

AGENDA

RV of Coteau Beach

May 26, 2018

1. Call to Order
2. Approval of the April 8, 2018 regular meeting minutes.
3. Business Arising from Minutes.
4. Bank Reconciliation & Financial Statement for April, 2018.
5. List of Accounts to be paid
6. Old Business
 - A. ratify the hiring of George Beckett (Wage discussion)
 - B. Website
 - ~~C. Water Connection Bylaw~~
 - D. Fire Levy's & Commitments
 - E. Appoint Meridian as Building Inspector
 - F. Summer Student
 - G. Maintenance Responsibilities
 - H. Year Round Water Supply
 - I. Long weekend issues – Golf cart use
 - J. Water issues, golf course, CDI
7. New Business:
 - A. Mileage Bylaw
 - B. Tax Enforcement – 6 month notice
 - D. Rate Payer Meeting
 - E. Selling of Old Mower & purchasing of new
 - F. Request to turn water on earlier
 - G. Docks – New docks, refurbishing of existing and abandoned docks
 - H. SASK Energy Surencharge
8. June ??, 2018, next Council Meeting Date
9. Adjourn

91 KB

Minutes of the
Regular Meeting of the
Resort Village of Coteau Beach
April 8, 2018

Present:

Mayor – Jeff Sopczak

Council: Grant Richards, Kay Henley, Edie Thompson

Absent: Dave Walker

Administrator: Kelly Dodd

CALL TO ORDER: Mayor Jeff Sopczak called the meeting to order at 1:04 p.m. in Saskatoon, SK.

18-12 MINUTES:

G. Richards – That the minutes of the March 11, 2018 regular meeting be adopted as read.

Seconded: K. Hanley Carried

18-13 FINANCIAL STATEMENTS:

K. Hanley – That the Bank Rec & Financial statements for the month of March 31, 2018 be approved as presented and forming part of these minutes

Seconded: E. Thompson Carried

18-14 BILLS:

E. Thompson – That cheques 908-909 in the amount of \$2200.00 and online payments 290894901-122312 in the amount of \$772.79 for a combined total of \$2972.79 be paid as presented as attached and forming part of these minutes.

Seconded: G. Richards Carried

18-16 2018 MILL RATE

K. Hanley – That the 2018 municipal mill rate be set 7 mills no change from 2017.

Seconded: G. Richards Carried

18-17 2018 EPTTR Mill Rate

G. Richards – That That the proposed Sun West School Division mill rate, as set by the Provincial Government at 4.12 Residential and 4.12 Seasonal Residential be accepted, should there be a change before the provincial rates are finalized we will pass a new motion at the next meeting of council, prior to calculating the 2018 Tax Levy.

Seconded E. Thompson Carried

18-15 2018 OPERATING BUDGET:

E. Thompson – That the 2018 Operating budget be accepted as attached and forming part of these minutes.

Seconded: G. Richards Carried

18-17 2018 EPTTR Mill Rate

G. Richards – That we accept the 2018 proposed Education Mill rates as attached and forming part of these minutes, should there be a change before the provincial rates are finalized we will pass a new motion at the next meeting of council, prior to calculating the 2018 Tax Levy.

Seconded E. Thompson Carried

CORRESPONDANCE:

1. None.

21 18

NEXT MEETING:

The next meeting for the council of the Resort Village of Coteau Beach was set for May 26th, 2018 at 9:00 a.m. in Coteau Beach.

18-18 ADJOURN:

Mayor Sopczak Thompson adjourned the meeting at 3:46 pm.



[Handwritten signature]
MAYOR

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ADMINISTRATOR

PA
KB

Resort Village of Coteau Beach
Bank Reconciliation - Operating Account
As of April 30, 2018

Credit Union

30-Apr-18

\$172,897.87

Adjustments:

Outstanding Deposits:

Ck No	Name	Description	Amount
906	Trudy Eggleston	Admin Contract - Fin	776.30
909	Water Security	Permit Application	200.00
910	Ken Burns	Snow Removal	910.00
911	Macrorie Co-op	Interest on Previous	12.48
912	Kelly Dodd	April - Contract	2000.00

Outstanding cheques

\$ 3,898.78

Bank Balance as of April 30, 2018

\$ 168,999.09

Balance per G.L. - Apr. 30, 2018

\$ 168,999.09

Fast Track Savings

Bank Balance of April 30, 2018

\$ 243,568.82



Jeff Sopczak Mayor



Kelly Dodd Administrator

Certified Correct this 26th Day of May, 2018

Report Date
5-Apr-18

RESORT VILLAGE OF COTEAU BEACH
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2018

Budget Year to Date Current Last Year Variance

REVENUES

TAXATION

Municipal Tax Levy
Abatements/ Adjustments
Discount on Municipal Taxes
Penalty of Municipal Arrears

