



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

Tuesday, January 23, 2018

1. Call to Order
2. Approval of Minutes
  - a. January 8, 2018 Personnel Meeting Minutes
  - b. January 9, 2018 Regular Meeting of Council
3. Business Arising From Minutes
4. Reports
  - a. G. Spanier / L. Carlson – Works
  - b. H. McDonald – CLDPC
  - c. M. DeDecker – NVWMA Inc.
  - d. M. Johnson – Administration
  - e. L. Carlson – Pipeline 
5. Bylaws
  - a. 2018-01 Record Retention Bylaw
6. Correspondence
  - a. SARM – Division 1 election Bill Huber
  - b. SARM – Saskatchewan Association of Watersheds meeting Friday January 26 Moose Jaw
  - c. Calling Lakes Farm Stewardship Group – 2017 project completion list
  - d. Lower Qu'Appelle Watershed Stewards Inc. – update and changes
  - e. Education Property Tax – exemption/abatement application process
  - f. Saskatchewan Municipal Hail Insurance Association – AGM
  - g. Saskatchewan Municipal Hail Insurance Association – 2017 claims RM 187
7. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
8. Unfinished Business
  - a. Commercial Truck – Blade one ton
9. New Business
  - a. Committees
  - b. Deputy Reeve
  - c. 2018 Fee Schedule
  - d. Division Boundary Alterations
  - e. Fort Pickleball Club donation
  - f. Public Reserve LaRoque Estates
  - g. Munisoft – refresher seminars April 19, 2018 Yorkton
  - h. JD Tractor – purchase
  - i. Communication Policy
  - j. Winter Road Procedures
  - k. Office Workstation Upgrade
  - l. SAMA – Assessment to Saskatchewan Municipal Board
  - m. Organized Hamlet Budget
  - n. Development Committee – Division 1
  - o. Wobbly Packer 
10. Other Business
11. In Camera
12. Adjournment

**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 23, 2018 9:00 a.m.**

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

A quorum being present, Reeve Carlson called the meeting to order at 9:00 a.m.

Councillor G. Peagam arrived in Council Chambers at 9:03 a.m.

Oath or Affirmation for Division 7 Councillor James Toth – signed Thursday January 11, 2018

**18-049 PERSONNEL COMMITTEE MINUTES / R. PALMER**

"THAT the personnel committee meeting minutes be referred to the Personnel Committee for adoption."

CARRIED

**18-050 REGULAR MEETING MINUTES / L. HORSMAN**

"THAT the minutes of the regular meeting of Council held January 9, 2018 be adopted as presented."

CARRIED

**18-051 COMMITTEE MINUTES / MOTION FORM REVIEW / L. CARLSON**

"THAT a review of the committee minutes format, wording, numbering system and use of terminology, along with the identification of committee minutes on the R.M. website, is to be delegated to the Personnel Committee for a comprehensive study;  
And FURTHERMORE the current use and copy of the Motion Form is also to be included in the same review;  
And FURTHERMORE the Personnel Committee shall report back to Council with constructive recommendations by next Council meeting on February 27, 2018 within an interim update on March 12."

CARRIED

**18-052 REPORT WORKS CHAIR G. SPANIER / G. SPANIER**

"THAT the following written report from Works chair G. Spanier regarding a works update be accepted as presented."

CARRIED

**18-053 REPORT CALLING LAKES DISTRICT PLANNING COMMISSION / R. PALMER**

"THAT the following written report from Chair H. McDonald regarding Calling Lakes District Planning Commission be accepted as presented."

CARRIED

**18-054 REPORT NORTH VALLEY WASTE MANAGEMENT AUTHORITY INC. / M. DEDECKER**

"THAT the following written report from M. DeDecker regarding North Valley Waste Management Authority Inc. be accepted as presented."

CARRIED

**18-055 ADMINISTRATION REPORT / G. MACPHERSON**

"THAT the written report regarding administration by M. Johnson be accepted as presented."

CARRIED

**18-056 NORTH QU'APPELLE GROUP PIPELINE / L. CARLSON**

"THAT the written report regarding the North Qu'Appelle Group Pipeline by L. Carlson be accepted as presented."

CARRIED

**18-057 BYLAW 2018-01 RECORD RETENTION / L. HORSMAN**

"THAT Bylaw 2018-01 Record Retention be read for the first time."

CARRIED



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**18-058 BYLAW 2018-01 RECORD RETENTION / G. MACPHERSON**

"THAT Bylaw 2018-01 Record Retention be read for the second time."

CARRIED

**18-059 BYLAW 2018-01 RECORD RETENTION / G. PEAGAM**

"THAT Bylaw 2018-01 Record Retention have three readings at this meeting."

CARRIED UNANIMOUSLY

**18-060 BYLAW 2018-01 RECORD RETENTION / L. HORSMAN**

"THAT Bylaw 2018-01 Record Retention be read for the third time and adopted."

CARRIED

**18-061 CORRESPONDENCE / M. DEDECKER**

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

- a. SARM – Division 1 election Bill Huber
- b. Calling Lakes Farm Stewardship Group – 2017 project completion list
- c. Lower Qu'Appelle Watershed Stewards Inc. – update and changes
- d. Education Property Tax – exemption/abatement application process
- e. Saskatchewan Municipal Hail Insurance Association – AGM."

CARRIED

**18-062 RECESS / G. SPANIER**

"THAT this meeting be recessed at 9:55 a.m."

CARRIED

**18-063 RECONVENE / L. HORSMAN**

"THAT this meeting reconvene at 10:05 a.m."

CARRIED

**18-064 ACCOUNTS FOR PAYMENT / G. SPANIER**

"THAT the list of accounts cheque numbers 6958 to 6975 totaling \$25,811.62 including EFT payroll attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

**18-065 STATEMENT OF FINANCIAL ACTIVITIES / G. MACPHERSON**

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

CARRIED

**18-066 BANK RECONCILIATION / G. PEAGAM**

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

CARRIED

**18-067 COMMITTEES / G. SPANIER**

"THAT RM 187 approve the following committees for the 2018 year:

COMMITTEE	CHAIR	SECOND CHAIR	MEMBER
Personnel	Ron Palmer	George MacPherson	James Toth
Roads & Transportation	Garnet Spanier	Leonard Horsman	Gord Peagam
Finance	George MacPherson	Ron Palmer	James Toth
Calling Lakes	Harry McDonald	Lee Carlson (alternate)	
NVWMA	Marcel DeDecker	Lee Carlson (alternate)	
NQGPA	George MacPherson	James Toth (alternate)	
Sewage Lagoon	Lee Carlson		
Pest Control	George MacPherson	James Toth (alternate)	
Development	Reeve	Division Councillor	
All Nation Healing Hospital	Marcel DeDecker		

CARRIED

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**18-068 DEPUTY REEVE / J. TOTH**

