

RM of NORTH QU'APPELLE NO.187

Agenda

Tuesday July 26, 2016 9:00 am

1. Call to Order
2. Approval of Minutes –
 - a. Regular Meeting July 12, 2016
3. Business Arising From Minutes
4. Reports
 - a) D. Duesterbeck – Foreman
 - b) H. McDonald – Shop Yard
 - c) G. Peagam – Village of Lebret Council Meeting
 - d) M. Johnson – Administration
5. Delegate
6. Bylaws
7. Correspondence
 - a. Village of Lebret – Trans Canada Trail
 - b. Ukrainian Canadian Congress – September 26 – October 2, 2016 Week of Sask. Ukrainians
8. Accounts for Payment / Financial Statements / Bank Reconciliation
9. Unfinished Business
 - a. Pasture Land – Gravel Pit – Tender / Conditions
10. New Business
 - a. Sea Can Purchase
 - b. Sask. Waste Reduction Council – Letter to Minister Cox
 - c. Saskatchewan Traffic Engineering & Development – Grazing Permit NE ¼ 1-21-14 W2
 - d. Carrot River Valley Watershed Association – Well Decommissioning Workshop August 11, 2016
 - e. Complaint Form
11. Other Business
12. In Camera
13. Adjournment

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H.M.
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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, July 26, 2016

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

Staff: Administrator – Marcy Johnson

Absent: Foreman – Darwin Duesterbeck
Division 3 George MacPherson

A quorum being present, Reeve H. McDonald called the meeting to order at 9:02 a.m.

16-247 MINUTES / T. BRAITHWAITE

"THAT the minutes of the regular meeting of Council held July 12, 2016 be accepted as presented."

CARRIED

16-248 TAX ENFORCEMENT ADVERTISING / L. HORSMAN

"THAT the Administrator, Marcy Johnson, be authorized to proceed under *The Tax Enforcement Act* to acquire title for the following described lands:

Part of Lot / parcel number	Lot / sec.	Blk / Twp	Plan / Range	Meridian	Title No.	Total Arrears
110271518	NW 32	21	15	W2 Ext. 1	132182254	3,789.53
110578956	NW 32	21	15	W2 Ext. 2	132182221	-
110271507	SW 32	21	15	W2 Ext. 0	132182276	3,761.99
110274623	SE 32	21	15	W2 Ext. 0	127433369	7,577.96

CARRIED

16-249 REPORTS / G. PEAGAM

"THAT the following verbal reports from:

- a) H. McDonald – Shop Yard
 - b) G. Peagam – Village of Lebret Council Meeting
 - c) M. Johnson – Administration
 - d) M. DeDecker – North Valley Waste Management Authority
- be accepted as presented."

CARRIED

16-250 CORRESPONDENCE / M. DEDECKER

"That the following Correspondence be accepted as presented, and filed:

- a. Village of Lebret – Trans Canada Trail
- b. Ukrainian Canadian Congress – September 26 – October 2, 2016 Week of Sask. Ukrainians."

CARRIED

16-251 ACCOUNTS FOR PAYMENT / J. LINKLATER

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5906 and 5928 and manual EFT payroll totaling \$ 115,177.55, is hereby approved by RM Council for payment."

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, July 26, 2016

16-252 STATEMENT OF FINANCIAL ACTIVITIES / T. BRAITHWAITE

"THAT the Statement of Financial Activities for the month of June 2016, attached and forming a part of these minutes, be accepted as presented."

CARRIED

16-253 BANK RECONCILIATION / L. HORSMAN

"THAT the Bank Reconciliation for the month of June 2016, attached and forming a part of these minutes, be accepted as presented."

CARRIED

16-254 RECESS / T. BRAITHWAITE

"THAT this meeting be recessed at 9:57 a.m. "

CARRIED

16-255 RECONVENE / L. HORSMAN

"THAT this meeting reconvene 10:02 a.m. "

CARRIED

16-256 PASTURE LAND TENDER/ J. LINKLATER

"THAT RM Council approve the tender in the Fort Times for Friday July 29, 2016 and the conditions attached for who applies."

CARRIED

16-257 SEA CAN PURCHASE / T. BRAITHWAITE

"THAT RM Council approve the purchase of a 40 foot sea can from Bon Industries for \$6,700.00 plus tax for the RM shop for storage."

CARRIED

16-258 SASK. WASTE WATER REDUCTION COUNCIL – LETTER TO MINISTER COX / L. HORSMAN

"THAT RM Council support the Sask. Waste Water Reduction Council and send a letter to Environment Minister H. Cox."