TOTAL TAXES **1758.67**

FEES & CHARGES

GG

GG - F&C - Photocopy/Fax
GG - F&C - Office Services
GG - F&C - Appeal Fees
GG - F&C - Tax Certificates
GG - F&C - Tax Enforcement
GG - Permits
GG - Rentals
GG - Contributions/Donations

TOTAL GG FEES & CHARGES

PS

PS - Police - Contracted
PS - Fire - Contracted Service
PS - Fire - Grants - Operating
PS - Other - 911

TOTAL PS FEES & CHARGES

TS

TS - Custom Work
TS - Custom Work - Dust Control
TS - Sale of Gravel
TS - Sale of Culverts
TS - Road Maintenance Fees

TOTAL TS FEES & CHARGES

EH

EH - Waste & Disposal Fees
EH - Sale of Pest Control Products
EH - Sale of Weed Control Products

TOTAL EH FEES & CHARGES

PD

PD - Fees - Development Permit
CDI Conditional Agreement

TOTAL PD FEES & CHARGES

Budget Year to Date Current Last Year Variance

RC
 RC - Fees - HALL RENT
 RC - Fees - HALL DEPOSITS
 R&C-Fees-Golf Course
 R&C-Golf Course Proceeds
 RC - Insurance Proceeds
 RC - Tennis Court Donations

TOTAL RC FEES & CHARGES				
TOTAL FEES & CHARGES				

UTILITIES

US - Water - Sales
 US - Water - Pump House Sales
 US - Water - Connection Fees
 US - Sewer - Charges
 US - Capital - Prov - Other #1

TOTAL UTILITIES				
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GRANTS

Revenue Sharing - Unconditional
 Gas tax - Conditional
 Other Grants (AED, CIF)
 Grants in Lieu of taxes Sasktel

TOTAL GRANTS	1192		1192	
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INVESTMENT INCOME

Credit Union GIC Income

TOTAL INVESTMENT INCOME				
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RESERVES

Transfers from Reserves

RESERVES				
TOTAL REVENUES	1192	1192	0	

EXPENSES

GENERAL

GG - Reeve - Office Super/Travel				
GG - Council - Meeting & Travel	67.15		126.02	58.87
GG - Council - Committee & Travel				
GG - Council - Convention				
GG - Council Honorarium				
GG - Other Boards Indemnity/Travel				
GG - Administrative Salaries				
GG-Contract Administrative	6,471.30	2000	3900	-2571.3
GG - Admin. CPP , EI, Super				
GG - Admin. Dis. Ins., WCB, etc.				
GG - Admin. Training & Travel				

	<u>Budget</u>	<u>Year to Date</u>	<u>Current</u>	<u>Last Year</u>	<u>Variance</u>
GG - Contracted - Assessment		2904		2912	8
GG - Contracted - Legal/ISC Fees					
GG - Contracted - Audit/Accounting					
GG - Contracted - Memberships		919.99		905.45	-14.54
GG - Contracted - Advertising				122.3	122.3
GG - Contracted - Insurance/Bond					
GG - Utilities - Power					
GG - Utilities - Heat					
GG - Utilities - Telephone/Fax					
GG - Utilities - Internet					
GG - Maint. - Stationery/Supplies					
GG - Maint. - Postage/Software		5			-5
GG - Maint. - Copier/Computer/Other				156.93	156.93
GG - Interest & Bank Charges		61.2	15	60	-1.2
GG - Other -Canada Day					
TOTAL GENERAL GOV'T EXPENSE		10428.64	2015	8182.7	-2245.94

PROTECTIVE SERVICE

PS - Police - Contracted					
PS - Fire - Contracted Service					
PS - Fire - Grants - Operating					
PS - Other - 911		60		50	-10
TOTAL PROTECTIVE SERVICE		60		50	-10

TRANSPORTATION SERVICE

TS - Council - Indemnity					
TS - Council - Mileage					
TS - Wages					
TS - CPP Expense					
TS - EI Expense					
TS - MEPP Expense					
TS - WCB & Dis. Ins./Health Expense					
TS - Contract - Ins./Licences		655.04	156.02	622.93	-32.11
TS - Contract - Survey/Engineer					
TS - Contract - Maint.-Snow Removal		910	910	630	
TS - Contract - Maint.-Dust Control					
TS - Contract - Maint. - Surfacing					
TS - Contract - Maint. -Road Repair					
TS -Contract-Maint Culverts/Bridges					
TS - Contract - Workers					
TS - Utility - Shop - Power		155.1	155.1	157.91	2.81
TS - Utility - Shop - Heat					
TS - Utility - Shop - Telephone					
TS - Utility - Street Lights		1057.92	246.4	673.99	-383.93
TS - Maint. - Workshop					
TS - Maint. - Fuel/Oil		12.48	12.48	0	
TS - Maint - Blades					
TS - Maint. - Machine Repairs					
TS - Material - Culverts/Drainage					
TS - Material -Surfacing/Dust Contr					
TS - Material - Signs					
TS - Material - Small Tool/Equip.					
TS - Material - Shop Supplies					
TS - Material - Other #1					
TS - Gravel					
TS - Other - Fence/Grass Seed					
TOTAL TRANSPORTATION		2790.54	1480	2084.83	-413.23

