

# Resort Village of Island View

*Regular Meeting of Council held in the office at*

*Resort Village of Island View, Saskatchewan*

**Saturday, August 26, 2023**

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

A quorum being present, Mayor Olson called the meeting to order at 10:00 a.m.

*Minutes - Regular* 149/2023 Epp: Coghlan

"THAT the minutes from the July 29, 2023, regular meeting of Council be approved as presented by the Administrator."

CARRIED

*Minutes - Regular* 150/2023 Coghlan: Epp

"THAT the minutes from the August 13, 2023, regular meeting of Council be approved as presented by the Administrator."

CARRIED

*Correspondence* 151/2023 Epp: Coghlan

"THAT the following correspondence from the August 26, 2023, meeting, as presented by the Administrator, be filed:

- a. Strasbourg September 2023 Community Calendar
- b. SK Ministry of Finance – Education Property Tax aligned
- c. Resident Concerns – Motocross/Quads & Easement in need of repair
- d. ThinkBig Publication Q3 2023  
UMAAS Salary Survey

CARRIED

*Reports*

152/2023 Coghlan: Epp

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

-Taxes, Trailer, Compound, and custom grass cutting fees

-Tax Certificate requests

Recreation Board-

-Tent down, Canada Day 2024, Picnic Shelter Project, Administrator requested Financials needed in February.

Council Reports:

Mayor

Deputy Mayor

Councilor

CARRIED

*Financial*

153/2023 Epp: Coghlan

*Reports*

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

CARRIED

*Payment of  
Accounts*

154/2023 Coghlan: Epp

"THAT the List of Accounts for Approval for the month of August 2023, manual cheques and electronic (DAP/E-Transfer/Online) Cheque No. 97 to 101- Totally \$10,115.06 and E-Transfer/DAP/Online Totally \$42,853.60: for a Grand Total \$52,968.66 as attached hereto and forming a part of these minutes, be approved for payment."

CARRIED

   
Mayor / Administrator

Home Based  
Business Bylaw  
Final Adopt

163/2023 Epp: Coghlan  
"That the Bylaw No. 05/2023, also known as the Bylaw for HOME BASED LICENSING, be read a third time and finally adopted."

UNANIMOUSLY CARRIED

In-Camera  
Session

164/2023 Coghlan: Epp  
"THAT this meeting moves into an in-Camera session as per Clause 120(2)(a) of The Municipalities Act."

CARRIED  
Time: 11:40 a.m.

165/2023 Epp: Coghlan  
"THAT this meeting be reconvened."

CARRIED  
Time: 12:44 p.m.

Adjourn

166/2023 Coghlan

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

CARRIED  
Time: 12:45 p.m.

  
\_\_\_\_\_  
Mayor  
  
\_\_\_\_\_  
Administrator

**Resort Village of Island View**  
**Affinity Credit Union 3003050, Period Ending 31/07/2023**  
**RECONCILIATION REPORT**  
**Reconciled on: 24/08/2023**

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

| Summary                                      | Amount CAD   |
|----------------------------------------------|--------------|
| Statement beginning balance.....             | \$176,672.40 |
| Cheques and payments cleared.....            | -\$50,546.30 |
| Deposits and other credits cleared.....      | \$92,004.70  |
| Statement ending balance.....                | \$218,130.80 |
| Uncleared transactions as of 31/07/2023..... | \$47,769.02  |
| Register balance as of 31/07/2023.....       | \$265,899.82 |

