

**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 November 23, 2021 9:00 a.m.**

Present: Reeve: Lee Carlson  
Council Members: Division 2 Ron Palmer  
Division 3 Nik Whalen  
Division 4 Gord Peagam  
Division 5 Don Nasheim  
Division 6 Garnet Spanier  
Staff: Administrator Dawn Lugin  
Assistant Administrator Gwen Lowe

Absent: Council Members:

*Conference call was opened at 8:57am.*

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

*Delegate*

*G. Gish entered Council chambers at 9:22 a.m. via teleconferencing.*

**21-556 REGULAR MEETING MINUTES/R.PALMER**

"THAT the minutes of the regular meeting of Council, held November 9, 2021 be adopted as presented."

CARRIED

**21-557 CORRESPONDENCE/N. WHALEN**

"THAT the following Correspondence be accepted as presented and filed:  
a. Municipal Governance and the Word 'No'

CARRIED

**21-558 FOREMAN REPORT/G. SPANIER**

"THAT the written report be accepted as presented."

CARRIED

*Foreman Lloyd Webster left Council chambers at 9:09am.*

**21-559 ADMINISTRATION REPORT /L. CARLSON**

"THAT the written report be accepted as presented."

CARRIED

**DELGATE:** G. Gish was invited to address Council at 9:22 a.m. regarding Jasmin on Echo. The Delegate left council chambers at 9:30 a.m. via disconnection from teleconferencing.

**21-560 BYLAW 2021-008/R. PALMER**

"THAT the Council Procedures Bylaw, 2021-008, a bylaw to establish council meeting procedures, be read a SECOND time."

CARRIED

**21-561 BYLAW 2021-008, COUNCIL PROCEDURES BYLAW/N. WHALEN**

"THAT the Council Procedures Bylaw, 2021-008 be read a THIRD time and adopted by Council."

CARRIED

**21-562 ACCOUNTS FOR PAYMENT/D. NASHEIM**

"THAT the list of accounts for cheque numbers #10145 to #10175 totaling \$89,004.19, including Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

**21-563 GRAVEL EXTRACTION LEASE AGREEMENT/G. SPANIER**

"THAT the RM Council approve construction of a wire fence to show separation between the two properties"

CARRIED

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**21-564 SUBDIVISION NE 14-21-15-W2/G. PEAGAM**

"That the RM Council recommend approval of the residential subdivision development and recommend a cash-in-lieu of land for settlement of the municipal reserve requirement in the amount of ~~Four hundred Dollars (\$400.00).~~"

*Forty Two Dollars (\$42.00)*

CARRIED

*amended by  
Resolution  
21-584*

**21-565 REVENUE SHARING GRANT DECLARATION/N. WHALEN**

"THAT the Council of the RM of North Qu'Appelle No. 187 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

1. Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
2. Municipality DOES NOT operate a municipal waterworks;
3. In good standing with respect to the reporting and remittance of Education Property Taxes;
4. Adoption of a Council Procedures Bylaw No. 2017-05;
5. Adoption of an Employee Code of Conduct; and
6. All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations."

CARRIED

**21-566 OFFICE CLEANING 2022/G. PEAGAM**

"THAT the RM Council authorizes the Administrator to advertise for office cleaning services to her discretion."

CARRIED

**21-567 DECEMBER OFFICE HOURS/D. NASHEIM**

~~"THAT RM Council acknowledges the Administrative Office closure for Christmas on the following dates:~~

~~Friday December 24th, 2021 CLOSED~~

~~Monday December 27, 2021 CLOSED~~

CARRIED

*Rescinded by  
Resolution  
#21-585*

**21-568 CHRISTMAS ADVERTISEMENT/N. WHALEN**

"THAT RM Council approve the RM Christmas ad be placed in the Fort Times."

CARRIED

**21-569 RECESS/G. SPANIER**

"THAT this meeting be recessed at 9:58 a.m."

CARRIED

*Reeve L. Carlson asks the meeting reconvene at 10:03 a.m.*

**21-570 RECONVENE/G. SPANIER**

"THAT this meeting reconvenes at 10:03a.m."

CARRIED

**21-571 CLOSED SESSION/G. PEAGAM**

"THAT the RM Council, all members present in person, move into closed session at 10:04 a.m., as per *The Local authorities Freedom of Information and Protection of Privacy Act*, section 16(1) for advice and proposals."

CARRIED

*Teleconferencing call disconnected at 10:04 a.m.*

*Gwen Lowe leaves chambers at 11:35 a.m. and returned to chambers at 11:37 a.m.*

*Reeve asks to reconvene at 11:44 a.m.*

*[Signature]*

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**21-572 RECONVENE/G. PEAGAM**

"THAT the RM Council reconvenes to regular session at 12:04 p.m."

