

RM of NORTH QU'APPELLE NO.187
RM Of North Qu'Appelle Office 136 Company Avenue South
Agenda 9:00 a.m.

Tuesday, April 25, 2017

1. Call to Order
2. Adoption of Minutes
 - a. April 11, 2017 Regular Meeting of Council
3. Business Arising From Minutes
4. Public Hearings
5. Delegate 10:00 a.m.
 - a. Royal Canadian Mounted Police – Sgt. Jason Sauve
6. Communication
 - a. Town of Lumsden – Lumsden wastewater treatment facility project
 - b. Saskatchewan Crime Stoppers – thank you
 - c. PARCS - update #72
 - d. North Valley Waste Management Inc. – minutes March 20. 2017
 - e. Government of Saskatchewan – PST
7. Reports
 - a. H. McDonald – Calling Lakes District Planning Commission / All Nations Healing Hospital
 - b. G. Spanier – Works
 - c. G. MacPherson – Personnel / Finance *mm*
 - d. M. DeDecker – North Valley Waste Management Inc.
 - e. M. Johnson – Administration
8. Bylaws
9. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
10. Unfinished Business
 - a. 28 Aaron Drive – Set Back
 - b. Pasqua Lake Wired Internet
 - c.
11. New Business
 - a. Shop Phone – disconnect
 - b. Bylaw 2017-04 – rescind 2nd and 3rd readings
 - c. SE 28-20-16 W2 –widening of approach
 - d. Bylaw 13-08 Zoning Bylaw – section 9 front footage
 - e. Calling Lakes District Planning Commission – annual allocation of funds
 - f. Animal Carcass
12. Other Business
13. Closed Session
14. 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, April 25, 2017

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

A quorum being present, Deputy Reeve L. Carlson took the chair and called the meeting to order at 9:00 a.m.

17-218 MINUTES / L. HORSMAN

"THAT the minutes of the regular meeting of Council held April 11, 2017 be adopted as presented."

CARRIED

17-219 COMMUNICATION / G. MACPHERSON

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

- a. Town of Lumsden – Lumsden wastewater treatment facility project
- b. Saskatchewan Crime Stoppers – thank you
- c. PARCS - update #72
- d. North Valley Waste Management Inc. – minutes March 20, 2017
- e. Government of Saskatchewan – PST."

CARRIED

DELEGATE –

Royal Canadian Mounted Police Sgt. Jason Sauve and Sgt. Doug McLeran
Update on RCMP priorities for 2017

1. Crime reduction / prevention
2. Traffic Safety
3. Employee Wellness and Development

17-220 VOLVO GRADER WINDSHIELD / M. DEDECKER

"THAT RM Council approve the quote from Novus Auto Glass for the Volvo grader windshield at a cost of 915.57 taxes and installation included."

CARRIED

17-221 VOLVO GRADER FRONT FENDERS / L. HORSMAN

"THAT RM Council approve the Works Chair G. Spanier and Administrator M. Johnson to order the fenders from the lowest quote regarding the Volvo grader fenders."

CARRIED

17-222 REPORTS / G. MACPHERSON

"THAT the following verbal reports from:

- a. G. Spanier – Works
 - b. G. MacPherson – Personnel / Finance
 - c. M. DeDecker – North Valley Waste Management Inc.
 - d. M. Johnson – Calling Lakes District Planning Commission / Administration
- Be accepted as presented."

CARRIED

17-223 ACCOUNTS FOR PAYMENT / G. MACPHERSON

"THAT the list of accounts cheque numbers 6386 and 6412 totaling \$47,301.79 including EFT Payroll attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

Rural Municipality of North Qu'Appelle No. 187
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17-224 STATEMENT OF FINANCIAL ACTIVITIES / L. HORSMAN

"THAT the Statement of Financial Activities for the month of March 2017, attached and forming a part of these minutes, be accepted as presented."

CARRIED

17-225 BANK RECONCILIATION / G. MACPHERSON

"THAT the Bank Reconciliation for the month of March 2017, attached and forming a part of these minutes, be accepted as presented."

CARRIED

17-226 RECESS / G. SPANIER

"THAT RM Council recess at 10:26 a.m. for a quick break after the delegation."

CARRIED

17-227 RECONVENE / L. HORSMAN

"THAT RM Council meeting reconvene at 10:30 a.m."

