

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 Reports 153/2023 Epp: Coghlan
"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

New Business Discussion

- a. Business License bylaw options -
- b. OCP/Zoning amendments:
Cost Analysis -
- c. Picnic Shelter
- d. Alcohol use in public places

Administrator, Pamela Holliday, left the meeting at Time: 10:42 a.m.

CARRIED

Garage Build

155/2023 Coghlan: Epp

"That the Council of the Resort Village of Island View approve a new garage build on Lot 24, Block 2, Plan 60R15827, 117 Pickerel Crescent, subject to Professional Building Inspection, Inc plan review requirements."

CARRIED

Administrator, Pamela Holliday, returns to the meeting at Time: 10:45 a.m.

Shed Build

156/2023 Epp: Coghlan

"That the Council of the Resort Village of Island View approve a new shed build on Lot 49, Block 4, Plan 73R47877, 111 Minnow Crescent, subject to Professional Building Inspection, Inc plan review requirements."

CARRIED

Gravel RM220

157/2023 Coghlan : Epp

"That the Council of the Resort Village of Island View authorize the Administrator to contact the RM220 to have them put 100 yards of gravel on the ½ mile of road from the 4-way stop to Island View's boundary at a total cost of \$3,000 - (\$1,700 for gravel and 6 hours of labour or less at a rate of \$210 per hour).

CARRIED

CEBA Repayment

158/2023 Epp: Coghlan

"That the Council of the Resort Village of Island View authorize the Administrator to pay \$40,000 of the CEBA loan at the Affinity Credit Union in Strasbourg, SK from the Chequing account."

CARRIED

SK Energy Opt-Out

159/2023 Coghlan: Epp

"That the Council of the Resort Village of Island View approve the Administrator to opt- out of the Sask Energy Municipal Surcharge on SaskEnergy Bills program."

CARRIED

Winter Office Hours

160/2023 Epp: Coghlan

"That the Council of The Resort Village of Island View authorize the office winter hours to be Saturday 9am to 3pm starting on September 30th, 2023."

CARRIED

Home Based Business Bylaw 2nd Read

161/2023 Epp: Coghlan

"That the Bylaw No. 05/2023, also known as the Bylaw for HOME BASED LICENSING, be read for the second time."

CARRIED

Home Based Business Bylaw 3rd Read

162/2023 Coghlan: Epp

"That the Bylaw No. 05/2023, also known as the Bylaw for HOME BASED LICENSING, be introduced and given three readings at this meeting."

CARRIED

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.....	<u>\$218,130.80</u>
Uncleared transactions as of 31/07/2023.....	<u>\$47,769.02</u>
Register balance as of 31/07/2023.....	<u>\$265,899.82</u>

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
				76,525.01

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
				52,968.66

Presented to Council on August 26, 2023

 CAO / MAYOR

Resort Village of Island View

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.



David Olson

 Mayor

P. Holliday

 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.

HOME BASED BUSINESS LICENSE No. _____

HOME BASED BUSINESS CATEGORY: _____

Municipal Official's Signature: _____

Date: _____

Resort Village of Island View

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

