

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 11, 2022 9:00 a.m.

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

Absent: Council Members:

Conference call was opened at 9:00 a.m.

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

22-001 REGULAR MEETING MINUTES /R. PALMER

"THAT the minutes of the regular meeting of Council held December 14, 2021 be adopted as presented."

CARRIED

22-002 CORRESPONDENCE /G. PEAGAM

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

- a. CN in your Community 2021
- b. Sask. Public Works Assoc. 2022 Annual Conference
- c. North Valley Waste Management Authority – November 15, 2021 Minutes
- d. SARM Division Elections
- e. MEPP Employer Bulletin

CARRIED

22-003 ADMINISTRATION REPORT /L. CARLSON

"THAT the written report be accepted as presented."

CARRIED

22-004 BYLAW 2022-01 - REPEALING BYLAW TO REPEAL BYLAW 2019-06/G. PEAGAM

"THAT Bylaw 2022-01 - Repealing Bylaw be read for the first time."

CARRIED

22-005 BYLAW 2022-01 - REPEALING BYLAW TO REPEAL BYLAW 2019-06/N. WHALEN

"THAT Bylaw 2022-01 - Repealing Bylaw be read for the second time."

CARRIED

22-006 BYLAW 2022-01 - REPEALING BYLAW TO REPEAL BYLAW 2019-06/R. PALMER

"THAT Bylaw 2022-01, A Repealing Bylaw, have three readings at this meeting."

CARRIED UNANIMOUSLY

22-007 BYLAW 2022-01 - REPEALING BYLAW TO REPEAL BYLAW 2019-06/R. PALMER

"THAT Bylaw 2022-01 - Repealing Bylaw be read for the third time and adopted."

CARRIED

22-008 ACCOUNTS FOR PAYMENT/N. WHALEN

"THAT the list of accounts for cheque numbers 10243 to 10307 totaling \$207,049.49 including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

22-009 BANK RECONCILIATION/N. WHALEN

"THAT the Council accept the December 31, 2021 bank reconciliation."

CARRIED

22-010 WEED INSPECTOR REPORT/G. SPANIER

"THAT RM 187 Council acknowledge the 2021 Weed Inspector Report provided by Jeffery Karol."

CARRIED

22-011 APPOINT WEED INSPECTOR FOR 2022/ G. SPANIER

"THAT the RM Council appoint Jeffery Karol as Weed Inspector for the RM of North Qu'Appelle No 187, from January 1, 2022 to December 31, 2022."

CARRIED

22-012 OFFICE CUSTODIAN / N. WHALEN

"That the RM Council engage Robin Checkoway as office custodian at a monthly rate of \$400.00 to start on January 17, 2022, or as soon as practicable possible."

CARRIED



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22-013 QUEENS BENCH DECISION 2071 OF 2021/R. PALMER

"THAT the Decision of the QBG 2071 in favour of the RM of North Qu'Appelle is acknowledged by Council; AND furthermore, Council instructs the Administrator to post the court's decision AND also the costs associated with this hearing, to the RM website."

CARRIED

22-014 COUNCIL POSITION DIVISION 5/G. SPANIER

"THAT the Council accept, with regret, Division 5 Councilor Don Nasheim's letter of resignation effective January 10, 2022, AND, furthermore, instruct the Administrator to research the requirements for a by-election."

CARRIED

22-015 DEPUTY REEVE APPOINTMENTS 2022/G. PEAGAM

"THAT RM 187 approve the following Deputy Reeve appointments:

January 1- June 30, 2022: Ron Palmer

July 1 – December 31, 2022: Nik Whalen."

CARRIED

22-016 SARM MEMBERSHIP RENEWAL / R. PALMER

"THAT the Saskatchewan Association of Rural Municipalities Membership be renewed for 2022 at a cost of \$4,183.35, including GST."

CARRIED

22-017 SARM PROPERTY SELF-INSURANCE PROGRAM /G. SPANIER

"THAT the Saskatchewan Association of Rural Municipalities Property Self-Insurance be renewed for 2022 at a cost of \$7,325.76, including PST."