CARRIED

17-228 28 AARON DRIVE SET BACK REQUIREMENT / M. DEDECKER

"THAT RM Council approve the 3 foot backyard setback from the outermost part of the existing boathouse at 28 Aaron Drive."

CARRIED

17-229 PASQUA LAKE WIRED INTERNET / G. PEAGAM

"THAT RM Council acknowledge the request from Pasqua Lake Hamlet for the installation of SaskTel infrastructure;
AND FURTHERMORE the RM will not contribute financially to the project."

CARRIED

17-230 SHOP PHONE DISCONNECT / G. SPANIER

"THAT RM Council approve disconnecting of the shop phone."

CARRIED

17-231 RESCIND MOTION 17-159 AND 17-160 TO AMEND BYLAW 13-08 / M. DEDECKER

"THAT RM Council rescind motions 17-159 and 17-160 the motions for the second and third reading to amend Bylaw 13-08."

CARRIED

17-232 BYLAW 13-08 ZOING BYLAW – SECTION 9 FRONT FOOTAGE / L. HORSMAN

"THAT RM Council approve the wording clarification in Bylaw 13-08 section 9 front footage, it shall read 22 m (75 ft);
AND FURTHERMORE the Administrator shall correct and send to Community Planning."

CARRIED

17-233 CALLING LAKES DISTRICT PLANNING COMMISSION ANNUAL ALLOCATION OF FUNDS / L. HORSMAN

"THAT RM Council approve the request for funding for 2017 from the Calling Lakes District Planning Commission at an amount of \$875.15."

CARRIED

17-234 CLOSED SESSION / M. DEDECKER

"THAT RM Council move into closed session at 11:17 a.m. to discuss personnel issues."

CARRIED

17-235 OPEN SESSION / L. HORSMAN

"THAT RM Council return to open session at 11:43 a.m."

CARRIED

17-236 RESCIND MOTION 17-216 SEASONAL MAINTENANCE-EQUIPMENT OPERATOR / G. PEAGAM

"THAT RM Council rescind motion 17-217-216 SEASONAL MAINTENANCE - EQUIPMENT OPERATOR / R. PALMER "THAT RM Council approve the recommendation from the personnel committee to hire M. MacDonald as the RM Seasonal Maintenance / Equipment Operator starting as soon as possible;
AND FURTHERMORE the starting wages is \$18.44 per hour with benefits and Pension."

CARRIED

Rural Municipality of North Qu'Appelle No. 187
Regular meeting of Council held in the R.M. Council Chambers
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17-237 SEASONAL MAINTENANCE - EQUIPMENT OPERATOR / G. MACPHERSON

"THAT RM Council approve the recommendation from the personnel committee to hire D. McCullough as the RM Seasonal Maintenance / Equipment Operator starting as soon as possible;
AND FURTHERMORE the starting wages is \$18.44 per hour with benefits and Pension."

CARRIED

17-238 ADJOURNMENT / L. CARLSON

"That the Regular meeting of Council be adjourned at 12:20 p.m."

CARRIED

Approved this

9

day of

May

, 2017.


