Present:

Reeve:

Lee Carlson

Council Members:

Division 2 Division 3

Ron Palmer

Division 4

Nik Whalen - Teleconferencing Gord Peagam

Division 5

Vacant

Division 6

Garnet Spanier

Staff:

Assistant Administrator Gwen Lowe

Recording Secretary

Charmain Wowk

Absent:

Council Members:

Administrator

Dawn Lugrin

Conference call was opened at 9:59 a.m.

A quorum being present, Reeve Carlson called the meeting to order at 10:00 a.m.

22-125 REGULAR MEETING MINUTES / R. PALMER

"THAT the minutes of the regular meeting of Council held February 22, 2022 be adopted as **CARRIED**

22-126 CORRESPONDENCE / G. PEAGAM

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

- North Valley Waste Management Authority- January 17, 2022 Minutes
- Regina District Assoc. of RM's 2022 Meeting Cancellation
- Municipal Employees Pension Plan (MEPP) New Website

CARRIED

22-127 ADMINISTRATION REPORT / L. CARLSON

"THAT the written report be accepted as presented."

CARRIED

22-128 BYLAW 2022-04 BYLAW TO AMEND 15T READING/G. SPANIER

"THAT Bylaw 2022-04, a bylaw to amend a bylaw, be introduced and read for the FIRST time.

CARRIED

22-129 BYLAW 2022-04 BYLAW TO AMEND 2nd READING/R. PALMER

"THAT Bylaw 2022-04, a bylaw to amend a bylaw, be read a SECOND time."

CARRIED

22-130 BYLAW 2022-04 BYLAW TO AMEND 3 READINGS/G. PEAGAM

"THAT Bylaw 2022-04, a bylaw to amend a bylaw, be given three readings at this meeting." **CARRIED UNANIMOUSLY**

22-131 BYLAW 2022-04 BYLAW TO AMEND 3rd READING/N. WHALEN

"THAT Bylaw 2022-04, a bylaw to amend a bylaw, be read a THIRD time and adopted."

CARRIED

22-132 ACCOUNTS FOR PAYMENT/ N. WHALEN

"THAT the list of accounts for cheque numbers 10391 to 10434, totaling \$103,846.22 including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

BANK RECONCILIATION/G. PEAGAM

"THAT the Council accept the February 28, 2022 bank reconciliation."

CARRIED

FINANCIAL STATEMENTS/R. PALMER

"THAT the Council accept the February 28, 2022 financial statement."

CARRIED

22-135 UNREASONABLE COMPLAINANT CONDUCT POLICY/R. PALMER

"THAT we adopt the Unreasonable Complainant Policy GG2022.04 as presented."

CARRIED

22-136 ORGANIZED HAMLET OF PASQUA LAKE DRAFT PROVISION OF SERVICES AGREEMENT/R. PALMER

"THAT Council approves the Finance Committee recommendations made to the Organized Hamlet of Pasqua Lake Board Motion 22F-004 Provision of service Agreement OHPL - "That the Finance Committee recommends the Organized Hamlet of Pasqua Lake Board amend the 2022 Provision of Services Agreement to increase the fire protection expense to show \$9,500; AND FURTHERMORE; they add a specific expense line for Village Transitions Administration of \$2,500; AND they add a specific expense line for Governance of \$10,000." CARRIED"

CARRIED

22-137 CLOSED SESSION/G. SPANIER

"THAT the RM Council, all members present in person, move into closed session at 10:19 a.m., as per LA FOIP section 16(1)(b) and (c) for advice and personnel considerations."

Conference call disconnected at 10:19 a.m.

Charmain Wowk left chambers at 10:19 a.m. Charmain Wowk returned to chambers at 10:56 a.m.

Reeve asks to reconvene at 11:08 a.m. Conference call reconnected at 11:09 a.m.

22-138 RECONVENE/ R. PALMER

"THAT the RM Council reconvenes to regular session at 11:09 a.m."

CARRIED

22-139 ORGANIZED HAMLET OF TAYLOR BEACH PROVISION OF SERVICES AGREEMENT/G. SPANIER

"THAT Council will allow the OHTB to have an extension to Monday, March 14, 2022 to submit their Provision of Services Agreement to the office;

AND furthermore, that council instruct the Administrator to write a letter to the OHTB Board advising the OHTB of the consequences of non-compliance."