CARRIED

22-018 SARM EXCESS LIABILITY INSURANCE /R. PALMER

"THAT the Saskatchewan Association of Rural Municipalities Excess Liability Insurance be renewed for 2022 at a cost of \$978.38, including PST."

CARRIED

22-019 SARM LIABILITY SELF-INSURANCE PLAN /N. WHALEN

"THAT the Saskatchewan Association of Rural Municipalities Liability Self-Insurance be renewed for 2022 at a cost of \$3,044.65, including PST."

CARRIED

22-020 SARM FIDELITY BOND /R. PALMER

"THAT the Saskatchewan Association of Rural Municipalities Fidelity Bond be renewed for 2022 at a cost of \$344.50, including PST."

CARRIED

22-021 SARM GROUP LIFE INSURANCE PLAN /R. PALMER

"THAT the Saskatchewan Association of Rural Municipalities Group Life Insurance for employees be renewed for the 2022 year at a cost of \$1,201.20."

CARRIED

22-022 SARM BENEFITS PLAN, LONG TERM DISABILITY AND EXTENDED HEALTH /G. SPANIER

"THAT Saskatchewan Association of Rural Municipalities Benefits Plan, Long Term Disability and Extended Health and Dental Benefits be renewed for 2022 at a cost of \$33,495.67."

CARRIED

22-023 COMPUTER UPGRADES/G. PEAGAM

"THAT Council of the RM of North Qu'Appelle No. 187 approve the upgrades and replacements of the office computers and computer related equipment as per the quotes from MuniSoft in the sum of \$9,631.00."

CARRIED

22-024 SASKATCHEWAN LOTTERIES ALLOCATIONS /G. PEAGAM

"THAT the following allocations be made under the Saskatchewan Lotteries Community Grant Program for the 2023 year:

Edgeley	127
Resort Village of B-Say-Tah	50
Town of Fort Qu'Appelle	678."

CARRIED

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22-025 TO BORROW TO FINANCE OPERATING EXPENDITURES FOR THE CURRENT YEAR /N. WHALEN

"THAT RM Council apply for permission to borrow a sum not to exceed \$725,000, (Seven hundred and Twenty-five thousand dollars), for the purpose of financing operating expenditures under authority of The Municipalities Act s. 168, set out as:

CIBC Operating Credit Line	\$500,000
CIBC Credit Card	\$ 5,000
CIBC Term Loan	\$220,000

AND FURTHERMORE, that the amount of the said debt shall be payable upon receipt of current year's taxes and/or unconditional provincial or federal grants." CARRIED

22-026 COUNCIL NUMERATION 2022 /R. PALMER

"THAT the Council Remuneration be set for 2022 as follows:

Council Meeting	\$125.00
Committee Meeting	\$ 60.00
Convention/workshops/Seminars	\$ as above
Mileage per Kilometer	\$ 0.60
Lunch	\$ 25.00
Monthly Office/Cell Phone	\$100.00
Supervision per hour	\$ 25.00
Reeve Monthly Stipend	\$300.00.

Organized Hamlet Board business: \$ as above

And forming part of these minutes be approved by council". CARRIED

22-027 EAST CENTRAL TRANSPORTATION PLANNING COMMITTEE 2022 MEMBERSHIP/G. SPANIER

"THAT the ECTPC membership be renewed for the 2022 year at a cost of \$500.00." CARRIED

22-028 FORT WINTER FESTIVAL DONATION REQUEST/N. WHALEN

"THAT the Division 3 Councillor- N. Whalen, on behalf of the RM of North Qu'Appelle, volunteer time prior to festival day to assist with set up for the Fort Winter Festival." CARRIED

22-029 LOCAL SASK HOUSING AUTHORITY DONATION REQUEST/L. CARLSON

"THAT the RM of North Qu'Appelle make a donation of \$400.00 to the local housing authority to provide an indemnity to their chair and board members." CARRIED

22-030 SUBDIVISION SW 8-20-12 W2/L. CARLSON

"THAT the RM Council table this item to the next scheduled Council meeting." CARRIED

22-031 RECESS /G. SPANIER

"THAT this meeting be recessed at 10:33 a.m." CARRIED

Reeve L. Carlson asked that the meeting reconvenes at 10:38 a.m.

