Resort Village of Candle Lake Special Council Meeting

March 14, 2014

A Special Meeting of Council for the Resort Village of Candle Lake was held on March 14, 2014, in the Council Chambers at Candle Lake, Saskatchewan.

ATTENDANCE:

The following were in attendance:

Quinn, John

Mayor

Lozej, Michelle

Councilor

Painchaud, Carey Tarasiuk, Louise Councilor Councilor

Joan Corneil

Administrator

ABSENT:

Simoneau, Maurice -

Councilor

- 1. CALL TO ORDER: Mayor John Quinn called the meeting to order at 9.16 am.
- 2. SUBMISSION OF PECUNIARY INTEREST: None
- 3. 41/2014:

LOZEJ

That agenda for this meeting is approved.

CARRIED

42/2014

TARASIUK

That this Council convenes into a Strategic Planning session behind closed doors to discuss items that are related to Land, Legal or Labour.

CARRIED

Time 9:18 a.m.

Reconvene to open meeting 3.25 pm

- 4. Business arising from closed session
 - 4.1 Direction: That administration is directed to have the correct wording regarding 23.02 and 23.04 in the Draft CUPE Agreement and bring forward at the next meeting of Council for formal approval and signing

43/2014 LOZEJ

That Council approves the direction given to administration regarding items of land, legal and labour . CARRIED

5. ADJOURNMENT

20/2014

TARASIUK:

That the meeting adjourns at 3:27 pm

CARRIED.

Mayo

Administrator

Resort Village of Candle Lake Council Meeting

March 14, 2014, 2013

A Council Meeting of Council for the Resort Village of Candle Lake was held on March 14, 2014, in the Council Chambers at Candle Lake, Saskatchewan.

ATTENDANCE: The following were in attendance:

Quinn, John - Mayor
Tarasiuk, Louise - Councilor
Lozej, Michelle - Councilor
Painchaud, Carey - Councilor
Joan Corneil - Administrator

Absent:

1

Simoneau, Maurice

- Councilor

- 1. CALL TO ORDER: Mayor John Quinn called the meeting to order at 1:00 P.M.
- 2. SUBMISSION OF PECUNIARY INTEREST:
- 3. ADOPTION OF MINUTES:

45/2014 LOZEJ:

That the Minutes of the Special Council meeting held February 14, 2014 as amended, and the minutes of the Regular Council held February 14, 2014 be taken as read and adopted.

Error in minutes to be corrected: Add Councilor Tarasiuk to the attendance CARRIED

4. APPROVAL OF AGENDA:

46/2014: TARASIUK:

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

CARRIED

Addition to agenda: 7.6 Letter from Lana Rossmo

5. Public Hearings and Appeals:

Discretionary Use applications

- 5.1 Discretionary Use application from John Ronald Cherkewich
 - Report from Administrator dated March 08, 2014

47/2014 LOZEJ:

That Council approves the Discretionary use application from John Ronald Cherkewich to operate a legal services business at # 13 Elm Place with the condition that the business conforms to The Zoning Bylaw 02 of 2002 section 5.16.

Resort Village of Candle Lake Council Meeting

March 14, 2014, 2013

6. PRESENTATIONS, DELEGATIONS AND RELATED REPORTS:

7. COMMUNICATIONS/PETITIONS PACKAGE: Items 7.3 and 7.6 removed for discussion

7.3 Letter from Etta Sackney, Candle Lake Health Services Committee dated March 03, 2014 regarding Parks and Rec Newsletter

48/2014 LOZEJ:

Received and file.

CARRIED

7.6 Letter from Lana Rosmo regarding the MS Walk.

49/2014 PAINCHAUD:

Receive and file.

