

**RM of NORTH QU'APPELLE NO.187**  
**Agenda Regular Meeting of Council**  
**Tuesday, August 25, 2015**

1. Call to Order
2. Approval of minutes – August 11, 2015
3. Business Arising From Minutes
4. Reports
  - a. D. Duesterbeck - Foreman
  - b. M. Johnson – Acting Administrator
  - c. H. McDonald –Priority List
  - d. K. Hutchinson – Personnel
5. Correspondence
  - a. SARM – Ms. Gintaut – Delegate rules Division 6
  - b. SARM – 2015 TLE Tax Loss
  - c. APAS In Action – Newsletter August
  - d. Civic addressing – Frequently asked questions
  - e. SARM – Municipal Bridge Services
6. Accounts for Payment / Bank Reconciliation / Financial Statement
7. Unfinished Business
  - a. 2011 PDAP – received \$190,128.53
  - b. N. Johner – Reduced set back 2012
8. New Business
  - a. Bylaw 15-04 – Amend Zoning bylaw 03-03 – First Reading
  - b. Sale of equipment - example grader blades, culverts
  - c. Tax Abatement – L 69R27956 Qu'Appelle Park base tax \$100.00
9. Other Business
10. Adjournment

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**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**  
**Tuesday August 25, 2015**

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

A quorum being present, Reeve H. McDonald called the meeting to order at 8:55 am.

**15-220 MINUTES / T. BRAITHWAITE**

"THAT the minutes of the regular meeting of Council held August 11, 2015 be accepted as presented. "

CARRIED

**15-221 REPORTS / L. HORSMAN**

"THAT the following verbal reports from:

- a. H. McDonald – Priority List
  - b. K. Hutchinson – Personnel
  - c. M. Johnson – Acting Administrator
- be accepted as presented."

CARRIED

**15-222 CORRESPONDENCE / G. MACPHERSON**

"THAT the following correspondence be accepted as presented:

- a. SARM – Ms. Gintaut – Delegate Rules Division 6
- b. SARM – 2015 TLE Tax Loss
- c. APAS In Action – Newsletter August
- d. Civic addressing – Frequently Asked Questions
- e. SARM – Municipal Bridge Services."

CARRIED

**15-223 ACCOUNTS FOR PAYMENT / G. PEAGAM**

"THAT the list of accounts paid by cheque numbers 5283 to 5305 totaling \$37,762.50, attached and forming a part of these minutes, be approved by RM Council for payment."

CARRIED

**15-224 FINANCIAL STATEMENT / M. DEDECKER**

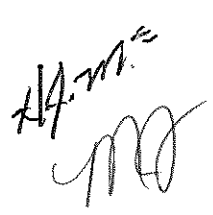
"THAT the Statement of Financial Activities for the month of July 2015, attached and forming a part of these minutes, be accepted as presented."

CARRIED

**15-225 BANK RECONCILIATION / J. LINKLATER**

"THAT the Bank Reconciliation for the month of July 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**  
**Tuesday August 25, 2015**

**15- 226 BYLAW 15-04 AMEND BYLAW 03-03 / K. HUTCHINSON**

"THAT the RM Council read bylaw 15-04 to Amend the Zoning Bylaw 03-03 be introduced and read for the first time."

CARRIED

**15-227 TAX ABATEMENT L 69R27956 QU'APPELLE PARK / T. BRAITHWAITE**

"THAT RM Council abate the base tax of \$100.00 for the property L 69R27956."

CARRIED

DEFEATED

**15-228 ADJOURNMENT / L. HORSMAN**

"THAT the regular meeting of Council be adjourned at 11:25 a.m."

CARRIED

Approved this 8 day of September, 2015.

Harry J. McDonald [Signature]  
Reeve Acting Administrator

Next meeting of Council Tuesday September 8, 2015 at 9:00 a.m.