CARRIED

22-140 SARM TLE TRUST FUND/N. WHALEN

"THAT Council acknowledge receipt and review of the 2021 TLE Trust Fund Statement."

CARRIED

22-141 SEASONAL GRADER OPERATOR/G. PEAGAM

"THAT Council approves the Public Works Committee recommendation made March 1,

2022: **22W-008 GRADER OPERATOR/G. PEAGAM**

THAT Works Committee recommend that RM Council hire Kayle Duran for the seasonal grader operator position at a rate of \$25.30 per hour beginning April 4, 2022, AND that he serves a 6-month probation period. CARRIED."

CARRIED

22-142 COLD-MIX ASPHALT PILE/L. CARLSON

"THAT Council approves the Public Works Committee recommendation made March 1, 2022: **22W-009 COLD MIX PILE/L. CARLSON**

THAT the Works Committee recommends the RM council approve H J R Asphalt Partnership to put up a cold mix stockpile for 2022, with approximately 1,100 yards. CARRIED."

22- 143 WORKS TENDERS/L. CARLSON

"THAT Council approves the Public Works Committee recommendation made March 1, 2022: <u>22W-010</u> <u>TENDER PROJECTS/L. CARLSON</u>

THAT the Works Committee recommends the RM council tenders the following project for 2022:

RM of North QuAppelle No.187 PASSAICHEWAR Valley of Festivals

- 3-inch lift hot mix asphalt on Wide Awake Road starting at Lebret Highway 56 to approximately 150 meters past the bridge into Qu'Appelle Estates subdivision but excluding Wide Awake Bridge;
- Chip seal approximately a 3.2km portion of old 35 Road;
- Chip seal approximately 1.6 km on Well Road

CARRIED

22-144 LAND LEASE/G. SPANIER

"THAT Council approves the Public Works Committee recommendation made March 1, 2022: **22W-011 LAND LEASE/G. SPANIER**

THAT the Works Committee recommends the RM Council renew a 5-year lease with E & J. Bespalko beginning January 1, 2022 at an annual fee of \$800.00 due January each year. CARRIED"

CARRIED

22- 145 MUNISOFT PROGRAMS/N. WHALEN

"THAT RM Council approve of the purchase of the new MuniSoft program extensions for Digital Signatures with Security Standard and the Inventory extension, including software support, at a total approximate cost of \$1,688 dollars plus taxes." CARRIED

<u> 22- 146</u> **RE-OPEN OFFICE/R. PALMER**

"THAT RM Council re-open the office effective 9:00 a.m. March 9, 2022."

CARRIED

MINOR VARIANCE REQUEST LOT 3, BLOCK 5, PLAN BI 1920/L. CARLSON <u> 22- 147</u>

"THAT RM Council table this item to March 22 regular meeting."

CARRIED

DISTRICT OF KATEPWA LETTER OF SUPPORT/R. PALMER 22-148

"THAT RM Council provide a letter of support for the District of Katepwa's Breese Park Redevelopment application through Investing In Canada Infrastructure Program."

CARRIED

22-149 **BOARD OF REVISION AGREEMENT/G. SPANIER**

"THAT Council enter into an Agreement with the RM of Edenwold No. 158 to provide Board of Revision services for 2022."

CARRIED

BOARD OF REVISION APPOINTMENT 2022/G. PEAGAM 22-150

"THAT the following individuals be appointed as members of the Board of Revision:

Alton Tangedal

Barry Braitman

Chris Lane

Donna Strudwick

Keith Comstock

Wayne Joyce

Jeff Hutton

Secretary: Aileen Swenson."

CARRIED

DEVELOPMENT APPEALS BOARD AGREEMENT/R. PALMER 22-151

"THAT Council enter into an Agreement with the RM of Edenwold No. 158 to provide Development appeals Board services for 2022."