"THAT RM 187 approve the following Deputy Reeve appointments:

January 1, 2018 to April 30, 2018	George MacPherson
May 1, 2018 – July 31, 2018	Gord Peagam
August 1, 2018 to October 24, 2018	Ron Palmer

CARRIED

**18-069 2018 FEE SCHEDULE / G. SPANIER**

"THAT RM 187 approve the following fee schedule for 2018:

FEE CHARGES FOR 2018						
Office						
Zoning amendment fee-	actual	\$90-\$100	Equipment - includes operator			
Development			Grader			\$240.00/hr
	Permitted uses	\$100.00	Backhoe			\$125.00/hr
	Discretionary uses	\$200.00	John Deere w/mower	and/or road boss		\$150.00/hr
	Appeal Fee	\$75.00	John Deere w/dozer			\$140.00/hr
Subdivision Procedures - SARM Planner		\$65.00/hour	Truck w/plow (Pete)			\$135.00/hr
Off Site Fees			Truck w/sander (Pete includes sand)			\$200.00/hr
	Residential RR RH	\$5,000.00	Skid steer			\$113.00/hr
	Residential R2 (ag)	\$2,250.00	<del>Road Boss Grader</del>			<del>\$100.00/day</del>
	Residential R1 (ag)	\$500.00	Distributor			\$120.00/hr
Building Permit -PBI chart	Varied amounts		Roller (cold mix lg)			\$105.00/hr
Building moved into RM (Refundable)		\$5,000.00	Roller (cold mix sm)			\$55.00/hr
Building Permit - SAMA maintenance fee		\$20.00	Wood Chipper - 2 men - truck			\$150.00/hr
Demolition or Removal		\$50.00	Minimum Charge			\$100.00
Cardboard Signs		\$3.50	Truck - Dodge / GM			\$50.00/hr
Metal Signs		\$5.00	Truck - GM w/ blade product extra			\$150.00/hr
Crime Watch Signs		\$7.00				
Weather Blok - Pail		\$30.00	Sand/Gravel/Cold mix...	10%	5%	RM
Warfarin - Oats		\$2.50	Stone			\$35.00/yd
Ratak - Pellets		\$13.50	Gravel Div 1			\$9.04/yd
RM Maps		\$10.00	Gravel Div 7			\$17.00/yd
Tax certificate		\$15.00	Salt San			\$18.00/yd
Photocopying		\$0.50/copy	Oil	\$3.69/Gal	\$3.52/gal	\$ 3.35/Gal
Faxing		\$1.50/page	Cold mix	\$110/yd	\$105/yd	\$100.00/yd
Dog License		\$30.00				
RM well		\$8.00/ 1000 gal				

CARRIED

**18-070 DIVISION BOUNDARY ALTERATION / L. HORSMAN – RECORDED VOTE**

"THAT RM 187 apply with the Ministry to alter the division boundary area of the Rural Municipality of North Qu'Appelle No. 187, shall be confirmed as follows:

Township 20, Range 12, all those portions of Sections 4, 9, 16, 17, 19, 20 and 30 lying south of the northern bank of Katepwa Lake, and Sections 5 to 8, and 18;  
Township 20, Range 13;  
Township 20, Range 14;  
Township 20, Range 15, Sections 7 to 36;  
Township 20 Range 16, Sections 12, 13, and the North Hw of Sections 19 to 23, and sections 24 to 36  
Township 21 in Range 13;  
Township 21 in Range 14;  
Township 21 in Range 15; and  
Township 21 in Range 16;  
All West of the Second Meridian, in the Province of Saskatchewan.

With the divisions as hereunder shown:



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- DIVISION 2: Township 20, Range 12, all those portions of Sections 4, 9, 16, 17, 19, 20 and 30 lying south of the northern bank of Katepwa Lake, and Sections 5 to 8, and 18;  
Township 20, Range 13;  
Township 20, Range 14, Sections 1, 2, 3, 10, 11, 12, 13, 14, 24, 25, and those portions of Sections 15, 22, 23, 26, 35, and 36 lying south of Provincial Highway Nos. 10 and 35;  
Township 21, Range 13, all that portion of Section 1 lying south of Provincial Highway No. 56, all those portions of Sections 2, 3 and 4 lying south of the northern bank of Mission Lake, all those portions of Sections 5 lying south of the northern bank of Mission Lake, and the South Half of Section 6;  
Township 21, Range 14, all that portion of Section 1 lying south of Provincial Highway Nos. 10 and 35;
- DIVISION 3: Township 20, Range 14, Sections 4 to 9, 16 to 21, 27 to 34; and all those portions of Sections 15, 22, 23, 26, 35 and 36 lying north of Provincial Highway Nos. 10 and 35;  
Township 20, Range 15, Sections 7 to 36;  
Township 20, Range 16, the North Half of Sections 19 to 23; and Sections 12, 13, and 24 to 36;  
Township 21, Range 14, all that portion of Section 1 lying north and west of Provincial Highway Nos. 10 and 35, Sections 2 to 12, all those portions of Sections 13 and 14 lying south of the northern bank of Echo Lake, Sections 15 to 18, all those portions of Sections 19 and 20 lying south of the northern bank of Pasqua Lake, and all those portions of Sections 21 to 24, and 26 to 28 lying south of the northern bank of Echo Lake;  
Township 21, Range 15, Sections 1 to 13, and all those portions of Sections 14 to 18, and 24 lying south of the northern bank of Pasqua Lake;  
Township 21, Range 16, Sections 1 to 12, all those portions of Sections 13, 14 and 23 lying south of the north bank of Pasqua Lake, and Sections 15 to 18;
- DIVISION 4: Township 21, Range 13, all that portion of Section 1 lying north of Provincial Highway No. 56, all that portion of Section 2 lying north of the northern bank of Mission Lake, the North Half of Section 6, and Sections 7 to 36;  
Township 21, Range 14, all those portions of Sections 23, 24 and 26 lying north of the northern bank of Echo Lake, and Sections 25, 35 and 36;
- DIVISION 5: Township 21, Range 14, all those portions of Sections 19 and 20 described as the Organized Hamlet of Pasqua Lake,  
Township 21, Range 15, all those portions of Sections 14 to 16 and 24 described as the Organized Hamlet of Pasqua Lake;
- DIVISION 6: Township 21, Range 14, all those portions of Sections 19 and 20 lying north of the northern bank of Pasqua Lake, EXCEPTING: portions of Sections 19 and 20 described as the Organized Hamlet of Pasqua Lake, all those portions of Sections 27 and 28 lying north of the northern bank of Echo Lake, and Sections 29 to 34;  
Township 21, Range 15, all those portions of Sections 14 to 18, and 24 lying north of the northern bank of Pasqua Lake, EXCEPTING: portions of Sections 14, 15, 16 and 24 described as the Organized Hamlet of Pasqua Lake, Sections 19 to 23 and 25 to 36;  
Township 21, Range 16, all those portions of Sections 23 and 24 lying north of the northern bank of Pasqua Lake, and Sections 19 to 22 and 25 to 36;

All West of the Second Meridian in the Province of Saskatchewan."

