

**RM of NORTH QU'APPELLE NO.187**  
**Agenda Regular Meeting of Council**  
**Thursday, October 29, 2015**

1. Call to Order
2. Approval of minutes –October 14, 2015
3. Business Arising From Minutes
4. Reports
  - a. D. Duesterbeck - Foreman - *Absent*
  - b. H. McDonald – RM Tour / Premier B. Wall and Deputy Premier D. McMorris visit
  - c. G. MacPherson – Shop / *Pipeline*
  - d. K. Hutchinson – Calling Lakes District Planning Commission / *Hospital*
  - e. M. Johnson – Acting Administrator
5. Bylaws
  - a. Bylaw 15-004 – Building Bylaw
6. Correspondence
  - a. SARM – Guidelines for New Development in Proximity to Railway Operations
  - b. SARM – 2016 Road Bridge Culvert Cost Share Funding MREP
7. Accounts for Payment / Financial Statements / Bank Reconciliation
8. Unfinished Business
  - a. 2011 PDAP
  - b. Culvert Carry the Kettle First Nation
9. New Business
  - a. Boot allowance Policy
  - b. 129 Qu'Appelle Place – Road Issues
  - c. 2015 GMC Sierra 3500 HD
  - d. Del Equipment Truck Deck
  - e. 278 Pasqua Lake - Easement
  - f. Zoning bylaw – Trailers, Box Cars, Sea and Rail Containers
  - g. Organized Hamlet of Taylor Beach – Delta work
  - h. CIBC Cash Management Online
  - i. Sweet Grass Ridge – Environmental Reserve
10. Other Business
11. Adjournment

*H. J. M.*  
*1*  
*MD*

**Rural Municipality of North Qu'Appelle No. 187**  
**Regular meeting of Council held in the R.M. Council Chambers**  
**136 Company Avenue, Fort Qu'Appelle, Saskatchewan**  
**Thursday, October 29, 2015**

Present: Reeve: Harry McDonald  
Council Members: Division 1 Tom Braithwaite  
Division 2 Leonard Horsman  
Division 3 George MacPherson  
Division 4 Gord Peagam  
Division 5 Marcel DeDecker  
Division 6 John Linklater  
Division 7 Ken Hutchinson

Staff: Acting Administrator – Marcy Johnson

A quorum being present, Reeve H. McDonald called the meeting to order at 9:05 a.m.

**15-265 MINUTES / T. BRAITHWAITE**

"THAT the minutes of the regular meeting of Council held October 14, 2015 be adopted as presented. "

CARRIED

*Councillor L. Horsman arrived in Council Chambers at 9:17 a.m.*

**15-266 REPORTS / L. HORSMAN**

"THAT the following verbal reports from:

- a. H. McDonald – RM Tour / Premier B. Wall and Deputy Premier D. McMorris visit
  - b. G. MacPherson – Shop / Pipeline
  - c. K. Hutchinson – Calling Lakes District Planning Commission / Hospital
  - d. M. Johnson – Acting Administrator
- be accepted as presented."

CARRIED

**15-267 CORRESPONDENCE / G. MACPHERSON**

"THAT the following correspondence be accepted as presented:

- a. SARM – Guidelines for New Development in Proximity to Railway Operations
- b. SARM – 2016 Road Bridge Culvert Cost Share Funding MREP."

CARRIED

**15-268 RECESS / G. PEAGAM**

"THAT this meeting be recessed at 10:47 a.m. "

CARRIED

**15-269 RECONVENE / M. DEDECKER**

"THAT this meeting reconvene 10:49 a.m. "

CARRIED

**15-270 ACCOUNTS FOR PAYMENT / J. LINKLATER**

"THAT the list of accounts paid by cheque numbers 5416 to 5438 totaling \$104,872.41, attached and forming a part of these minutes, be approved by RM Council for payment."

CARRIED

**15-271 FINANCIAL STATEMENT / K. HUTCHINSON**

"THAT the Statement of Financial Activities for the month of September 2015, attached and forming a part of these minutes, be accepted as presented."

CARRIED

**15-272 BANK RECONCILIATION / T. BRAITHWAITE**

"THAT the Bank Reconciliation for the month of September 2015, attached and forming a part of these minutes, be accepted as presented."

CARRIED

**Rural Municipality of North Qu'Appelle No. 187**  
**Regular meeting of Council held in the R.M. Council Chambers**  
**136 Company Avenue, Fort Qu'Appelle, Saskatchewan**  
**Thursday, October 29, 2015**

**15-273 BOOT ALLOWANCE POLICY / L. HORSMAN**

"THAT RM Council approve the Boot Allowance policy for employees of the RM of North Qu'Appelle No. 187."

