

**Minutes of the Regular Meeting of the Council for the  
Resort Village of Beaver Flat  
Held the 22<sup>nd</sup> day of January, 2014  
In the Best Western Meeting Room**

**Present:** Mayor Gerald Olson (6:45 pm), Councillors Darcy Griffin, Ellery Janz and Administrator Dianne Hahn.

**Call to Order:**

A quorum being present, Deputy Mayor Janz called the meeting to order at 6:15 pm.

**Agenda:**

The following items were requested to be added to the agenda:

1. Southwest Transportation Planning Council

2014-01 Griffin/Janz

THAT the agenda for the Council meeting of January 22, 2014 be approved as circulated and amended.

CARRIED.

**Minutes:**

2014-02 Janz/Griffin

THAT the minutes of the regular Council meeting held December 11, 2013 be approved as circulated.

CARRIED.

**Business Arising from the Minutes:**

*Hall Rental Agreement*

A draft agreement for rental of the hall was reviewed.

2014-03 Griffin/Janz

THAT the following agreement be approved for use when renting the hall.

***HALL RENTAL AGREEMENT***

*This agreement shall define the procedure for rental of the Hall located at the Village of Beaver Flat.*

**PROCEDURE:**

*The Hall shall be rented to individuals/businesses on the following basis.*

1. *Individuals/businesses interested in renting the Hall shall inquire with the Administrator for the Village of Beaver Flat.*
2. *Hall rentals shall be on a first come, first serve basis.*
3. *The hall will not be rented to an individual/business if it has already been booked and a deposit paid by an individual/business.*
4. *Upon confirmation that the hall is available for rent, a deposit in the amount of \$250.00 shall be received by the Administrator within two weeks of booking. The deposit shall serve as a damage deposit and will be refunded after the event should no damages occur.*
5. *In the event that the individual renting the hall wishes to cancel the rental, the damage deposit in the amount of \$250.00 will not be refunded if notification is not given at least two months in advance of the booking.*
6. *Payment for rental of the hall in the amount of \$250.00 per day shall be received by the Administrator one month in advance of the rental.*

7. *The Hall will be cleaned prior to your use. A member of the Beaver Flat Hall Committee will 'walk through' the Hall with the individual renting the hall prior to and after the rental. It is the responsibility of the individual renting the hall to leave the hall in the same condition as they received it. The damage deposit will be kept should the hall not be cleaned. The individual renting the hall will be responsible for all repair costs and/or damages that have occurred during the rental over and above the \$250.00 damage deposit. Breakdown of appliances and equipment due to normal/proper usage will be exempt.*
8. *All tables, chairs, dishes and kitchen appliances must be returned to their original location unless otherwise approved.*
9. *Paper towel, toilet paper and propane are included with the rental fee. All other items are the responsibility of the individual renting the facility.*
10. *Since this is a public building, all Saskatchewan and Village of Beaver Flat Public Ordinances are applicable. (i.e. purchase of a valid Saskatchewan Liquor License if liquor is present in the facility, adherence to noise bylaws, etc.).*
11. *Permission for RV parking and tenting must be obtained ahead of time. Both RV camping and tenting are done at the owners' risk. Once permission is received, RV's MUST park in the south side parking lot ONLY. The lawns and paving on the west side of the hall (adjacent to the store) are private property belonging to the store. Please be respectful of their property. There are no electrical or waste (sewage) disposal services at the Hall. RV owners are responsible for their own electricity and MUST haul out their sewage waste.*
12. *Once permission is received, tents may be pitched on the east lawn ONLY. Please be conscious of keeping a safe distance between tents and the fire pit (approximately 4 metres). A fire extinguisher is kept just inside the east doors.*
13. *Use of the fire pit will be prohibited in the event of drought or low water levels. Please inquire prior to lighting a fire.*
14. *Rental begins at 6:00 am through to 8:00 am the following day. An hourly rate of \$50.00 per hour up to \$250.00 will be applied for late vacancies. Permission may be received ahead of time for hall 'set up' the evening before.*

*We are proud to have this Hall in our community. We thank you for helping us keep this facility by doing your part!*

*Please sign two copies of this Rental Agreement and return one copy to the Administrator at the address above as soon as possible.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name of Person Renting the Hall*

\_\_\_\_\_  
*Rental Date/s*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Phone Number*

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City

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Cell Number

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Postal Code

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E-mail address

(For your information, there are 22 six foot tables and 96 chairs in the Hall.)