CARRIED

Div.1 R. Palmer in Favour  
Div. 2 L. Horsman in Favour  
Div. 3 G. MacPherson in Favour  
Div. 4 G. Peagam Opposed  
Div. 5 M. DeDecker Opposed  
Div. 6 G. Spanier in Favour  
Div. 7 J. Toth in Favour  
Reeve In Favour



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**18-071 BOUNDARY ALTERATION PUBLIC MEETING DATES / R. PALMER**

"THAT RM 187 Council authorize the Administrator M. Johnson to set the Public Meeting dates regarding Boundary Alteration in the later part of March, 2018."

CARRIED

**18-072 FORT PICKLEBALL CLUB DONATION / G. MACPHERSON**

"THAT RM 187 Council donate \$4,000 to the Fort Pickelball Club for 2018."

DEFEATED UNANIMOUSLY

**18-073 PUBLIC RESERVE LAROQUE ESTATES / R. PALMER**

"THAT the Administrator issue an Order to Remedy to the property owners of #88 Larocque Estates (Lot 5 Block 6 Plan 83R36401) and #92 Larocque Estates (Lot 7 Block 6 Plan 83R36401) to cut and remove the grass and bull-rushes as they pose a fire hazard to the existing development. Failure to comply with this order by March 31, 2018 will have the Rural Municipality remove the fire hazard at the property owner's expense."

CARRIED

**18-074 MUNISOFT REFERSHER SEMINAR / J. TOTH**

"THAT RM 187 Council approve all office staff to attend the MuniSoft training in April 19, 2018 in Yorkton;  
AND FURTHERMORE the office be closed for the training."

CARRIED

**18-075 JD TRACTOR PURCHASE / G. SPANIER RECORDED VOTE**

"THAT RM 187 Council purchase a 2005 JD 6420 with 3,000 hours at an amount of \$77,000 less trade in of \$37,000 for a total of \$ 40,000 plus applicable taxes."

CARRIED

Div.1 R. Palmer in Favour  
Div. 2 L. Horsman in Favour  
Div. 3 G. MacPherson in Favour  
Div. 4 G. Peagam in Favour  
Div. 5 M. DeDecker in Favour  
Div. 6 G. Spanier in Favour  
Div. 7 J. Toth Opposed  
Reeve In Favour

**18-076 RECESS / M. DEDECKER**

"THAT this meeting be recessed at 12:00 p.m. for lunch."

CARRIED

**18-077 RECONVENE / M. DEDECKER**

"THAT this meeting reconvene at 1:17 P.m."

CARRIED

**18-078 WOBBLY PACKER PURCHASE / G. SPANIER**

"THAT RM 187 Council purchase a wobbly packer for the price of \$8,000."

CARRIED

**18-079 OFFICE WORKSTATION UPGRADE / G. SPANIER**

"THAT RM 187 Council authorize the Works Committee to get the crew to build a workstation counter for the back office."

CARRIED

**18-080 SAMA – ASSESSMENT TO THE SASKATCHEWAN MUNICIPAL BOARD / G. MACPHERSON**

"THAT RM 187 Council authorize SAMA to move forward with an appeal on Lot 9-11 Block 1 Plan B1920 to the Saskatchewan Municipal Board."

CARRIED



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**18-081 ORGANIZED HAMLET BUDGET / G. PEAGAM**

"THAT RM 187 Council instructs the administrator to have the financial actuals to the Organized Hamlet of Taylor Beach by February 20, 2018;  
AND FURTHERMORE in the future the hamlet is to receive financials on or before January 20 annually;  
AND FURTHERMORE the hamlet is to have the budget to the Administrator by March 20, 2018."



CARRIED

**18-082 ADJOURNMENT / R. PALMER**

"That the Regular meeting of Council be adjourned at 2:30 p.m."

CARRIED

Approved this 13 day of February, 2018

 Reeve  Administrator

Next regular meeting of Council, Tuesday, February 13, 2018 at 9:00 a.m.

## PUBLIC WORKS REPORT JANUARY 23, 2018

- We were up against some crazy weather conditions the past couple of weeks. These extreme icy conditions made it very difficult for the Works Crew to keep up, but they came through and did a great job!
- Once again, I would like to thank the Council for their forward thinking in supporting the Works committee with the funding that allowed us to put together another plow/sander truck. This really paid off in this difficult situation and helped us to get around the RM much quicker. The second truck was a real asset during the extreme temperatures, road conditions and efforts to make roads safer.
- Thank you to the Works Crew and the Office Staff for their efforts during this time, most appreciated. I am sure the office staff fielded many calls, two of which were forwarded to me directly (one from Division 1 and 1 from Division 7). Both calls ended on a very positive note.
- Road Salt is running approximately \$90 per yard. There were concerns raised over the RM's salt/sand mixture and it was mentioned that this was possibly not working as well as the Department of Highways mixture. Jackson's mix is a 20% salt/sand mixture. This is very similar to what the Department of Highways is using as Jackson's also blend salt/sand for them. I have done some research on the use of road salt and its effectiveness at lower temperatures. Keeping in mind that Department of Highways, Fort Qu'Appelle used "pure salt" on their first application and then went to a salt/sand mixture. When temperatures are under - 21C salt can be ineffective. As you know we had eight days of temperatures well below that. Since there is no effective alternative to using salt/sand mixtures as yet, people just need to slow down and drive with caution when these conditions exist.

### DISCUSSION:

Public Works Committee  
Submitted by:



Garnet Spanier  
Chairman, Public Works



**REGULAR COUNCIL MEETING – JANUARY 23, 2017**

**NEW BUSINESS: TRACTOR PURCHASE**

Works Committee has been busy gathering quotes from various dealerships on tractors in order to replace the current tractor without a cab.

We have received 5 quotes from dealerships within our area on different types of tractors with same horsepower range we require (See copies of quotes provided for circulation to Council). We have narrowed these down to 2 choices:

Markusson New Holland, Emerald Park – 2016 New Holland T4-120, Tax in \$60,606

Howden Country Services, Fort Qu'Appelle – 2005 JD 6420, Tax included \$44,400. This amount includes 2 new front tires and complete "green light" service.

It is the recommendation of the Works Committee to purchase the JD 6420 Tractor from Howden Country Services, Fort Qu'Appelle in the amount of \$44,400. The difference in cost between the two tractors is \$16,206. The Works Committee felt that the difference could be used to purchase the wobbly packer that is required for spring road work.