CARRIED

**15-274 - 129 QU'APPELLE PLACE / G. MACPHERSON**

"THAT RM Council approve the ratepayer at 129 Qu'Appelle Place to lower the road at his own expense;  
AND FURTHERMORE, RM Council will have a preconstruction meeting, so the ratepayer has full understanding of Council's expectations."

CARRIED

**15-275 - 2015 GMC SIERRA 3500 / G. PEAGAM**

"THAT RM Council approve the purchase of the 2015 GMC Sierra 3500, cab & Chasse from Echo Valley Motor Products at a cost of \$40,604.30."

CARRIED

**15-276 TRUCK DECK – DEL EQUIPMENT / M. DEDECKER**

"THAT RM Council approve the purchase of the Del Truck Deck for the 2015 GMC Sierra cat a cost of \$12,880 plus applicable taxes."

CARRIED

**15-277 – 278 PASQUA LAKE EASEMENT / J. LINKLATER**

"THAT RM Council approve the twenty two foot (22') easement at 278 Pasqua Lake;  
AND FURTHERMORE, the easement last for 10 years or till the owners sell the property whichever is the lesser."

CARRIED

**15-278 ORGAINIZED HAMLET OF TAYLOR BEACH – DELTA / K. HUTCHINSON**

"THAT RM Council approve with the consent of the Taylor Beach Hamlet board to hire Ray Pentland, a hydrologist at a cost to the Hamlet of \$1,500 to advise on the best way to dredge the delta."

CARRIED

**15-279 CIBC CASH MANAGEMENT ONLINE BANKING / T. BRAITHWAITE**


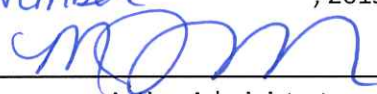
"THAT RM Council approve the cost for set up and monthly charges for the Cash Management Online (CMO) banking at CIBC."

CARRIED

**15-280 ADJOURNMENT / L. HORSMAN**

"THAT the regular meeting of Council be adjourned at 11:53 a.m."

CARRIED

Approved this 10 day of November, 2015.  
   
Reeve Acting Administrator

Next meeting of Council Tuesday, November 10, 2015.



Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5416-Man	15/10/2015	Johnson, Marcy PM-10-01	Payroll October 1 - 15	1,618.93	1,618.93
5417-Man	15/10/2015	Nicole Keith PM-10-01	payroll October 1 - 15	1,127.55	1,127.55
5418-Man	15/10/2015	Duesterbeck, Darwin PM-10-01	Payroll October 1 - 15	1,834.43	1,834.43
5419-Man	15/10/2015	Kulaway, Ken PM-10-01	Payroll October 1 - 15	1,441.01	1,441.01
5420-Man	15/10/2015	Erickson, Randy PM-10-01	Payroll October 1 - 15	1,072.75	1,072.75
5421-Man	15/10/2015	Webster, LLOYD PM-10-01	Payroll October 1 - 15	1,307.60	1,307.60
5422	15/10/2015	Klotz, Eldon 10/15BorrowPit	Borrow Pit-SE 36-21-15-W2	600.00	600.00
5423	15/10/2015	Morin, Gary 10/15RefDeposit	Refundable Deposit	5,000.00	5,000.00
5424	29/10/2015	Canada Culvert 84-11538	Culverts, coupler, bolts	1,037.03	1,037.03
5425	29/10/2015	Echo Valley Motor Products Ltd 14056	2015 GMC Sierra Chassis Cab	40,604.30	40,604.30
5426	29/10/2015	Grismer, Camille 578	Extra yard debris	2,611.35	2,611.35
5427	29/10/2015	Horsman, Leonard 10/15 Hitch	Hitch for Dodge trailer	100.00	100.00
5428	29/10/2015	Jackson Bros. Bobcat Services 32.	Div 3-Egg Lake-24yds stone	882.00	
		32.	Div 3-84 yd stone	3,087.00	
		34.	Div 3 - 14 yds stone	514.50	
		35.	TB-12 yd road gravel	189.00	
		40.	Haul stones to McDonald Dam	378.00	
		26..	Mackie Hill-Haul & load clay	252.00	
		2	Mackie Hill-21yd base gravel	441.00	
		39 - Div 1	Div 1 - 400yd gravel	3,796.80	
		39 - Div 3	Div 2 - 200yd gravel	2,880.15	
		39 - Div 4	Div 4 - 625yd gravel	7,875.00	
		39 - Div 5	Div 5 - 475yd gravel	7,953.75	
		39 - Div 6	Div 6 - 550yd gravel	9,817.50	38,066.70
5429	29/10/2015	Incorrect Payee			
5430	29/10/2015	Myers, Leonard 10/15 Contract 10/15 Cell	Rd Maint-Oct. 9 - Oct 23 Cell expense	2,115.00 25.00	2,140.00
5431	29/10/2015	Peagam, Linda			

