

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, January 24, 2017

Present: Reeve: Harry McDonald
Council Members: Division 1 Ron Palmer
Division 2 Leonard Horsman
Division 3 George MacPherson
Division 4 Gord Peagam
Division 5 Marcel DeDecker
Division 6 Garnet Spanier
Division 7 Lee Carlson

Staff: Administrator – Marcy Johnson

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

17-047 IN CAMERA SESSION / L. HORSMAN

"THAT RM Council move into an in camera session at 9:03 a.m. as per Section 17 (1) (g) of the *Local Authority Freedom of Information and Protection of Privacy Act*."

CARRIED

17-048 OUT OF CAMERA / G. MACPHERSON

"THAT we move out of in camera session and reconvene the regular meeting at 10:20 a.m."

CARRIED

17-049 MINUTES / R. PALMER

"THAT the minutes of the regular meeting of Council held January 10, 2017 be approved as presented."

17-050 PURCHASING POLICY / G. SPANIER

"THAT RM Council establish a Purchasing Policy;
AND FURTHERMORE, all spending by the Foreman for non-essential items be approved by Council until the policy is complete."

CARRIED

17-051 ORGANIZED HAMLET OF TAYLOR BEACH MAINTENANCE AGREEMENT / R. PALMER

"THAT Ron Palmer, on behalf of the Hamlet Board work out an agreement with the RM Finance Committee as to what maintenance should be done on Invercauld Road."

CARRIED

17-052 REPORTS / H. MCDONALD

"THAT the following verbal reports from:

- a. H. McDonald – Hospital / Calling Lakes District Planning Commission
- b. G. Spanier – Works
- c. R. Palmer – Taylor Beach Hamlet Board Report
- d. M. Johnson – Administration

be accepted as presented."

CARRIED

17-053 CORRESPONDENCE / R. PALMER

"THAT the following Correspondence be accepted as presented and filed:

- a. SARM – 2016 Midterm Resolutions reply from Minister of Government Relations
- b. SAMA – Annual Meeting Wednesday, April 12, 2017
- c. SAMA – 2017 Revaluation Values
- d. SMHI – 100th Year
- e. SMHI – 2016 Losses
- f. Water Security Agency – Drainage Conservation & Development Areas
- g. RCMP – Community Policing Report
- h. Pasqua Paving – Botkin Royalties and Haul
- i. AECOM – Bridge Inspection Recommendation Letters
- j. PARCS - #70 Update
- k. Sasktel – Buried Telephone Facilities
- l. All Nations Healing Hospital – Retirement Recognition
- m. Managing Salinity – Producers Workshop – Tuesday, February 7 Lipton Hall."

CARRIED

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17-054 ACCOUNTS FOR PAYMENT / L. HORSMAN

"THAT the list of accounts cheque numbers 6238 and 6260 totaling \$37,918.38 including EFT Payroll attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

17-055 STATEMENT OF FINANCIAL ACTIVITIES / G. MACPHERSON

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

CARRIED

17-056 BANK RECONCILIATION / G. MACPHERSON

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

CARRIED

17-057 FEE / CUSTOM WORK / L. CARLSON

"THAT following Fee/Custom Work Schedule be accepted by RM Council for the 2017 year:

FEE CHARGES FOR 2017

Office	
Zoning amendment fee- actual cost of advertising	\$90-\$100
Development	
Permitted uses	\$100.00
Discretionary uses	\$200.00
Appeal Fee	\$75.00
Subdivision Procedures - SARM Planner	\$65.00/hour
Off Site Fees	
Residential RR RH	\$5,000.00
Residential R2 (ag)	\$2,250.00
Residential R1 (ag)	\$500.00
Building Permit -PBI chart	Varied amounts
Building moved into RM (Refundable)	\$5,000.00
Building Permit - SAMA maintenance fee	\$20.00
Demolition or Removal	\$50.00
Cardboard Signs	\$3.50
Metal Signs	\$5.00
Crime Watch Signs	\$7.00
Weather Blok - Pail	\$30.00
Warfarin - Oats	\$2.50
Ratak - Pellets	\$13.50
RM Maps	\$10.00
Tax certificate	\$15.00
Photocopying	\$0.50/copy
Faxing	\$1.50/page
Dog License	\$30.00
RM well	\$8.00/ 1000 gal

Equipment - includes operator	
Grader	\$240.00/hr
Backhoe	\$125.00/hr
John Deere w/mower	\$150.00/hr
John Deere w/dozer	\$140.00/hr
Truck w/plow	\$135.00/hr
Truck w/sander (includes sand)	\$200.00/hr
Skid steer	\$113.00/hr
Road Boss Grader	\$100.00/day
Distributor	\$120.00/hr
Roller (cold mix lg)	\$105.00/hr
Roller (cold mix sm)	\$55.00/hr
Wood Chipper	\$300.00/day
Wood Chipper - 2 men - truck	\$150.00/hr
Minimum Charge	\$100.00
Truck - Dodge / GM	\$50.00/hr