Budget Year to Date Current Last Year Variance

ENVIRONMENT & PUBLIC HEALTH SERVICE

EH - Contracted - Waste Disposal
 EH - Contracted - Pest Control
 EH - Contracted - Weed Control
 EH - Supplies - Pest Control
 EH - Supplies - Weed Control

TOTAL ENVIRONMENT & PUB HEALTH SERV

PLANNING & DEVELOPMENT

P&D - Contracted - Special Lease

TOTAL PLANNING & DEVELOPMENT

RECREATION, CULTURAL EXPENDITURES

R&C - Wages and Benefits
 R&C-Contract Workers-Golf Course
 R&C-Maint./Supplies-Golf Course
 R&C - Contracted - Membership
 R&C - Contracted - Library - Region
 R&C - Contracted - Gazebo Maint
 R&C - Utility - Power
 R&C - Utility - Heat
 R&C - Utility - Other #1
 R&C - Maint. - Repairs Pavilion
 Coteau Beach Plus 50
 R&C - Supplies - Rec
 R&C - Supplies -Fuel - Golf Course
 ASSET - Tree Management
 R&C - Grants -TIP
 R&C - ASSET-Trans Court
 ASSET - Tree Management

TOTAL RECREATION AND CULTURE SERVIC 603.41 173.41 640.82 37.41

UTILITIES

Water - Contracted Service #1
 Water - Utility - Power & Heat
 Water-Utility-Power/Heat-Pump House
 Water -Utility-Power Reservoir
 Water - Utility - Other #1
 Water - Maint. - Repair
 Water - Maint. - Repair - Comm Well
 Water - Maint. - Chemicals
 Water - Maint. - Lab
 Water - Maint. - Line Repairs

TOTAL UTILITIES 1149.05 728.94 529.11 -619.94

TRANSFERS

Transfers to Reserves

TOTAL TRANSFERS

TOTAL EXPENSES 15031.64 4397.35 11487.46 -3251.7


CHANGE IN NET ASSETS -13839.64 -4397.35 -10295.46 3251.7

BANK BALANCE		Current:
Petty Cash		0
Cash Demand		168,999.09
PC Savings		243,568.82
TOTAL BANK BALANCE		<u>\$412,567.91</u>

Certified Correct this May 26, 2018



 Mayor
 Jeff Spoczak



 Administrator
 Kelly Dodd

RESORT VILLAGE OF COTEAU BEACH

Accounts for Approval
as of May 26, 2018

CHEQUE	PAYEE	DESCRIPTION	
910	Ken Burns	Snow Removal 17/18	910
911	Macrorie Co-Op	Payment Correction	12.48
912	Kelly Dodd	April - Contract	2000
913	Barnett Directional	Pavillion Cleaning	173.25
914	Coteau Community Club 50 Plus	Grant	500
915	Rosetown Publishing	Assessment Advertising	133.35
916	Meridian Inspections	Tilk Permit - Plan Review	262.5
917	George Beckton	May Advance	1400
918	George Beckton	Milage to Outlook	49.5
919	Kay Henley	Start-up Supplies	914.46
920	Kelly Dodd	May - Contract	2000
921	Kelly Dodd	ISC, Postage	471.05
922	Richard Buckley	Fertilizer, Maxi Paws, Clamps	329.86
923	Edle Thompson	Potting soil, fert, supplies	266.31
924	Richard Buckley	Couplings, PVC Ball	215.84
925	Loraas Disposal	2 - 30 Cubic Yard Bins	513.92
926	Darwin McDonald	Turn on Water System	112.5
927	Rosetown Publishing	Seasonal position - adv.	213.36
928	The Outlook	Seasonal position - adv.	50.4
929	Publications Sask	Assessment Advertising	30
930	WCB	2018 Fees	514.77
931	Webco Construction Ltd.	Boat launch & pipe line	3052.5
CHEQUES			14126.05

ONLINE	PAYEE	DESCRIPTION	
3E+08	SGI	Monthly registration	76.62
3E+08	SGI	Monthly registration	71.47
2E+05	SaskPower	Street Lights	246.4
2E+05	SaskPower	Main PH	382.91
2E+05	SaskPower	Pavillion	173.41
2E+05	SaskPower	Play Ground PH	346.03
2E+05	Sask Power	Shop	155.1
2E+05	Sask Power	Street Lights	248.96

ONLINE	1700.9
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TOTAL PAYMENTS	15826.95
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Certified Correct this May 26, 2018


 Mayor
 Jeff Sopczak


 Administrator
 Kelly Dodd