CARRIED

7.1 Letter from Dave Graham and Cindy Elchuk dated March 05, 2014 regarding dock placement.

RECOMMENDATION: Receive and File

7.2 Letter from SAMA dated February 21, 2014 regarding SAMA 2014 Annual Meeting and meeting resolution.

RECOMMENDATION:

- That Council appoint a member of Council as a voting delegate to attend the SAMA Annual Meeting to be held April 16, 2014 in Saskatoon and that administration is advised to register the appropriate delegates.
- 2. That Council approves the attendance of the administrator and other Councillors to attend the SAMA Annual Meeting to be held April 16, 2014 in Saskatoon
- 7.4 Invitation from NCTPC regarding annual meeting April 10, 2014.

RECOMMENDATION: Direct administration regarding attendance

7.5 2014 Labour Standards Workshop & WCB Worksafe Presentation held April 16, 2014 in Prince Albert.

RECOMMENDATION: That Council approves the attendance of administration and Council members that wish to attend and that costs be covered by the RVCL for attendance related expense. Attendees will be encouraged to carpool where possible.

Resort Village of Candle Lake Council Meeting

March 14, 2014, 2013

50/2014 TARASIUK:

That the Communications, Petitions Package items 7.1, 7.2 and 7.4 AND 7.5 be received and referred as indicated. **CARRIED**

8. Consent Agenda:

8.1 District Board of Revision Memorandum of Agreement
 Letter from RVCL dated September 17, 2013

RECOMMENDATION: Authorize the Mayor and Administrator to sign the Memorandum of Agreement for the District Board of Revision

8.2 Report from EPS Management Services for February 2014

RECOMMENDATION: Receive and File

51/2014 TARASIUK:

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

9. Reports of Administration & Committees:

9.1 Accounts Financial Statements.

52/2014 PAINCHAUD:

That the Financial report and the accounts be approved as presented.

CARRIED

10. INQUIRIES:

11. INTRODUCTION AND CONSIDERATION OF BYLAWS:

- 12. Unfinished Business Bylaws:
- 13. Giving Notice:
- 14. Motions:

15.ADJOURNMENT

53/2014 TARASIUK:

That the meeting adjourns at 1:26 PM

CARRIED

Administrator

3 | P a g e

Resort Village of Candle Lake Special Council Meeting

March 21, 2014

A Special Meeting of Council for the Resort Village of Candle Lake was held on March 21, 2014, in the Council Chambers at Candle Lake, Saskatchewan.

ATTENDANCE:

The following were in attendance:

Quinn, John

Mayor

Lozej, Michelle

Councilor

Painchaud, Carey

Councilor

Tarasiuk, Louise

Councilor

Joan Corneil

Administrator

ABSENT:

Simoneau, Maurice -

Councilor

- 1. CALL TO ORDER: Mayor John Quinn called the meeting to order at 10:00 am.
- 2. SUBMISSION OF PECUNIARY INTEREST: None
- <u>3.</u> 54/2014:

LOZEJ

That agenda for this meeting is approved.

CARRIED

55/2014

TARASIUK

That this Council convenes into a Strategic Planning session behind closed doors to discuss items that are related to Land, Legal or Labour. **CARRIED** Time 10:05 a.m.

Reconvene to open meeting 4:30 pm

4. Business arising from closed session

56/2014 LOZEJ

That Council approves the direction given to administration regarding items of land, legal and labour. **CARRIED**

5. ADJOURNMENT

57/2014

TARASIUK:

That the meeting adjourns at 4.35 pm

CARRIED.