Sand/Gravel/Cold mix...	10%	5%	RM
Stone			\$35.00/yd
Gravel Div 1			\$9.04/yd
Gravel Div 7			\$17.00/yd
Salt San			\$18.00/yd
Oil	\$3.69/Gal	\$3.52/gal	\$ 3.35/Gal
Cold mix	\$110/yd	\$105/yd	\$100.00/yd

CARRIED

17-058 KATEPWA LAGOON AGREEMENT RENEWAL / H. MCDONALD

"THAT RM Council acknowledge that the District of Katepwa and the RM agree to keep the agreement as is for the 2017 year."

CARRIED

17- 059 SEPTIC HAULER KATEPWA LAGOON ROUTE / R. PALMER

"THAT RM Council approves a second route for all septic trucks providing service to residents on the west side of Katepwa Lake, trucks shall take the shortest route to Wide Awake Grid, then south to Highway #56, and east and north along Highway #56 to Valley View Hill and up to Katepwa Lagoon."

CARRIED

17-060 CONTRACTOR OPERATOR 2017 WAGE / R. PALMER

"THAT RM Council approve the increase to L. Meyers Contract Grader Operator wage to \$32.00 for 2017."

CARRIED

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Tuesday, January 24, 2017

17-061 COUNCIL REMUNERATION / R. PALMER

"THAT remuneration for non-official RM Committee members who attend committee meetings receive mileage only;
AND FURTHERMORE, if the Committee Chair requests an RM Council member to attend the committee meeting they will receive full remuneration."

CARRIED

17-062 THE LOCAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT / H. MCDONALD

"THAT RM Council approve the Reeve H. McDonald to delegate his duties as "head" under *The Local Authority Freedom of information and Protection of Privacy Act* to the Administrator M. Johnson."

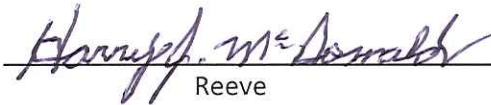
CARRIED

17-063 ADJOURNMENT / G. MACPHERSON

"That the Regular meeting of Council be adjourned at 11:55 a.m."

CARRIED

Approved this 14 day of February, 2017.


Reeve


Administrator

Next regular meeting of Council, Tuesday, February 14, 2017 at 9:00 a.m.

Report Date
1/22/2017 10:45 AMList of Accounts for Approval
As of 1/22/2017
Batch: 2017-00004 to 2017-00013

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
6238	1/16/2017	Spoiled During Printing			
6239	1/16/2017	Pasqua First Nation #79 12/2016 Rd Main	2016 Rd Maint	4,650.00	4,650.00
6240	1/18/2017	Carlson, Lee 01/17 Expense	Expense - reimburse shop equip	1,319.98	1,319.98
6241	1/24/2017	R.M. of Cupar No. 218 CTP-2015-16	Road Mant	3,520.00	3,520.00
6242	1/24/2017	East Central Transportation 01/17 Mbsp	Mbsp fee	500.00	500.00
6243	1/24/2017	Egg Lake C & D Area Authority 2017 Dues	Egg Lake Remittances	272.00	272.00
6244	1/24/2017	Fort Winter Festival 2017 Festival	Advertising	100.00	100.00
6245	1/24/2017	Grasslands News Group 00025939	council Bus. cards	484.00	484.00
6246	1/24/2017	Johnson, Marcy Jan 18 Exp	Exp cell/meal/mileage/supply	158.98	158.98
6247	1/24/2017	Kulaway, Ken 01/17	Phone Exp	25.00	25.00
6248	1/24/2017	Pasqua First Nation #79 2015 Rd Maint	Rd. Maint. 2015	2,350.00	2,350.00
6249	1/24/2017	Prairie Co-operative Ltd. Dec 2016 80548 80542 82754 5409 4218 81431 81438	Dec diesel Office supply mounting tape batteries, ice melt Christmas Bonus Shop Supply propane Office Equip-lock Office eq. keys	815.99 26.90 7.13 37.37 600.00 46.10 43.99 9.84	1,587.32
6250	1/24/2017	Princess Auto 7-8-588419	Maint- Shop supply/tools	458.96	458.96
6251	1/24/2017	Provincial Association of 01/17 Membershi	TB Membership	255.00	255.00
6252	1/24/2017	Sask Tel Cmr 12/29/16	Maint - Cell	68.28	68.28
6253	1/24/2017	SaskWater SW046582	Waste Disposal	5,728.98	5,728.98
6254	1/24/2017	Success Office Systems 154257	Photocopier	119.05	119.05
6255	1/24/2017	Town of Fort Qu'Appelle 0017	Road oil	4,860.00	4,860.00
6256	1/24/2017	Valley View Electric Inc 11062	Contract	184.73	184.73
6257	1/24/2017	Van Houtte Coffee Services Inc 70905809	Coffee	53.25	53.25
6258	1/24/2017	Webster, Lloyd 01/17	Phone Exp	25.00	25.00
6259	1/31/2017	Cochrane, Holly 01/17	Contract Jan	330.75	330.75
6260	1/31/2017	Grismer, Camille 01/17	Contract Jan	3,501.03	3,501.03
Other:					
17011301-Man	1/13/2017	Johnson, Marcy PM 01-01	Payroll Jan 1 - Jan 10	1,745.93	1,745.93
17011302-Man	1/13/2017	Keith, Nicole			



