

RM of NORTH QU'APPELLE NO.187

Agenda

Tuesday, February 23, 2016 9:00 am

1. Call to Order
2. Approval of Minutes –
 - a. Regular meeting February 9, 2016
3. Business Arising From Minutes
4. Reports
 - a. D. Duesterbeck – Foreman
 - b. H. McDonald – SWAN Conference
 - c. M. Johnson – Administration
5. Bylaws
 - a. Bylaw 13-07 Official Community Plan
 - b. Bylaw 13-08 Zoning Bylaw
6. Public Hearing – Bylaw 13-08 Zoning Bylaw and Bylaw 13-07 Official Community Plan 10:00 a.m.
7. Delegate –Joanne Engen – Zacaruk Consulting Inc. 10:30 a.m.
8. Correspondence
 - a. RCMP – Community Consultation – Annual Performance Planning
 - b. Municipal Waste Incineration
 - c. Rona – Lowe's Takeover
 - d. Endangered Bats
 - e. SARM – Bridge Inspection Reports
 - f. Trans Canada Trail – SARM convention
 - g. Feral Wild Boar survey
 - h. SARM – Annual Convention Resolutions
9. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
10. Unfinished Business
 - a. 2011 PDAP - Update
 - b. Lagoon Lease
11. New Business
 - a. J. Harding – Service agreement & office matters
 - b. Office Agreement – Resort Village of Fort San
 - c. Scraper – J. Olson
 - d. Tax Comparisons
12. Other Business
13. In Camera
14. Adjournment

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RM of NORTH QU'APPELLE NO.187
Agenda Public Hearing

Tuesday, February 23, 2016
10:00 a.m.

1. Call to Order
2. Public Hearing regarding Bylaw 13-07 Official Community Plan and Bylaw 13-08 Zoning Bylaw
3. 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, February 23, 2016

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 – Via Skype

Staff: Administrator – Marcy Johnson
Foreman – Darwin Dusterbeck

A quorum being present, Reeve H. McDonald called the meeting to order at 8:95 a.m.

D. Dusterbeck left council chambers at 9:11 a.m.

16-064 MINUTES / T. BRAITHWAITE

"THAT the minutes of the regular meeting of Council held February 9, 2016 be accepted as presented. "

CARRIED

16-065 SCRAPER / L. HORSMAN

"THAT RM Council approve the purchase of the Schulte Scraper at a price of \$5,000 from Joe Olson."

CARRIED

16-066 REPORTS / G. MACPHERSON

"THAT the following verbal reports from:
a. D. Dusterbeck – Foreman
b. H. McDonald – SWAN Conference
c. M. Johnson – Administration
be accepted as presented."

CARRIED

DELEGATE – Jim Zacaruk and Joanne Engen

Presented RM Council with information on the importance for maintenance on bridges.

16-067 RESCIND 2ND AND 3RD READING BLAW 13-07 AND BYLAW 13-08 / G. PEAGAM

"Place the issue of Bylaw 13-08 regarding the Zoning Bylaw back on the agenda and rescind 2nd and 3rd readings which was given February 24 2015 in order for the following changes:

1. Add 2.7.2: All residential development in all districts will require a development permit.
2. Amend Section 2.8(1)(a): clarify that this section does not include those building used for residential purposes.
3. Map updates: to provide clarification on boundaries and to include legends and scale bars.
4. Incorporate changes from previous bylaws passed including:
 - a. Amend Section 10.4.1(1): minimum site area is reduced from 2 ha to 1 has.
5. Add section 3.36: regulations for sea can including but not limited to: use, location, color and deposit requirements. Add sea cans as a permitted use in the Agricultural, Commercial and Residential Districts 1 and 2.

AND

Place the issue of Bylaw 13-07 regarding the Official Community Plan back on the agenda and rescind 2nd and 3rd reading which was given February 24 2015 in order to provide for the following changes:

1. Attach Appendix A – Map 1 as referenced in Section 1.4
2. To label Table 1 in Section 3.2.3(6)."

CARRIED



Rural Municipality of North Qu'Appelle No. 187
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Tuesday, February 23, 2016

16-068 CORRESPONDENCE / M. DEDECKER

"That the following Correspondence be accepted as presented:

- a. RCMP – Community Consultation – Annual Performance Planning
- b. Municipal Waste Incineration
- c. Rona – Lowe's Takeover
- d. Endangered Bats
- e. SARM – Bridge Inspection Reports
- f. Trans Canada Trail – SARM Convention
- g. Feral Wil Boar Survey
- h. SARM Annual Convention Resolutions."

CARRIED

16-069 ACCOUNTS FOR PAYMENT / J. LINKLATER

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 5646 and 5658 and manual EFT payroll totaling \$ 11,546.47, is hereby approved by RM Council for payment."