Conference call was disconnected at 10:38 a.m.

Conference Call was reconnected at 10:45 a.m.

22-032 RECONVENE /G. PEAGAM

"THAT this meeting reconvenes at 10:45 a.m." CARRIED

22-033 CLOSED SESSION/R. PALMER

"THAT the RM Council, all members present in person, move into closed session at 10:46 a.m., as per LA FOIP section 16(1) (a) (b) for advice and personnel, and LA FOIP section 21 (b) Economic Development." CARRIED

Conference call was disconnected at 10:46a.m.

Reeve L. Carlson asks to reconvene at 11:45 am

Conference call was re-connected at 11:45a.m.

22-034 RECONVENE/G. SPANIER

"THAT the RM Council reconvenes to regular session at 11:45 a.m." CARRIED

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22-035 RECESS/G. PEAGAM

"THAT this meeting be recessed at 11:50 a.m. for a lunch break."

CARRIED

*Reeve L. Carlson asked that the meeting reconvenes at 12:10 p.m.
Conference Call was disconnected at 11:50 a.m.*

Conference call was reconnected at 12:13 p.m.

22-036 RECONVENE /N. WHALEN

"THAT the RM Council reconvenes to regular session at 12:13 p.m."

CARRIED

22-037 CLOSED SESSION/ G. SPANIER

"THAT the RM Council, all members present in person, move into closed session at 12:14 p.m., as per LA FOIP section 16(1) (a) (b) for advice and personnel."

CARRIED

*Conference call was disconnected at 12:14 p.m.
Conference call was re-connected at 12:47 p.m.*

22-038 RECONVENE /N. WHALEN

"THAT this meeting reconvenes to regular session at 12:47 p.m."

CARRIED

22-039 LEBRET ANNEXATION/R. PALMER

"THAT the RM Council instruct the Administrator to contact the Village of Lebret to negotiate a tax loss payment equivalent to the 2021 municipal tax levy of One Thousand and Sixty-Nine (\$1,069) dollars, for 1 year, and for future years to apply these costs towards an agreement for use of the Village's wastewater facility."

CARRIED

22-040 SUBDIVISION SW 10-21-13-W2/G. PEAGAM

"THAT the RM provide the Applicant with a refund of the cash-in-lieu payment of \$174.00, and re-negotiate new terms for the requirement of municipal reserve, due to the decision made by the Director of Community Planning."

CARRIED

22-041 DIVISION BOUNDARY REVIEW POLICY/ N. WHALEN

"THAT the RM Council authorize the Personnel Committee to develop a policy for division boundary review as per the Municipalities Act 49.1 (2)."

CARRIED

22-042 CALLING LAKES DISTRICT PLANNING COMMISSION/N. WHALEN

"THAT the RM instruct the Administrator to provide formal written 60-day notice to the Calling Lakes District Planning Commission of the RM's withdrawal from the Commission."

CARRIED

22-043 VACATION PAYOUT 2020 & '21/G. SPANIER

"THAT the RM approve payout of the 2020/2021 accrued vacation pay owing to Deanna Bender."

CARRIED

22-044 FIRE CALL DEBT 2020/G. SPANIER

"THAT RM Council write off the 2020 fire call debt on the NW 21-21-16 W2."

DEFEATED

22-045 ADJOURNMENT / G. SPANIER

"That the Regular meeting of Council be adjourned at 12:51 p.m."

Approved this

25th


day of

January

, 2022



Reeve



Administrator

Next regular meeting of Council, Tuesday, January 25, 2022 at 9:00 a.m.