Report Date
1/22/2017 10:45 AM

List of Accounts for Approval
As of 1/22/2017
Batch: 2017-00004 to 2017-00013

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		PM 01-01	Payroll Jan 1 - Jan 10	1,117.97	1,117.97
17011303-Man	1/13/2017	Duesterbeck, Darwin			
		PM 01-01	Payroll Jan 1 - Jan 10	1,747.79	1,747.79
17011304-Man	1/13/2017	Kulaway, Ken			
		PM 01-01	Payroll Jan 1 - Jan 10	1,248.51	1,248.51
17011305-Man	1/13/2017	Webster, Lloyd			
		PM 01-01	Payroll Jan 1 - Jan 10	1,106.47	1,106.47
17011306-Man	1/13/2017	Klisowsky, Lorraine			
		PM 01-01	Payroll Jan 1 - Jan 10	399.40	399.40
				Total for AP:	37,918.38


Reeve



Rural Municipality of North Qu'Appelle No. 187
Statement of Financial Activities - Summary
For the Period Ending December 31, 2016

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	369.94	1,309,290.00	1,252,835.00	56,455.00	4.51
Fees and Charges	71,115.51	232,861.18	159,000.00	73,861.18	46.45
Maintenance and Development Charges	15,183.70	20,358.59	22,000.00	(1,641.41)	7.46-
Utilities	672.25	9,773.00	7,000.00	2,773.00	39.61
Grants	39,532.00	224,720.46	218,715.00	6,005.46	2.75
Grants in Lieu of Taxes	2,518.00	5,421.83	5,250.00	171.83	3.27
Investment Income and Commissions	1,346.56	3,805.62	2,000.00	1,805.62	90.28
Total Revenues:	130,737.96	1,806,230.68	1,666,800.00	139,430.68	8.37
Expenditures					
General Government Services	36,880.14	338,272.88	337,061.00	(1,211.88)	0.36-
Protective Services	31,431.28	44,370.28	40,061.00	(4,309.28)	10.76-
Transportation Services	110,014.05	1,029,900.90	1,271,570.00	241,669.10	19.01
Environmental Health Services	8,430.48	169,559.77	173,435.00	3,875.23	2.23
Planning and Development Services	70.00	1,988.00	3,000.00	1,012.00	33.73
Recreation and Cultural Services		21,284.84	16,000.00	(5,284.84)	33.03-
Utilities	117.44	1,238.92	1,830.00	591.08	32.30
Total Expenditures:	186,943.39	1,606,615.59	1,842,957.00	236,341.41	12.82
Change in Net Financial Assets	(56,205.43)	199,615.09	(176,157.00)	375,772.09	213.32
Change in Non-Financial Assets	(1,904.61)	(30.90)		(30.90)	
Change in Net Assets	(54,300.82)	199,645.99	(176,157.00)	375,802.99	213.33
Change in Surplus	(54,300.82)	199,645.99	(176,157.00)	375,802.99	213.33

Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			300.00
Cash - Bank - CIBC	16,561.61	255,302.45	598,199.76
Cash - Conexus (For Pipeline Deposits)	(37,819.52)		
Total Cash:	(21,257.91)	255,302.45	598,499.76
Municipal Taxes Receivable			
Municipal - Tax Receivable - Rural	(44,022.83)	(41,818.47)	29,816.21
Municipal - Tax Receivable - Urban	(30,153.91)	(30,758.25)	33,643.04
Municipal - Tax Receivable -Taylor Beach	(6,365.42)	550.98	754.26
Municipal - Tax Receivable -Pasqua Lake	(14,292.20)	2,434.25	14,808.64
Municipal - Tax Receivable -P.L. Special	(156.82)	(158.93)	722.52
Municipal - Tax Recv. - Fire Truck Spec.	(0.35)	(651.53)	2.52
Municipal - Tax Receivable - Tax Enforc.	(5.10)	1,242.96	2,073.95
Municipal - Allow. for Uncollected			(9,200.00)
Total Municipal Taxes Receivable:	(94,996.63)	(69,158.99)	72,621.14