CARRIED.

*Credit Cards*

The Village will not be proceeding with the acceptance of credit cards.

**Accounts and Financial Statements:**

2014-04 Janz/Griffin

THAT the Bank Reconciliation for December, 2013 be approved.

CARRIED.

2014-05 Griffin/Janz

THAT the Financial Statement for December, 2014 be approved.

CARRIED.

2014-06 Janz/Griffin

THAT the list of cheques be approved as presented.

CARRIED.

Mayor Olson joined the meeting at 6:45 pm.

**Old Business:**

*Crown Land Lots*

No new information is available at this time.

*Lagoon/Waste Treatment*

The development of a lagoon is still being looked into.

*Emergency Planning*

This matter will be dealt with later in the meeting.

**New Business:**

*Outstanding Taxes*

The list of outstanding taxes as of December 31, 2013 was reviewed.

2014-07 Griffin/Janz

THAT the list of Outstanding Taxes for 2013 be received.

CARRIED.

*Outstanding Fuel Invoices*

The list of outstanding fuel invoices as of December 31, 2013 was reviewed.

*Sask Lotteries Trust*

The information on the Sask Lotteries grant was reviewed.

*Emergency Planning*

Dean McNabb, Government Relations joined the meeting at 7:05 pm to discuss emergency planning. He provided information on planning for emergencies for a municipality. Basic Emergency Management training will be held in Caronport in the near future. Mr. McNabb left the meeting at 7:30 pm.

*2014 Budget*

Insulating of the shop was discussed with the possibility of obtaining a grant.

*Appointment of Auditor*

2014-08 Janz/Griffin

THAT Chris DeJong be appointed as the Auditor for the 2013 audit.

CARRIED.

*Outstanding Taxes – Carol Andres*

A discussion took place regarding a misunderstanding that occurred with Carol Andres regarding the payment of taxes.

2014-09 Griffin/Janz

THAT taxes in the amount of \$9.46 be written off for Carol and Cornelius Andres due to a misunderstanding that occurred.

CARRIED.

*Appointment of Emergency Coordinator*

2014-10 Janz/Griffin

THAT Wayne Cormier be appointed as a volunteer firefighter/Emergency Coordinator and that the volunteer firefighter tax credit be provided to him as well.

CARRIED.

2014-11 Griffin/Janz

THAT Murray Dunn be appointed as the Volunteer Fire Chief for the Village of Beaver Flat.

CARRIED.

*Advertising for Maintenance Foreman*

Quotes received for advertising for the Maintenance Foreman position were reviewed.

2014-12 Janz/Griffin

THAT the ad for the Maintenance Foreman be placed in the *Southwest Booster*, *Prairie Post*, the village's website and on SaskJobs.ca.

CARRIED.

*Policing Priorities*

Policing priorities for 2014 were discussed. The priority to be relayed to the RCMP is to have a police presence in the village at times.

Ellery Janz declared a conflict of interest and left the meeting.

*Request to Park RV's*

A request from the family of Bob Glover as well as from Ellery Janz to park RV's at the hall during the weekend that they have the hall booked in 2014 was discussed.

2014-13 Griffin/Olson

THAT approval be given to the Bob Glover family and to Ellery Janz to park RV's at the hall during the weekend that they have the hall booked in 2014.

CARRIED.

Ellery Janz returned to the meeting.

*Southwest Transportation Planning Council*

A request from the Southwest Transportation Planning Council for the Village to purchase a membership will not be pursued.

*Storage of Fishing Shack*

A request has been received for non-residents to be allowed to purchase a storage spot for a fishing shack. This matter will be discussed further at a future meeting.

*Rental of Hall*

A discussion took place regarding the rental of the hall and cleaning of the same. The Administrator is to send a letter to the Hall Committee advising that the hall must be cleaned prior to a rental as well as after a rental. The Committee is also responsible for doing the walk through prior to and after an event.

**Correspondence:**

The correspondence was reviewed as listed on the Agenda.

2014-14 Janz/Griffin

THAT the correspondence be received as information and filed.

CARRIED.

**Next Meeting:**

At the call of the Mayor.

**Adjournment:**

2014-15 Griffin

THAT this meeting be adjourned. (8:55 p.m.)

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Mayor

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Administrator