CARRIED

22-152 DEVELOPMENT APPEALS BOARD APPOINTMENT 2022/N. WHALEN

"THAT the following individuals be appointed as members of the Development Appeals Board:

Aimee Bryck Alton Tangedal

RM of North Qu'Appelle No.187 Valley of Festivals

Barry Braitman Donna Strudwick Keith Comstock Secretary: Aileen Swenson."

CARRIED

22-153 RECESS / G. SPANIER

"THAT this meeting be recessed at 11:30 a.m."

CARRIED

Reeve L. Carlson asked that the meeting reconvenes at 11:35 am

22-154 RECONVENE / G. SPANIER

"THAT this meeting reconvenes at 11:35 a.m."

CARRIED

Councillor Garnet Spanier left chambers at 11:59 a.m.

22-155 ADJOURNMENT /R. PALMER

"That the Regular meeting of Council be adjourned at 12:19 p.m."

Approved this

aand

day of

March

, 2022

Administrator

Next regular meeting of Council, Tuesday, March 22, 2022 at 9:00 a.m.



Administration Report to Council Tuesday March 8, 2022

ank Balance asqua Lake Reserve \$1,553,990 as at March 4/ 2022

Taylor Beach Reserve

\$ 272,751 as at Dec.31/2021 \$ 150,661 as at Dec.31/2021

Complaints

2 new RIC's opened between Feb 17/2022 – Mar. 4/2022

Permits (Development & Building):

1 Newly Received permits – 0 permits approved; 0 at PBI in review;

1 in office awaiting review; 2 waiting on owner supply of info; 0 cancelled by owner

March 2022	 Administrative Duties with Deadlines coming up: March 2022: March 1s^T: Organized Hamlet budgets due to RM March 10th: School tax collections due to Province; done March 10th: file & remit previous month payroll deductions to CRA & MEPP; done
	- Consultation with Solicitor ongoing - Audit Scheduled March 28-31 st ; - computer upgrades requested, waiting on dates - ongoing work with municipal reserves and Developers

Devin

23 remaining 2022

Darcy

16 day remaining 2022

Lloyd

29 days remaining 2022 28 days remaining 2022

Dawn 35 days remaining 2022

Charmain 16 days remaining 2022

Respectfully submitted, Gwen Lowe.



Rural Municipality of North Qu'Appelle No. 187

BYLAW NO 2022-04

A BYLAW TO AMEND A BYLAW

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

That Bylaw No. 2022-03 respecting Accounts Receivable Application of Penalties, is amended as follows:

Schedule A: The Accounts Receivable Policy GG2022-02

- 1. in 'Transfer to Taxes' section, by adding "g. any prescribed amount."
- 2. a. by striking out "f" in 'Overdue Accounts' Section and replacing it with "e"
 - b. by striking out "Section 2 (e)" in 'Overdue Accounts' Section and replacing it with "clause d above,"