Submitted by Public Works Committee:



Garnet Spanier, Chairman

Report by Harry McDonald on CLDPC on January 9, 2018 meeting

The position of Secretary / treasurer has been offered to Kara Lewis and she has accepted. Pay will be \$150.00 per month Kara is also the new secretary treasurer for NVWMA Inc.

The regular monthly meeting of CLDPC will be held every 2<sup>nd</sup> Tuesday of the month at 6:30 p.m. in RM 187 board room. The CLDPC address will remain the RM office email will be forwarded to secretary treasure or chairperson and mail will be picked up. Copying will now be done at Resort Village of B-Say-Tah office.

Branding update was given by Sharon Martin. Branding committee pleased with work done by Ann Olafson Events Co-coordinator. Sharon & Ann's report available upon request.

Planning & zoning the RM 187 subdivision recommended for approval.

As usual there was discussion on Quill Lakes, this meeting most of the discussion was on problems with the septic survey.

Quill Lakes website <https://quilllakeswatershed.com/>

We will have Dave Sutherland at our next meeting and also hope to have Alice Davis as she was involved with Katepwa septic survey.

Our next meeting is February 13, 2018

Respectfully



Harry McDonald

Report to Council RE: Landfill NVWMA

January 23, 2018

M. DeDecker

Kara Lewis New secretary Treasure

Have to dig a new cell in 2019.  
Building complete  
Attached history of NVWMA Inc.

Two handwritten signatures in blue ink are located in the bottom right corner of the page. The first signature is a stylized, cursive 'B' or 'D' followed by a flourish. The second signature is a cursive 'md'.



North Valley Waste Management Authority Inc.  
2016 - 2017 Weights

	Fort	Lipton	Lebret	NQ	Fort San	B Say Tah	Katepwa
Nov	162,670	17,520	16,942	32,120	9,880	8,420	
Dec	130,564	18,040	8,660	20,300	8,640	5,320	
Jan	115,730	13,100	12,060	22,920	6,920	4,980	
Feb	88,430	11,100	8,840	10,940	8,160	8,580	
March	111,980	16,110	9,100	19,880	10,300	4,420	
April	144,020	17,410	10,600	22,380	11,820	5,340	
May	264,670	17,220	15,200	47,450	16,890	13,120	
June	186,560	35,820	16,160	31,860	15,520	11,240	
July	171,470	15,200	19,700	65,920	16,410	21,260	
Aug	187,890	16,900	18,560	49,300	16,720	30,414	
Sept	158,794	13,880	17,336	36,020	9,660	11,440	
Oct	175,956	18,280	24,980	48,214	13,220	11,600	
Totals	1,898,734	210,580	178,138	407,304	144,140	136,134	
Grand Total	2,975,030						
Percent	63.82%	7.08%	5.99%	13.69%	4.84%	4.58%	
2015 - 2016	1,778,705	199,860	188,936	438,940	121,990	138,730	
	2,867,161						
	62.04%	6.97%	6.59%	15.31%	4.25%	4.84%	
2014 - 2015	1,949,444	175,046	214,606	424,180	132,020	180,530	
	3,075,826						
	63.38%	5.69%	6.98%	13.79%	4.29%	5.87%	
2013-2014	1,868,510	194,330	197,460	388,292	130,880	156,468	
	2,935,940						
	63.64%	6.62%	6.73%	13.23%	4.46%	5.33%	
2012-2013	1,867,330	205,008	191,680	378,920	127,670	139,800	
	2,910,408						
	64.16%	7.04%	6.59%	13.02%	4.39%	4.80%	
2011-2012	70.79%	6.47%	5.23%	9.00%	3.72%	4.79%	
2010-2011	71.29%	6.89%	5.11%	10.41%	3.21%	3.09%	



Administrator Report to Council  
Tuesday January 23, 2018

**Bank Balance** \$ 776,724.34

**Bouquets –**

Letter from HUB insurance

**Complaints –**

After the rain many calls about sanding.

**Building Permits –**

**Office –**

**Wednesday Jan 10 –**

- Election day – 45 voters total 19 advance polls 26 election day
- year end
- rain very icy sanding was needed on urban roads.

**Thursday Jan. 11 –**

- Discussion with Advisory Service re: privacy *The Local Freedom of Information and Protection of Privacy Act (LAFOIP)*
- Meeting with new Division & Councillor Jim Toth
- Pipeline Billing questions

**Friday, Jan 12 –**

- Email to PL ratepayers
- Fort San / RM year end

**Monday, Jan 15 –**

- JD tractor purchase trade in – advised works chair RM policy / bylaw 3 quotes needed. Chair requested quote from previous purchase – office emailed out
- Meeting with Rod Benroth AECOM project manager
- Division Boundary Changes map & wording resolution

**Tuesday Jan 16**

- Agenda RM & FS
- RM Motion Form
- Division Boundary Changes map
- Bylaw road closure
- Public Notice Road closure
- CLFSC – phone call with Bonnie regarding changes
- Ministry of Highways – road closure
- Advisory Services public notice

### Wednesday Jan 17

- RM Agenda Motion Form
- Assessment upload – balance assessment to SAMA
- Pipeline
- Ministry of Highways
- SAMA – appeal SMB
- CTK TLE land

### Thursday, Jan 18

- RM admin report
- Agenda motion form meeting with Reeve L. Carlson
- Pipeline – prep for meeting
- Division 7 J. Toth Conference call – meeting procedures
- Pipeline meeting 6:30-9:30
- Campground – M. Paron

### Friday Jan 19

- Agenda RM / FS
- Motion Form RM
- Admin Report
- Assessment still not balanced
- Year end is still not complete but will not be fully done till after audit.
- Meeting with ratepayers

This week due to the workload of Division Boundary Changes, Road Closure Bylaw, Discretionary Use Campground application and the Pipeline Meeting I have 4.5 hours of “extra time” to use. According to the previous minutes I have to use in the pay period, that is Tuesday and I cannot. I would appreciate Council considering to extend to 30 days and see how it works. February will be another busy month due to prep for 2 public hearings and getting items ready of the Auditor.

Office workstation background – I would like to request that the works committee allow the crew to build a privacy shelf around Lorraine’s desk. We had B. Redman build previously and it was approx \$1,700 the crew believes it can be done

Organized Hamlet Budget Requests background – Chair R. Palmer sent an email to the office with legislation attached requesting the financials be done for January 20 as per legislation. This has not been done previously the finances has always waited until after the audit. I am requesting Council respect my decision on waiting until after the audit when we are sure there are no errors because the Hamlet finances are challenging and with the changes council did this year I would like the Auditor to look at them first.

### **Holidays**

Marcy

January 26, 29, 30, 31, Feb 1, 2, 5 (7 days) – change from previous request.