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
5283-Man	15/08/2015	Johnson, Marcy PM-08-1-01	Payroll August 1 - 15	1,618.93	1,618.93
5284-Man	15/08/2015	Nicole Keith PM-08-1-01	payroll August 1 - 15	1,127.55	1,127.55
5285-Man	15/08/2015	Duesterbeck, Darwin PM-08-1-01	Payroll August 1 - 15	1,804.61	1,804.61
5286-Man	15/08/2015	Kulaway, Ken PM-08-1-01	Payroll August 1 - 15	1,525.08	1,525.08
5287-Man	15/08/2015	Carrier, Apache PM-08-1-01	Payroll August 1 - 15	1,077.94	1,077.94
5288-Man	15/08/2015	Erickson, Randy PM-08-1-01	Payroll August 1 - 15	1,072.75	1,072.75
5289-Man	15/08/2015	Webster. LLoyd PM -08-1-01	Payroll August 1 - 15	1,125.89	1,125.89
5290	25/08/2015	ACME Environmental Services C63475	TB-hydrovac	2,457.00	2,457.00
5291	25/08/2015	Dawson Justin 08/15 PC	PC - 2 tails @ \$45.00	90.00	90.00
5292	25/08/2015	Duesterbeck, Darwin 08/15 expense	42 km- Div 6	21.00	21.00
5293	25/08/2015	Grismer, Camille 574	Extra yard debris	2,116.07	2,116.07
5294	25/08/2015	Horsman, Leonard 08/15 indemnity	Indemnity	1,530.00	1,530.00
5295	25/08/2015	Macleods True Value 2032113 2032118 2032202	Shop supplies Shop supp.-bolt warning signs Office - wasp insecticide	44.51 34.88 17.58	96.97
5296	25/08/2015	Leonard Myers 08/15-Contract	Rd Maint - Aug 10-21	2,310.00	2,310.00
5297	25/08/2015	Peagam, Linda 08/15 contract	Office -Jul 27 - Aug 18	750.00	750.00
5298	25/08/2015	Prairie Co-operative Ltd. 18008 18010 19351 19379 21473 21574 21605 68385	Packer - parts Packer-clamp Shop Supply-NQGPA Shop supply-NQGPA Office supp-fluorescent tube Well-parts Shop supplies Fuel	21.06 7.00 46.14 26.90 10.98 72.53 16.49 4,006.06	4,207.16

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Report Date  
21/08/2015 1:30 PM

R.M. of North Qu'Appelle #187  
**List of Accounts for Approval**  
As of 21/08/2015  
Batch: 2015-00099 to 2015-00102

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
5299	25/08/2015	SaskWater SW040063	lagoon	5,562.11	5,562.11
5300	25/08/2015	Saskatchewan Workers' 08/15 Benefits	Benefits	2,154.17	2,154.17
301	25/08/2015	Success Office Systems INV97737	Photocopier-metre read	73.49	73.49
5302	25/08/2015	Valley Lawn Services 3231	Office - mowing	210.00	210.00
5303	25/08/2015	Whiteman, Curtis 08/15 Contract	PL- Bence Beach cement pad	3,000.00	3,000.00
5304	31/08/2015	Cochrane, Holly 08/15 contract	Janitor contract	330.75	330.75
5305	31/08/2015	Grismer, Camille 08/15 contract	Garbage contract	3,501.03	3,501.03
				Total for AP:	37,762.50

Reeve

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

CIBC - \*\*\*\*\*-01118

For Ending Date 31/07/2015

110-110-120 - Cash - Bank - CIBC

GL Balance to 31/07/2015

-350,555.59

Service Charges:

-201.30

Interest Charges:

-306.11

Interest Revenue:

0.00

Adjusted Book Balance

-351,063.00

Bank Statement Balance:

-180,898.04

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	23/06/2015	Ch 5117	Kolody, Collin	AP	-75.00
2	14/07/2015	Ch 5153	Dawson Justin	AP	-45.00
3	14/07/2015	Ch 5168	Livingstone, Kevin	AP	-945.00
4	14/07/2015	Ch 5187	Schill, Dave	AP	-360.00
5	16/07/2015	RC	Rev-Receipt # 150093-001	RC	-1.47
6	28/07/2015	Ch 5199	AMBERTEC	AP	-78.75
7	28/07/2015	Ch 5200	Banks, Gerals	AP	-270.00
8	28/07/2015	Ch 5206	John Deere Financial	AP	-107.39
9	28/07/2015	Ch 5210	McCorriston, Holly	AP	-25.00
10	28/07/2015	Ch 5212	Palantir Property 2001 Inc.	AP	-5,250.00
11	28/07/2015	Ch 5215	SGI Auto Fund Division	AP	-1,695.00
12	28/07/2015	Ch 5219	Van Houtte Coffee Services Inc	AP	-39.50
13	28/07/2015	Ch 5222	Leonard Myers	AP	-1,815.00
14	31/07/2015	Ch 5225	Duesterbeck, Darwin	AP	-1,804.61
15	31/07/2015	Ch 5226	Kulaway, Ken	AP	-1,685.71
16	31/07/2015	Ch 5228	Erickson, Randy	AP	-1,072.75
17	31/07/2015	Ch 5229	Webster. LLoyd	AP	-1,484.95
18	31/07/2015	Ch 5230	Municipal Employees'	AP	-4,256.58
19	31/07/2015	Ch 5231	Prairie Valley S. D. #208	AP	-142,403.79
20	31/07/2015	Ch 5232	Receiver General	AP	-5,370.87
21	31/07/2015	Ch 5233	Saskatchewan Municipal Hail	AP	-1,078.59
22	31/07/2015	BR 7-15	Bank Rec- July Deposit Entry	GL	-300.00
Subtotal:					-170,164.96