RESORT VILLAGE OF CANDLE LAKE ACCOUNTS PAYABLE/PAID as of March 14, 2014

neane #1	Vendor Name	Amount	Description	Purchase Order		Payment
Chegue #						Released
6813	2Web Design Inc.	214.50	Annual Web Hosting Renewal			Feb. 19, 2014
	Bolt Supply House Ltd.		Shop Supplies			Feb. 19, 2014
	Candle Junction Restaurant		Fire Dept Fuel		 `	Feb. 19, 2014
6816	Cervus Equipment	17.96	Shop Supplies		Feb. 19, 2014	Feb. 19, 2014
	Cherkas, Kim	500.00	Feb/14 Mentorship - J. Corneil		Feb. 19, 2014 Feb. 19, 2014	Feb. 28, 2014 Feb. 19, 2014
	Christopherson Industrial		Shop Supplies		Feb. 19, 2014 Feb. 19, 2014	Feb. 19, 2014
	CIT Financial	1,280.40	Photocopier Lease		Feb. 19, 2014	Feb. 19, 2014
	Consort Display Group	131.18	Shipping Costs CiB Baskets - U.S. Convention Travel	T	Feb. 19, 2014	Feb. 19, 2014
	Corneil, Joan	652.48	Jan/14 Bylaw Enforcement		Feb. 19, 2014	Feb. 19, 2014
	EPS Management		Repair Office Internet		Feb. 19, 2014	Feb. 19, 2014
	GL Mobile Communications			960937	Feb. 19, 2014	Feb. 19, 2014
	GlenMor Inc	53,83		300331	Feb. 19, 2014	Feb. 19, 2014
	Greenland Waste Disposal Ltd.		Jan/14 Recycling Hydraulic Hose Assembly	060031	Feb. 19, 2014	Feb. 19, 2014
	HyPower Systems			700751	Feb. 19, 2014	Feb. 28, 2014
6827	Jackow, Dezilda		Feb/14 Janitorial	060036	Feb. 19, 2014	Feb. 19, 2014
6828	Lakeland Ford	130,63		700730	Feb. 19, 2014	Mar. 14, 2014
6829	Lavoie, Colleen		Dev. Appeals Bd. Workshop		Feb. 19, 2014	Mar. 14, 2014
6830	Lokinger, Dennis		Dev. Appeals Bd. Workshop		Feb. 19, 2014 Feb. 19, 2014	Feb. 28, 2014
6831	Matkowski, Patricia		Feb/14 Janitorial			Feb. 19, 2014
6832	Meyers Norris Penny		Interim Audit Invoice		Feb. 19, 2014	Feb. 19, 2014 Feb. 19, 2014
6833	Outback Renewal		Sand Application		Feb. 19, 2014	Feb. 19, 2014 Feb. 19, 2014
6834	Pitney Bowes		Postage Meter	0.0000	Feb. 19, 2014	
6835	Prince Albert Co-op Assn.		Fuel/Suplies		Feb. 19, 2014	Feb. 19, 2014
6836	Ramada Plaza Regina		SUMA Convention - Hotel	2014-01	Feb. 19, 2014	Feb. 19, 2014
6837	Ritchie, Doug		Dev. Appeals Bd. Workshop		Feb. 19, 2014	Mar. 14, 2014
6838	Sask Emergency Planners		L. Tarasiuk Registration		Feb. 19, 2014	Feb. 19, 2014
6839	Sask Energy		Feb/14 Statement		Feb. 19, 2014	Feb. 19, 2014
6840	SaskPower		Feb/14 Statement		Feb. 19, 2014	Feb. 19, 2014
6841	SaskTel		Feb/14 Statement		Feb. 19, 2014	Feb. 19, 2014
6842	Scott, Heather	24.18	Jan/Feb Office Travel		Feb. 19, 2014	Feb. 19, 2014
6843	Stalwick, Allan	200.88	Dev. Appeals Bd. Workshop		Feb. 19, 2014	Feb. 19, 2014
6844	SUMA	467.22	Office Supplies	2014-04/2014-0		Feb. 19, 2014
6845	Trans-Care Rescue Ltd.	320.01	First Responder - ALS Bag		Feb. 19, 2014	Feb. 19, 2014
6846	VOID				Feb. 25, 2014	Feb. 25, 2014
6847	C.U.P.E.	177.04	Feb/14 Union Dues		Feb. 25, 2014	Feb. 25, 2014
6848	MacDonald, Andrew	126.47	2014 Safety Wear		Feb. 25, 2014	Mar. 14, 2014
6849	~ 	3,992.84	Feb/14 Pension Remittances		Feb. 25, 2014	Feb. 25, 2014
6850	Pitney Works		Postage Meter		Feb. 25, 2014	Feb. 25, 2014
6851	Receiver General for Canada	7.037.66	Feb/14 Remittances		Feb. 25, 2014	Feb. 25, 2014
6852	Simoneau, Maurice		Feb/14 Council Indemnity		Feb. 25, 2014	Mar. 14, 2014
6853	SUMA - Group Benefits		Feb/14 Remittances		Feb. 25, 2014	Feb. 25, 2014
6854	Wilcox Zuk Chovin		Legal		Feb. 25, 2014	Feb. 25, 2014
6855			Office Maintenance		Feb. 28, 2014	Mar. 14, 2014
6856		198.70			Feb. 28, 2014	Mar. 14, 2014
6857			SAKAW Mtg.		Feb. 28, 2014	Mar. 14, 2014
1			Fire Vehicle Parts		Feb. 28, 2014	Mar. 14, 2014
6858 6859			Office Internet Repairs		Feb. 28, 2014	Mar. 14, 2014
			Fire Radio Communications		Feb. 28, 2014	Mar. 14, 2014
6860			Moose Jaw F/R Conv.		Feb. 28, 2014	Mar. 14, 2014
6861			Moose Jaw F/R Conv.		Feb. 28, 2014	Mar. 14, 2014
6862			Interim Audit Invoice #2		Feb. 28, 2014	Mar. 04, 2014
6863			B Feb/14 Council Indemnity		Feb. 28, 2014	Mar. 14, 2014
6864			8 Feb/14 Council indentatives 8 Feb/14 Sch. Tax Remittances		Feb. 28, 2014	Mar. 04, 2014
6865			Feb/14 Statement	_	Feb. 28, 2014	Mar. 04, 2014
6866			Feb/14 Office Mileage		Feb. 28, 2014	Mar. 14, 2014
6867					1, 40, 20, 2017	
1 0007	Inner n			·		
	EFT Payroll Payment	21,301.0	4 Feb/14 Payroll		 	