*H. J. M.  
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
5432	29/10/2015	10/15 Contract Sharon Pope	Office-Sep. 21 - Oct. 22	1,120.00	1,120.00
5433	29/10/2015	10/15 Training Success Office Systems	Mentor-Acting Administrator	505.00	505.00
5434	29/10/2015	INV103591 Town of Fort Qu'Appelle	Photocopier	87.23	87.23
5435	29/10/2015	2015-00017 Webster. LLoyd	Fire Call-#4 Qu'Appell Est.	600.00	600.00
5436	30/10/2015	10/15 Cell Cochrane, Holly	Cell expense	25.00	25.00
5437	30/10/2015	10/15 Contract Grismer, Camille	Janitor contract	330.75	330.75
5438	29/10/2015	10/15 Contract Municipal Leadership	Garbage contract	3,501.03	3,501.03
		11/15 Workshop	Workshop-November 2015	141.75	141.75
				Total for AP:	104,872.41

  
Reeve



**R.M. of North Qu'Appelle #187**  
**Statement of Financial Activities - Condensed**  
For the Period Ending 30/09/2015

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy		1,484,686.57	1,485,251.00	(564.43)	0.04-
Abatements and Adjustments	(2,350.90)	(2,350.90)	(11,850.00)	9,499.10	80.16
Discount on Current Year Taxes	(2,972.15)	(123,472.98)	(124,410.00)	937.02	0.75
<b>Net Municipal Taxes</b>	<b>(5,323.05)</b>	<b>1,358,862.69</b>	<b>1,348,991.00</b>	<b>9,871.69</b>	<b>0.73</b>
Penalties on Tax Arrears	1,207.22	12,601.26		12,601.26	
<b>Total Taxation:</b>	<b>(4,115.83)</b>	<b>1,371,463.95</b>	<b>1,348,991.00</b>	<b>22,472.95</b>	<b>1.67</b>
<b>Fees and Charges</b>					
Custom Work	800.00	1,390.00	37,000.00	(35,610.00)	96.24-
Sale of Supplies and Gravel	10,652.78	42,906.94	7,400.00	35,506.94	479.82
Rentals			600.00	(600.00)	100.00-
Policing and Fire Fees		800.00		800.00	
Licenses and Permits	560.00	15,965.00	38,700.00	(22,735.00)	58.75-
General Office Services	3,077.16	28,031.28	48,760.00	(20,728.72)	42.51-
Landfill/Waste Collection Fees			34,500.00	(34,500.00)	100.00-
<b>Total Fees and Charges:</b>	<b>15,089.94</b>	<b>89,093.22</b>	<b>166,960.00</b>	<b>(77,866.78)</b>	<b>46.64-</b>
<b>Maintenance and Development Charges</b>					
Road Maintenance and Restoration Agreement:			25,000.00	(25,000.00)	100.00-
<b>Total Maintenance and Development Charge</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>(25,000.00)</b>	<b>100.00-</b>
<b>Utilities</b>					
Water	686.75	5,746.25	8,000.00	(2,253.75)	28.17-
<b>Total Utilities:</b>	<b>686.75</b>	<b>5,746.25</b>	<b>8,000.00</b>	<b>(2,253.75)</b>	<b>28.17-</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		103,399.66	173,850.00	(70,450.34)	40.52-
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>103,399.66</b>	<b>173,850.00</b>	<b>(70,450.34)</b>	<b>40.52-</b>
<b>Conditional Grants</b>					
Federal		41,350.40	41,330.00	20.40	0.05
Provincial		840,614.97	175,520.00	665,094.97	378.93
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>881,965.37</b>	<b>216,850.00</b>	<b>665,115.37</b>	<b>306.72</b>
<b>Grants in Lieu of Taxes</b>					
Provincial		750.00	2,430.00	(1,680.00)	69.14-
Local	2,153.83	2,153.83	1,495.00	658.83	44.07
<b>Total Grants in Lieu of Taxes:</b>	<b>2,153.83</b>	<b>2,903.83</b>	<b>3,925.00</b>	<b>(1,021.17)</b>	<b>26.02-</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	72.60	973.78	2,200.00	(1,226.22)	55.74-
<b>Total Investment Income and Commissions:</b>	<b>72.60</b>	<b>973.78</b>	<b>2,200.00</b>	<b>(1,226.22)</b>	<b>55.74-</b>
<b>Total REVENUES:</b>	<b>13,887.29</b>	<b>2,455,546.06</b>	<b>1,945,776.00</b>	<b>509,770.06</b>	<b>26.20</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages	6,950.08	78,861.32	120,400.00	41,538.68	34.50
Benefits	1,225.32	27,450.27	30,000.00	2,549.73	8.50
Professional/Contract Services	6,352.01	94,559.00	128,250.00	33,691.00	26.27
Utilities	1,010.54	5,235.39	6,100.00	864.61	14.17
Maintenance, Material and Supplies	950.88	16,107.67	17,100.00	992.33	5.80
Grants and Contributions		8,486.35	4,000.00	(4,486.35)	112.16-
Capital Expenditures			4,190.00	4,190.00	100.00
Other		75.00		(75.00)	
<b>Total General Government Services:</b>	<b>16,488.83</b>	<b>230,775.00</b>	<b>310,040.00</b>	<b>79,265.00</b>	<b>25.57</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services			29,800.00	29,800.00	100.00