CARRIED

**16-259 SASKATCHEWAN TRAFFIC ENGINEERING AND DEVELOPMENT – GRAZING PERMIT
NE ¼ 1-21-14 W2 / G. PEAGAM**

"THAT RM Council approve the grazing permit for NE 1-21-14 W2."

CARRIED

16-260 RM COMPLAINT FORM / M. DEDECKER

"THAT RM Council approve that any complaints that come into the office, after a form being filled out, are kept in confidence with the office at no time shall the name of the complainant be given out;
AND FURTHERMORE, the Division Councillor will investigate the complaint to ensure its vitality."

CARRIED

16-261 ADJOURNMENT / T. BRAITHWAITE

"That the Regular meeting of Council be adjourned at 10:40 a.m."

CARRIED

Approved this 9 day of August, 2016.


Reeve


Administrator

Next regular meeting of Council, Tuesday, August 9, 2016 at 9:00 a.m.

Report Date
7/22/2016 2:41 PM

Rural Municipality of North Qu'Appelle No. 187
List of Accounts for Approval
As of 7/22/2016
Batch: 2016-00088 to 2016-00093

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Bank Code: AP - AP GENERAL


Computer Cheques:

5906	7/12/2016	Maier, Mary 07/16 Refund	Refund- 6 mos Lease Land	250.00	250.00
5907	7/12/2016	Myers, Leonard 07/16 Contract	Rd Maint. - Jun 24 - Jul 7	2,371.50	2,371.50
5908	7/26/2016	Canada Culvert 84-12217	Culverts	2,969.12	2,969.12
5909	7/26/2016	Clifton Associates Ltd. 118117	RM New Shop - Geo-tech	6,896.51	6,896.51
5910	7/26/2016	Dave's Mobile Plg. & Htg. Ltd. 19109	Office- repair leak & drain	94.50	94.50
5911	7/26/2016	Grismer, Camille 584	Extra yard debris	1,889.34	1,889.34
5912	7/26/2016	Jackson Bros. Bobcat Services .03 .30.. .38. .23.	StoneDiv 4 8yd/SaskWater 22yd Lebret-12yd cold mix Div 5-Well Rd-12 yd stone Gravel-as per maps	1,102.50 105.00 441.00 68,326.66	69,975.16
5913	7/26/2016	Johnson, Marcy 07/16petty cash	Petty cash	103.35	103.35
5914	7/26/2016	Nicole Keith 07/16 Expense	Expense - @ meals Council Mtg	50.00	50.00
5915	7/26/2016	Kulaway, Ken 047/16 Expense	Cell phone expense	25.00	25.00
5916	7/26/2016	MuniSoft 2016/17-01920	RM cheques #006001 - 008000	410.53	410.53
5917	7/26/2016	Myers, Leonard 07/16 -Contract 07/16 Expense	Rd Maint-Jul 8 - Jul 21 Cell phone expense	1,689.50 25.00	1,714.50
5918	7/26/2016	Professional Building 16063055	Building inspections	2,208.49	2,208.49
5919	7/26/2016	Peagam, Linda 07/16 Contract	Office - Jul 5 - Jul 20	514.50	514.50
5920	7/26/2016	Prairie Co-operative Ltd. 8793 01357329H 01358111H 85679	Office supplies Shop supplies GMC - ratches tie Fuel - June	32.20 40.38 27.49 5,630.25	5,730.32
5921	7/26/2016	Procyk, Demetry 07/16 PC	PC - 1 tail @ \$30.00	30.00	30.00
5922	7/26/2016	SaskWater SW044285	Lagoon	5,728.98	5,728.98

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
5923	7/26/2016	SGI Auto Fund Division			
		07/16 Peterbilt	Register - Peterbilt	1,351.00	
		07/16 Trailer	Register - Felling Trailer	344.00	1,695.00
5924	7/26/2016	Town of Fort Qu'Appelle			
		2016-00137	Fire Call - SW 11-21-13-W2	600.00	
		2016-00138	Fire Call - NW 9-21-14-W2	600.00	1,200.00
5925	7/26/2016	Webster. Lloyd			
		07/16 Expense	Cell phone expense	25.00	25.00
5926	7/22/2016	Void during printing			
5927	7/29/2016	Cochrane, Holly			
		07/16 Contract	Janitor Contract	330.75	330.75
5928	7/29/2016	Grismer, Camille			
		07/16 Contract	Garbage Contract	3,501.03	3,501.03
Other:					
6071501-Man	7/15/2016	Johnson, Marcy			
		PM-07-01	Payroll Jun 29 - Jul 12	1,644.15	1,644.15
6071502-Man	7/15/2016	Nicole Keith			
		PM-07-01	Payroll Jun 29 - Jul 12	1,024.94	1,024.94
6071503-Man	7/15/2016	Duesterbeck, Darwin			
		PM-07-01	Payroll Jun 29 - Jul 12	1,705.60	1,705.60
6071504-Man	7/15/2016	Kulaway, Ken			
		PM-07-01	Payroll Jun 29 - Jul 12	1,717.14	1,717.14
6071505-Man	7/15/2016	Webster. Lloyd			
		PM-07-01	Payroll Jun 29 - Jul 12	1,372.14	1,372.14
				Total for AP:	115,177.55


