

AGENDA

RV of Coteau Beach

August 16, 2018

1. Call to Order
2. Approval of the July 18, 2018 regular meeting minutes.
3. Business Arising from Minutes.
4. Bank Reconciliation & Financial Statement for July, 2018.
5. List of Accounts to be paid
6. Old Business
 - A. Go through July 18 To Do List
7. New Business:
 - A. Canada Day Expenses
 - B. Resort Village Conference
 - C. 2018 Taxes
 - D. Updating Map at entrance
 - E. Driving on grass
8. *Next Council Meeting Date*
9. Adjourn

41 00

Minutes of the
Regular Meeting of the
Resort Village of Coteau Beach
July 18, 2018

Present:

Mayor – Jeff Sopczak

Council: Grant Richards, Kay Henley, Edie Thompson, Dave Walker

Administrator: Kelly Dodd

CALL TO ORDER: Mayor Jeff Sopczak called the meeting to order at 7:00 p.m. at Coteau Beach, SK.

27-18 MINUTES:

G. Richards— That the minutes of the May 26, 2018 regular meeting be adopted as read.

Seconded: D. Walker Carried

28-18 FINANCIAL STATEMENTS:

D. Walker – That the Bank Rec & Financial statements for the month of June 30, 2018 be approved as presented and forming part of these minutes

Seconded: E. Thompson Carried

29-18 BILLS:

K. Henley – That sheques 932-964 in the amount of \$102,808.73 and online payments in the amount of \$2,6674.46 for a combined total of \$105,476.19 be paid as presented as attached and forming part of these minutes.

Seconded: E. Thompson Carried

30-18 WEBSITE REVISED

D. Walker – That we rescind motion 22- 18 to purchase a website through Fire Fly Webs for approximately \$1000.00 plus taxes and updates and instead purchase a site through Uncommon Sense Business Solutions for approximately \$1500.00 plus hosting and applicable taxes.

Seconded: E. Thompson Carried

31-18 AED

D. Walker – That we purchase an AED for approximately \$2200.00 plus applicable taxes.

Seconded: G. Richards Carried

32-18 ¾ TON TRUCK:

D. Walker – That we purchase a ¾ ton truck for approximately \$15,000 with a new snow blade for approximately \$7,000 to be used for pulling the Water Shuttle and completing snow removal to a maximum of \$22,000 plus applicable taxes.

Seconded: G. Richards Carried

33-18 POLICY 2018 – 001 TREES -NORTH SIDE OF GOLF COURSE

D. Walker – That we establish a policy between the Resort Village of Coteau Beach and CDI regarding tree planting around the north perimeter of the Golf Course that requires mutual agreement of both parties regarding quantity, type, and location.

Seconded: G. Richards Carried

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34-18 YEAR ROUND DUMPSTERS

D. Walker – That we will not be pursuing year round dumpsters for garbage disposal until the Resort Village of Coteau Beach has more year round residents.

Seconded: K. Henley

Carried

35-18 CONCRETE FLOOR

G. Richards – That we have a partial concrete floor poured in the Quonset and Well Shed at a cost not exceeding \$2200.00 plus taxes.

Seconded: D. Walker

Carried

36-18 MASTER CARD

G. Richards – That we apply for a Master Card through the Prairie Centre Credit Union, and that Kay Henley, Dave Walker and Kelly Dodd - account administrator be issued cards with a limit of \$5000.00

Seconded: E. Thompson

Carried

NEXT MEETING:

The next meeting for the council of the Resort Village of Coteau Beach was set for Aug 16th, 2018 at 7:00 p.m. in Coteau Beach.

37b -18 ADJOURN:

Mayor Sopczak adjourned the meeting at 9:51 p.m.