*A. J. Smith*  
*MA*



R.M. of North Qu'Appelle #187  
Statement of Financial Activities - Condensed  
For the Period Ending 30/09/2015

	Current	Year To Date	Budget	Variance	%
Total Police Protection:	0.00	0.00	29,800.00	29,800.00	100.00
Fire Protection					
Professional/Contractual Services		12,400.00	11,620.00	(780.00)	6.71-
Total Fire Protection:	0.00	12,400.00	11,620.00	(780.00)	6.71-
Total Protective Services:	0.00	12,400.00	41,420.00	29,020.00	70.06
Transportation Services					
Maintenance					
Wages	7,995.49	146,218.94	195,000.00	48,781.06	25.02
Benefits	1,865.80	44,624.05	41,000.00	(3,624.05)	8.84-
Professional/Contractual Services	42,227.91	348,255.04	439,650.00	91,394.96	20.79
Utilities	4,117.18	20,355.74	29,150.00	8,794.26	30.17
Maintenance, Materials & Supplies	19,028.25	356,502.64	665,400.00	308,897.36	46.42
Capital Expenditures	66,982.13	66,982.13	271,240.00	204,257.87	75.31
Interest			1,500.00	1,500.00	100.00
Total Maintenance:	142,216.76	982,938.54	1,642,940.00	660,001.46	40.17
Construction					
Benefits		(4.67)		4.67	
Total Construction:	0.00	(4.67)	0.00	4.67	0.00
Snow Removal					
Maintenance, Materials & Supplies		4,968.00	11,000.00	6,032.00	54.84
Total Snow Removal:	0.00	4,968.00	11,000.00	6,032.00	54.84
Total Transportation Services:	142,216.76	987,901.87	1,653,940.00	666,038.13	40.27
Environmental Services					
Professional/Contractual Services	20,242.56	117,328.53	173,200.00	55,871.47	32.26
Maintenance, Materials and Supplies	(445.00)	625.02	2,600.00	1,974.98	75.96
Total Environmental Services:	19,797.56	117,953.55	175,800.00	57,846.45	32.90
Planning and Development Services					
Professional/Contractual Services	375.00	948.15	3,000.00	2,051.85	68.40
Grants and Contributions		674.25		(674.25)	
Total Planning and Development Services:	375.00	1,622.40	3,000.00	1,377.60	45.92
Recreation and Cultural Services					
Professional/Contractual Services			8,000.00	8,000.00	100.00
Grants and Contributions		7,782.32		(7,782.32)	
Total Recreation and Cultural Services:	0.00	7,782.32	8,000.00	217.68	2.72
Utilities					
Water					
Professional/Contractual Services		40.00	130.00	90.00	69.23
Utilities	99.48	888.49	1,300.00	411.51	31.65
Maintenance, Materials and Supplies		69.23	2,000.00	1,930.77	96.54
Total Water:	99.48	997.72	3,430.00	2,432.28	70.91
Total Utilities:	99.48	997.72	3,430.00	2,432.28	70.91
Total EXPENDITURES:	178,977.63	1,359,432.86	2,195,630.00	836,197.14	38.08
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	13,887.29	2,455,546.06	1,945,776.00	509,770.06	26.20
EXPENDITURES	178,977.63	1,359,432.86	2,195,630.00	836,197.14	38.08
CHANGE IN NET FINANCIAL ASSETS	(165,090.34)	1,096,113.20	(249,854.00)	1,345,967.20	538.70
Change in Non-Financial Assets	(413.90)	(1,169.49)		(1,169.49)	
Change in Net Assets	(164,676.44)	1,097,282.69	(249,854.00)	1,347,136.69	539.17
Change in Surplus	(164,676.44)	1,097,282.69	(249,854.00)	1,347,136.69	539.17