Fort Qu'Appelle,

Reeve

Read a third time and adopted this day of Marcel, 2012

Administrator

Report Date 3/04/2022 11:24 AM

RM of North Qu'Appelle List of Accounts for Approval As of 3/04/2022

Batch: 2022-00040 to 2022-00050

Vendor Name Payment # Date Invoice # Invoice Amount Reference Payment Amount Bank Code: AP - AP GENERAL Computer Cheques: 10391 2/25/2022 **Brandt Tractor Ltd.** Ext. Warranty **Extended Warranty** 23,853.90 23,853.90 J392 3/04/2022 Myers, Leonard pay Feb 16-Mar 1 1,295.00 1,295.00 10393-Man 3/04/2022 Bender, Deanna Pay 0301-06 Pay Feb 16-Mar 1 1,022.45 1,022.45 10394-Man 3/04/2022 Lowe, Gwen Pay 0301-06 Pay Feb 16-Mar 1 1,505.92 1,505.92 10395-Man 3/04/2022 Webster. Lloyd Pay 0301-06 Payroll Feb 16- Mar 1 1.815.54 1,815.54 3/04/2022 10396-Man McCullough, Darcy Pay 0301-06 Payroll Feb 16-Mar 1 1,505.42 1,505.42 10397-Man 3/04/2022 Lugrin, Dawn Pay 0301-06 Payroll Feb 16- Mar 1 2,020.03 2,020.03 10398-Man 3/04/2022 Horsman, Devin Pay 0301-06 Payroll Feb 16-Mar 1 1,803.59 1,803.59 10399-Man 3/04/2022 Wowk, Charmaine Pav 0301-06 PP Feb 16-Mar 1 860.41 860.41 10400 2/28/2022 Checkowy, Robin 2022-02-28-0002 · Cleaning Supplies 72 57 72.57 10401 2/28/2022 Checkowy, Robin 2022-02-28-0001 Janitorial Services, February 424.00 424.00 10402 2/28/2022 **Gerrand Rath Johnson** 15457 Legal Fees 3,712.26 3,712.26 0403 2/28/2022 Horsman, Devin 02282022 February Cell 25.00 25.00 10404 2/28/2022 **Kell Kar Holdings** 02282022 Monthly Rental, February 73.50 73.50 Lugrin, Dawn 10405 2/28/2022 02282022 February cell 25.00 25.00 10406 2/28/2022 McCullough, Darcy 02282022 February Cell 25.00 25.00 10407 2/28/2022 Ministry of Finance Issued To: Minister of Finance February Remittance PVSD-02282022 2,225.00 2,225.00 10408 2/28/2022 **Municipal Employees'** 02152022 Remit 02 Feb - 15 Feb 2,435.62 03012022 Remit 16 Feb to 01 Mar 2,600.60 5,036.22 10409 2/28/2022 Myers, Leonard 02282022 February Celll 25.00 25.00 10410 2/28/2022 Receiver General Remit PP ending 16 Feb 02162022 4,587.34 01032022 Remit pp ending 01 Mar 5,049.96 9,637.30 Sask Energy 10411 2/28/2022 Feb office Office Building, February 323.07 Feb Shop Feb Shop 580.65 903.72 2/28/2022 Sask Power 1491-0069-9398 bsaytah Street lights 176.24 1656-0070-8667 Jasmin St lights 161.56 2778-0058-0577 Groome's vista st lights 73.44 2019-0067-0339 Larocque St Lights 125.82 2151-0064-8159 Quappelle Est st lights 138.39 2679-0060-3206 Kelly/Erickson st lights 14.69 1821-0068-8264 Kinsley PI St lights 138.43 2151-0064-8151 Taylor Beach St Lights 138.39 2118-0064-8803 140.13

