

# Resort Village of Island View

*Regular Meeting of Council held in the office at*

*Resort Village of Island View, Saskatchewan*

**Saturday, July 20, 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 10:00 a.m.  
Paul and Tracy Boehme – as Delegations regarding Amalgamation

*Minutes - Regular* 115/2024 Epp: Coghlan  
"THAT the minutes from the July 6, 2024 regular meeting of Council be approved as presented by the Administrator."

CARRIED

*Correspondence* 116/2024 Coghlan: Epp  
"THAT the following correspondence from the July 20, 2024 meeting, as presented by the Administrator, be filed: :  
1. Publications - ThinkBig Q1 2024, Agriview  
2. Strasbourg Community Calendar for July 2024  
3. McKercher update – Sept. 19, 2024 at 3 p.m.

CARRIED

*Reports* 117/2024 Epp: Coghlan  
"THAT the Resort Village of Island View acknowledge the following meeting reports:  
Administrator –  
4. Mill Rate Return due for submission to the Ministry on August 15, 2024  
5. SAMA Revaluation in 2025  
6. AED PADS and battery expiring September 15, 2024

Recreation Board – Bocce Ball Tourney, Halloween event – Call out for Volunteers – Needed to continue the great events in the community.

Council Reports:  
Mayor – Road Maintenance  
Deputy Mayor – LMRL  
Councillor – WUQWTR, Rec Committee, LSREMO

CARRIED

*Financial* 118/2024 Coghlan: Epp  
*Reports* "THAT the Statement of Financial Activities and Bank Reconciliation for the month of June 2024 be accepted as presented by the Administrator."

CARRIED

*Payment of* 119/2024 Epp: Coghlan  
*Accounts* "THAT the List of Accounts for Approval for the month of July 2024, manual cheques and electronic (DAP/E-Transfer/Online) Cheque No. 142 & 149 to 156 - Totally \$18,630.48 and E-Transfer/DAP/Online Totally \$20,062.78: for a Grand Total \$38,693.26 as attached hereto and forming a part of these minutes, be approved for payment."

CARRIED

 / Administrator

| PAYABLE TO                                                            | AMOUNT           |
|-----------------------------------------------------------------------|------------------|
| Global Merchant Debit Machine Fees                                    | 59.10            |
| Jocelyn Pastawski                                                     | 250.00           |
| Strasbourg Building & Home Supply (Lumber and Quikrete - Court)       | 622.92           |
| PBI - Inspection Fee                                                  | 1,477.70         |
| McKercher LLP - Legal Fees                                            | 2,825.00         |
| Ron Braumberger - Pest & Predator Control 2024                        | 1,500.00         |
| July Honorarium                                                       | 1,926.29         |
| Parkland Regional Library - 2nd part of 2024 Levy                     | 1,048.55         |
| SUMA ( Election Supplies - Ballots)                                   | 546.74           |
| North Shore Septic (Water for Office)                                 | 120.00           |
| Envirocare (Bleachers / Loading/Transportation/Delivery/Regina to IV) | 1,823.11         |
| SK Finance (Ministry of Policing & Public Safety)                     | 7,927.11         |
| Clark's Supply & Service ( Oil Filter, parts)                         | 46.56            |
| SK Federation of Police Officers - Annual Crime Prevention Guide      | 225.00           |
| McKee's Trenching (Gravel for Shop)                                   | 761.40           |
| Last Mountain Regional LandFill (Tip Fees)                            | 1,946.16         |
| McDougall Auctioneer ( Eight Concrete Garbage Cans)                   | 1,094.79         |
| Co-op Bulvea (Supplies)                                               | 308.48           |
| July Payroll                                                          | 7,361.76         |
| Expenses (Mileage/Stamp/Truck Allowance)                              | 653.31           |
| Mepp - Pension Plan Employer & Employee contribution                  | 1,115.89         |
| Munisoft (monthly software lease)                                     | 305.25           |
| CRA - Source Deductions                                               | 3,148.77         |
| SaskTel (Cell Phone)                                                  | 24.98            |
| Sask Power (115 Perch Cr-Shop)                                        | 48.38            |
| Sask Power (Street Lights)                                            | 649.07           |
| Sask Power (Pump)                                                     | 124.66           |
| Sask Power (Marine Dr Office)                                         | 113.67           |
| Sask Energy (shop)                                                    | 100.83           |
| SaskTel (office phone)                                                | 74.21            |
| Kubota                                                                | 463.57           |
|                                                                       | <b>38,693.26</b> |