Reeve


Administrator

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

Report Date
4/21/2017 2:09 PM

List of Accounts for Approval

As of 4/21/2017

Page 1

Batch: 2017-00050 to 2017-00056

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
6386	4/18/2017	Ag. Health & Safety Network			
	3/28/2017	Membership - 70		322.00	322.00
37	4/18/2017	Canada Post Corporation			
	04/12/17	12 rolls of 100 stamps		1,071.00	1,071.00
6388	4/25/2017	Carlson, Lee			
	04/20/17	Indemnity/Expense		995.80	995.80
6389	4/25/2017	District #39 ADD Board			
	4/3/17	Grant-Pest Control		5,000.00	5,000.00
6390	4/25/2017	Erickson, Lane			
	04/19/17	3 beaver tails @ \$30		90.00	90.00
6391	4/25/2017	Finning Cat			
	P1000777826	Maint.- Grader Blades		1,691.53	1,691.53
6392	4/25/2017	Grasslands News Group			
	00027685	Advertising-Tender		75.26	75.26
6393	4/25/2017	Horsman, Leonard			
	04/18/17	Indemnity/Expense		1,443.20	1,443.20
6394	4/25/2017	Horsman, Devin			
	04/18/17	3 beaver tails @ \$30		90.00	90.00
6395	4/25/2017	Johnson, Marcy			
	04/19/17	Expense		230.49	230.49
6396	4/25/2017	Jones, Glyn			
	Apr 2017	Contract		760.00	760.00
6397	4/25/2017	Kulaway, Ken			
	Apr 2017 Cell	Phone Exp		25.00	25.00
6398	4/25/2017	Myers, Leonard			
	Apr/17	Contract		1,616.00	
	Apr 2017 Cell	Phone Expense		25.00	1,641.00
6399	4/25/2017	Prairie Co-operative Ltd.			
	87364	Maint. supply		80.89	
	87412	Maint. supply		21.99	
	5082	Office supply		19.69	
	March 2017	Maint. Fuel		1,749.24	1,871.81
6400	4/25/2017	Princess Auto			
	7-5-705586	Maint. Tlr connect, fuel pump		459.52	459.52
6401	4/25/2017	Procyk, Demetry			
	04/13/17	2 beaver tails @ \$30		60.00	60.00
6402	4/25/2017	SaskWater			
	SW047731	Lagoon		5,728.98	5,728.98
6403	4/25/2017	SGI Auto Fund Division			
	04/12/17	Registration Dodge		1,194.00	
	Apr 12/17	Registration Homebuilt trailer		81.00	1,275.00
6404	4/25/2017	Success Office Systems			
	INV164314	Photocopier		132.90	132.90
6405	4/25/2017	The Valley Scoreboard			
	1798	Sign PL		84.00	84.00
6406	4/25/2017	Van Houtte Coffee Services Inc			
	2017-70607205	office supply-coffee		20.90	20.90
6407	4/25/2017	Webster, Lloyd			
	Apr 2017 Cell	Phone Expense		25.00	25.00
6408	4/30/2017	Void during printing			
6409	4/30/2017	Cochrane, Holly			
	Apr 2017	Contract		330.75	330.75
6410	4/30/2017	Grismer, Camille			
	Apr 2017	Garbage Contract		3,501.03	3,501.03
6411	4/30/2017	Municipal Employees'			
	Apr 2017	April Remittance		4,054.78	4,054.78

Report Date
4/21/2017 2:09 PM

List of Accounts for Approval
As of 4/21/2017
Batch: 2017-00050 to 2017-00056

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
6412	4/30/2017	Receiver General 04/30/17	Aprrl Remittance	7,709.14	7,709.14
Other:					
17042101-Man	4/21/2017	Johnson, Marcy PM 04-02	Payroll Apr 5 - Apr 18	2,506.37	2,506.37
17042102-Man	4/21/2017	Keith, Nicole PM 04-02	Payroll Apr 5 - Apr 18	1,147.56	1,147.56
17042103-Man	4/21/2017	Duesterbeck, Darwin PM 04-02	Payroll Apr 5 - Apr 18	1,749.82	1,749.82
17042104-Man	4/21/2017	Kulaway, Ken PM 04-02	Payroll Apr 5 - Apr 18	1,240.82	1,240.82
17042105-Man	4/21/2017	Webster, Lloyd PM 04-02	Payroll Apr 5 - Apr 18	1,514.34	1,514.34
17042106-Man	4/21/2017	Klisowsky, Lorraine PM 04-02	Payroll Apr 5 - Apr 18	453.79	453.79
				Total for AP:	47,301.79

Reeve

Rural Municipality of North Qu'Appelle No. 187
Statement of Financial Activities - Condensed
For the Period Ending March 31, 2017