CARRIED

16-070 STATEMENT OF FINANCIAL ACTIVITIES / K. HUTCHINSON

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

CARRIED

16-071 BANK RECONCILIATION / T. BRAITHWAITE

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

CARRIED

16-072 RECESS / L. HORSMAN

"THAT this meeting be recessed at 9:55 a.m. for the purpose of conducting a public hearing to hear any person or group that wants to comment on the proposed Zoning and OCP Bylaw for the RM of North Qu'Appelle. "

CARRIED

16-073 RECONVENE / G. MACPHERSON

"THAT this meeting reconvene 10:03 a.m. "

CARRIED

16-074 BYLAW 13-07 OFFICIAL COMMUNITIY PLAN / G. PEAGAM

"THAT Bylaw 13-07 RM of North Qu'Appelle No. 187 Official Community Plan be read for the second time."

CARRIED

16-075 BYLAW 13-07 OFFICIAL COMMUNITIY PLAN / M. DEDECKER

"THAT Bylaw 13-07 RM of North Qu'Appelle No. 187 Official Community Plan be read for the third time and adopted."

CARRIED

16-076 BYLAW 13-08 ZONING BYLAW / J. LINKLATER

"THAT Bylaw 13-08 RM of North Qu'Appelle No. 187 Zoning Bylaw be read of the second time."

CARRIED

16-077 BYLAW 13-08 ZONING BYLAW / K. HUTCHINSON

"THAT Bylaw 13-08 RM of North Qu'Appelle No. 187 Zoning bylaw be read for the third time and adopted."

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, February 23, 2016

16-078 IN CAMERA SESSION / T. BRAITHWAITE

"THAT RM Council move into an in camera session at 10:05 a.m."

CARRIED

16-079 OUT OF CAMERA SESSION / L. HORSMAN

"THAT RM Council move out of camera session at 10:06 a.m."

CARRIED

16-080 J. HARDING – SERVICE AGREEMENT AND OFFICE MATTERS / G. MACPHERSON

"THAT RM Council provided the same or better administrative services to Fort San after December 1, 2014 if the service was as poor as the former mayor suggests, why did he not terminate the agreement;

AND FURTHERMORE, that Jim Harding has many inaccuracies in his letter, one of them is that Fort San was never included in the mentoring process. Fort San passed a resolution February 26, 2015 that acknowledges Sharon Pope as acting administrator Marcy Johnson's mentor;

AND FURTHERMORE, make these documents part of the minutes;

AND FURTHERMORE, that Jim Harding rate payer (non council member) will not be permitted to appear as a delegate if the subject is at all related to Fort San or Fort San services agreement. Jim Harding's appearance as a delegate has to be approved by RM #187 Council as a whole."

CARRIED

16-081 ADJOURNMENT / G. PEAGAM

"That the Regular meeting of Council be adjourned at 11:56 a.m."

CARRIED

Approved this 11 day of March , 2016.



Reeve



Administrator

Next regular meeting of Council, Friday, March 11, 2016 at 9:00 a.m.

Report Date
22/02/2016 10:25 AM

R.M. of North Qu'Appelle #187
List of Accounts for Approval
As of 22/02/2016
Batch: 2016-00017 to 2016-00020

Page 1

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

Computer Cheques:

5646	23/02/2016	East Central Transportation			
		03/16 Workshop	Workshop-March 2-16	90.00	90.00
5647	23/02/2016	Johnson, Marcy			
		02/16 pettycash	Petty cash	117.60	117.60
5648	23/02/2016	Johnson, Marcy			
		02/16 expense	Expenses	100.00	100.00
5649	23/02/2016	Nicole Keith			
		02/16 expense	Council lunch-Feb 9 & 23	50.00	50.00
5650	23/02/2016	Kulaway, Ken			
		02/15 expenses	Exp-boot allow & phone	189.99	189.99
5651	23/02/2016	McDonald, Harry			
		02/16 Expense	SWAN-Conf. Reg. Fee	100.00	100.00
5652	23/02/2016	Prairie Co-operative Ltd.			
		01338205H	GMC-hook for hard hats	5.45	
		01338538H	Office-garbage bags	15.39	
		3348	Office-paper towel	6.59	
		9137	Shop-propane	114.30	
		78035	Fuel	139.34	281.07
5653	23/02/2016	Sask Tel Cmr			
		01/16 cell	Maint cell	68.52	68.52
5654	23/02/2016	Success Office Systems			
		INV117265	Photocopying	69.65	69.65
5655	23/02/2016	Webster. LLoyd			
		02/16 expense	Exp-cell phone	25.00	25.00
5656	23/02/2016	Young's Equipment Inc.			
		PICPAK	Chipper-plugs	125.37	125.37
5657	29/02/2016	Cochrane, Holly			
		02/16 Contract	Janitor contract	144.35	144.35
5658	29/02/2016	Grismer, Camille			
		02/16 Contract	Garbage contract	3,501.03	3,501.03