Reeve



Rural Municipality of North Qu'Appelle No. 187
Statement of Financial Activities - Condensed
For the Period Ending June 30, 2016

Report Date
7/22/2016 12:27 PM

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy			1,380,089.00	(1,380,089.00)	100.00-
Abatements and Adjustments			(7,310.00)	7,310.00	100.00
Discount on Current Year Taxes	(256.17)	(1,022.29)	(119,944.00)	118,921.71	99.15
Net Municipal Taxes	(256.17)	(1,022.29)	1,252,835.00	(1,253,857.29)	100.08-
Penalties on Tax Arrears	637.98	7,137.94		7,137.94	
Total Taxation:	381.81	6,115.65	1,252,835.00	(1,246,719.35)	99.51-
Fees and Charges					
Custom Work	177.50	5,455.00	31,700.00	(26,245.00)	82.79-
Sale of Supplies and Gravel	2,146.50	3,958.71	13,875.00	(9,916.29)	71.47-
Rentals		2,300.00	1,500.00	800.00	53.33
Policing and Fire Fees		1,381.20	2,000.00	(618.80)	30.94-
Licenses and Permits	2,295.00	41,354.65	34,150.00	7,204.65	21.10
General Office Services	120.00	18,487.96	39,775.00	(21,287.04)	53.52-
Landfill/Waste Collection Fees			36,000.00	(36,000.00)	100.00-
Total Fees and Charges:	4,739.00	72,937.52	159,000.00	(86,062.48)	54.13-
Maintenance and Development Charges					
Road Maintenance and Restoration Agreement:			22,000.00	(22,000.00)	100.00-
Total Maintenance and Development Charge	0.00	0.00	22,000.00	(22,000.00)	100.00-
Utilities					
Water	1,506.75	5,179.50	7,000.00	(1,820.50)	26.01-
Total Utilities:	1,506.75	5,179.50	7,000.00	(1,820.50)	26.01-
Unconditional Transfers					
Unconditional Transfers	69,693.00	70,794.86	173,845.00	(103,050.14)	59.28-
Total Unconditional Transfers:	69,693.00	70,794.86	173,845.00	(103,050.14)	59.28-
Conditional Grants					
Federal		20,675.20	41,350.00	(20,674.80)	50.00-
Provincial			3,520.00	(3,520.00)	100.00-
Total Conditional Grants:	0.00	20,675.20	44,870.00	(24,194.80)	53.92-
Grants in Lieu of Taxes					
Provincial		750.00	3,250.00	(2,500.00)	76.92-
Local			2,000.00	(2,000.00)	100.00-
Total Grants in Lieu of Taxes:	0.00	750.00	5,250.00	(4,500.00)	85.71-
Investment Income and Commissions					
Investment and Income Revenue	119.35	1,374.24	2,000.00	(625.76)	31.29-
Total Investment Income and Commissions:	119.35	1,374.24	2,000.00	(625.76)	31.29-
Total REVENUES:	76,439.91	177,826.97	1,666,800.00	(1,488,973.03)	89.33-

EXPENDITURES

General Government Services					
Wages	10,763.12	58,811.66	129,400.00	70,588.34	54.55
Benefits	1,355.62	27,703.91	34,000.00	6,296.09	18.52
Professional/Contract Services	16,336.40	95,345.77	138,576.00	43,140.23	31.13
Utilities	872.21	3,200.55	7,300.00	4,099.45	56.16
Maintenance, Material and Supplies	1,762.61	15,367.79	18,400.00	3,032.21	16.48
Grants and Contributions		1,125.00	3,000.00	1,875.00	62.50
Capital Expenditures			4,185.00	4,185.00	100.00
Allowance for Uncollectibles			100.00	100.00	100.00
Other	300.00	600.00	2,100.00	1,500.00	71.43
Total General Government Services:	31,389.96	202,154.68	337,061.00	134,816.32	40.00