	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
Discount on Current Year Taxes	(112.68)	(293.09)		(293.09)	
Net Municipal Taxes	(112.68)	(293.09)	0.00	(293.09)	0.00
Penalties on Tax Arrears	785.50	2,541.33		2,541.33	
Total Taxation:	672.82	2,248.24	0.00	2,248.24	0.00
Fees and Charges					
Custom Work	(6,236.08)	(3,483.24)		(3,483.24)	
Sale of Supplies and Gravel	325.40	550.90		550.90	
Rentals		800.00		800.00	
Policing and Fire Fees		700.00		700.00	
Licenses and Permits	10,630.83	11,255.83		11,255.83	
General Office Services	3,476.66	10,414.98		10,414.98	
Total Fees and Charges:	8,196.81	20,238.47	0.00	20,238.47	0.00
Maintenance and Development Charges					
Road Maintenance and Restoration Agreement:		390.32		390.32	
Total Maintenance and Development Charge	0.00	390.32	0.00	390.32	0.00
Utilities					
Water	272.25	1,606.50		1,606.50	
Total Utilities:	272.25	1,606.50	0.00	1,606.50	0.00
Conditional Grants					
Federal	21,694.40	21,694.40		21,694.40	
Provincial	1,481.72	1,481.72		1,481.72	
Total Conditional Grants:	23,176.12	23,176.12	0.00	23,176.12	0.00
Grants in Lieu of Taxes					
Provincial	750.00	750.00		750.00	
Total Grants in Lieu of Taxes:	750.00	750.00	0.00	750.00	0.00
Investment Income and Commissions					
Investment and Income Revenue	257.53	926.92		926.92	
Total Investment Income and Commissions:	257.53	926.92	0.00	926.92	0.00
Total REVENUES:	33,325.53	49,336.57	0.00	49,336.57	0.00
EXPENDITURES					
General Government Services					
Wages	11,273.32	31,220.55		(32,520.55)	
Benefits	1,459.37	27,690.89		(27,690.89)	
Professional/Contract Services	12,466.08	57,614.34		(58,224.13)	
Utilities	1,359.71	2,262.88		(2,312.88)	
Maintenance, Material and Supplies	1,023.91	8,325.46		(8,455.20)	
Total General Government Services:	27,582.39	127,114.12	0.00	(129,203.65)	0.00
Protective Services					
Police Protection					
Contractual Services	200.00	1,110.00		(1,110.00)	
Total Police Protection:	200.00	1,110.00	0.00	(1,110.00)	0.00
Fire Protection					
Professional/Contractual Services		700.00		(700.00)	
Total Fire Protection:	0.00	700.00	0.00	(700.00)	0.00
Total Protective Services:	200.00	1,810.00	0.00	(1,810.00)	0.00
Transportation Services					
Maintenance					
Wages	13,533.88	39,075.12		(39,485.12)	
Benefits	2,197.17	16,034.88		(16,034.88)	
Professional/Contractual Services	1,515.99	2,520.98		(5,557.26)	

Rural Municipality of North Qu'Appelle No. 187
Statement of Financial Activities - Condensed
For the Period Ending March 31, 2017


	Current	Year To Date	Budget	Variance	%
Utilities	4,669.04	7,127.21		(7,127.21)	
Maintenance, Materials & Supplies	36,598.48	45,184.60		(49,507.22)	
Total Maintenance:	58,514.56	109,942.79	0.00	(117,711.69)	0.00
Snow Removal					
Maintenance, Materials & Supplies	3,240.00	7,128.00		(7,128.00)	
Total Snow Removal:	3,240.00	7,128.00	0.00	(7,128.00)	0.00
Total Transportation Services:	61,754.56	117,070.79	0.00	(124,839.69)	0.00
Environmental Services					
Professional/Contractual Services	13,422.02	25,546.81		(36,242.98)	
Maintenance, Materials and Supplies	699.80	699.80		(699.80)	
Total Environmental Services:	14,121.82	26,246.61	0.00	(36,942.78)	0.00
Planning and Development Services					
Professional/Contractual Services		180.60		(180.60)	
Total Planning and Development Services:	0.00	180.60	0.00	(180.60)	0.00
Recreation and Cultural Services					
Professional/Contractual Services		4,007.64		(4,007.64)	
Total Recreation and Cultural Services:	0.00	4,007.64	0.00	(4,007.64)	0.00
Utilities					
Water					
Professional/Contractual Services	20.00	20.00		(20.00)	
Utilities	277.31	424.48		(424.48)	
Total Water:	297.31	444.48	0.00	(444.48)	0.00
Total Utilities:	297.31	444.48	0.00	(444.48)	0.00
Total EXPENDITURES:	103,956.08	276,874.24	0.00	(297,428.84)	0.00
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	33,325.53	49,336.57	0.00	49,336.57	0.00
EXPENDITURES	103,956.08	276,874.24	0.00	(297,428.84)	0.00
CHANGE IN NET FINANCIAL ASSETS	(70,630.55)	(227,537.67)	0.00	(248,092.27)	0.00
Change in Net Assets	(70,630.55)	(227,537.67)	0.00	(248,092.27)	0.00
Change in Surplus	(70,630.55)	(227,537.67)	0.00	(248,092.27)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			300.00
Cash - Bank - CIBC	(76,270.53)	(189,817.60)	408,382.16
Cash - Conexus (For Pipeline Deposits)	266.16	7,018.00	7,018.00
Cash - Bank - Term Deposit	30,000.00	30,000.00	30,000.00
Total Cash and Investments:	(46,004.37)	(152,799.60)	445,700.16
Municipal Taxes Receivable			
Municipal - Tax Receivable - Rural	(1,184.50)	(3,761.86)	26,054.35
Municipal - Tax Receivable - Urban	(2,151.30)	(10,189.96)	23,453.08
Municipal - Tax Receivable -Taylor Beach	(801.31)	(1,909.29)	(1,155.03)
Municipal - Tax Receivable -Pasqua Lake	(1,100.22)	(2,812.23)	11,996.41
Municipal - Tax Receivable -P.L. Special	(102.41)	(303.76)	418.76
Municipal - Tax Recv. - Fire Truck Spec.	0.08	0.24	2.76
Municipal - Tax Receivable - Tax Enforc.	14.67	44.34	2,118.29
Municipal - Allow. for Uncollected			(5,000.00)
Total Municipal Taxes Receivable:	(5,324.99)	(18,932.52)	57,888.62