Account Balances	Current	Year to Date	Balance
Cash and Investments			

*A. J. M.*  
*MD*

R.M. of North Qu'Appelle #187  
Statement of Financial Activities - Condensed  
For the Period Ending 30/09/2015

	Current	Year To Date	Budget	Variance	%
Cash - On Hand - Petty Cash			300.00		
Cash - Bank - CIBC	(104,779.85)	938,948.17	489,839.01		
Cash - Conexus (For Pipeline Deposits)	(1,511.26)				
<b>Total Cash and Investments:</b>	<b>(106,291.11)</b>	<b>938,948.17</b>	<b>490,139.01</b>		
<b>Municipal Taxes Receivable</b>					
Municipal - Tax Receivable - Rural	(30,783.13)	79,055.15	141,329.19		
Municipal - Tax Receivable - Urban	(19,141.35)	55,190.64	136,438.45		
Municipal - Tax Receivable -Taylor Beach	(7,712.12)	6,905.85	9,480.62		
Municipal - Tax Receivable -Pasqua Lake	(8,059.05)	29,272.77	46,852.99		
Municipal - Tax Receivable -P.L. Special	(131.63)	(1,208.50)	1,088.84		
Municipal - Tax Recv. - Fire Truck Spec.	1.89	36.57	801.20		
Municipal - Tax Receivable - Tax Enforc.	(93.66)	(68.67)	1,348.63		
Municipal - Adjustment/Cancellation	204.02	204.02	204.02		
Municipal - Allow. for Uncollected			(10,000.00)		
<b>Total Municipal Taxes Receivable:</b>	<b>(65,715.03)</b>	<b>169,387.83</b>	<b>327,543.94</b>		

Certified correct and in accordance with the records Presented to council on

  
Reeve

\_\_\_\_\_  
(Date)  
\_\_\_\_\_  
Administrator





R.M. of North Qu'Appelle #187  
Bank Reconciliation - Detailed

CIBC - \*\*\*\*\*-01118  
For Ending Date 30/09/2015

110-110-120 - Cash - Bank - CIBC  
GL Balance to 30/09/2015 489,967.71

Service Charges: -201.30  
Interest Charges: 0.00  
Interest Revenue: 72.60

Adjusted Book Balance 489,839.01

Bank Statement Balance: 566,860.86

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	30/09/2015	2015-0160	Deposit Entry	RC	500.00
Subtotal:					500.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	16/07/2015	RC	Rev-Receipt # 150093-001	RC	-1.47
2	28/07/2015	Ch 5210	McCorriston, Holly	AP	-25.00
3	08/09/2015	Ch 5331	U.M.A.A.S.	AP	-89.25
4	22/09/2015	Ch 5349	Macleods True Value	AP	-62.65
5	22/09/2015	Ch 5351	Myers, Leonard	AP	-4,314.00
6	22/09/2015	Ch 5352	North Valley Waste	AP	-9,261.00
7	22/09/2015	Ch 5358	Susan Stettner	AP	-2,350.90
8	22/09/2015	Ch 5361	The Valley Scoreboard	AP	-157.50
9	22/09/2015	Ch 5362	Van Houtte Coffee Services Inc	AP	-42.75
10	30/09/2015	Ch 5369	Kulaway, Ken	AP	-1,721.75
11	30/09/2015	Ch 5370	Erickson, Randy	AP	-1,072.75
12	30/09/2015	Ch 5371	Webster. LLoyd	AP	-1,521.71
13	30/09/2015	Ch 5372	Municipal Employees'	AP	-4,015.92
14	30/09/2015	Ch 5373	Prairie Valley S. D. #208	AP	-39,388.27
15	30/09/2015	Ch 5374	Receiver General	AP	-7,116.18
16	30/09/2015	Ch 5375	Sask Energy	AP	-39.82
17	30/09/2015	Ch 5376	Saskatchewan Municipal Hail	AP	-4,173.26
18	30/09/2015	Ch 5377	Sask Power	AP	-2,167.67
Subtotal:					-77,521.85

Total Uncleared: -77,021.85

Adjusted Bank Balance 489,839.01

Notes

H.A.M.  
me