

Resort Village of Island View

Regular Meeting of Council held in the office at

Resort Village of Island View, Saskatchewan

Saturday, January 27, 2024

Present: Mayor: Ray Olson
Council Members: Warren Coghlan
Council Member: Gordon Epp
Administrator: Pamela Holliday

A quorum being present, Mayor Olson called the meeting to order at 10:01 a.m.

Minutes - Regular 01/2024 Coghlan: Epp

"THAT the minutes from the December 16, 2023 regular meeting of Council be approved as presented by the Administrator."

CARRIED

FlexNetworks Delegation - Presentation - Tyson Almasi - FLEX NETWORKS

Correspondence 02/2024 Coghlan: Epp

- a. "THAT the following correspondence from the January 27, 2024 meeting, as presented by the Administrator, be filed:
- b. Sask Lotteries Grant application for 2025 - \$1,467 – confirmed received.
- c. Municipal Voice Magazine
- d. Agriview Jan 2024
- e. Nature Conservancy Canada (NCC) – Last Mountain Lake 1 Project Meeting Silton Feb 25 – 2pm
- f. Town of Strasbourg Letter – redeployment RCMP Positions from the South District

CARRIED

Reports 03/2024 Epp: Coghlan

"THAT the Resort Village of Island View acknowledge the following meeting reports:

Administrator –

- Munisoft 2024 Community Initiatives Program for up to \$3,000 submitted – picnic shelter.
- SK Education Tax Annual Report submitted online January 20, 2024
- SUMAssure AGM Meeting notice – zoom on Tuesday -March 12, 2024, 10am
- Registration for SUMA convention is open. Convention to be held April 14-17, 2024.
- WUQWTR – AGM Meeting notice and Annual Membership Renewal
- SAMA AGM in Saskatoon - \$75 by March 31 – Deadline for resolutions – March 10
 1. Training for Administrators in Meeting on April 9, 2024 1:30pm-4:30pm – Saskatoon.
 2. Meeting for voting for up to two elected officials - 8:15am on April 10, 2024
- WCB Employer Payroll Statements (EPS) to be filed by Feb. 29, 2024
- CCBF (MAER) report due – March 31, 2024 online
- SK Provincial Disaster Assistance Program – Docs SPSA Free Training in Moose Jaw Feb 7 & 8
- Kitchen Rental Application for June 22, 2024
- Appeal Assessment Bylaw 04-2017 Fee review suggestion.
- SAMA Roll to be complete next week and roll to be opened early February for 30 days.
- Discussion with Prairie Energy Resource – Green Bond/Grading/Gravel for 2024 started to start to align booking.

Recreation Board – completing year end financials to submit to the office in March 2024. Picnic Shelter quotes to arrive early February 2024.


Mayor / Administrator

Council Reports:

Mayor – Road Maintenance (road in and Marine Drive). – No Agreement - Spring

Deputy Mayor – LMRL

Councillor – WUQWTR, Rec Committee, LSREMO

CARRIED

Financial
Reports

04/2024 Epp: Coghlan

"THAT the Statement of Financial Activities and Bank Reconciliation for the month of December 2023 be accepted as presented by the Administrator."

CARRIED

Payment of
Accounts

05/2024 Coghlan: Epp

"THAT the List of Accounts for Approval for the month of January 2024, manual cheques and electronic (DAP/E-Transfer/Online) Cheque No. 119 to 122 - Totally \$2,963.80 and E-Transfer/DAP/Online Totally \$9,270.09: for a Grand Total \$12,233.89 as attached hereto and forming a part of these minutes, be approved for payment."