Respectfully submitted  
M. Johnson  
Administrator





## Report on Municipal Pipeline Association

> Councilor Palmer and myself, Reeve Carlson attended the Pipeline Association meeting on January 18th. The reason was to obtain answers to questions and clarity of agreement between the R.M. and the Pipeline Association.

>The R.M. is ultimately responsible for the Pipeline, however is not involved in the day to day function of its operation. The Pipeline Association has a bank balance of approximately \$35,000. This money covers off any costs incurred for maintenance, supplies, parts and minor repairs, etc.

> In the event of a significant failure which requires a large outlay of expenditure, the Pipeline association would apply for a loan to cover costs and the R.M. would just be a backer for the loan. Something similar to a co-signer. The cost of the loan would be applied back to the users of the pipeline. The R.M. would have no financial outlay at this point.

> The Pipeline pays the R.M. \$7,600 plus 18% benefits annually to cover the cost of the Foreman's time to provide daily checks and minor maintenance required. The arrangement with the Foreman is that there is no set number of hours required to work. The \$7,600 is a fixed fee paid regardless of the hours the Foreman is expected to work. This amount covers all daily checks, any time needed during a normal work day and the time allocated for the Foreman's certification that is required each fall.

> Since costs / payments have been established as noted in the above item, the practice of billing back to the Pipeline for the 3 days for the Foreman's annual certification will cease.

> The Foreman's timesheet will be modified to include an additional column. This was discussed at a previous council meeting. This column of the timesheet will record the Foreman's hours when he works for the pipeline, regardless of the type of activity incurred. For example the Foreman is working a 10 hour day in the summer. He is called away to the Pipeline for 3 hours. Then his timesheet for that day would show - 7 hours for the R.M. and 3 hours for the Pipeline. When he goes to Saskatoon for the annual certification, then his time for the days spent will show "0" hours for the R.M. for each day he is away and the hours used for Pipeline will show in the in the Pipeline column.

> Further to the annual certification the Foreman is required to take. Costs for mileage, meals and accommodation will be between the Foreman and the Pipeline. The Foreman will send all necessary bills / invoices directly to the Pipeline. The R.M. will not be involved.

> Making these changes will improve efficiency, reduce administration and will eliminate further misunderstandings or potential errors in documentation.

Respectfully submitted - Lee Carlson

## Records Destruction Schedule Bylaw

### Rural Municipality of North Qu'Appelle No. 187 BYLAW NO. 2018-01

#### A BYLAW FOR THE DESTRUCTION OF DOCUMENTS

The Council of the RM of North Qu'Appelle No. 187, in the Province of Saskatchewan, enacts as follows:

1. That a Records Retention and Disposal Schedule (the Schedule) for the municipality, attached hereto as "Schedule A" and forming part of this bylaw, be adopted.
2. That the Administrator of the Municipality is hereby authorized to destroy all applicable documents of the Municipality in accordance with the Schedule.
3. That the Administrator contact the Saskatchewan Archives Board before the destruction of any records mentioned in section (2) above and ensure that any documents requested by the Board for preservation in the Archives be deposited with the Board.
4. Bylaw 16-04 is hereby repealed.

  
Reeve

  
Administrator

Read for the first time this 23 day of January, 2018.

Read for the second time this 23 day of January, 2018.

Read for the third time this 23 day of January, 2018.

**Schedule A Bylaw 2018-01**

**RECORDS RETENTION AND DISPOSAL SCHEDULE**

**1. ACCOUNTING AND FINANCE**

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
1.1 Accounts payable (includes billing, payments, overdue accounts, invoices, receipts, payment vouchers, receipt duplicates, related correspondence etc.)	2008 & older	Dispose
1.2 Accounts Receivable (includes receipt records, write offs, invoices, vouchers, related correspondence, etc.)	2008 & older	Dispose
1.5 Bank Accounts (includes records related t termination and establishment of bank accounts, deposit slips, cancelled cheques, passbooks, bank statements, reconciliation, deposit books cheques stubs/duplicate)	2008 & older	Dispose
1.7 Budget – related reports	2008 & older	Dispose
1.8 Cash payment and receipts (includes cash payments books, printouts, cash reports and summaries, register tapes etc.)	2008 & older	Dispose
1.9 Debentures/loans (includes register, coupons, etc.)	2008 & older	Dispose
1.10 Federal/Provincial remittance	2008 & older	Dispose
1.13 Ledgers/Journals (includes general ledgers, subsidiary ledgers, ledger cards reports, journals, etc.)	2008 & older	Dispose
1.14 Local improvement roll	2008 & older	Dispose
1.16 Requisition/Purchase orders	2008 & older	Dispose

**2 ADMINISTRATION**

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
2.3 Appeals (under the Planning and development act	2008 & older	Dispose
2.4 Celebrations and events	2012 & older if concluded	Dispose
2.6 Change of ownership documents	2008 & older	Dispose
2.8 Inquires (under Local Authority Freedom of Information and protection of Privacy Act)	2008 & older	Dispose
2.10 Insurance policies – Property (includes insurance claims)	2087 & older after termination/cancelation of policy	Dispose
2.12 Public Notice Documentation	2014 & older after event for notice was given	Dispose
2.14 Tax assessment appeals	2008 & older after final decision rendered	Dispose
2.15 Tax Assessment records (assessor's valuation records, reassessment sheets, etc.	2012 & older after superseded by new assessment or obsolete	Dispose
2.16 Tax certificates	2008 & older	Dispose
2.17 Tax and Assessment undelivered Notices (where a notice is undelivered or returned due to an unknown address the notice shall be retained – section 216 and 268 The Municipalities Act)	2008 & older	Dispose
2.18 Tax enforcement records	2008 & older after tax title property sold or property disposed of in any other manner	Dispose
2.19 Other enforcement Records (includes pest control records)	2008 & older after settlement	Dispose

**4. EMPLOYEE / EMPLOYER**

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
4.2 Income Tax (T4s, TD1s, etc.)	2008 & older	Dispose



Report Date  
1/19/2018 2:49 PM**List of Accounts for Approval**  
As of 1/19/2018  
Batch: 2018-00004 to 2018-00008