Administration Report to Council
 Tuesday January 11, 2022

Bank Balance \$1,658,213 as at January 11/ 2022
Wassqua Lake Reserve \$ 159,964 as at Dec.31/2020
Taylor Beach Reserve \$ 132,578 as at Dec.31/2020

Complaints 6 new RIC's opened between Dec 11/2021- Jan 7/2022

Permits (Development & Building): 2 Newly Received permits – 1 permits approved; 1 at PBI in review;
 2 in office awaiting review; 2 waiting on owner supply of info; 0 cancelled by owner

	January 2022	<p>ITEMS FOR COUNCIL TO NOTE:</p> <ul style="list-style-type: none"> Administrative Duties with Deadlines coming up: January 2022: January 10th: School tax collections due to Province; January 15th: file & remit previous month payroll deductions to CRA & MEPP; January 20th: Organized Hamlet 2021 Financial statement due; January 31st: Deadline to register tax liens against unpaid advertised properties; Deadline to file annual school tax report; <p>February 2022 will see the start of Census data reports</p>
		<ul style="list-style-type: none"> - Subdivision in LSD 8-24-21-15-W2 approved by Community Planning Dec.09.2021. - Consultation with Solicitor ongoing - Year-end processing started -completed draft Records Retention Bylaw -completed draft Public Notice Bylaw -completed draft Bylaw Enforcement Policy

- Devin 24 remaining 2022
- Darcy 16 day remaining 2022
- Lloyd 29 days remaining 2022
- Gwen 31 days remaining 2022
- Dawn 36 days remaining 2022
- Charmain 16 days remaining 2022

Respectfully submitted,
 Dawn Lugin.

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
10243	12/20/2021	Duran, Kayle Vacation payout	vacation payout final	421.80	421.80
10244-Man	12/22/2021	Bender, Deanna Pay 1221-02	Pay Dec 8-21	1,024.51	1,024.51
10245-Man	12/22/2021	Lowe, Gwen Pay 1221-02	Pay Dec 8 - 21	1,382.77	1,382.77
10246-Man	12/22/2021	Webster, Lloyd Pay 1221-02	Payroll Dec 8-21	1,982.28	1,982.28
10247-Man	12/22/2021	McCullough, Darcy Pay 1221-02	Payroll Dec 8-21	1,082.59	1,082.59
10248-Man	12/22/2021	Lugrin, Dawn Pay 1221-02	Payroll Dec 8 - 21	2,258.00	2,258.00
10249-Man	12/22/2021	Horsman, Devin Pay 1221-02	Payroll Dec 8-21	1,121.13	1,121.13
10250-Man	12/22/2021	Wowk, Charmaine Pay 1221-02	PP Dec 8-21	732.67	732.67
10251	12/21/2021	APAS 2022-M187	Membership Fee - 2022	6,845.18	6,845.18
10252	12/21/2021	CIBC Credit Card 12082021	November Visa	318.95	318.95
10253	12/21/2021	Howden Country Services Ltd 7940	JD 7330 Repair/Parts	4,700.42	4,700.42
10254	12/21/2021	Kell Kar Holdings 12312021	Monthly Rental December	73.50	73.50
10255	12/21/2021	Low, Laurie 12102021	Dec. Gift Cards/Door Prizes	204.56	204.56
10256	12/21/2021	North Valley Waste 01122021D	2021 Q4 Contributions	10,907.71	10,907.71
10257	12/21/2021	Palmer, Ron 12312021	Indemnity 12 Jul - 14 Dec	2,091.88	2,091.88
10258	12/21/2021	PC Place CW-42064	December Agreement	88.25	88.25
10259	12/21/2021	Peagam, Gord 12312021	Gord Peagam 12 Oct - 31 Dec	1,026.00	1,026.00
10260	12/21/2021	Receiver General 12082021 12222021 12202021-01	Remit 08 Dec Remit pp ending 22 Dec Kayle Duran - 20 Dec	3,878.39 3,160.59 49.17	7,088.15
10261	12/21/2021	SaskWater SW074318	Nov Agreement 201731RM	5,728.98	5,728.98
10262	12/21/2021	Sask Public Safety Agency Issued To: Minister of Finance FD2022502	Fire Dispatch Service - 2022	1,346.63	1,346.63
10263	12/21/2021	Supreme Basics R097537 R098334	Office Supplies Office Supplies	206.27 66.56	272.83
10264	12/31/2021	Alsco LSAS1340004 LSAS1341670 LSAS1343327 LSAS1325422-crd LSAS1344977 LSAS1346603	Coverall Rental Coverall Rental Coverall Rental Coverall Rental Coverall Rental Coverall Rental	75.25 81.19 77.98 97.97 77.98 53.84	268.27
10265	12/31/2021	Carlson, Lee 12312021	December Travel/Indemntiy	536.52	536.52
10266	12/31/2021	Crown Shred & Recycling 471657	shredding	137.52	137.52