**Details**

**Cheques and payments cleared (30)**

| Sum of Amount |                                                                        |           |           |            |
|---------------|------------------------------------------------------------------------|-----------|-----------|------------|
| Date          | Description                                                            | Source    | Reference | Total      |
| 2023-04-29    | Strasbourg Building & Home Supply (returned items in May/23)           | Cheque    | 83        | -148.20    |
| 2023-05-27    | Federation of Canadian Municipalities (FCM) Annual Membership          | Cheque    | 84        | -124.22    |
| 2023-06-24    | Parkland Regional Library (Municipal Levy)1/2 Yr 2023                  | Cheque    | 90        | -924.60    |
|               | RM of McKillop (2023 Lagoon Levy)                                      | Cheque    | 89        | -17,035.61 |
|               | Last Mountain Regional LandFill (May -Tip Fees & 30 Yard roll out bin) | Cheque    | 86        | -2,057.68  |
|               | Ron Braumberger - Pest & Predator Control 2023                         | Cheque    | 85        | -1,500.00  |
| 2023-07-01    | Global Merchant Debit Machine Fees                                     | DAP       | June      | -83.99     |
| 2023-07-29    | CRA - Source Deductions                                                | Online    | 81        | -2,168.39  |
|               | SaskTel (office phone)                                                 | Online    | Online    | -73.97     |
|               | SaskTel (Cell Phone)                                                   | Online    | 80L9L     | -24.98     |
|               | Sask Power (115 Perch Cr-Shop)                                         | Online    | 80L9H     | -52.44     |
|               | Sask Power (Street Lights)                                             | Online    | 80L9I     | -648.43    |
|               | Sask Power (Pump)                                                      | Online    | 80L9J     | -70.84     |
|               | Sask Power (Marine Dr Office)                                          | Online    | 80L9K     | -110.05    |
|               | Sask Energy (shop)                                                     | Online    | 80L9G     | -91.52     |
|               | Mepp - Pension Plan Employer & Employee contribution                   | Online    | 80IDK     | -668.21    |
|               | Glenn Wilson Truck Allowance & Expenses                                | Etransfer | 0JMH      | -773.36    |
|               | Munisoft (monthly software lease 288.60)                               | DAP       | June      | -288.60    |
|               | Gordon Epp ( Honorarium & Mileage June )                               | Etransfer | 80NBH     | -125.00    |
|               | Wood River Controls - Office Internet                                  | Online    | 0K38      | -99.90     |
|               | Pamela Holliday (Wages June 16 - July 15)                              | Etransfer | QQK/J55   | -2,741.68  |
|               | Pam Holliday Expenses (Mileage & Supplies)                             | Etransfer | QQK/J55   | -370.36    |
|               | Glenn Wilson (Wages June 16 - July 15)                                 | Etransfer | F64D      | -2,645.32  |
|               | Laura Wilson (Wages June 16-July 15)Admin                              | Etransfer | 0I0V      | -615.17    |
|               | Laura Wilson (Wages June 16-July 15)Maintenance                        | Etransfer | 0I0V      | -413.99    |
|               | Coop Bulyea - Supplies ( Bags, concrete,fittings, gas for JD)          | Online    | 80L9F     | -299.17    |
|               | McKee's Trenching (Gravel for roads and boat Launch area)              | Etransfer | 6V9/MFM   | -5,097.90  |
|               | Ed Pasetka (Trenching Machine Rental for Tree Planting)                | Etransfer | BRP3      | -300.00    |
| 2023-07-08    | SETS - June 2023 (Saskatchewan Education Property Tax)                 | Online    | 3Q1U0Q    | -10,529.15 |
| 2023-07-31    | Kubota                                                                 | DAP       | 72        | -463.57    |
| Grand Total   |                                                                        |           |           | -50,546.30 |