(Seal)



MAYOR


ADMINISTRATOR

Resort Village of Coteau Beach
Bank Reconciliation - Operating Account
As of July 31, 2018

Credit Union

31-Jul-18

\$88,799.52

Adjustments:

Outstanding Deposits:

CH No	Name	Description	Amount
917	Meridian Inspections	Tilk Permit	\$262.50
925	Loraas Disposal	Garbage Fees	\$522.92
926	Darwin McDonald	Contract - Labor	\$112.50
927	Rosetown Publishing	Assessment Advertising	\$213.36
928	The Outlook	Summer Student Advertising	\$50.40
929	The Gazette	Assessment Advertising	\$30.00
930	Sask WCB	2018 Fees	\$514.77
931	Weeco Construction	Boat launch	\$3,052.50
961	Chastan Sim	June Payroll - Reprint	\$302.62
963	Chastan Sim	July 1 - 15 Payroll Advance	\$900.00
968	Ken Burns	Labor - Water Breaks	\$280.00

Outstanding cheques

\$

6,241.57

\$ 6,241.57

Bank Balance as of July 31, 2018

\$ 82,557.95

Balance per

31-Jul-18

\$ 82,557.95

Fast Track Savings

Bank Balance of July 31, 2018

\$ 244,143.16



Mayor

Jeff Sopczak



Administrator

Kelly Dodd

Certified Correct this 16th Day of August, 2018

RESORT VILLAGE OF COTEAU BEACH Comparative Income Statement

	Actual 01/01/2018 to 07/31/2018	Actual 01/01/2017 to 07/31/2017	Difference
REVENUE			
CONTRIBUTION			
Municipal Levy	0.00	140,482.12	-140,482.00
Municipal Abatement/Adjustment	0.00	0.00	0.00
Discount on Municipal Tax	-15.79	-1,278.58	1,262.79
NET MUNICIPAL TAX	-15.79	139,203.54	-139,219.33
Penalty on Municipal Arrears	0.00	125.35	-125.35
TOTAL TAXES	-15.79	139,328.89	-139,344.68
UNCONDITIONAL GRANTS			
Unconditional - Revenue Sharing	11,541.00	12,236.00	-695.00
TOTAL UNCONDITIONAL GRANTS	11,541.00	12,236.00	-695.00
GRANTS IN LIEU OF TAXES			
Grant-in-Lieu - Sask Tel	0.00	0.00	0.00
TOTAL GRANT-IN-LIEU	0.00	0.00	0.00
GENERAL GOV'T SERVICES			
GG - F&C - Photocopy/Fax	0.00	0.00	0.00
GG - F&C - Office Services	0.00	0.00	0.00
GG - F&C - Appeal Fees	0.00	0.00	0.00
GG - F&C - Tax Certificates	0.00	20.00	-20.00
GG - F&C - Tax Enforcement	0.00	0.00	0.00
3 - Sale of Other #1	100.00	0.00	100.00
- Permits	1,409.10	0.00	1,409.10
-3 - Rentals	0.00	0.00	0.00
GG - Contributions/Donations	0.00	0.00	0.00
GG - Interest Revenue	0.00	0.00	0.00
GG - Dividends Revenue	0.00	0.00	0.00
GG - Commission Revenue	0.00	0.00	0.00
GG - Plus 50 Contribution	0.00	0.00	0.00
TOTAL GENERAL GOV'T SERVICES	1,509.10	20.00	1,489.10
TRANSPORTATION SERVICES			
TS - Custom Work	0.00	0.00	0.00
TS - Custom Work - Dust Control	0.00	0.00	0.00
TS - Sale of Gravel	0.00	0.00	0.00
TS - Sale of Culverts	0.00	0.00	0.00
TS - Road Maintenance Fees	0.00	0.00	0.00
TS - Conditional - Federal - Other #1	0.00	0.00	0.00
TS - Conditional - Prov - Other #1	0.00	0.00	0.00
TS - Capital - Federal - Other #1	0.00	0.00	0.00
TS - Capital - Prov - Other #1	0.00	0.00	0.00
TOTAL TRANSPORTATION SERVICES	0.00	0.00	0.00
ENVIRONMENT & PUBLIC HEALTH			
EH - Waste & Disposal Fees	0.00	0.00	0.00
EH - Sale of Pest Control Products	0.00	0.00	0.00
- Sale of Weed Control Products	0.00	0.00	0.00
- ENVIRON & PUBLIC HEALTH	0.00	0.00	0.00
PLANNING & DEVELOPMENT			
PD - Fees - Development Permit	0.00	0.00	0.00
CDI Conditional Agreement	0.00	0.00	0.00
PD - Conditional - Prov - Gas Tax	1,192.00	1,192.00	0.00
TOTAL ENVIRON & PUBLIC HEALTH	1,192.00	1,192.00	0.00
RECREATION & CULTURE			
RC - Fees - HALL RENT	450.00	825.00	-375.00