Deck Build

120/2024 Epp: Coghlan

"That the Council of the Resort Village of Island View approve a deck build, on Lot 58, Block 4, Plan 73R47877, 129 Minnow Crescent, subject to Professional Building Inspection, Inc plan review requirements."

CARRIED

Bylaw 05/2024  
Extension Time

121/2024 Coghlan: Epp

"That the Bylaw no. 05/2024, also known as the Bylaw to EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2023 FINANCIAL STATEMENT, be introduced and read for the first time."

CARRIED

Bylaw 05/2024  
Extension Time

122/2024 Epp: Coghlan

"That the Bylaw no. 05/2024, also known as the Bylaw to EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2023 FINANCIAL STATEMENT, be introduced and read for a second time."

CARRIED

Bylaw 05/2024  
Extension Time

123/2024 Coghlan: Epp

"That the Bylaw no. 05/2024, also known as the Bylaw to EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2023 FINANCIAL STATEMENT, be given three readings at this meeting."

CARRIED

  
Mayor / Administrator

Bylaw 05/2024  
Extension Time

124/2024 Epp: Coghlan

"That the Bylaw no. 05/2024, also known as the Bylaw to EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2023 FINANCIAL STATEMENT, be read a third time and finally adopted."

CARRIED UNANIMOUSLY

Fibre Network  
Agreement

125/2024 Coghlan: Epp

"That the Resort Village of Island View approve the Administrator to review, execute and sign the service agreement with Flexnetworks for Fibre internet for the office, Municipal Reserve Park Area and including the kitchen after review submitted to Council."

CARRIED

Road RM220  
Funding  
Agreement

126/2024 Epp: Coghlan

"That the Resort Village of Island View approve the Mayor and the Administrator to sign and enter into a RV Road Maintenance Funding Agreement with the Rural Municipality of McKillop No. 220, for the Resort Village of Island View."

CARRIED

Adjourn

127/2024 Coghlan

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

CARRIED

Time: 10:45 a.m.

Mayor

Administrator



R.M. of

**McKillop** No. 220

# RV Road Maintenance Funding Agreement

This Agreement is made in duplicate effective July 23<sup>rd</sup>, 2024

**BETWEEN:**

**The Council of the Rural Municipality of McKillop No. 220 (the "RM")**

**- and -**

**The Resort Village of Island View ("RVIV")**

**WHEREAS** both the RM and the RVIV are municipal corporations, continued pursuant to section 409 of *The Municipalities Act*, c. M-36.1.

**WHEREAS** the area, which currently comprises the Resort Village, was part of the RM until on which date the RVIV was constituted as an Resort Village by Minister's order.

**WHEREAS** a municipality has, pursuant to Section 12 of *The Municipalities Act*, the direction, control, and management of all roads within its boundaries.

**WHEREAS** a municipality is responsible pursuant to Section 343(1) of *The Municipalities Act*, to keep every street, road, or other public place that is subject to direction, control, and management of the municipality, in a reasonable state of repair.

**WHEREAS** the road, lying south of SE 28-23-23-W2 from the 4-way stop to the RV, approximately 1.0 km in length, providing access to the RVIV, is and has been at all material times located within the boundaries of the RM, and said road is the sole access to the RVIV (the "Road").

**WHEREAS** both the RM and the RVIV, recognize that good annual maintenance of the Road will reduce long-term improvement costs.

**WHEREAS** the RVIV and the RM recognize the need to enter into a voluntary agreement between both parties to facilitate the maintenance of the RVIV access road and ensure appropriate funding.