  
Pamela Holliday, Administrator

  
Mayor

## Resort Village of Island View

### Account Payables for July 2023

| DATE      | Payment Type |        | PAYABLE TO                                                    | AMOUNT           |
|-----------|--------------|--------|---------------------------------------------------------------|------------------|
| 1-Jul-23  | DAP          | June   | Global Merchant Debit Machine Fees                            | 83.99            |
| 29-Jul-23 | Etransfer    |        | Gordon Epp ( Honorarium & Mileage June )                      | 125.00           |
| 29-Jul-23 | Cheque       | 91     | Warren Coghlan (Honorarium and mileage)                       | 250.00           |
| 29-Jul-23 | Cheque       | 92     | Prairie Energy Resources (GreenBond dust suppression)         | 42,459.94        |
| 29-Jul-23 | Cheque       | 93     | Clark's Supply & Service ( Oil Filter/PTO Bearing Shaft)      | 197.70           |
| 29-Jul-23 | Cheque       | 94     | Last Mountain Regional LandFill (Tip Fees)                    | 2,677.62         |
| 29-Jul-23 | Cheque       | 95     | D. Spitzer (Tree removal)                                     | 1,050.00         |
| 29-Jul-23 | Cheque       | 96     | Strasbourg Building & Home Supply (Lumber for Speed Signs)    | 106.40           |
| 29-Jul-23 | Etransfer    |        | Pamela Holliday (Wages June 16 - July 15)                     | 2,741.68         |
| 29-Jul-23 | Etransfer    |        | Pam Holliday Expenses (Mileage & Supplies)                    | 370.36           |
| 29-Jul-23 | Etransfer    |        | Glenn Wilson (Wages June 16 - July 15)                        | 2,645.32         |
| 29-Jul-23 | Etransfer    |        | Glenn Wilson Truck Allowance & Expenses                       | 773.36           |
| 29-Jul-23 | Etransfer    |        | Laura Wilson (Wages June 16-July 15)Admin                     | 615.17           |
| 29-Jul-23 | Etransfer    |        | Laura Wilson (Wages June 16-July 15)Maintenance               | 413.99           |
| 29-Jul-23 | Etransfer    |        | AED Advantage ( AED Heated Wall Cabinet)                      | 1,027.36         |
| 29-Jul-23 | Online       |        | Coop Bulyea - Supplies ( Bags, concrete,fittings, gas for JD) | 299.17           |
| 29-Jul-23 | Cheque       |        | McKee's Trenching (Gravel for roads and boat Launch area)     | 5,097.90         |
| 29-Jul-23 | Etransfer    |        | Ed Pasetka (Trenching Machine Rental for Tree Planting)       | 300.00           |
| 8-Jul-23  | Online       | 3Q1U0Q | SETS - June 2023 (Saskatchewan Education Property Tax)        | 10,529.15        |
| 29-Jul-23 | Online       |        | Mepp - Pension Plan Employer & Employee contribution          | 668.21           |
| 29-Jul-23 | DAP          | June   | Munisoft (monthly software lease 288.60)                      | 288.60           |
| 29-Jul-23 | Online       |        | Wood River Controls - Office Internet                         | 99.90            |
| 29-Jul-23 | Online       |        | CRA - Source Deductions                                       | 2,168.39         |
| 29-Jul-23 | Online       | Online | SaskTel (Cell Phone)                                          | 24.98            |
| 29-Jul-23 | Online       |        | Sask Power (115 Perch Cr-Shop)                                | 52.44            |
| 29-Jul-23 | Online       |        | Sask Power (Street Lights)                                    | 648.43           |
| 29-Jul-23 | Online       |        | Sask Power (Pump)                                             | 70.84            |
| 29-Jul-23 | Online       |        | Sask Power (Marine Dr Office)                                 | 110.05           |
| 29-Jul-23 | Online       |        | Sask Energy (shop)                                            | 91.52            |
| 29-Jul-23 | Online       |        | SaskTel (office phone)                                        | 73.97            |
| 31-Jul-23 | DAP          | 72     | Kubota                                                        | 463.57           |
|           |              |        |                                                               | <b>76,525.01</b> |