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Certified correct and in accordance with the records	Presented to council on				



Harry McDonald
Reeve

(Date)


Marcy Johnson
Administrator

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

Date Printed
4/21/2017 9:29 AM

Page 1

CIBC - *****-01118
For Ending Date 3/31/2017

110-110-120 - Cash - Bank - CIBC
GL Balance to 3/31/2017

408,342.93

Service Charges: -218.30
Interest Charges: 0.00
Interest Revenue: 257.53

Adjusted Book Balance 408,382.16

Bank Statement Balance: 449,502.61

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	10/12/2016	Ch 6022	Burnett, Craig	AP	-732.00
2	3/17/2017	Ch 6315	CMS Metal Products Ltd.	AP	-536.58
3	3/17/2017	Ch 6322	North Valley Waste	AP	-10,066.70
4	3/17/2017	Ch 6332	Saskatchewan Crime Stoppers	AP	-200.00
5	3/17/2017	Ch 6335	Valley Pumps & Softners	AP	-50.09
6	3/20/2017	Ch 6339	Acklands Grainger Inc.	AP	-951.91
7	3/24/2017	Ch 6356	Cochrane, Holly	AP	-330.75
8	3/28/2017	Ch 6343	G. E. Environmental	AP	-550.00
9	3/28/2017	Ch 6345	Grasslands News Group	AP	-259.89
10	3/28/2017	Ch 6346	Johnson, Marcy	AP	-100.00
11	3/28/2017	Ch 6347	Kulaway, Ken	AP	-25.00
12	3/28/2017	Ch 6348	MacPherson, George	AP	-3,409.98
13	3/28/2017	Ch 6349	Minister of Finance	AP	-21.00
14	3/28/2017	Ch 6352	Solvey Motors Ltd.	AP	-93.13
15	3/28/2017	Ch 6354	Van Houtte Coffee Services Inc	AP	-74.15
16	3/28/2017	Ch 6355	Webster, Lloyd	AP	-25.00
17	3/31/2017	Ch 6358	Howden Country Services Ltd	AP	-5,648.84
18	3/31/2017	Ch 6359	Municipal Employees'	AP	-3,698.04
19	3/31/2017	Ch 6360	Prairie Valley S. D. #208	AP	-4,334.64
20	3/31/2017	Ch 6361	Receiver General	AP	-6,792.58
21	3/31/2017	Ch 6362	Sask Energy	AP	-489.30
22	3/31/2017	Ch 6363	Sask Power	AP	-2,374.05
23	3/31/2017	Ch 6364	Sask Tel Cmr	AP	-356.82
				Subtotal:	-41,120.45

Total Uncleared: -41,120.45

Adjusted Bank Balance 408,382.16

Notes