Report Date 3/04/14 11:54 AM

Resort Village of Candle Lake Statement of Financial Activities - Condensed For the Period Ending February-28-14

Page 1

1	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
Abatements and Adjustments		********	(500.00)	500.00	
Discount on Current Year Taxes	(1,371.93)	(10,443.99)	(352,580.00)	342,136.01	3
Net Municipal Taxes	(1,371.93)	(10,443.99)	(353,080.00)	342,636.01	3
Penalties on Tax Arrears	6,354.31	13,081.79	53,270.00	(40,188.21)	25
Total Taxation:	4,982.38	2,637.80	(299,810.00)	302,447.80	101
Fees and Charges					
Custom Work	45.00	690.00	13,200.00	(12,510.00)	5
Sale of Supplies and Gravel			1,740.00	(1,740.00)	
Rentals			6,600.00	(6,600.00)	
Policing and Fire Fees		•	300.00	(300.00)	
Recreation Fees	1,187.00	1,277.00	1,500.00	(223.00)	85
Cemetery Fees			800.00	(800.00)	
Licenses and Permits	1,640.00	3,935.00	209,700.00	(205,765.00)	2
General Office Services	60.00	290.00	8,120.00	(7,830.00)	4
Landfill/Waste Collection Fees	1,382.00	1,952.60	36,910.00	(34,957.40)	5
Total Fees and Charges:	4,314.00	8,144.60	278,870.00	(270,725.40)	3
rtenance and Development Charges					
Development Charges			30,420.00	(30,420.00)	
Total Maintenance and Development Charge	0.00	0.00	30,420.00	(30,420.00)	0
Unconditional Transfers					
Unconditional Transfers			239,180.00	(239,180.00)	
Total Unconditional Transfers:	0.00	0.00	239,180.00	(239,180.00)	0
Grants in Lieu of Taxes				(4 500 00)	
Provincial			4,500.00	(4,500.00)	
Total Grants in Lieu of Taxes:	0.00	0.00	4,500.00	(4,500.00)	0
Investment Income and Commissions					
Investment and Income Revenue	1,970.39	4,274.37	15,000.00	(10,725.63)	29
Total Investment Income and Commissions:	1,970.39	4,274.37	15,000.00	(10,725.63)	29
Total REVENUES:	11,266.77	15,056.77	268,160.00	(253,103.23)	6
Investment Income and Commissions Investment and Income Revenue Total Investment Income and Commissions: Total REVENUES: Transfers To Revenue Trans.from Equipment Reserve Trans.fromRoads/Streets Reserve	1,970.39 1,970.39	4,274.37 4,274.37	15,000.00 15,000.00		(10,725.63) (10,725.63)
Trans. from Health Centre Reserve		36,000.00	2 400 00	36,000.00 (2,190.00)	
s & Rec Committee Revenue			2,190.00		
Total Transfers To Revenue:	0.00	36,000.00	(547,810.00)	583,810.00	107