Total Uncleared: -170,164.96

Adjusted Bank Balance

-351,063.00

Notes

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R.M. of North Qu'Appelle #187  
Statement of Financial Activities - Condensed  
For the Period Ending 31/07/2015

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy	(113.28)	1,484,686.57	1,485,251.00	(564.43)	0.04-
Abatements and Adjustments			(11,850.00)	11,850.00	100.00
Discount on Current Year Taxes	(19,793.24)	(21,263.56)	(124,410.00)	103,146.44	82.91
<b>Net Municipal Taxes</b>	<b>(19,906.52)</b>	<b>1,463,423.01</b>	<b>1,348,991.00</b>	<b>114,432.01</b>	<b>8.48</b>
Penalties on Tax Arrears	828.78	10,106.64		10,106.64	
<b>Total Taxation:</b>	<b>(19,077.74)</b>	<b>1,473,529.65</b>	<b>1,348,991.00</b>	<b>124,538.65</b>	<b>9.23</b>
<b>Fees and Charges</b>					
Custom Work	150.00	590.00	37,000.00	(36,410.00)	98.41-
Sale of Supplies and Gravel	7,109.91	21,821.16	7,400.00	14,421.16	194.88
Rentals			600.00	(600.00)	100.00-
Policing and Fire Fees	800.00	800.00		800.00	
Licenses and Permits	3,250.00	11,035.00	38,700.00	(27,665.00)	71.49-
General Office Services	3,071.66	21,845.46	48,760.00	(26,914.54)	55.20-
Landfill/Waste Collection Fees			34,500.00	(34,500.00)	100.00-
<b>Total Fees and Charges:</b>	<b>14,381.57</b>	<b>56,091.62</b>	<b>166,960.00</b>	<b>(110,868.38)</b>	<b>66.40-</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	1,875.00	4,343.50	8,000.00	(3,656.50)	45.71-
<b>Total Utilities:</b>	<b>1,875.00</b>	<b>4,343.50</b>	<b>8,000.00</b>	<b>(3,656.50)</b>	<b>45.71-</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		68,176.33	173,850.00	(105,673.67)	60.78-
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>68,176.33</b>	<b>173,850.00</b>	<b>(105,673.67)</b>	<b>60.78-</b>
<b>Conditional Grants</b>					
Federal		20,675.20	41,330.00	(20,654.80)	49.98-
Provincial		650,486.44	175,520.00	474,966.44	270.61
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>671,161.64</b>	<b>216,850.00</b>	<b>454,311.64</b>	<b>209.51</b>
<b>Grants in Lieu of Taxes</b>					
Provincial		750.00	2,430.00	(1,680.00)	69.14-
Local			1,495.00	(1,495.00)	100.00-
<b>Total Grants in Lieu of Taxes:</b>	<b>0.00</b>	<b>750.00</b>	<b>3,925.00</b>	<b>(3,175.00)</b>	<b>80.89-</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue		900.86	2,200.00	(1,299.14)	59.05-
<b>Total Investment Income and Commissions:</b>	<b>0.00</b>	<b>900.86</b>	<b>2,200.00</b>	<b>(1,299.14)</b>	<b>59.05-</b>
<b>Total REVENUES:</b>	<b>(2,821.17)</b>	<b>2,274,953.60</b>	<b>1,945,776.00</b>	<b>329,177.60</b>	<b>16.92</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages	13,895.08	61,116.16	120,400.00	59,283.84	49.24
Benefits	1,525.32	23,145.46	30,000.00	6,854.54	22.85
Professional/Contract Services	10,954.03	83,503.47	128,250.00	44,746.53	34.89
Utilities	240.17	3,881.17	6,100.00	2,218.83	36.37
Maintenance, Material and Supplies	1,013.21	15,007.63	17,100.00	2,092.37	12.24
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>27,627.81</b>	<b>195,215.24</b>	<b>310,040.00</b>	<b>114,824.76</b>	<b>37.04</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services			29,800.00	29,800.00	100.00

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H.J.M.  
M.D.