CARRIED

*Teleconferencing call re-established at 11:04 p.m.*

**21-573 FIRE AND RESCUE SERVICES AGREEMENT/N. WHALEN**

"THAT Council advise the Town of Fort Qu'Appelle that the October 26, 2021 Fire Protection and Rescue Services Agreement is sufficient AND FURTHER THAT the Reeve and Administrator be authorized to sign said Agreement."

CARRIED

**21-574 GRADER BUY-OUT/G. SPANIER**

"THAT the RM Council approve the buy out of the John Deere 772 grader"

CARRIED

**21-575 ADJOURNMENT /G. SPANIER**

"That the Regular meeting of Council be adjourned at 12:05 p.m."

CARRIED

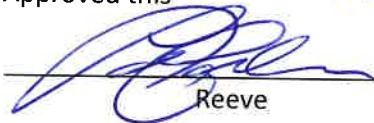
Approved this

14<sup>th</sup>

day of

December

, 2021



Reeve



Administrator

Next regular meeting of Council, Tuesday, December 14, 2021 at 9:00 a.m.

November 23<sup>th</sup>, 2021

### Foreman Report

- Our Pete is winter ready. The plow on the sander is working well. Have done a couple of runs already.
- 1 Ton is winter ready. We have installed a vibrator on the sander and it is working really well.
- 7330 tractor is at Howdens getting green lighted. Should be ready by Thursday or Friday this week.
- Snowblower will be put on the 6420 JD tractor this week or next
- Oil is changed to 10W-30 in both graders and steel blades put on for winter
- The carbine blades lasted a full season on each grader. They will need new ones next year and the 772 GP JD will still be good for next year's start.
- Wind shields will need to be installed on both 3/4 Ton and 1 Ton.
- We have started a rotation with the works crew, 2-3 in a day and the others are on call.
- Worker reviews will be done Wednesday, November 24<sup>th</sup>.
- Len is done for the year but available to work if needed.
- Todd is available to work when ever needed.
- We will be doing extra cleaning of shop and some painting over winter.
- Inventory on signs and equipment
- Concerns with the 772 GP JD grader if there is a chance of going to let one grader go. I believe we should be keeping the JD as it has all our attachments (wing, mulcher, packers). Also, it is preferred by myself and Kayle to operate.

Lloyd Webster,

Foreman



Administration Report to Council  
Tuesday November 23, 2021

**Bank Balance** \$ 1,567,610 as at Nov.19 /2021  
**Wesqua Lake Reserve** \$ 159,964 as at Dec.31/2020  
**Taylor Beach Reserve** \$ 132,578 as at Dec.31/2020

**Complaints** 1 new RIC's opened between Nov. 6-19/2021

**Permits (Development & Building):** 3 Newly Received permits – 2 permits approved; 0 at PBI in review;  
3 in office awaiting review; 2 waiting on owner supply of info; 0 cancelled by owner

	November 2021	<p><b>ITEMS FOR COUNCIL TO NOTE:</b></p> <ul style="list-style-type: none"> <li>• Administrative Duties with Deadlines coming up: November: November 1<sup>st</sup>: Weed Inspector report due to RM; November 10<sup>th</sup>: file &amp; remit monthly education tax return and SMHI and C&amp;D collections from previous month; <i>done</i> November 15<sup>th</sup>: file &amp; remit previous month payroll deductions to CRA <i>done</i> List of Lands in arrears due - <i>done</i> November 30<sup>th</sup>- Council Annual Public Disclosure Declarations due; <i>done</i> Deadline to advertise lands arrears</li> </ul> <p>February 2022 will see the start of Census data reports</p>
		<ul style="list-style-type: none"> <li>- Inquiries from Ombudsman Office;</li> <li>- SARM Benefits Rates for 2022 decreasing or remaining the same;</li> <li>- Year-end preparation started</li> <li>-Stats Canada Infrastructure Survey to be completed- commitment of 6+ hours required</li> </ul>

- Devin 9.5 remaining 2021
- Kayle 3.5 remaining 2021
- Darcy 1 day remaining 2021
- Lloyd 14 days remaining 2021
- Gwen 11 days remaining 2021
- Dee 4 days remaining 2021
- Dawn 22 days remaining 2021
- Todd 4 days remaining 2021
- Charmain 7 days remaining 2021

Respectfully submitted,  
Dawn Lugin.