CARRIED

PAYABLE TO	AMOUNT
Global Merchant Debit Machine Fees	301.62
Parkland Regional Library (Municipal Levy) 1/2 Yr 2024	1,048.55
Last Mountain Regional Landfill (Nov Tip Fees)	878.42
January Honorarium	525.00
Last Mountain Regional Landfill (Dec -Tip Fees)	786.83
SUMA Membership Fee 2024	735.46
WUQWTR 2024 Membership	100.00
Employee Wages Dec 16 - Jan 15	3,184.18
Employee Exp (Truck Allowance/Supplies/Mileage/Postal/UMAAS MBR/Workshop)	764.12
Mepp - Pension Plan Employer & Employee contribution	691.04
Wood River Controls - Office Internet	99.90
Munisoft (monthly software lease)	305.25
CRA - Source Deductions	1,128.15
SaskTel (Cell Phone)	24.98
Sask Power (115 Perch Cr-Shop)	65.06
Sask Power (Street Lights)	648.63
Sask Power (Pump)	48.12
Sask Power (Marine Dr Office)	112.76
Sask Energy (shop)	248.10
SaskTel (office phone)	74.16
Kubota	468.57
Total	12,233.89

WUQWTR
Membership

06/2024 Epp: Coghlan

"THAT the Resort Village of Island View approve the Administrator to renew the WUQWTR membership at a fee of \$100 for 2024."

CARRIED

Committee
Appointments

07/2024 Coghlan: Epp

"THAT the /Resort Village of Island View approve the list of appointments to internal and external council committees for the year 2024, which is attached hereto and forms part of these minutes."

CARRIED

Council Meeting
Schedule

08/2024 Epp: Coghlan

"THAT the Resort Village of Island View approve the list of scheduled Council Meetings for the year 2024, which is attached hereto and forms part of these minutes."

CARRIED

2024 Administrator
Bond

09/2024 Coghlan: Epp

"THAT the Resort Village of Island View accept the 2024 Administrator Bond as presented in accordance with subsection 113(3) of *The Municipalities Act*."

CARRIED

UMAAS/RMA
Workshop

10/2024 Coghlan: Epp

"That the Resort Village of Island View approve the Administrator to attend Municipal Election Training and Updates offered by UMAAS/RMAA on March 27, 2024, in Melville, Horizon Credit Union Centre at a cost of \$100 (shared admin. Cost) including mileage, meals and fuel costs to be shared with Bulyea and Strasbourg Administrators."

Mayor / Administrator

CARRIED

Garage Build

11/2024 Epp: Coghlan

"That the Council of the Resort Village of Island View approve a garage build on Lot 45A, Block 4, Plan 102406294, 103 Minnow Crescent, subject to Professional Building Inspection, Inc plan review requirements."

CARRIED

RTM Move In

12/2024 Coghlan: Epp

"That the Council of the Resort Village of Island View approve an RTM and foundation build on Lot 21, Block 12, Plan 66R35308, 180 Sunset Drive, subject to Professional Building Inspection, Inc plan review requirements."

CARRIED

*Bylaw 01/2024
Appeal Fee*

13/2024 Epp: Coghlan

"THAT the Bylaw No. 01/2024, also known as the Bylaw to ESTABLISH A FEE TO APPEAL ASSESSMENTS, be introduced and read for the first time."

CARRIED

*Bylaw 01/2024
Appeal Fee*

14/2024 Epp: Coghlan

"THAT the Bylaw No. 01/2024, also known as the Bylaw to ESTABLISH A FEE TO APPEAL ASSESSMENTS, be introduced and read for the second time."

CARRIED

*Bylaw 01/2024
Appeal Fee*

15/2024 Coghlan: Epp

"THAT the Bylaw No. 01/2024, also known as the Bylaw to ESTABLISH A FEE TO APPEAL ASSESSMENTS, be given three readings at this meeting."

CARRIED

*Bylaw 01/2024
Appeal Fee*

16/2024 Epp: Coghlan

"THAT the Bylaw No. 01/2024, also known as the Bylaw to ESTABLISH A FEE TO APPEAL ASSESSMENTS, be read a third time and finally adopted."

CARRIED UNANIMOUSLY

Adjourn

17/2024 Epp

"THAT this meeting of the Council of the Resort Village of Island View be adjourned."

CARRIED

Time: 11:46 a.m.