Page 1

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

## Computer Cheques:



6958	1/11/2018	Johnson, Marcy 01/18-Election	Election exp-Jan 3 & 10	493.37	493.37
6959	1/11/2018	Keith, Nicole 01/18 Election	Div 7 Election- exp	318.97	318.97
6960	1/11/2018	Klisowsky, Lorraine 01/18 Election	Election- Div 7-Jan 10	165.00	165.00
6961	1/11/2018	Municipal Leadership 01/18 Training	Training-March 13-18	456.75	456.75
6962	1/11/2018	University of Regina GR005323	Election-Div 7-Jan 3	103.95	103.95
6963	1/23/2018	Commercial Truck Equipment Co RE0004448662 RE0004451123	Maint.-Equipment-GMC Maint. Equipment GMC	8,968.80 111.00	9,079.80
6964	1/23/2018	East Central Transportation 2018	Membership	500.00	500.00
6965	1/23/2018	GFI Systems 11011	GPS	343.52	343.52
6966	1/23/2018	Johnson, Marcy Dec/17	Expoense - Cell	150.00	150.00
6967	1/23/2018	McDonald, Harry 01/18/18	Indemnity	50.00	50.00
6968	1/23/2018	Minister of Finance 12/31/17	PST Payable	19.92	19.92
6969	1/23/2018	Prairie Co-operative Ltd. 22962 115518 95284 9927	Shop Supply Maintenance Fuel Office Supply Office Supply	17.74 157.33 7.00 60.03	242.10
6970	1/23/2018	SARM Saskatchewan Association R917747 R918939 R919671 SARM17029	Office Supply Office Supply Office Supply Elections	244.62 155.37 218.01 204.22	822.22
6971	1/23/2018	Sask Energy 12/28/17	Heat Shop	222.89	222.89
6972	1/23/2018	Sask Power 12/28/17	Power - Shop	118.01	118.01
6973	1/23/2018	Sask Tel Cmr 12/29/17	Phone - Shop	67.52	67.52
6974	1/23/2018	SaskWater SW056528	Lagoon	5,728.98	5,728.98
6975	1/23/2018	Tru Hardware 2036014	Shop Supply	27.20	27.20

## Other:

18011201-Man	1/12/2018	Johnson, Marcy PM 18-01-01	Payroll Jan 1 - Jan 9	1,863.83	1,863.83
18011202-Man	1/12/2018	Keith, Nicole PM 18-01-01	Payroll Jan 1 - Jan 9	1,192.19	1,192.19
18011203-Man	1/12/2018	Duesterbeck, Darwin PM 18-01-01	Payroll Jan 1 - Jan 9	1,772.15	1,772.15
18011204-Man	1/12/2018	Webster, Lloyd PM 18-01-01	Payroll Jan 1 - Jan 9	927.01	927.01
18011205-Man	1/12/2018	Klisowsky, Lorraine PM 18-01-01	Payroll Jan 1 - Jan 9	423.18	423.18
18011206-Man	1/12/2018	McCullough, Darcy PM 18-01-01	Payroll Jan 1 - Jan 9	723.06	723.06

Report Date  
1/19/2018 2:49 PM

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
					Total for AP:	25,811.62

  
\_\_\_\_\_  
Reeve  


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

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy		1,631,938.22	1,634,701.00	(2,762.78)	0.17-
Abatements and Adjustments			(1,000.00)	1,000.00	100.00
Discount on Current Year Taxes		(138,233.58)	(154,322.00)	16,088.42	10.43
<b>Net Municipal Taxes</b>	<b>0.00</b>	<b>1,493,704.64</b>	<b>1,479,379.00</b>	<b>14,325.64</b>	<b>0.97</b>
Penalties on Tax Arrears	355.21	7,041.78		7,041.78	
<b>Total Taxation:</b>	<b>355.21</b>	<b>1,500,746.42</b>	<b>1,479,379.00</b>	<b>21,367.42</b>	<b>1.44</b>
<b>Fees and Charges</b>					
Custom Work	18,881.12	30,207.45	35,700.00	(5,492.55)	15.39-
Sale of Supplies and Gravel	771.97	25,197.53	23,275.00	1,922.53	8.26
Rentals		1,762.49	1,700.00	62.49	3.68
Policing and Fire Fees		2,800.00	2,000.00	800.00	40.00
Licenses and Permits	1,970.00	39,865.83	21,680.00	18,185.83	83.88
General Office Services	16,281.79	55,236.07	167,526.00	(112,289.93)	67.03-
Landfill/Waste Collection Fees		32,912.00	36,000.00	(3,088.00)	8.58-
<b>Total Fees and Charges:</b>	<b>37,904.88</b>	<b>187,981.37</b>	<b>287,881.00</b>	<b>(99,899.63)</b>	<b>34.70-</b>
<b>Maintenance and Development Charges</b>					
Road Maintenance and Restoration Agreement:		11,850.32	33,000.00	(21,149.68)	64.09-
Development Charges		5,000.00	10,000.00	(5,000.00)	50.00-
<b>Total Maintenance and Development Charge</b>	<b>0.00</b>	<b>16,850.32</b>	<b>43,000.00</b>	<b>(26,149.68)</b>	<b>60.81-</b>
<b>Utilities</b>					
Water	618.50	11,146.25	10,000.00	1,146.25	11.46
<b>Total Utilities:</b>	<b>618.50</b>	<b>11,146.25</b>	<b>10,000.00</b>	<b>1,146.25</b>	<b>11.46</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers	37,617.50	185,831.00	185,820.00	11.00	0.01
<b>Total Unconditional Transfers:</b>	<b>37,617.50</b>	<b>185,831.00</b>	<b>185,820.00</b>	<b>11.00</b>	<b>0.01</b>
<b>Conditional Grants</b>					
Federal		44,262.40	41,350.00	2,912.40	7.04
Provincial		4,681.72	5,520.00	(838.28)	15.19-
Local		1,318.54	5,500.00	(4,181.46)	76.03-
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>50,262.66</b>	<b>52,370.00</b>	<b>(2,107.34)</b>	<b>4.02-</b>
<b>Grants in Lieu of Taxes</b>					
Provincial	1,657.75	2,407.75	750.00	1,657.75	221.03
Local		3,470.95	2,153.00	1,317.95	61.21
<b>Total Grants in Lieu of Taxes:</b>	<b>1,657.75</b>	<b>5,878.70</b>	<b>2,903.00</b>	<b>2,975.70</b>	<b>102.50</b>
<b>Capital Asset Proceeds</b>					
Capital Asset Proceeds		6,292.65		6,292.65	
<b>Total Capital Asset Proceeds:</b>	<b>0.00</b>	<b>6,292.65</b>	<b>0.00</b>	<b>6,292.65</b>	<b>0.00</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	1,724.76	6,379.81	2,000.00	4,379.81	218.99
<b>Total Investment Income and Commissions:</b>	<b>1,724.76</b>	<b>6,379.81</b>	<b>2,000.00</b>	<b>4,379.81</b>	<b>218.99</b>
<b>Total REVENUES:</b>	<b>79,878.60</b>	<b>1,971,369.18</b>	<b>2,063,353.00</b>	<b>(91,983.82)</b>	<b>4.46-</b>

**EXPENDITURES**

**General Government Services**

Wages	14,831.00	157,138.17	161,900.00	4,761.83	2.94
Benefits	(684.85)	45,411.58	43,396.00	(2,015.58)	4.64-
Professional/Contract Services	4,775.03	122,496.50	185,160.00	62,663.50	33.84
Utilities	1,409.32	8,479.78	7,750.00	(729.78)	9.42-
Maintenance, Material and Supplies	1,813.37	20,791.12	24,400.00	3,608.88	14.79
Grants and Contributions		3,171.15	3,000.00	(171.15)	5.71-
Capital Expenditures			3,085.00	3,085.00	100.00
Allowance for Uncollectibles			100.00	100.00	100.00