Report Date 3/04/14 11:54 AM

Resort Village of Candle Lake Statement of Financial Activities - Condensed For the Period Ending February-28-14

Page 2

Ĺ	Current	Year To Date	Budget	Variance	%
General Government Services		1001 10 5010			
Wages	18,067.30	39,008.05	270,570.00	231,561.95	14
Benefits	2,028.15	4,160.52	33,900.00	29,739.48	12
Professional/Contract Services	33,288.98	49,157.12	107,040.00	57,882.88	46
Utilities	2,242.00	4,416.80	, , , , , , , , , , , , , , , , , , , ,	(4,416.80)	
Maintenance, Material and Supplies	507.98	2,132.75		(2,132.75)	
Interest	301103	1,651.79		(1,651.79)	
Total General Government Services:	56,134.41	100,527.03	411,510.00	310,982.97	24
¹³ rotective Services					
Police Protection					
Contractual Services	2,571.08	2,648.60		(2,648.60)	
Total Police Protection:	2,571.08	2,648.60	0.00	(2,648.60)	0
Fire Protection	•	•			
Wages	516.67	1,033.34		(1,033.34)	
Professional/Contractual Services	1,912.43	7,432.08		(7,432.08)	
Utilities	1,480.94	2,622.19		(2,622.19)	
Maintenance, Materials and Supplies	419.04	857.02		(857.02)	
Total Fire Protection:	4,329.08	11,944.63	0.00	(11,944.63)	0
Total Protective Services:	6,900.16	14,593.23	0.00	(14,593.23)	0
້ າsportation Services					
Maintenance				(0.4.0.4.0.05)	
Wages	13,514.46	24,916.05		(24,916.05)	
Benefits	1,677.22	3,241.03		(3,241.03)	
Professional/Contractual Services	3,968.21	3,968.21		(3,968.21)	
Utilities	5,386.39	10,499.91		(10,499.91)	
Maintenance, Materials & Supplies	5,789.62	8,723.11	0.00	(8,723.11)	
Total Maintenance:	30,335.90	51,348.31	0,00	(51,348.31)	
Total Transportation Services:	30,335.90	51,348.31	0.00	(51,348.31)	0
Public Health and Welfare Services					
Utilities	268.74	537.48		(537.48)	
Total Public Health and Welfare Services:	268.74	537.48	0.00	(537.48)	0
Planning and Development Services					
Wages and Benefits		2,644.91		(2,644.91)	
Professional/Contractual Services	875.00	875.00		(875.00)	
Utilities	33.95	66.83		(66.83)	
Maintenance, Materials and Supplies	768.45	768.45		(768.45)	
Total Planning and Development Services:	1,677.40	4,355.19	0.00	(4,355.19)	0
Recreation and Cultural Services					
Professional/Contractual Services		4,375.80		(4,375.80)	
Utilities - Heat	1,061.77	2,092.06		(2,092.06)	
Utilities - Power	314,44	564.47		(564.47)	
Utilities - Telephone	46.28	92.56		(92.56)	
Utilities - Other	•	217.50		(217.50)	
Grants and Contributions		66.08		(66.08)	
Other	84.40	108.22		(108.22)	