Protective Services
Police Protection

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Rural Municipality of North Qu'Appelle No. 187
Statement of Financial Activities - Condensed
For the Period Ending June 30, 2016

	Current	Year To Date	Budget	Variance	%
Contractual Services			32,000.00	32,000.00	100.00
Total Police Protection:	0.00	0.00	32,000.00	32,000.00	100.00
Fire Protection					
Professional/Contractual Services		2,110.00	8,061.00	5,951.00	73.82
Total Fire Protection:	0.00	2,110.00	8,061.00	5,951.00	73.82
Total Protective Services:	0.00	2,110.00	40,061.00	37,951.00	94.73
Transportation Services					
Maintenance					
Wages	16,786.79	89,494.06	196,200.00	106,705.94	54.39
Benefits	2,424.03	19,664.32	46,000.00	26,335.68	57.25
Professional/Contractual Services	23,148.19	39,405.91	164,750.00	117,305.99	71.20
Utilities	4,120.48	13,408.87	28,600.00	14,988.76	52.41
Maintenance, Materials & Supplies	268,647.16	294,728.73	628,500.00	265,764.11	42.29
Capital Expenditures			196,400.00	196,400.00	100.00
Interest			120.00	120.00	100.00
Total Maintenance:	315,126.65	456,701.89	1,260,570.00	727,620.48	57.72
Snow Removal					
Maintenance, Materials & Supplies		5,616.00	11,000.00	5,384.00	48.95
Total Snow Removal:	0.00	5,616.00	11,000.00	5,384.00	48.95
Total Transportation Services:	315,126.65	462,317.89	1,271,570.00	733,004.48	57.65
Environmental Services					
Professional/Contractual Services	24,409.40	80,573.81	170,435.00	88,061.82	51.67
Maintenance, Materials and Supplies		1,054.63	3,000.00	1,945.37	64.85
Total Environmental Services:	24,409.40	81,628.44	173,435.00	90,007.19	51.90
Planning and Development Services					
Professional/Contractual Services		140.00	3,000.00	2,860.00	95.33
Total Planning and Development Services:	0.00	140.00	3,000.00	2,860.00	95.33
Recreation and Cultural Services					
Professional/Contractual Services	3,967.60	7,935.20	8,000.00	64.80	0.81
Total Recreation and Cultural Services:	3,967.60	7,935.20	8,000.00	64.80	0.81
Utilities					
Water					
Professional/Contractual Services		20.00	130.00	110.00	84.62
Utilities	160.74	626.01	1,200.00	573.99	47.83
Maintenance, Materials and Supplies			500.00	500.00	100.00
Total Water:	160.74	646.01	1,830.00	1,183.99	64.70
Total Utilities:	160.74	646.01	1,830.00	1,183.99	64.70
Total EXPENDITURES:	375,054.35	756,932.22	1,834,957.00	999,887.78	54.49
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	76,439.91	177,826.97	1,666,800.00	(1,488,973.03)	89.33-
EXPENDITURES	375,054.35	756,932.22	1,834,957.00	999,887.78	54.49
CHANGE IN NET FINANCIAL ASSETS	(298,614.44)	(579,105.25)	(168,157.00)	(489,085.25)	290.85-
Change in Non-Financial Assets		(83.36)		(83.36)	
Change in Net Assets	(298,614.44)	(579,021.89)	(168,157.00)	(489,001.89)	290.80-
Change in Surplus	(298,614.44)	(579,021.89)	(168,157.00)	(489,001.89)	290.80-
Account Balances	Current	Year to Date	Balance		
Cash and Investments					
Cash - On Hand - Petty Cash			300.00		
Cash - Bank - CIBC	(339,369.42)	(474,304.82)	(131,407.51)		
Cash - Conexus (For Pipeline Deposits)	776.87	13,726.64	13,726.64		
Total Cash and Investments:	(338,592.55)	(460,578.18)	(117,380.87)		


H. J. M.
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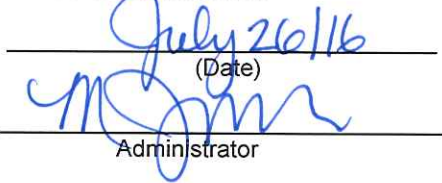
Rural Municipality of North Qu'Appelle No. 187
Statement of Financial Activities - Condensed
For the Period Ending June 30, 2016