Presented to Council on July 29, 2023


  
 CAO / MAYOR

# Resort Village of Island View

## Account Payables for August 2023

| DATE      | Payment Type |        | PAYABLE TO                                                    | AMOUNT           |
|-----------|--------------|--------|---------------------------------------------------------------|------------------|
| 01-Aug-23 | DAP          | July   | Global Merchant Debit Machine Fees                            | 308.90           |
| 26-Aug-23 | Etransfer    |        | Gordon Epp ( Honorarium & Mileage August )                    | 375.00           |
| 26-Aug-23 | Etransfer    |        | Ray Olson (Honorarium & Mileage for July & August)            | 1,217.20         |
| 26-Aug-23 | Cheque       | 97     | Warren Coghlan (Honorarium and mileage)                       | 250.00           |
| 26-Aug-23 | Cheque       | 98     | Last Mountain Regional LandFill (Tip Fees)                    | 1,274.29         |
| 26-Aug-23 | Cheque       | 99     | WCB Saskatchewan (Mid Year Fee)                               | 504.60           |
| 26-Aug-23 | Cheque       | 100    | Swish Kemsol (Soap/TP/Papertowel)                             | 381.79           |
| 26-Aug-23 | Cheque       | 101    | SK Finance (Ministry of Policing & Public Safety)             | 7,704.38         |
| 26-Aug-23 | Etransfer    |        | Rolling Plains Metalworks (Tennis Court Posts Fabricated)     | 89.25            |
| 26-Aug-23 | Etransfer    |        | Pamella Holliday (Wages July 16 - August 15)                  | 2,919.52         |
| 26-Aug-23 | Etransfer    |        | Pam Holliday Expenses (Mileage & Playground Equipment)        | 403.99           |
| 26-Aug-23 | Etransfer    |        | Glenn Wilson (Wages July 16 - August 15)                      | 1,728.27         |
| 26-Aug-23 | Etransfer    |        | Glenn Wilson Truck Allowance & Expenses                       | 377.58           |
| 26-Aug-23 | Etransfer    |        | Laura Wilson (Wages July 16-August 15)Admin                   | 614.01           |
| 26-Aug-23 | Etransfer    |        | Laura Wilson (Wages July 16-August 15)Maintenance             | 486.93           |
| 26-Aug-23 | Etransfer    |        | PBI - Inspection Fee                                          | 716.45           |
| 26-Aug-23 | Online       |        | Coop Bulyea - Supplies ( Bags, concrete,fittings, gas for JD) | 847.47           |
| 26-Aug-23 | Cheque       |        | Security Key & Lock Service (Lock and Cylinder Garbage Gate)  | 226.87           |
| 08-Aug-23 | Online       |        | SETS - July 2023 (Saskatchewan Education Property Tax)        | 28,134.46        |
| 26-Aug-23 | Online       |        | Mepp - Pension Plan Employer & Employee contribution          | 718.67           |
| 26-Aug-23 | DAP          | July   | Munisoft (monthly software lease 288.60)                      | 288.60           |
| 26-Aug-23 | Etransfer    |        | Wood River Controls - Office Internet                         | 104.90           |
| 26-Aug-23 | Online       |        | CRA - Source Deductions                                       | 1,773.62         |
| 26-Aug-23 | Online       |        | SaskTel (Cell Phone)                                          | 24.98            |
| 26-Aug-23 | Online       |        | Sask Power (115 Perch Cr-Shop)                                | 44.11            |
| 26-Aug-23 | Online       |        | Sask Power (Street Lights)                                    | 648.43           |
| 26-Aug-23 | Online       |        | Sask Power (Pump)                                             | 69.15            |
| 26-Aug-23 | Online       |        | Sask Power (Marine Dr Office)                                 | 105.97           |
| 26-Aug-23 | Online       |        | Sask Energy (shop)                                            | 91.52            |
| 26-Aug-23 | Online       | Online | SaskTel (office phone)                                        | 74.18            |
| 31-Aug-23 | DAP          | 73     | Kubota                                                        | 463.57           |
|           |              |        |                                                               | <b>52,968.66</b> |

Presented to Council on August 26, 2023


  
 CAO / MAYOR

# Resort Village of Island View

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## BYLAW NO. 05/2023

### A BYLAW OF THE RESORT VILLAGE OF ISLAND VIEW TO PROVIDE FOR THE LICENSING, REGULATING AND GOVERNING OF PERSONS ENGAGED IN CERTAIN OCCUPATIONS AND OF PLACES USED FOR CERTAIN PURPOSES TO BE KNOWN AS THE "HOME BASED LICENSING BYLAW"

The Council of the RESORT VILLAGE OF ISLAND VIEW in the Province of Saskatchewan enacts as follows:

#### **1. Title**

This bylaw shall be known as the "Home Based Licensing Bylaw".