**WHEREAS** this Agreement between the RVIV and the RM is entered into voluntarily as there is no legislated requirement for either party to enter into the Agreement.

**NOW, THEREFORE**, this Agreement witnesses as follows:



## 1. Definitions

- a) **Council** – The Council of the RM of McKillop No. 220.
- b) **Custom Work/Services** - Any work performed by an employee of the RM using equipment owned or leased by the RM that the RV requests respecting the road.
- c) **RM**- The Rural Municipality of McKillop No. 220
- d) **RVIV**- The Resort Village of Island View

## 2. Levels of Service

- 2.1. The RM shall remove snow from the Road on the same schedule as when the RM removes snow from the RM roads in the vicinity, or as required if the Road becomes impassible.
- 2.2. The RM shall mow the ditches of the Road once (1) per year, for top and bottom cuts as deemed fit by the Manager of Public Works, or on the same schedule as when the RM mows the ditches of other RM roads in the vicinity.
- 2.3. The RM shall remove large rocks jutting above the Road on the same schedule as other RM roads in the vicinity.
- 2.4. The RM shall grade the Road between April 15<sup>th</sup> and October 15<sup>th</sup> approximately every 6 weeks. The Resort Villages will be provided with two (2) additional gradings each year. The Resort Villages will select in discussion with the RM the dates these gradings are required based upon local conditions caused by weather-related events. The RM will try their best to accommodate the requested dates as deemed fit by the Manager of Public Works.
- 2.5. Gravel shall be provided on the Road at 150 cubic yards per mile of type 106 traffic gravel every three (3) years starting from the last recorded gravel application on the Road in consultation with Manager of Public Works.

## 3. Responsibility for Costs

- 3.1. The RM will provide 4 gradings per summer season spaced out between April 1<sup>st</sup> and October 31<sup>st</sup> each year. The resort villages will work with the RM and select one date each summer where the RM will provide grading to the road at no cost to the resort villages. Any additional requests for gradings beyond these two requests shall be invoices to the Resort Villages at \$200.00 per hour. The hourly rate of \$200.00 may be increased if costs rise but is limited to a maximum increase of 10% per year.
- 3.2. The RVIV agrees to pay \$2250.00 per year for the costs to provide services described in Section 2 of this Agreement.
- 3.3. All requested services in addition to, or above, the services described in *Section 2* of this Agreement, must be made by submitting the completed RV Road Work Request Form, ,



by electronic mail by the administrator of the RVIV to the Chief Administrative Office of the RM.

- 3.4.** Once the request described above is received and reviewed, the RM will make reasonable efforts to provide the requested services, in addition to or above those described in *Section 2* of this Agreement, within a reasonable timeframe dependant on weather conditions and equipment/labour availability.
- 3.5.** The RM shall provide the RVIV an invoice for any and all work completed pursuant to request(s) described above in accordance with the rates set out in Schedule "A" by no later than December 15<sup>th</sup> of each year.
- 3.6.** The RVIV shall pay Road maintenance costs as invoiced by the RM no later than December 31<sup>st</sup> of each year.
- 3.7.** Cost of Gravel- Material to be shared at 50/50 costs based on yearly price of material as provided by Manager of Public Works and agreed upon prior to application in RVIV.

#### **4. Dispute Resolution**

- 4.1.** The RM or the RVIV may avail themselves of any applicable dispute resolution process established in *The Municipalities Act*.
- 4.2.** If either the RM or the RVIV has not complied with any term or terms of this agreement, the other party shall give notice in writing of said contravention to the offending party and provide the party with at least 30 days to remedy or resolve the contravention.

#### **5. Agreement**

- 5.1.** This Agreement is for a term of nine (9) years from its effective date and may be renewed by mutual agreement.
- 5.2.** This Agreement can be terminated by either party by providing one years' written notice of termination.



In witness whereof the parties hereto have executed the agreement effective as of the year and day first above written.