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

	Current	Year To Date	Budget	Variance	%
Other	1,212.94	1,535.07	2,400.00	864.93	36.04
<b>Total General Government Services:</b>	<b>23,356.81</b>	<b>359,023.37</b>	<b>431,191.00</b>	<b>72,167.63</b>	<b>16.74</b>
<b>Protective Services</b>					
<b>Police Protection</b>					
Contractual Services	36,248.41	36,248.41	31,998.00	(4,250.41)	13.28-
<b>Total Police Protection:</b>	<b>36,248.41</b>	<b>36,248.41</b>	<b>31,998.00</b>	<b>(4,250.41)</b>	<b>13.28-</b>
<b>Fire Protection</b>					
Professional/Contractual Services		12,839.00	43,969.00	31,130.00	70.80
<b>Total Fire Protection:</b>	<b>0.00</b>	<b>12,839.00</b>	<b>43,969.00</b>	<b>31,130.00</b>	<b>70.80</b>
<b>Total Protective Services:</b>	<b>36,248.41</b>	<b>49,087.41</b>	<b>75,967.00</b>	<b>26,879.59</b>	<b>35.38</b>
<b>Transportation Services</b>					
<b>Maintenance</b>					
Wages	24,709.94	213,471.87	229,800.00	16,328.13	7.11
Benefits	(2,591.91)	30,701.58	57,050.00	26,348.42	46.18
Professional/Contractual Services	3,829.84	176,115.02	269,074.00	92,958.98	34.55
Utilities	4,501.35	27,527.04	29,500.00	1,972.96	6.69
Maintenance, Materials & Supplies	224,969.40	736,793.32	572,850.00	(163,943.32)	28.62-
Grants and Contributions		3,520.00	3,520.00		
Capital Expenditures		26,417.00	216,400.00	189,983.00	87.79
Interest			120.00	120.00	100.00
Other		2,350.00	1,100.00	(1,250.00)	113.64-
<b>Total Maintenance:</b>	<b>255,418.62</b>	<b>1,216,895.83</b>	<b>1,379,414.00</b>	<b>162,518.17</b>	<b>11.78</b>
<b>Snow Removal</b>					
Maintenance, Materials & Supplies	4,968.00	13,392.00	12,000.00	(1,392.00)	11.60-
<b>Total Snow Removal:</b>	<b>4,968.00</b>	<b>13,392.00</b>	<b>12,000.00</b>	<b>(1,392.00)</b>	<b>11.60-</b>
<b>Total Transportation Services:</b>	<b>260,386.62</b>	<b>1,230,287.83</b>	<b>1,391,414.00</b>	<b>161,126.17</b>	<b>11.58</b>
<b>Environmental Services</b>					
Professional/Contractual Services	11,492.11	195,054.68	186,213.00	(8,841.68)	4.75-
Maintenance, Materials and Supplies		1,748.13	2,000.00	251.87	12.59
<b>Total Environmental Services:</b>	<b>11,492.11</b>	<b>196,802.81</b>	<b>188,213.00</b>	<b>(8,589.81)</b>	<b>4.56-</b>
<b>Planning and Development Services</b>					
Professional/Contractual Services	36.25	339.35	2,000.00	1,660.65	83.03
<b>Total Planning and Development Services:</b>	<b>36.25</b>	<b>339.35</b>	<b>2,000.00</b>	<b>1,660.65</b>	<b>83.03</b>
<b>Recreation and Cultural Services</b>					
Professional/Contractual Services		8,240.28	9,350.00	1,109.72	11.87
Grants and Contributions		2,233.90	3,108.00	874.10	28.12
<b>Total Recreation and Cultural Services:</b>	<b>0.00</b>	<b>10,474.18</b>	<b>12,458.00</b>	<b>1,983.82</b>	<b>15.92</b>
<b>Utilities</b>					
<b>Water</b>					
Professional/Contractual Services	21.90	63.80	130.00	66.20	50.92
Utilities	226.15	1,381.73	1,200.00	(181.73)	15.14-
Maintenance, Materials and Supplies			500.00	500.00	100.00
<b>Total Water:</b>	<b>248.05</b>	<b>1,445.53</b>	<b>1,830.00</b>	<b>384.47</b>	<b>21.01</b>
<b>Total Utilities:</b>	<b>248.05</b>	<b>1,445.53</b>	<b>1,830.00</b>	<b>384.47</b>	<b>21.01</b>
<b>Total EXPENDITURES:</b>	<b>331,768.25</b>	<b>1,847,460.48</b>	<b>2,103,073.00</b>	<b>255,612.52</b>	<b>12.15</b>
<b>HANGE IN NET FINANCIAL ASSETS</b>					
<b>REVENUES</b>	<b>79,878.60</b>	<b>1,971,369.18</b>	<b>2,063,353.00</b>	<b>(91,983.82)</b>	<b>4.46-</b>
<b>EXPENDITURES</b>	<b>331,768.25</b>	<b>1,847,460.48</b>	<b>2,103,073.00</b>	<b>255,612.52</b>	<b>12.15</b>
<b>CHANGE IN NET FINANCIAL ASSETS</b>	<b>(251,889.65)</b>	<b>123,908.70</b>	<b>(39,720.00)</b>	<b>163,628.70</b>	<b>411.96</b>
Change in Non-Financial Assets	(224,344.54)	(222,156.71)		(222,156.71)	
<b>Change in Net Assets</b>	<b>(27,545.11)</b>	<b>346,065.41</b>	<b>(39,720.00)</b>	<b>385,785.41</b>	<b>971.26</b>
<b>Change in Surplus</b>	<b>(27,545.11)</b>	<b>346,065.41</b>	<b>(39,720.00)</b>	<b>385,785.41</b>	<b>971.26</b>

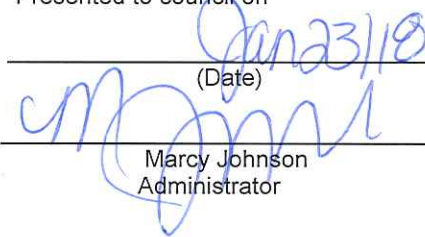
Rural Municipality of North Qu'Appelle No. 187  
Statement of Financial Activities - Condensed  
For the Period Ending December 31, 2017