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RESORT VILLAGE OF COTEAU BEACH

Comparative Income Statement

	Actual 01/01/2018 to 07/31/2018	Actual 01/01/2017 to 07/31/2017	Difference
RC - Fees - HALL DEPOSITS			
RC-Fees-Golf Course	0.00	0.00	0.00
2-Golf Course Proceeds	6,654.25	0.00	6,654.25
- Insurance Proceeds	0.00	7,201.00	-7,201.00
RC - Tennis Court Donations	0.00	0.00	0.00
TOTAL RECREATION & CULT...	7,104.25	8,026.00	-921.75
UTILITY SERVICES			
US - Water - Sales	0.00	0.00	0.00
US - Water - Pump House Sales	0.00	0.00	0.00
US - Water - Connection Fees	0.00	2,400.00	-2,400.00
US - Sewer - Charges	0.00	0.00	0.00
US - Capital - Prov - Other #1	0.00	0.00	0.00
US - Capital - Local - Other #1	-750.00	0.00	-750.00
TOTAL UTILITIES	-750.00	2,400.00	-3,150.00
TOTAL REVENUE	20,580.56	163,202.89	-142,622.33
EXPENSE			
GENERAL GOVT SERVICE			
GG - Reeve - Office Super/Travel	0.00	0.00	0.00
GG - Council - Meeting & Travel	121.15	200.22	-79.07
GG - Council - Committee & Travel	0.00	0.00	0.00
GG - Council - Convention	0.00	0.00	0.00
- Council - Honorarium	0.00	0.00	0.00
3 - Other Boards Indemnity/Tr..	0.00	0.00	0.00
GG - Administrative Salaries	-1,150.00	0.00	-1,150.00
GG-Contract Administrative	12,471.30	7,500.00	4,971.30
GG - Admin CPP, EI, Super	0.00	0.00	0.00
GG - Admin Dis. Ins, WCB, etc	514.77	303.94	210.83
GG - Admin Training & Travel	0.00	0.00	0.00
GG - Contracted - Assessment	2,904.00	2,912.00	-8.00
GG - Contracted - Legal/ISC Fees	100.00	0.00	100.00
GG - Contracted - Audit/Accounti	0.00	4,240.00	-4,240.00
GG - Contracted - Memberships	919.99	930.45	-10.46
GG - Contracted - Advertising	456.20	334.40	121.80
GG - Contracted - Insurance/Bond	0.00	0.00	0.00
GG - Utilities - Power	0.00	0.00	0.00
GG - Utilities - Heat	0.00	0.00	0.00
GG - Utilities - Telephone/Fax	0.00	0.00	0.00
GG - Utilities - Internet	0.00	0.00	0.00
GG - Maint - Stationery/Supplies	0.00	416.72	-416.72
GG - Maint - Postage/Software	358.38	1,190.81	-832.43
GG - Maint - Copier/Computer/O...	0.00	317.68	-317.68
GG - Interest & Bank Charges	-507.40	134.40	-641.80
GG - Other -Canada Day	0.00	1,346.39	-1,346.39
TOTAL GENERAL GOVT EXP ...	16,188.39	19,827.01	-3,638.62
PROTECTIVE SERVICE			
- Police - Contracted	0.00	0.00	0.00
- Fire - Contracted Service	0.00	0.00	0.00
- S - Fire - Maint /Repair	0.00	73.60	-73.60
PS - Fire - Grants - Operating	0.00	0.00	0.00
PS - Other - 911	60.00	50.00	10.00
TOTAL PROTECTIVE SERVICE	60.00	123.60	-63.60
TRANSPORTATION SERVICE			
TS - Council - Indemnity	0.00	0.00	0.00
TS - Council - Mileage	216.00	0.00	216.00
TS - Wages	16,675.99	0.00	16,675.99

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RESORT VILLAGE OF COTEAU BEACH