**Resort Village of Island View**

  
\_\_\_\_\_

Mayor

July 22, 2024  
Date



  
\_\_\_\_\_

Administrator

July 22, 2024  
Date

**The RM of McKillop, No. 220**

  
\_\_\_\_\_

Reeve

July 23, 2024  
Date



  
\_\_\_\_\_

Administrator

July 23<sup>rd</sup>, 2024  
Date

**SCHEDULE A****ROAD MAINTENANCE RATES**

| <b>Work/Service</b>      | <b>Rate/hour</b> |
|--------------------------|------------------|
| Grading                  | \$200.00         |
| Snow Removal<br>w/Grader | \$250.00         |
| Mowing                   | \$180.00         |

An additional 10% admin fee will be charged for RM administration costs.

Gravelling to be based on cost of gravel plus hauling and loading.

# Resort Village of Island View

## BYLAW NO. 05/2024

### EXTENSION OF TIME – FINANCIAL STATEMENT

#### A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE 2023 FINANCIAL STATEMENT

The Council of the Resort Village of Island View in the Province of Saskatchewan enacts as follows:

For the 2023 financial year, the time required for completion of certain financial and audit procedures for the Resort Village of Island View be extended as follows:

- (a) The time required pursuant to subsection 185(1) of *The Municipalities Act* to complete the annual audit of the municipality's books and records of the annual financial statement be and is extended to September 5, 2024.
- (b) The time required pursuant to subsection 186(1) of *The Municipalities Act* for the submission of a copy of the financial statement and the auditor's report be and is extended to September 5, 2024.
- (c) The time required pursuant to subsection 185(3) of *The Municipalities Act* to publicize the financial statement or synopsis and auditor's report be and is extended to September 30, 2024.

(SEAL)



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Pursuant to Section 404-*The Municipalities Act*

Read a third time and adopted

this 20<sup>th</sup> day of July, 2024

  
\_\_\_\_\_  
Administrator

Certified to be a true copy of Bylaw

No. 05/2024 adopted by the Council

of the Resort Village of Island View, on the

\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Administrator

[SEAL]