R.M. of North Qu'Appelle #187  
Statement of Financial Activities - Condensed  
For the Period Ending 31/07/2015

	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	1,600.00	12,400.00	11,620.00	(780.00)	6.71-
Total Fire Protection:	1,600.00	12,400.00	11,620.00	(780.00)	6.71-
Total Protective Services:	1,600.00	12,400.00	41,420.00	29,020.00	70.06
Transportation Services					
Maintenance					
Wages	24,179.90	116,044.72	195,000.00	78,955.28	40.49
Benefits	4,066.42	38,212.24	41,000.00	2,787.76	6.80
Professional/Contractual Services	184,902.35	261,345.59	439,650.00	178,304.41	40.56
Utilities	2,058.63	14,282.51	29,150.00	14,867.49	51.00
Maintenance, Materials & Supplies	98,793.53	225,307.26	665,400.00	440,092.74	66.14
Capital Expenditures			271,240.00	271,240.00	100.00
Interest			1,500.00	1,500.00	100.00
Total Maintenance:	314,000.83	655,192.32	1,642,940.00	987,747.68	60.12
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:	314,000.83	660,155.65	1,653,940.00	993,784.35	60.09
Environmental Services					
Professional/Contractual Services	12,009.81	86,302.92	173,200.00	86,897.08	50.17
Maintenance, Materials and Supplies	1,070.02	1,070.02	2,600.00	1,529.98	58.85
Total Environmental Services:	13,079.83	87,372.94	175,800.00	88,427.06	50.30
Planning and Development Services					
Professional/Contractual Services		348.15	3,000.00	2,651.85	88.40
Grants and Contributions		674.25		(674.25)	
Total Planning and Development Services:	0.00	1,022.40	3,000.00	1,977.60	65.92
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	20.00	40.00	130.00	90.00	69.23
Utilities	16.71	673.90	1,300.00	626.10	48.16
Maintenance, Materials and Supplies			2,000.00	2,000.00	100.00
Total Water:	36.71	713.90	3,430.00	2,716.10	79.19
Total Utilities:	36.71	713.90	3,430.00	2,716.10	79.19
Total EXPENDITURES:	356,345.18	964,662.45	2,195,630.00	1,230,967.55	56.06
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	(2,821.17)	2,274,953.60	1,945,776.00	329,177.60	16.92
EXPENDITURES	356,345.18	964,662.45	2,195,630.00	1,230,967.55	56.06
CHANGE IN NET FINANCIAL ASSETS	(359,166.35)	1,310,291.15	(249,854.00)	1,560,145.15	624.42
Change in Non-Financial Assets		(704.84)		(704.84)	
Change in Net Assets	(359,166.35)	1,310,995.99	(249,854.00)	1,560,849.99	624.70
Change in Surplus	(359,166.35)	1,310,995.99	(249,854.00)	1,560,849.99	624.70
Account Balances	Current	Year to Date	Balance		
Cash and Investments					

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R.M. of North Qu'Appelle #187  
Statement of Financial Activities - Condensed  
For the Period Ending 31/07/2015

	Current	Year To Date	Budget	Variance	%
Cash - On Hand - Petty Cash			300.00		
Cash - Bank - CIBC	(162,955.84)	98,046.16	(351,063.00)		
Cash - Conexus (For Pipeline Deposits)	(793.52)				
Total Cash and Investments:	(163,749.36)	98,046.16	(350,763.00)		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Rural	(63,588.55)	475,071.47	537,345.51		
Municipal - Tax Receivable - Urban	(84,408.31)	404,510.50	485,758.31		
Municipal - Tax Receivable -Taylor Beach	(18,184.75)	108,798.51	111,373.28		
Municipal - Tax Receivable -Pasqua Lake	(39,634.56)	248,558.05	266,138.27		
Municipal - Tax Receivable -P.L. Special	440.58	(945.40)	1,351.94		
Municipal - Tax Recv. - Fire Truck Spec.	(0.38)	36.43	801.06		
Municipal - Tax Receivable - Tax Enforc.	62.57	98.09	1,515.39		
Municipal - Allow. for Uncollected			(10,000.00)		
Total Municipal Taxes Receivable:	(205,313.40)	1,236,127.65	1,394,283.76		

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

(Date)

Reeve

Administrator

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