Comparative Income Statement

	Actual 01/01/2018 to 07/31/2018	Actual 01/01/2017 to 07/31/2017	Difference
TS - CPP Expense	597.20	0.00	597.20
- EI Expense	355.01	0.00	355.01
- MEPP Expense	0.00	0.00	0.00
- WCB & Dis. Ins /Health Exp...	0.00	0.00	0.00
TS - Travel/Training	49.50	0.00	49.50
TS - Contract - Ins /Licences	1,060.18	1,090.63	-30.45
TS - Contract - Survey/Engineer	0.00	0.00	0.00
TS - Contract - Maint - Snow Re...	910.00	630.00	280.00
TS - Contract - Maint - Dust Control	0.00	5,875.00	-5,875.00
TS - Contract - Maint - Surfacing	0.00	0.00	0.00
TS - Contract - Maint - Road Rep	0.00	665.92	-665.92
TS - Contract-Maint Culverts/Brid...	0.00	0.00	0.00
TS - Contract - Workers	0.00	12,187.50	-12,187.50
TS - Contract - Other #2	791.25	156.00	636.25
TS - Utility - Shop - Power	300.89	321.26	-20.37
TS - Utility - Shop - Heat	0.00	0.00	0.00
TS - Utility - Shop - Telephone	0.00	0.00	0.00
TS - Utility - Street Lights	1,754.48	1,576.35	178.13
TS - Maint - Fuel/Oil	0.00	0.00	0.00
TS - Maint - Fuel/Oil	1,388.09	547.86	840.23
TS - Maint - Blades	0.00	119.99	-119.99
TS - Maint - Machine Repairs	402.19	191.61	210.58
TS - Material - Culverts/Drainage	0.00	0.00	0.00
TS - Material - Surfacing/Dust Co...	0.00	0.00	0.00
TS - Material - Signs	0.00	0.00	0.00
- Material - Small Tool/Equip	0.00	182.43	-182.43
- Material - Shop Supplies	1,776.32	548.15	1,228.17
- Material - Other #1	0.00	0.00	0.00
TS - Gravel	0.00	315.00	-315.00
TS - Other - Fence/Grass Seed	0.00	0.00	0.00
TOTAL TRANSPORTATION	26,277.10	24,406.70	1,870.40
ENVIRONMENT & PUBLIC HE...	1895.70	2,191.73	-296.03
EH - Contracted - Waste Disposal	0.00	0.00	0.00
EH - Contracted - Pest Control	0.00	0.00	0.00
EH - Contracted - Weed Control	0.00	0.00	0.00
EH - Supplies - Pest Control	0.00	0.00	0.00
EH - Supplies - Weed Control	0.00	804.45	-804.45
EH - Supplies - Weed -Golf C.	0.00	616.63	-616.63
TOTAL ENVIRONMENT & PUB...	1895.70	3,612.81	-3,612.81
PLANNING & DEVELOPMENT ...	0.00	0.00	0.00
P&D - Contracted - Special Lease	0.00	0.00	0.00
TOTAL PLANNING & DEVELO...	0.00	0.00	0.00
RECREATION, CULTURAL EX...	0.00	0.00	0.00
R&C - Wages and Benefits	0.00	0.00	0.00
R&C-Contract Workers-Golf Cou.	0.00	7,962.50	-7,962.50
R&C-Maint./Supplies-Golf Course	263.43	1,335.46	-1,072.03
R&C - Contracted - Membership	50.00	0.00	50.00
-C - Contracted - Library - Reg	180.00	325.12	-145.12
-C - Contracted - Gazebo Maint	0.00	0.00	0.00
R&C - Contracted - Other #2	2,100.00	0.00	2,100.00
R&C - Utility - Power	336.63	302.46	34.17
R&C - Utility - Heat	0.00	0.00	0.00
R&C - Utility - Other #1	0.00	0.00	0.00
R&C - Maint - Repairs Pavilion	0.00	1,280.45	-1,280.45
R&C - Maint - Other #2	334.98	376.24	-41.26
R&C - Maint - Community Club	0.00	3,804.25	-3,804.25
Coteau Beach Plus 50	0.00	0.00	0.00
R&C - Maint - Other #4	0.00	143.05	-143.05

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RESORT VILLAGE OF COTEAU BEACH Comparative Income Statement