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
10267	12/31/2021	Cupar C & D Area Authority 12312021	December Remittance	257.50	257.50
10268	12/31/2021	Echo Valley Motor Products Ltd WO#95430	GMC Sierra Repair/Parts	2,696.07	2,696.07
269	12/31/2021	Egg Lake C & D Area Authority 12312021	December Remittance	136.00	136.00
10270	12/31/2021	Grasslands News Group 16155 16239	Advertisement Christmas Ad	40.95 63.00	103.95
10271	12/31/2021	John Deere Financial 12152021	December JD Bill	183.49	183.49
10272	12/31/2021	Jeffrey Karol 228768	2021 Weed Control	2,018.50	2,018.50
10273	12/31/2021	Ministry of Finance Issued To: Minister of Finance PVSD-11312021	December Remittance	103,626.87	103,626.87
10274	12/31/2021	Municipal Employees' 12212021	Remit 08 Dec - 21 Dec	2,199.78	2,199.78
10275	12/31/2021	Myers, Leonard 11/25-12/27 21 Nov/Dec Cell	Nov 25-Dec 27, 2021 (16.5 hrs) Nov/Dec Cell Phone	577.50 25.00	602.50
10276	12/31/2021	G. Pavelich 4th Quarter, 21	Q4 2021	79.17	79.17
10277	12/31/2021	Peagam, Linda 12312021	Pipeline Admin-Dec 2021	390.00	390.00
10278	12/31/2021	Sask Energy Dec 21 - Office Dec 21 - Shop	Office Building - Dec Shop December 2021	290.67 380.21	670.88
10279	12/31/2021	Saskatchewan Municipal Hail 12312021	Dec Collections	4,141.50	4,141.50
10280	12/31/2021	Sask Power 2085-0064-5502 2151-0063-7401 2151-0063-7406 0897-0072-0405 2250-0062-7859 1755-0069-3246 1491-0068-8920 1293-0069-6145 2514-0059-8307 2514-0059-8299 1755-0069-3759	Jasmin St lights Groome's vista st lights Pasqua Lake St Lights bsaytah Street lights Kelly/Erickson st lights Kinsley PI St lights RM Well Larocque St Lights Quappelle Est st lights Taylor Beach St Lights Office Building	157.51 71.60 1,028.59 170.39 14.20 133.83 106.39 122.57 134.82 134.82 90.89	2,165.61
10281	12/31/2021	Sask Tel Cmr 12292021-01	Forman Cell Dec	91.11	91.11
10282	12/31/2021	Valley Lawn Services 2129	November Snow Clearing	171.38	171.38
10283-Man	1/07/2022	Bender, Deanna Pay 0104-04	Pay Dec 22-Jan 4	1,016.68	1,016.68
10284-Man	1/07/2022	Lowe, Gwen Pay 0401-01	Pay Dec 22-Jan 4	1,441.05	1,441.05
10285-Man	1/07/2022	Webster, Lloyd Pay 0104-01	Payroll Dec 22-Jan 4	2,386.38	2,386.38
10286-Man	1/07/2022	McCullough, Darcy Pay 0104-01	Payroll Dec 22-Jan 4	1,250.07	1,250.07
10287-Man	1/07/2022	Lugrin, Dawn Pay 0104-01	Payroll Dec 22- Jan 4	2,015.24	2,015.24
10288-Man	1/07/2022	Horsman, Devin Pay 0104-01	Payroll Dec 22-Jan 4	1,423.08	1,423.08
10289-Man	1/07/2022	Wowk, Charmaine Pay 0104-01	PP Dec 22-Jan 4	931.48	931.48