	Current	Year To Date	Budget	Variance	%
<b>Account Balances</b>					
<b>Cash and Investments</b>					
Cash - On Hand - Petty Cash			300.00		
Cash - Bank - CIBC	(6,702.03)	219,218.33	817,418.09		
Cash - Conexus (For Pipeline Deposits)	(17,449.37)	(17,451.43)	(17,451.43)		
Cash - Bank - Term Deposit	32.14	115,299.86	115,299.86		
<b>Total Cash and Investments:</b>	<b>(24,119.26)</b>	<b>317,066.76</b>	<b>915,566.52</b>		
<b>Municipal Taxes Receivable</b>					
Municipal - Tax Receivable - Rural	(50,494.41)	5,432.68	35,248.89		
Municipal - Tax Receivable - Urban	(25,993.46)	(4,454.99)	29,188.05		
Municipal - Tax Receivable -Taylor Beach	(1,912.64)	2,241.24	2,995.50		
Municipal - Tax Receivable -Pasqua Lake	(18,178.46)	(1,552.35)	13,256.29		
Municipal - Tax Receivable -P.L. Special	811.18	(722.52)			
Municipal - Tax Recv. - Fire Truck Spec.	3.61	(2.52)			
Municipal - Tax Receivable - Tax Enforc.	(23.71)	235.55	2,309.50		
Municipal - Allow. for Uncollected			(5,000.00)		
<b>Total Municipal Taxes Receivable:</b>	<b>(95,787.89)</b>	<b>1,177.09</b>	<b>77,998.23</b>		

Certified correct and in accordance with the records

Presented to council on

  
\_\_\_\_\_  
Lee Carlson  
~~Acting~~ Reeve

  
\_\_\_\_\_  
(Date) Jan 23/18  
Marcy Johnson  
Administrator

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

Date Printed  
1/17/2018 11:37 AM

Page 1

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

For Ending Date 12/31/2017

110-110-120 - Cash - Bank - CIBC

GL Balance to 12/31/2017

816,951.19

Service Charges:

-221.13

Interest Charges:

0.00

Interest Revenue:

688.03

Adjusted Book Balance

817,418.09

Bank Statement Balance:

891,594.71

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	11/28/2017	Ch 6868-Rev	Johnson, Marcy	AP	75.00
2	12/31/2017	2017-0228	BMO On-line - 2017-12-31	RC	2,051.42
3	12/31/2017	2017-0228	Scotia On-line - 2017-12-31	RC	2,850.29
4	12/31/2017	2017-0228	Credit Union On-line - 2017-12-31	RC	2,086.65
5	12/31/2017	2017-0228	Deposit Entry	RC	44,802.32
6	12/31/2017	2017-0228	CIBC On-Line - 2017-12-31	RC	1,722.21
Subtotal:					53,587.89

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	11/28/2017	Ch 6863	Fort Winter Festival	AP	-100.00
2	11/28/2017	Ch 6868	Johnson, Marcy	AP	-75.00
3	12/1/2017	Oth 17120101	Johnson, Marcy	AP	-2,035.64
4	12/1/2017	Oth 17120102	Keith, Nicole	AP	-1,169.76
5	12/1/2017	Oth 17120103	Duesterbeck, Darwin	AP	-1,932.05
6	12/1/2017	Oth 17120104	Webster, Lloyd	AP	-1,159.77
7	12/1/2017	Oth 17120105	Klisowsky, Lorraine	AP	-581.84
8	12/1/2017	Oth 17120106	McCullough, Darcy	AP	-854.23
9	12/29/2017	Ch 6923	20/20 Geomatics Ltd	AP	-787.50
10	12/29/2017	Ch 6924	GFI Systems	AP	-328.93
11	12/29/2017	Ch 6925	Martin, Tracy	AP	-25.00
12	12/29/2017	Ch 6926	McCallion, Bernie	AP	-25.00
13	12/29/2017	Ch 6927	McCullough, Darcy	AP	-119.00
14	12/29/2017	Ch 6928	Minister of Finance	AP	-23.00
15	12/29/2017	Ch 6929	Myers, Leonard	AP	-464.00
16	12/29/2017	Ch 6930	Prairie Co-operative Ltd.	AP	-1,786.88
17	12/29/2017	Ch 6931	SaskWater	AP	-5,728.98
18	12/29/2017	Ch 6932	Success Office Systems	AP	-97.70
19	12/29/2017	Ch 6933	Upcott, Richard	AP	-25.00
20	12/29/2017	GR-170216-002	REV-Deposit Entry	RC	-12,704.98
21	12/31/2017	Ch 6919	K2 Crosstraining	AP	-330.75
22	12/31/2017	Ch 6920	McCullough, Darcy	AP	-125.00
23	12/31/2017	Ch 6921	Valley Lawn Services	AP	-5,250.00
24	12/31/2017	Ch 6934	Alsco	AP	-193.16

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

CIBC - \*\*\*\*\*-01118  
For Ending Date 12/31/2017

110-110-120 - Cash - Bank - CIBC

25	12/31/2017	Ch 6935	Cupar C & D Area Authority	AP	-185.25
26	12/31/2017	Ch 6936	Jackson Bros. Bobcat Services	AP	-2,268.00
27	12/31/2017	Ch 6937	Johnson, Marcy	AP	-18.70
28	12/31/2017	Ch 6938	Municipal Employees'	AP	-5,329.26
29	12/31/2017	Ch 6939	Professional Building	AP	-386.75
30	12/31/2017	Ch 6940	Prairie Co-operative Ltd.	AP	-178.78
31	12/31/2017	Ch 6941	Receiver General	AP	-7,494.70
32	12/31/2017	Ch 6942	RoBo Sales	AP	-1,068.12
33	12/31/2017	Ch 6943	Sask Energy	AP	-202.77
34	12/31/2017	Ch 6944	Sask Power	AP	-2,134.29
35	12/31/2017	Ch 6945	Sask Tel Cmr	AP	-291.20
36	12/31/2017	Ch 6946	Town of Fort Qu'Appelle	AP	-477.20
37	12/31/2017	Ch 6947	Grasslands News Group	AP	-155.23
38	12/31/2017	Ch 6948	Prairie Valley S. D. #208	AP	-68,754.82
39	12/31/2017	Ch 6949	Profile Tire	AP	-182.02
40	12/31/2017	Ch 6950	Saskatchewan Municipal Hail	AP	-2,714.25
Subtotal:					-127,764.51

Total Uncleared: -74,176.62

Adjusted Bank Balance	817,418.09
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Notes





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

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GIC CIBC  
For Ending Date 12/31/2017

110-110-130 - Cash - Bank - Term Deposit

GL Balance to 12/31/2017

115,267.72

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

32.14

Adjusted Book Balance

115,299.86

Bank Statement Balance:

115,299.86

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared:

0.00

Adjusted Bank Balance

115,299.86

Notes

Allocation of funds.

\$ 50,000 Shop

\$ 35,000 Fire Capital

\$ 30,000 offsite fees

\$ 299.86 interest.