	Actual 01/01/2018 to 07/31/2018	Actual 01/01/2017 to 07/31/2017	Difference
R&C - Supplies - Rec	596.17	78.06	518.11
R&C - Supplies - Fuel - Golf Cour	0.00	548.51	-548.51
SET - Tree Management	0.00	0.00	0.00
GC - Grants - TIP	0.00	0.00	0.00
R&C - ASSET-Tennis Court	0.00	0.00	0.00
R&C - ASSET -Purch - Land/Lan.	0.00	11,277.20	-11,277.20
ASSET - Tree Management	0.00	0.00	0.00
R&C - ASSET -Purchase - Building	0.00	7,351.70	-7,351.70
R&C - ASSET -Purchase-Machin...	82,329.67	0.00	82,329.67
TOTAL RECREATION AND CU...	86,190.88	34,785.00	51,405.88
UTILITIES			
Water - Contracted Service #1	1,095.00	325.00	770.00
Water - Utility - Power & Heat	0.00	0.00	0.00
Water-Utility-Power/Heat-Pump	2,668.89	2,463.57	205.32
Water -Utility-Power Reservoir	0.00	0.00	0.00
Water - Utility - Other #1	312.50	0.00	312.50
Water - Maint - Repair	0.00	1,673.73	-1,673.73
Water - Maint - Repair - Comm	0.00	1,280.78	-1,280.78
Water - Maint - Chemicals	0.00	0.00	0.00
Water - Maint - Lab	0.00	0.00	0.00
Water - Maint - Line Repairs	0.00	63.19	-63.19
Sewer - Contracted Service #1	408.00	1,180.00	-772.00
TOTAL UTILITIES	4,484.39	6,986.27	-2,501.88
NSFERS			
ansfers to Reserves	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00
TOTAL EXPENSE	133,200.76	89,741.39	43,459.37
NET INCOME	-112,620.20	73,461.50	-186,081

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RESORT VILLAGE OF COTEAU BEACH
PROVIDE FOR SHORT TERM BORROWING
(LINE OF CREDIT AND CUETS MASTERCARD)

The Council of the Resort Village of Coteau Beach in the
Province of Saskatchewan enacts as follows:


1. The Mayor and Treasurer of the Resort Village of Coteau Beach (The Municipality) are hereby authorized to borrow from the Prairie Centre Credit Union a sum not exceeding at any one time Sixty Thousand Dollars (\$60,000.00) required to meet the current operating (or short term capital) expenditures of the Municipality until the taxes and grants receivable for the current year are available to pay interest thereon either in advance or at maturity, at the normal rate as set by the Prairie Centre Credit Union
2. The Administrator and councilors (2) Maintenance Supervisors are also authorized to obtain a CUETS MasterCard account with a credit limit not to exceed Five Thousand (\$5000.000) for operating purposes with the outstanding balance payable monthly.
3. The amount to be borrowed together with the total of any similar debt obligations that have not been repaid, does not exceed, except with the approval of the Saskatchewan Municipal Board, the actual or estimated total revenues from the municipal taxes levied and unconditional Provincial or Federal grants receivable in the current year (excluding school taxes or taxes levied for other general municipal purposes), as stated in the estimates adopted for the year.
4. The Mayor and the Administrator of the Municipality are hereby authorized on behalf of the council of the Municipality to execute under the seal of the Municipality a Line of Credit Agreement and a security Agreement or Agreements in favor of the Prairie Centre Credit Union for the amount of the said loan, with interest aforesaid.
5. The amount so borrowed shall be first charged upon the taxes levied for general municipal purposes and the



unconditional Provincial or Federal grants receivable in the current year. The Mayor and Administrator are hereby authorized and directed to apply in payment of all sums pursuant to this bylaw, and with interest thereon, all monies hereafter collected or received on account or realized in respect of the aforesaid taxes and grants.

6. The whole or any parts of the revenues of the Municipality are not subject to any prior charge, except as disclosed to the Prairie Centre Credit Union in writing and certified by the Mayor and Administrator.

READ A FIRST TIME THIS 16th DAY OF AUGUST, A.D. 2018.
READ A SECOND TIME THIS 16TH DAY OF AUGUST, A.D. 2018.
READ A THIRD TIME AND ADOPTED THIS 16TH DAY OF AUG, A.D. 2018.



Mayor

(S E A L)



Administrator