Report Date 3/04/14 11:54 AM

Resort Village of Candle Lake Statement of Financial Activities - Condensed For the Period Ending February-28-14

Page 3

	Current	Year To Date	Budget	Variance	%
Total Recreation and Cultural Services:	1,506.89	7,516.69	0.00	(7,516.69)	0
Total EXPENDITURES:	96,823.50	178,877.93	411,510.00	232,632.07	43
CHANGE IN NET FINANCIAL ASSETS REVENUES EXPENDITURES	11,266.77 96,823.50	51,056.77 178,877.93	(279,650.00) 411,510.00	330,706.77 232,632.07	118 43
CHANGE IN NET FINANCIAL ASSETS	(85,556.73)	(127,821.16)	(691,160.00)	563,338.84	18
Operating Surplus/Deficit (Chg in Net Asst)	(85,556.73)	(127,821.16)	(691,160.00)	563,338.84	18
Decrease in Amounts to be Recovered Long Term Debt Repaid		(255,197.41)	,	(255,197.41)	
Total Decrease in Amounts to be Recovered:	0.00	(255,197.41)	0.00	(255,197.41)	0
Transfers Transfers In		36,000.00	(547,810.00)	583,810.00	107
Total Transfers:	0.00	36,000.00	(547,810.00)	583,810.00	107
nge in General Surplus	(85,556.73)	(347,018.57)	(1,238,970.00)	891,951.43	28

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Office Petty Cash			500.00
Office Float			200.00
Landfill Float		•	70.00
General Bank Acct.	(23,366.09)	(69,352.42)	215,450.62
Tax Bank Account	4.50	12.40	91.23
Cash- Investors Savings Account	1,813.31	(256,095,39)	2,365,591,31
Cash - Parks & Rec Operating Acct		•	6,814.35
Parks & Rec Bingo Account			2,153.53
Health Committe-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 and Investments:	(21,548.28)	(325,435.41)	2,599,301.61
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(18,790.06)	(60,776.78)	122,107.10
Municipal - Tax Receivable - Arrears	5,366.21	11,585.36	157,058.89
Municipal - Adjustment/Cancellation			4,435.87
Municipal Receivable-WCB Cert	51.62	51,62	2,868.23
Total Municipal Taxes Receivable:	(13,372.23)	(49,139.80)	286,470.09
other receivables			
Sask, Rivers Taxes Receivable	(5,591.15)	(24,025.57)	249,183.45

Report Date 3/04/14 11:54 AM

Resort Village of Candle Lake Statement of Financial Activities - Condensed For the Period Ending February-28-14

Page 4

(Current	Year To Date	Budget	Variance	%
Accounts Receivable		(2,384.40)	30.00		
Other Receivable #3		(1,21111)	(1,250.00)		
Tax Title Costs Receivable			150.00		
GST Receivable - 100% Rebate	(29,896.91)	(28,727,43)	3,057.12		
GST Receivable-Parks & Rec	, ,	, ,	697.20		
GST Receivable - Comm in Bloom			245.26		
GST Receivable-First Respond Comm			103.57		
GST Receivable - Health Committee			61.69		
Total other receivables:	(35,488.06)	(55,137.40)	252,278.29		
Other Receivables					
Accounts Receivable		(2,384.40)	30.00		
Other Receivable #3		, , , ,	(1,250,00)		
Tax Title Costs Receivable			150.00		
GST Receivable - 100% Rebate	(29,896.91)	(28,727.43)	3,057.12		
GST Receivable-Parks & Rec	, -	• •	697.20		
GST Receivable - Comm in Bloom			245,26		
GST Receivable-First Respond Comm			103.57		
GST Receivable - Health Committee			61.69		
Total Other Receivables:	(29,896.91)	(31,111.83)	3,094.84		

Certified correct and in accordance with the records

Presented to council on

Administrator Name

Administrator Title

Head of Council Name Head of Council Title