Mayor

Administrator

Resort Village of Island View

BYLAW NO. 01/2024

A BYLAW TO ESTABLISH A FEE TO APPEAL ASSESSMENTS

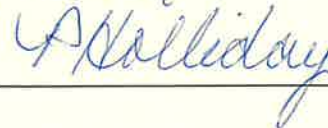
The Council of the Resort Village of Wee Too Beach in the Province of Saskatchewan, enacts as follows:

1. This bylaw may be referred to as "The Assessment Appeal Fee Bylaw".
2. In this bylaw:
 - a. "Act" shall mean *"The Municipalities Act"*;
 - b. "Board" shall mean the Board of Revision established by the Municipality;
 - c. "Municipality" shall mean the Resort Village of Wee Too Beach;
 - d. "Secretary" shall mean the Secretary to the Board of Revision.
3. A person desiring to appeal their assessment to the Board shall file their appeal in the form prescribed in the Act on or before the last date on which appeals can be lodged as indicated:
 - a. within the notice required by Section 217 of the Act; or
 - b. on the notice of assessment required by Sections 215 and 219 of the Act.
4. A fee of \$300.00 per appeal is hereby established for the purpose of filing an appeal to the Board.
5. The applicable fee shall be payable to the Municipality and may be paid at the time of filing the appeal and in any event no later than the final date for lodging an appeal with the Board.
6. Where an appellant fails to pay the applicable fee pursuant to Sections 4 and 5 of this bylaw, the appeal is deemed to be dismissed.
7. The Municipality shall refund any fee that was submitted by the appellant if:
 - a. the appeal is successful either in whole or in part by decision of either the Board or the Assessment Appeal Committee of the Saskatchewan Municipal Board;
 - b. the appeal is not filed by the Secretary of the Board;
 - c. the appeal is withdrawn in accordance with Section 227 of the Act; or
 - d. an agreement is entered into pursuant to Section 228 of the Act.
8. The effective date of this bylaw is January 27th 2024.
9. Bylaw No. 04-2017 are hereby repealed.





Mayor



Administrator

Section 224 *The Municipalities Act*

Read a third time and adopted

this 27 day of January, 2024.



Administrator

Certified to be a true copy of Bylaw

No. 01/2024 adopted by the Council

of the Resort Village of Island View, on the

____ day of _____, 2024.

[SEAL]

Administrator

Resort Village of Island View

Account Payables for January 2024

DATE	Payment Type		PAYABLE TO	AMOUNT
03-Jan-24	DAP	Dec	Global Merchant Debit Machine Fees	301.62
27-Jan-24	Cheque	121	Parkland Regional Library (Municipal Levy)1/2 Yr 2024	1,048.55
06-Jan-24	Cheque	119	Last Mountain Regional LandFill (Nov Tip Fees)	878.42
27-Jan-24	Cheque	120	Warren Coghlan (Jan Honorarium)	250.00
27-Jan-24	E-Transfer		Ray Olson (Jan Honorarium)	150.00
27-Jan-24	E-Transfer		Gordon Epp (Jan Honorarium)	125.00
27-Jan-24	Cheque	122	Last Mountain Regional LandFill (Dec -Tip Fees)	786.83
27-Jan-24	Online		SUMA Membership Fee 2024	735.46
28-Jan-23	Etransfer		WUQWTR 2024 Membership	100.00
27-Jan-24	Etransfer		Pamela Holliday (Wages Dec 16 - Jan 15)	2,685.91
27-Jan-24	Etransfer		Pam Holliday Expenses (Mileage/Postal/UMAAS Membership/Spring Workshop)	484.21
27-Jan-24	Online		Mepp - Pension Plan Employer & Employee contribution	691.04
27-Jan-24	Etransfer		Glenn Wilson (Wages Dec 16 - Jan 15)	283.35
27-Jan-24	Etransfer		Glenn Wilson Truck Allowance & Supplies	279.91
27-Jan-24	Etransfer		Laura Wilson (Wages Dec 16-Jan 15)Admin	214.92
27-Jan-24	Etransfer		Wood River Controls - Office Internet	99.90
27-Jan-24	DAP	Jan	Munisoft (monthly software lease)	305.25
27-Jan-24	Online		CRA - Source Deductions	1,128.15
27-Jan-24	Online		SaskTel (Cell Phone)	24.98
27-Jan-24	Online		Sask Power (115 Perch Cr-Shop)	65.06
27-Jan-24	Online		Sask Power (Street Lights)	648.63
27-Jan-24	Online		Sask Power (Pump)	48.11
27-Jan-24	Online		Sask Power (Marine Dr Office)	112.76
27-Jan-24	Online		Sask Energy (shop)	248.10
27-Jan-24	Online		SaskTel (office phone)	74.16
27-Jan-24	DAP	78	Kubota	463.57
				12,233.89

Presented to Council on January 27, 2024

 / 
 CAO / MAYOR

Resort Village of Island View
Affinity Credit Union 3003050, Period Ending 31/12/2023
RECONCILIATION REPORT
Reconciled on: 10/01/2024

Any changes made to transactions after this date aren't included in this report.