*DL*

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP GENERAL</b>					
Computer Cheques:					
10145-Man	11/12/2021	<b>Bender, Deanna</b> Pay 1112	Pay Oct 27-Nov.9	1,024.51	1,024.51
146-Man	11/12/2021	<b>Lowe, Gwen</b> Pay 1112	Pay Oct 27-Nov.9	1,382.77	1,382.77
10147-Man	11/12/2021	<b>Webster, Lloyd</b> Pay 1112	Payroll Oct 27-Nov9	1,982.28	1,982.28
10148-Man	11/12/2021	<b>McCullough, Darcy</b> Pay 1112	Payroll Oct 27-Nov9	1,097.61	1,097.61
10149-Man	11/09/2021	<b>Lugrin, Dawn</b> Pay 1112	Payroll Oct 27-Nov. 9	2,258.00	2,258.00
10150-Man	11/12/2021	<b>Horsman, Devin</b> Pay 1112	Payroll Oct 27-Nov.9	1,420.22	1,420.22
10151-Man	11/12/2021	<b>Duran, Kayle</b> Pay 1112	Payroll Oct 27-Nov9	1,238.58	1,238.58
10152-Man	11/12/2021	<b>Todd Bowes</b> Pay 1112	PP Oct 27-Nov9	662.28	662.28
10153-Man	11/12/2021	<b>Wowk, Charmaine</b> Pay 1112	PP Oct 27-Nov9	780.32	780.32
10154	11/12/2021	<b>Myers, Leonard</b> contract1109	Contract hours Oct 27-Nov 9	1,592.50	1,592.50
10155	11/10/2021	<b>Airmaster Sales Ltd.</b> INV-56707	Blinker STOP sign	2,018.82	2,018.82
10156	11/23/2021	<b>CIBC Credit Card</b> 2021-10-31	October Credit Card	180.47	180.47
10157	11/23/2021	<b>Gerrand Rath Johnson</b> 13942	Legal fees, Oct 26 Court	5,709.52	5,709.52
10158	11/23/2021	<b>Grasslands News Group</b> 15752	Tax Enforcement Advertising	131.21	131.21
10159	11/23/2021	<b>Howden Country Services Ltd</b> 7524 7775	Petebilt Parts & Repair Champion Parts & Repair	841.51 983.85	1,825.36
10160	11/23/2021	<b>Love, Ken</b> 2021-0001	Gravel Royalty	35,006.30	35,006.30
10161	11/23/2021	<b>Melcher Media &amp; Design</b> 6573	Domain rm187.ca 21-22	38.85	38.85
10162	11/23/2021	<b>Meridian OneCap Credit Corp</b> 211201430371	Postage Rental	166.33	166.33
10163	11/23/2021	<b>MuniSoft</b> 2021/22-03019 2021/22-03079	training credit New employee training	52.50- 114.45	61.95
10164	11/23/2021	<b>New West Concrete LTD</b> 0879	24 Concrete Blocks	3,463.20	3,463.20
10165	11/23/2021	<b>N S C Minerals</b> SXP279306	Standard road salt 29mt	3,151.04	3,151.04
10166	11/23/2021	<b>Professional Building</b> 21103155	BP Inspections/Reviews	2,731.39	2,731.39
10167	11/23/2021	<b>PC Place</b> CW-41214 CW-41633	October Agreement November Agreement	88.25 88.25	176.50
10168	11/23/2021	<b>Prairie Co-operative Ltd.</b> 2021-10-31	October Charge Account	7,614.17	7,614.17
10169	11/23/2021	<b>RoBo Sales</b> 2021-10-31	October Invoices	2,930.90	2,930.90
10170	11/23/2021	<b>SARM Saskatchewan Association</b> BEN118301	Charmain Wowk Benefits	383.85	383.85
10171	11/23/2021	<b>Saskatchewan Health Authority</b>			

Report Date  
11/19/2021 11:52 AM

RM of North Qu'Appelle  
**List of Accounts for Approval**  
As of 11/19/2021  
Batch: 2021-00181 to 2021-00185

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
10172	11/23/2021	2170988 <b>Success Office Systems</b> INV330140	November Well Sample Printer BW 2649, CC 687	23.00 92.04	23.00 92.04
10173	11/23/2021	<b>Supreme Basics</b> R094299	Office Supplies	308.99	308.99
10174	11/23/2021	<b>Town of Fort Qu'Appelle</b> 2021-00020	Rexentre Contribution 2021	4,000.00	4,000.00
10175	11/23/2021	<b>C.L. Tulik Excavation LTD.</b> 1516 1517	PL 3 yrds gravel & bobcat 250 yrds gravel Div 6&4	483.96 5,067.27	5,551.23
				Total for AP:	89,004.19



Reeve



Administrator

Presented to Council this  
23<sup>rd</sup> day of November, 2021.