 2324	78.75
7871	4/16/15	Trans-Care Rescue Ltd.	Fire Dept Clothing	242.56
7872	4/16/15	Triod Supply (2011) Ltd.	Maint - Parts	151.20

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Report Date
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Resort Village of Candle Lake
List of Accounts for Approval
As of 5/01/15
Batch: 2015-00014 to 2015-00015

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Payment #	Date	Vendor Name	Reference	Payment Amount
7873	4/16/15	Tru North Yamaha, RV & Marine	Purch Viking Snowmobile	11,000.00
7874	4/16/15	Truck Outfitters Prince Albert	Repairs tp F450	943.70
7875	4/16/15	UMAAS	UMAAS 2015 CONV REG	315.00
7876	4/16/15	Wilmac Septic Ltd	12955,12984,13026,13069	240.00
7877	4/20/15	SaskTel	Fire Alarm	1,840.78
7878	4/30/15	Acklands Grainger Inc	Maint Small Tools	81.65
7879	4/30/15	Candle Junction Restaurant	Fire - Diesel	112.55
7880	4/30/15	Candle Lake Home Building Cntr	Maint for small tools	89.38
7881	4/30/15	Christopherson Industrial Supp	Maint Small Tools	575.68
7882	4/30/15	DMB Carpentry and Construction	Install Lge Door in Shop	420.00
7883	4/30/15	Graham, Jack	Safety Footwear	275.00
7884	4/30/15	Harker, Wes	Fire Chief Conf-Meals, Tr	613.90
7885	4/30/15	Horn, Ed	Winter Trails	327.95
7886	4/30/15	Jay's Group of Companies	Signage for Candle Lake	83.93
7887	4/30/15	MacJac's Restaurant & Grill	Council Mtgs Meals	89.88
7888	4/30/15	MNP	Audit for 2014	6,511.62
7889	4/30/15	Munisoft	Webinar:GL Custom Reports	220.00
7890	4/30/15	Physio-Control Canada Sales Lt	Purch Lucas Mach	16,656.76
7891	4/30/15	Pitney Bowes	Stamps for Postal Machine	1,095.89
7892	4/30/15	Prince Albert Daily Herald	Notice of Assessment Ad	280.48
7893	4/30/15	Queen's Printer Revolving Fund	Gazette Subscription	136.50
7894	4/30/15	Quinn, John G.	Spec Mtg-SAKAW/Drain etc	425.00
7895	4/30/15	Quinn, John G.	Travel	132.00
7896	4/30/15	Ritchie, Doug	Meals-Frie Chief Conf	54.00
7897	4/30/15	Scott, Heather	Admin Prof Dev/travel/mea	329.90
7898	4/30/15	SGI - Auto Fund Division	2008 Ford Ranger 4WD Supercab	1,345.00
7899	4/30/15	Spectrum Sound Systems	Mic Replacement for Rec Hall	110.00
7900	4/30/15	SUMA	Various Signs	4,196.46
7901	4/30/15	Tarasiuk, Louise	Spec Mtg-Drain/Parks/Equi	300.00
7902	4/30/15	TAXervice Inc.	Roll 1152000/3000	63.32
7903	4/30/15	Toshiba Business Solutions	Photocopier	203.70
7904	4/30/15	Traction Heavy Duty Parts	Maint - Small Tools	33.31

Total for GEN: 222,171.13

Certified Correct This 30st Day of April, 2015


Mayor


Administrator