Summary	Amount CAD
Statement beginning balance.....	\$172,538.19
Cheques and payments cleared.....	-\$41,298.56
Deposits and other credits cleared.....	\$71,169.43
Statement ending balance.....	\$202,409.06
Uncleared transactions as of 31/12/2023.....	-\$12,223.57
Register balance as of 31/12/2023.....	\$190,185.49

Details

Cheques and payments cleared (24)

Sum of Amount				
Date	Description	Source	Reference	Total
2023-12-01	Global Merchant Debit Machine Fees	DAP	Nov	-354.53
2023-12-16	CRA - Source Deductions	Online	86	-1,223.75
	SaskTel (office phone)	Online	Dec	-73.96
	SaskTel (Cell Phone)	Online	2QEVN	-24.98
	Sask Power (115 Perch Cr-Shop)	Online	2QEVN	-57.95
	Sask Power (Street Lights)	Online	2QEVO	-648.43
	Sask Power (Pump)	Online	2QEVN	-48.28
	Sask Power (Marine Dr Office)	Online	2PQEVQ	-112.73
	Sask Energy (shop)	Online	2QEVN	-141.57
	Mepp - Pension Plan Employer & Employee contribution	Online	2Q8DC	-729.65
	Wood River Controls - Office Internet	Etransfer	2QFTC	-99.90
	Warren Coghlan (Honorarium)	Cheque	116	-125.00
	PBI - Inspection Fee (October & November 2023)	Etransfer	2QGQF	-1,404.90
	Manz Electirc Ltd (Invoice 2081 - Kitchen emergency light, etc.)	Etransfer	J12FF	-513.68
	D Uhl (Septic Tank Pump Out)	Etransfer	2QHPV	-110.00
	Pamela Holliday (Wages Nov 16 - Dec 15)	Etransfer	2QCFN	-2,814.25
	Pamela Holliday (Expenses - Mileage Nov 16 - Dec 15)	Etransfer	2QCFN	-41.60
	Glenn Wilson (Wages Nov 16 - Dec 15)	Etransfer	2QDG9	-312.36
	Glenn Wilson Truck Allowance - Supplies	Etransfer	2QDG9	-283.99
	Laura Wilson (Wages Nov 16-Dec 15)Admin	Etransfer	2QE54	-307.47
	SETS - Nov 2023 (Saskatchewan Education Property Tax)	Online	04SED	-2,994.03
2023-12-31	SETS- Dec 2023 (Saskatchewan Education Property Tax)	Online	60SGUMB	-26,523.40
2023-12-30	Kubota	DAP	77	-463.57
2023-12-28	Ray Olson (Honorarium)	Etransfer	GQCPJ	-600.00
2023-11-25	Last Mountain Regional LandFill (Tip Fees)	Cheque	114	-1,288.58
Grand Total				-41,298.56


Pamela Holliday, Chief Administrative Officer


Mayor

Presented to Council on January 27, 2024

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Uncleared Cheques/Transfers as of 31/12/2023

Date	PAYEE	CHEQUE NO./Online NO.		Amount (CAD)
25-Nov-23	Cindy Desjarlais (Cleaning Hours Summer and Gloves)	Cheque	115	664.42
31-Dec-23	SK Public Safety Agency Dispatch - Minister Finance	Cheque	117	281.40
31-Dec-23	AON Canada Inc - SUMAssure (Dec 31 2023 to Dec 2024)	Cheque	118	10,710.00
31-Dec-23	Western Municipal consulting (Board of Revision 2024 Fee)	Etransfer	TIP92	262.50
16-Dec-23	Munisoft (monthly software lease 288.60)	DAP	Dec	305.25
Total				12,223.57