#### **2. Purpose**

The purpose of this Bylaw is to license home based businesses in the Resort Village of Island View in order to:

- a) Regulate businesses;
- b) Ensure compliance with land-use and building regulations;
- c) To gather land-use information
- d) To gather workforce statistics
- e) To facilitate planning decisions
- f) Ensure that once licensed, the person complies with all terms and conditions of the license as set out under the Bylaw.

#### **3. Authority**

The authority for this bylaw is The Municipalities Act.

#### **4. Definitions**

In this bylaw:

- a) "Act" means The Municipalities Act and amendments thereto
- b) "Administrator" means the Resort Village of Island View administrator, or other person designated by him/her to issue business licenses pursuant to this Bylaw
- d) "Home Based Business" means a business located on land or with a building where the land or building is primarily used for residential purposes and the owners are the residents.
- e) "Resort Village" means the Resort Village of Island View

#### **5. License Required**

Every person conducting a Home Based business in the Resort Village of Island View requires a business license.

## **12. Inspections**

- a) The inspection of property by the Resort Village to determine if this Bylaw is being complied with is hereby authorized.
- b) Inspections under this bylaw shall be carried out in accordance with Section 362 of The Municipalities Act.
- c) No person shall obstruct a designated officer who is authorized to conduct an inspection under this Section, or a person who is assisting a designated officer.

## **13. Offences and Penalties**

Any person who contravenes this bylaw is guilty of an offence and upon conviction, shall be liable to the penalty provided for by the General Penalty Bylaw of the Resort Village.

## **14. Scope**

If any section, subsections, sentence, clause, phrase, or other portion of this bylaw is for any reason held invalid or unconstitutional by a court of competent jurisdiction, that portion shall be deemed separate, distinct, and independent provision and the holding of the Court shall not affect the validity of the remaining portions of the Bylaw.

## **15. Effective Date of Bylaw**

This bylaw shall come into force on final passing thereof.



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Certified to be a true copy of Bylaw  
No. 05/2023 adopted by the Council  
of the Resort Village of Island View, on the  
\_\_\_\_ day of \_\_\_\_\_, 2023.

[SEAL]

\_\_\_\_\_  
Administrator



Resort Village of Island View  
Comp 3 RR 1, Bulyea, Saskatchewan, S0G 0L0

**APPLICATION FOR HOME BASED BUSINESS LICENSE**

Name of Home Based Business: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Place where the license is to be exercised or where the proposed calling is to be carried on:

\_\_\_\_\_

Contact Person (*if different from the applicant*): \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Date: \_\_\_\_\_

**If your business license has been approved, a receipt will be issued and considered to be the Business License.**

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HOME BASED BUSINESS LICENSE No. \_\_\_\_\_

HOME BASED BUSINESS CATEGORY: \_\_\_\_\_

Municipal Official's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# Resort Village of Island View

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## RESOLUTION # 159-2023

**“That the Council of the Resort Village of Island View authorize the Administrator to instruct SaskEnergy that the Resort Village of Island View is changing their status in the program from opt-in to opt-out of the SaskEnergy Municipal Surcharge Program on SaskEnergy Bills.”**



*P Holliday*

Administrator

Certified to be a true copy of Resolution  
No. 159/2023 adopted by the Council  
of the Resort Village of Island View, on the  
26th day of August, 2023.

*P Holliday*

Administrator