Other:

16021201-Man	12/02/2016	Johnson, Marcy			
		PM-02-01	Payroll Jan 27 - Feb 9	1,644.15	1,644.15
16021202-Man	12/02/2016	Nicole Keith			
		PM-02-01	Payroll Jan 27 - Feb 9	996.19	996.19
16021203-Man	12/02/2016	Duesterbeck, Darwin			
		PM-02-01	Payroll Jan 27 - Feb 9	1,705.60	1,705.60
16021204-Man	12/02/2016	Kulaway, Ken			
		PM-02-01	Payroll Jan 27 - Feb 9	1,317.97	1,317.97
16021205-Man	12/02/2016	Webster. LLoyd			



Report Date
22/02/2016 10:25 AM

R.M. of North Qu'Appelle #187
List of Accounts for Approval
As of 22/02/2016
Batch: 2016-00017 to 2016-00020

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		PM-02-01	Payroll Jan 27 - Feb 9	1,019.98	1,019.98
				Total for AP:	11,546.47

Reeve

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R.M. of North Qu'Appelle #187
Statement of Financial Activities - Condensed
For the Period Ending January-31-16

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
Discount on Current Year Taxes	(111.72)	(111.72)		(111.72)	
Net Municipal Taxes	(111.72)	(111.72)	0.00	(111.72)	0.00
Penalties on Tax Arrears	1,619.80	1,619.80		1,619.80	
Total Taxation:	1,508.08	1,508.08	0.00	1,508.08	0.00
Fees and Charges					
Sale of Supplies and Gravel	215.00	215.00		215.00	
General Office Services	1.00	1.00		1.00	
Total Fees and Charges:	216.00	216.00	0.00	216.00	0.00
Utilities					
Water	292.50	292.50		292.50	
Total Utilities:	292.50	292.50	0.00	292.50	0.00
Investment Income and Commissions					
Investment and Income Revenue	188.43	188.43		188.43	
Total Investment Income and Commissions:	188.43	188.43	0.00	188.43	0.00
Total REVENUES:	2,205.01	2,205.01	0.00	2,205.01	0.00
EXPENDITURES					
General Government Services					
Wages	7,716.76	7,716.76		(7,716.76)	
Benefits	2,885.09	2,885.09		(2,885.09)	
Professional/Contract Services	17,743.01	17,743.01		(17,743.01)	
Utilities	50.00	50.00		(50.00)	
Maintenance, Material and Supplies	7,410.44	7,410.44		(7,410.44)	
Other	(595.20)	(595.20)		595.20	
Total General Government Services:	35,210.10	35,210.10	0.00	(35,210.10)	0.00
Transportation Services					
Maintenance					
Wages	13,759.74	13,759.74		(13,759.74)	
Benefits	5,009.97	5,009.97		(5,009.97)	
Professional/Contractual Services	20.00	20.00		(20.00)	
Utilities	50.00	50.00		(50.00)	
Maintenance, Materials & Supplies	154.00	154.00		(154.00)	
Total Maintenance:	18,993.71	18,993.71	0.00	(18,993.71)	0.00
Total Transportation Services:	18,993.71	18,993.71	0.00	(18,993.71)	0.00
Environmental Services					
Professional/Contractual Services	3,334.31	3,334.31		(3,334.31)	
Total Environmental Services:	3,334.31	3,334.31	0.00	(3,334.31)	0.00
Recreation and Cultural Services					
Professional/Contractual Services	3,967.60	3,967.60		(3,967.60)	
Total Recreation and Cultural Services:	3,967.60	3,967.60	0.00	(3,967.60)	0.00
Total EXPENDITURES:	61,505.72	61,505.72	0.00	(61,505.72)	0.00
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	2,205.01	2,205.01	0.00	2,205.01	0.00
EXPENDITURES	61,505.72	61,505.72	0.00	(61,505.72)	0.00
CHANGE IN NET FINANCIAL ASSETS	(59,300.71)	(59,300.71)	0.00	(59,300.71)	0.00
Change in Non-Financial Assets	(105.00)	(105.00)		(105.00)	

R.M. of North Qu'Appelle #187
Statement of Financial Activities - Condensed
For the Period Ending January-31-16