	Current	Year To Date	Budget	Variance	%
Municipal Taxes Receivable					
Municipal - Tax Receivable - Rural	(8,790.48)	(51,433.27)	20,201.41		
Municipal - Tax Receivable - Urban	(1,334.31)	(52,612.61)	11,788.68		
Municipal - Tax Receivable -Taylor Beach	(96.94)	(1,009.22)	(805.94)		
Municipal - Tax Receivable -Pasqua Lake	(1,577.97)	(10,426.53)	1,947.86		
Municipal - Tax Receivable -P.L. Special	17.72	(133.24)	748.21		
Municipal - Tax Recv. - Fire Truck Spec.	(34.09)	(648.84)	5.21		
Municipal - Tax Receivable - Tax Enforc.	(539.91)	733.45	1,564.44		
Municipal - Allow. for Uncollected			(9,200.00)		
Total Municipal Taxes Receivable:	(12,355.98)	(115,530.26)	26,249.87		

Certified correct and in accordance with the records

Presented to council on


Reeve


(Date)
Administrator

Rural Municipality of North Qu'Appelle No. 187
Bank Reconciliation - Detailed

CIBC - *****-01118

For Ending Date 6/30/2016

110-110-120 - Cash - Bank - CIBC

GL Balance to 6/30/2016

-131,325.56

Service Charges:

-201.30

Interest Charges:

0.00

Interest Revenue:

119.35

Adjusted Book Balance

-131,407.51

Bank Statement Balance:

4,542.49

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	7/16/2015	RC	Rev-Receipt # 150093-001	RC	-1.47
2	7/28/2015	Ch 5210	McCorriston, Holly	AP	-25.00
3	12/22/2015	Ch 5552	Kulaway, Ken	AP	-25.00
4	3/11/2016	Ch 5667	Burnett, Craig	AP	-732.00
5	3/11/2016	Ch 5684	Rocking C Ranch	AP	-300.00
6	6/14/2016	Ch 5831	Myers, Leonard	AP	-2,418.00
7	6/28/2016	Ch 5853	AMBERTEC	AP	-41,467.82
8	6/28/2016	Ch 5854	Associated Environmental	AP	-3,061.29
9	6/28/2016	Ch 5856	Flett, Eric	AP	-150.00
10	6/28/2016	Ch 5857	Flett, Jake	AP	-150.00
11	6/28/2016	Ch 5859	H.J.R. Asphalt Partnership	AP	-45,423.00
12	6/28/2016	Ch 5864	Kulaway, Ken	AP	-25.00
13	6/28/2016	Ch 5865	Livingstone, Kevin	AP	-1,710.00
14	6/28/2016	Ch 5866	McDougall, Jayson	AP	-210.00
15	6/28/2016	Ch 5867	Myers, Leonard	AP	-1,931.50
16	6/28/2016	Ch 5868	Peagam, Linda	AP	-514.50
17	6/28/2016	Ch 5869	Prairie Co-operative Ltd.	AP	-4,418.78
18	6/28/2016	Ch 5871	Southeast Regional Library	AP	-3,967.60
19	6/28/2016	Ch 5873	Valley Lawn Services	AP	-84.00
20	6/28/2016	Ch 5874	The Valley Scoreboard	AP	-131.25
21	6/28/2016	Ch 5875	Van Houtte Coffee Services Inc	AP	-39.50
22	6/30/2016	Ch 5877	Cochrane, Holly	AP	-330.75
23	6/30/2016	Ch 5879	Municipal Employees'	AP	-3,653.64
24	6/30/2016	Ch 5880	Prairie Valley S. D. #208	AP	-5,774.54
25	6/30/2016	Ch 5881	Receiver General	AP	-7,067.69
26	6/30/2016	Ch 5882	Royal Canadian Legion	AP	-47.25
27	6/30/2016	Ch 5883	Sask Energy	AP	-96.29
28	6/30/2016	Ch 5884	Saskatchewan Municipal Hail	AP	-7,053.34
29	6/30/2016	Ch 5885	Sask Power	AP	-2,012.75
30	6/30/2016	Ch 5886	Sask Tel Cmr	AP	-164.94
31	6/30/2016	Ch 5887	TAXervice	AP	-2,963.10

H.M.
me

Rural Municipality of North Qu'Appelle No. 187
Bank Reconciliation - Detailed

Date Printed
7/20/2016 9:26 AM

Page 2

CIBC - *****-01118
For Ending Date 6/30/2016

110-110-120 - Cash - Bank - CIBC

Subtotal: -135,950.00

Total Uncleared: -135,950.00

Adjusted Bank Balance	-131,407.51
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Notes

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