Certified correct and in accordance with the records

Presented to council on

January 24/17.
(Date)
Harry McDonald
Reeve


Marcy Johnson
Administrator

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

Date Printed
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CIBC - *****-01118

For Ending Date 12/31/2016

110-110-120 - Cash - Bank - CIBC

GL Balance to 12/31/2016

598,112.30

Service Charges:

-219.30

Interest Charges:

0.00

Interest Revenue:

306.76

Adjusted Book Balance

598,199.76

Bank Statement Balance:

701,133.85

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	12/31/2016	2016-0234	Deposit Entry	RC	12,609.70
Subtotal:					12,609.70

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	10/12/2016	Ch 6022	Burnett, Craig	AP	-732.00
2	12/13/2016	Ch 6166	Peagam, Gord	AP	-2,038.00
3	12/13/2016	Ch 6180	Webster, Lloyd	AP	-25.00
4	12/31/2016	Ch 6185	All Nations Healing Hospital	AP	-1,456.00
5	12/31/2016	Ch 6186	Banbury Plumbing & Heating Inc	AP	-122.17
6	12/31/2016	Ch 6187	Carlson, Lee	AP	-381.58
7	12/31/2016	Ch 6188	R.M. of Cupar No. 218	AP	-3,520.00
8	12/31/2016	Ch 6189	DeDecker, Marcel	AP	-106.00
9	12/31/2016	Ch 6190	Grasslands News Group	AP	-38.81
10	12/31/2016	Ch 6191	Horsman, Leonard	AP	-112.00
11	12/31/2016	Ch 6192	Johnson, Marcy	AP	-936.08
12	12/31/2016	Ch 6193	Johnson, Marcy	AP	-82.45
13	12/31/2016	Ch 6194	John Deere Financial	AP	-47.41
14	12/31/2016	Ch 6195	Keith, Nicole	AP	-89.64
15	12/31/2016	Ch 6196	MacPherson, George	AP	-210.00
16	12/31/2016	Ch 6197	McDonald, Harry	AP	-168.00
17	12/31/2016	Ch 6198	Minister of Finance	AP	-21.00
18	12/31/2016	Ch 6199	Municipal Employees'	AP	-3,743.38
19	12/31/2016	Ch 6200	Palmer, Ron	AP	-195.60
20	12/31/2016	Ch 6201	Pasqua First Nation #79	AP	-2,350.00
21	12/31/2016	Ch 6202	Peagam, Gord	AP	-103.00
22	12/31/2016	Ch 6203	Prairie Co-operative Ltd.	AP	-4,096.80
23	12/31/2016	Ch 6204	Prairie Valley S. D. #208	AP	-56,434.21
24	12/31/2016	Ch 6205	Receiver General	AP	-6,508.71
25	12/31/2016	Ch 6206	SARM Saskatchewan Association	AP	-73.50
26	12/31/2016	Ch 6207	Sask Energy	AP	-248.82
27	12/31/2016	Ch 6208	Saskatchewan Municipal Hail	AP	-13,003.67
28	12/31/2016	Ch 6209	Sask Power	AP	-2,090.87
29	12/31/2016	Ch 6210	Spanier, Garnet	AP	-118.00

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

Date Printed
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CIBC - *****-01118
For Ending Date 12/31/2016

110-110-120 - Cash - Bank - CIBC

30	12/31/2016	Ch 6211	Success Office Systems	AP	-90.26
31	12/31/2016	Ch 6212	Voeltz, Ronnie	AP	-60.00
32	12/31/2016	Ch 6213	Horsman, Leonard	AP	-62.00
33	12/31/2016	Ch 6214	Jackson Bros. Bobcat Services	AP	-4,536.00
34	12/31/2016	Ch 6215	Macleods True Value	AP	-85.83
35	12/31/2016	Ch 6216	Professional Building	AP	-909.12
36	12/31/2016	Ch 6217	RoBo Sales	AP	-1,355.10
37	12/31/2016	Ch 6218	SARM Saskatchewan Association	AP	-8,842.91
38	12/31/2016	Ch 6219	Sask Energy	AP	-260.36
39	12/31/2016	Ch 6220	Sask Power	AP	-122.19
40	12/31/2016	Ch 6221	Sask Tel Cmr	AP	-167.32
				Subtotal:	-115,543.79

Total Uncleared: -102,934.09

Adjusted Bank Balance 598,199.76

Notes

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