	Current	Year To Date	Budget	Variance	%
Change in Net Assets	(59,195.71)	(59,195.71)	0.00	(59,195.71)	0.00
Change in Surplus	(59,195.71)	(59,195.71)	0.00	(59,195.71)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			300.00
Cash - Bank - CIBC	(61,068.24)	(61,068.24)	281,829.07
Cash - Conexus (For Pipeline Deposits)	5,102.85	5,102.85	7,533.13
Total Cash and Investments:	(55,965.39)	(55,965.39)	289,662.20
Municipal Taxes Receivable			
Municipal - Tax Receivable - Rural	(479.91)	(479.91)	71,154.77
Municipal - Tax Receivable - Urban	(1,999.41)	(1,999.41)	62,401.88
Municipal - Tax Receivable -Taylor Beach	(65.76)	(65.76)	137.52
Municipal - Tax Receivable -Pasqua Lake	(920.13)	(920.13)	11,454.26
Municipal - Tax Receivable -P.L. Special	(122.02)	(122.02)	759.43
Municipal - Tax Recv. - Fire Truck Spec.	1.86	1.86	655.91
Municipal - Tax Receivable - Tax Enforc.	8.28	8.28	839.27
Municipal - Adjustment/Cancellation			204.02
Municipal - Allow. for Uncollected			(10,000.00)
Total Municipal Taxes Receivable:	(3,577.09)	(3,577.09)	137,607.06

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

(Date)

Reeve

Administrator

Handwritten signature

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

CIBC - *****-01118

For Ending Date 31/01/2016

110-110-120 - Cash - Bank - CIBC

GL Balance to 31/01/2016 **281,841.94**

Service Charges: -201.30
Interest Charges: 0.00
Interest Revenue: 188.43

Adjusted Book Balance **281,829.07**

Bank Statement Balance: **297,239.54**

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	19/01/2016	2016-0007	Internet Banking	RC	853.78
2	31/01/2016	BR 7	Deposit correction - January 29-2016	GL	10.00
Subtotal:					863.78

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	22/12/2015	Ch 5552	Kulaway, Ken	AP	-25.00
4	22/12/2015	Ch 5564	Rural Board of Examiners	AP	-200.00
5	31/12/2015	Ch 5581	Webster. LLoyd	AP	-1,504.83
6	31/12/2015		Outstanding Deposit	GL	-853.78
7	12/01/2016	Ch 5610	Rural Municipal Administrators	AP	-400.00
8	26/01/2016	Ch 5614	Duesterbeck, Darwin	AP	-21.00
9	26/01/2016	Ch 5616	Johnson, Marcy	AP	-186.98
10	26/01/2016	Ch 5617	Kulaway, Ken	AP	-25.00
11	26/01/2016	Ch 5620	Van Houtte Coffee Services Inc	AP	-57.25
12	26/01/2016	Ch 5621	Webster. LLoyd	AP	-25.00
13	31/01/2016	Ch 5624	Municipal Employees'	AP	-3,505.58
14	31/01/2016	Ch 5625	Prairie Valley S. D. #208	AP	-3,128.63
15	31/01/2016	Ch 5626	Receiver General	AP	-6,300.08
16	31/01/2016	Ch 5627	Saskatchewan Municipal Hail	AP	-14.65
Subtotal:					-16,274.25

Total Uncleared: **-15,410.47**

Adjusted Bank Balance **281,829.07**

Notes



2015 Mill Rate Comparison													
	RM of North Qu'Appelle	Pasqua Lake	Taylor Beach	Fort San	District Of Katepwa	Town of Fort Qu'Appelle	B-Say-Tah	Village of Lebret	RM of South Qu'Appelle	RM of Cupar	RM of Abernethy	RM of Indian Head	RM of Edenwold
Mill Rate Base Tax													
Land	100.00	100.00	100.00	150.00	325.00	570.00	800.00	900.00	100.00	-			-
Improvement	150.00	150.00	150.00	125.00	-	-	-	-	-	-			-
Land & Improvement	250.00	250.00	250.00	275.00	925.00	970.00	800.00	900.00	300.00	-			-
Mill Rate	8.00	2.75	2.00	2.40	6.00	7.67	4.50	13.00	9.00	12.50	9.60	14.00	7.50
Factor - Ag	1.25					1.00				-		0.96	
Factor - Residential	0.75					0.75				0.70		0.80	0.76
Factor - Commercial	1.25					1.00				-		1.15	
Mill Rate - Ag	10.00					7.67				12.50		13.44	7.50
Mill Rate - Residential	6.00					5.75				8.75		11.20	5.72
Mill Rate - Commercial	10.00					7.67				12.50		16.10	7.50
Special Mill rate			2.40										
Notes:					15% disc. If paid by June 30.								Str. Light Fee
													\$35.00
													Garbage Fee
													\$124.00
													Acreage Garbage
													\$176.00