# Resort Village of Island View

## Account Payables for July 2024

| DATE      | Payment Type |      | PAYABLE TO                                                            | AMOUNT           |
|-----------|--------------|------|-----------------------------------------------------------------------|------------------|
| 3-Jul-24  | DAP          | June | Global Merchant Debit Machine Fees                                    | 59.10            |
| 20-Jul-24 | Cheque       | 142  | Jocelyn Paslawski                                                     | 250.00           |
| 20-Jul-24 | Cheque       | 149  | Strasbourg Building & Home Supply (Lumber and Quikrete - Court)       | 622.92           |
| 20-Jul-24 | E-Transfer   |      | PBI - Inspection Fee                                                  | 1,477.70         |
| 20-Jul-24 | Cheque       | 150  | McKercher LLP - Legal Fees                                            | 2,825.00         |
| 20-Jul-24 | Cheque       | 151  | Ron Braumberger - Pest & Predator Control 2024                        | 1,500.00         |
| 20-Jul-24 | E-Transfer   |      | Gordon Epp (Honorarium and Expense from Boundary Alt Mtg with RM220)  | 533.59           |
| 20-Jul-24 | E-Transfer   |      | Ray Olson (Honorarium)                                                | 737.80           |
| 20-Jul-24 | Cheque       | 152  | Warren Coghlan (Honorarium)                                           | 654.90           |
| 20-Jul-24 | Cheque       | 153  | Parkland Regional Library - 2nd part of 2024 Levy                     | 1,048.55         |
| 20-Jul-24 | Online       |      | SUMA ( Election Supplies - Ballots)                                   | 546.74           |
| 20-Jul-24 | E-Transfer   |      | North Shore Septic (Water for Office)                                 | 120.00           |
| 20-Jul-24 | E-Transfer   |      | Envirocare (Bleachers / Loading/Transportation/Delivery/Regina to IV) | 1,823.11         |
| 20-Jul-24 | Cheque       | 154  | SK Finance (Ministry of Policing & Public Safety)                     | 7,927.11         |
| 20-Jul-24 | Cheque       | 155  | Clark's Supply & Service ( Oil Filter, parts)                         | 46.56            |
| 20-Jul-24 | Etransfer    |      | SK Federation of Police Officers - Annual Crime Prevention Guide      | 225.00           |
| 20-Jul-24 | Etransfer    |      | McKee's Trenching (Gravel for Shop)                                   | 761.40           |
| 20-Jul-24 | Etransfer    |      | Last Mountain Regional LandFill (Tip Fees)                            | 1,946.16         |
| 16-Jul-24 | Etransfer    |      | McDougall Auctioneer ( Eight Concrete Garbage Cans)                   | 1,094.79         |
| 20-Jul-24 | Online       |      | Co-op Bulyea (Supplies)                                               | 308.48           |
| 20-Jul-24 | Cheque       | 156  | Pamela Holliday (Wages June 16 - July 15)                             | 3,499.03         |
| 20-Jul-24 | Cheque       | 156  | Pam Holliday Expenses (Mileage/Stamps)                                | 256.41           |
| 20-Jul-24 | Online       |      | Mepp - Pension Plan Employer & Employee contribution                  | 1,115.89         |
| 20-Jul-24 | Etransfer    |      | Glenn Wilson (Wages June 16 - July 15)                                | 2,548.83         |
| 20-Jul-24 | Etransfer    |      | Glenn Wilson (Truck Allowance & Mileage)                              | 396.90           |
| 20-Jul-24 | Etransfer    |      | Laura Wilson (Wages June 16-July 15)Administration                    | 798.55           |
| 20-Jul-24 | Etransfer    |      | Laura Wilson (Wages June 16-July 15)Maintenance                       | 515.35           |
| 15-Jul-24 | DAP          | June | Munisoft (monthly software lease)                                     | 305.25           |
| 20-Jul-24 | Online       |      | CRA - Source Deductions                                               | 3,148.77         |
| 20-Jul-24 | Online       |      | SaskTel (Cell Phone)                                                  | 24.98            |
| 20-Jul-24 | Online       |      | Sask Power (115 Perch Cr-Shop)                                        | 48.38            |
| 20-Jul-24 | Online       |      | Sask Power (Street Lights)                                            | 649.07           |
| 20-Jul-24 | Online       |      | Sask Power (Pump)                                                     | 124.66           |
| 20-Jul-24 | Online       |      | Sask Power (Marine Dr Office)                                         | 113.67           |
| 20-Jul-24 | Online       |      | Sask Energy (shop)                                                    | 100.83           |
| 20-Jul-24 | Online       | June | SaskTel (office phone)                                                | 74.21            |
| 30-Jul-24 | DAP          | 84   | Kubota                                                                | 463.57           |
|           |              |      |                                                                       | <b>38,693.26</b> |

Presented to Council on July 20, 2024


  
 CAO / MAYOR

# CERTIFICATE OF APPOINTMENT

THIS IS TO CERTIFY THAT

|              |                                                    |        |
|--------------|----------------------------------------------------|--------|
| Charles Fiss | T-Class 1 Licensed Building Official, Saskatchewan | BOL815 |
|--------------|----------------------------------------------------|--------|

Residents of the Province of Saskatchewan, who are employed by

PROFESSIONAL BUILDING INSPECTIONS, INC.  
5 GREGORY AVENUE EAST – UNIT 5  
BOX 517 STN MAIN  
WHITE CITY, SASKATCHEWAN

HAVE BEEN APPOINTED AS LICENSED BUILDING OFFICIALS

BY THE COUNCIL OF THE Resort Village of Island View

UNDER THE AUTHORITY OF SUBSECTIONS 16(2) AND 16(3) OF

THE CONSTRUCTION CODES ACT

The Municipal Official below is hereby authorized to issue Certificates of Appointment for the above noted Licensed Building Officials.

(MUNICIPAL SEAL)



P. Holliday

(Signature of Authorized Municipal Official)

Pamela Holliday

(Name of Municipal Official – Please Print)

Chief Administrative Officer

(Title of Municipal Official)

July 6, 2024

(Date of Resolution)

109/2024

(Resolution Number)