Report Date
1/10/2022 1:28 PM

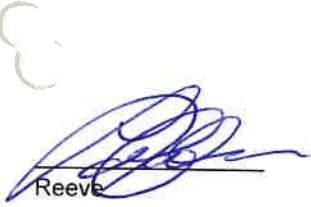
RM of North Qu'Appelle
List of Accounts for Approval
As of 1/10/2022
Batch: 2021-00201 to 2022-00006

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
10290	1/11/2022	Choice Auto Body Ltd. 4043	Dodge Windshield	126.09	126.09
10291	1/11/2022	Commercial Truck Equipment Co RE-0004620409	Pete/1-Ton parts	471.75	471.75
292	1/11/2022	Jackson Bros. Bobcat Services 42-Dec 22, 2021 32-Dec 9, 2021	48 yds salt/sand 72 yds salt/sand	1,008.00 1,512.00	2,520.00
10293	1/11/2022	Loraas Disposal 0007851649	Dec Garbage collection/rental	305.47	305.47
10294	1/11/2022	MuniSoft 2021/22-03402 2021/22-03926 CM2021/22-02766 CM2021/22-02767	2022 EMA Billing 2022 Annual Billing Reversal 2020 Conference Reversal 2020 Conference	826.95 5,416.25 651.00- 651.00-	4,941.20
10295	1/11/2022	N S C Minerals SXP283877	Standard Kentrax 204 Salt	3,299.23	3,299.23
10296	1/11/2022	Professional Building 21123155	BP Inspections/Review Dec	2,157.38	2,157.38
10297	1/11/2022	PC Place CW-42421	Monthly Agreement, January 22	88.25	88.25
10298	1/11/2022	Prairie Co-operative Ltd. 12312021	Dec 1 - Dec 31, 2021 Statement	831.22	831.22
10299	1/11/2022	Profile Tire 19425 19444	Tire repair skidsteer Antifreeze/Washer fluid	86.40 44.58	130.98
10300	1/11/2022	R.M.A.A. DL-01012022 GL-01012022	Dawn Lugin, Reg Membership Gwen Lowe - Assoc Membership	425.00 175.00	600.00
10301	1/11/2022	RoBo Sales 12312021	December 2021 Statement	3,012.23	3,012.23
10302	1/11/2022	Royal Canadian Legion 01132022	Hall Rental	110.25	110.25
10303	1/11/2022	SaskTel 12282021-OFFICE	Dec 28, 2021 RM office	424.51	424.51
10304	1/11/2022	Sask Power 1128-0070-0416	Shop Power/Dec 2021	168.04	168.04
10305	1/11/2022	Spanier, Garnet 12312021	Div. 6 Dec/21 Indemnity	202.19	202.19
10306	1/11/2022	Success Office Systems INV335614	Printer BW1907/CC1168 Dec	124.50	124.50
10307	1/11/2022	Town of Fort Qu'Appelle 12312021-01 12312021-02	4th QTR 0127000 0000 4th Qtr 0124700 0000	256.10 256.10	512.20
Other:					
112-Man	12/30/2021	Caterpillar Financial Services 104500066-22	2020 CAT Grader Lease	2,919.82	2,919.82
113-Man	1/06/2022	Brandt Tractor Ltd. 2019-36	JD Grader Lease	2,303.84	2,303.84
114-Man	1/06/2022	De Lage Landen Financial 2019-36	Copier Lease	160.95	160.95
				Total for AP:	207,049.49

Report Date
1/10/2022 1:28 PM

RM of North Qu'Appelle
List of Accounts for Approval
As of 1/10/2022
Batch: 2021-00201 to 2022-00006

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Reeve



Administrator

Presented to Council this
11th day of January, 2022.

The Rural Municipality of North Qu'Appelle No. 187

Bylaw No. 2022-01

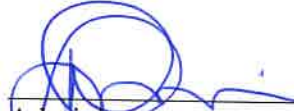
A Repealing Bylaw.

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

- (a) Bylaw No. 2019-06, a bylaw to provide for the municipality to enter into an agreement for road maintenance with the Rural Municipality of Indian Head No. 156, adopted November 26th, 2019 is hereby repealed.
- (b) Bylaw No. 06-05, a repealing bylaw, adopted November 27th, 2006 is hereby repealed.




Reeve


Administrator