Pasqua Lake St Lights

2778-0058-0582

BH

1,055.08

Page 1

Report Date 3/04/2022 11:24 AM

RM of North Qu'Appelle List of Accounts for Approval As of 3/04/2022

Batch: 2022-00040 to 2022-00050

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		1788-0070-9111	Office Power	186.10	
10413	2/28/2022	Sask Tel Cmr 02282022	Forman Cell Feb	91.11	2,348.27 91.11
10414	2/28/2022	Valley Lawn Serv Feb 2022		6,884.11	6,884.11
10415	3/08/2022	Alsco	·	·	-,
		LSAS1354840	Coverall Rental	53.84	
		LSAS1356478	Coverall Rental	53.84	
		LSAS1358130	Coverall Rental	53.84	
40440	0/00/000	LSAS1359754	Coverall Rental	53.84	215.36
10416	3/08/2022	Brandt Tractor Lt 01 4116358	td. 772GP Filter	35.03	35.03
10417	3/08/2022	Carlson, Lee 02282022	Jan/Feb Reeve Indemnity	1,724.40	1,724.40
10418	3/08/2022	Choice Auto Bod	y Ltd.		
		3960	Sierra windshield deductable	129.51	129.51
10419	3/08/2022	Commercial Truc	k Equipment Co		
		RE-0004626492	Peterbilt, parts	17.37	
		RE-0004626462	Filter, Peterbilt	251.97	
		RE-0004627013	Filter, Peterbilt	251.97	521.31
10420	3/08/2022	Dionco Sales 20948	Peterbilt - blades and hardwar	3,372.43	3,372.43
.10421	3/08/2022	Grasslands News		-,0	0,012.10
		16964	Pink Shirt Day Ad	52.50	52.50
10422	3/08/2022	Graham's Tire Se	rvice LTD.		
		0305232	Tire replacement 772GP	1,335.54	1,335.54
<u> </u>	3/08/2022	Howden Country	Services Ltd		
		8082	7330 Repair/Parts	1,018.12	
		8056	7330 Repair/parts	2,812.21	
		8072	Hoses for various equip	319.19	4,149.52
10424	3/08/2022	McCullough, Dard 02112022	SGI Medical Reimbursement	75.00	75.00
10425	3/08/2022	North Valley Was	te 2022 Q1 Contributions	9,729.57	9,729.57
10426	3/08/2022	Provincial Assoc		5,129.51	9,729.37
10420	0/00/2022		2022 Membership, RM 187	425.00	405.00
10427	3/08/2022	Professional Build	·	425.00	425.00
		22022855	BP Inspections/Reviews, Feb	563.50	563.50
10428	3/08/2022	PC Place			
		CW-43182	Monthly Agreement - March	88.25	88.25
10429	3/08/2022	Prairie Co-operati		00.20	00.20
	0.00,2022	02282022	Feb 2022 Statement	5,086.86	5,086.86
10430	3/08/2022	RoBo Sales	1 33 2322 Statement	3,000.00	3,000.00
10400	3/00/2022	02/22FUEL	Feb 2022 Fuel	2 162 20	2.462.20
40424	2/00/0000			3,163.20	3,163.20
10431	3/08/2022	Royal Canadian L 03162022		440.05	440.05
10.100	4/20/2020		Mar 16 Hall Rental	110.25	110.25
10432	3/08/2022	Success Office Sy			
		INV340261	Printer BB\W2499,CC944	120.40	400.45
		INV340041	Freight on wast toner cartridg	15.75	136.15
J. 0433	3/08/2022	Supreme Basics			
		R105403	Office supplies	200.41	200.41
10434	3/08/2022	Valley Lawn Servi	ces		
		2231	January Office Snow Clearing	157.50	157.50
Other:					
118-Man	2/28/2022	Caterpillar Financ	ial Services		
i i v-ividi i	ZI ZUI ZUZZ	104500066-24	2020 CAT Grader Lease	2.040.02	2.040.00
110 Man	2/02/0200			2,919.82	2,919.82
119-Man	3/02/2022	Brandt Tractor Ltd		0.000.01	0.000.5:
		2019-38	JD Grader Lease	2,303.84	2,303.84



Report Date 3/04/2022 11:24 AM

RM of North Qu'Appelle List of Accounts for Approval As of 3/04/2022

Batch: 2022-00040 to 2022-00050

Page 3

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
120- M an	3/02/2022	De Lage Landen	Financial		
		2019-38	Copier Lease	160.95	160.95
				Total for AP	103 846 22

Reeve

Administrator



Report Date 3/04/2022 11:52 AM

RM of North Qu'Appelle Statement of Financial Activities - Condensed For the Period Ending February 28, 2022

Page 1

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes	(24.00)	(400.00)		(400.00)	
Discount on Current Year Taxes Net Municipal Taxes	(31.86)	(130.62)	0.00	(130.62)	
Penalties on Tax Arrears	(31.86) 2,889.05	(130.62) 5,961.24	0.00	(130.62) 5,961.24	0.00
Total Taxation:	2,857.19	5,830.62	0.00	5,830.62	0.00
Fees and Charges					
Custom Work		20,052.50		20,052.50	
Sale of Supplies and Gravel	12.00	3,570.79		3,570.79	
Rentals		800.00		800.00	
General Office Services	270.00	1,049.45		1,049.45	
Total Fees and Charges:	282.00	25,472.74	0.00	25,472.74	0.00
Maintenance and Development Charges					
Public Reserve	42.00	42.00		42.00	
Total Maintenance and Development Charge	42.00	42.00	0.00	42.00	0.00
Utilities					
Water	777.00	1,636.50		1,636.50	
Total Utilities:	777.00	1,636.50	0.00	1,636.50	0.00
Conditional Grants					
Local		1,675.30		1,675.30	
Total Conditional Grants:	0.00	1,675.30	0.00	1,675.30	0.00
Investment Income and Commissions					
Investment and Income Revenue	283.80	465.75		465.75	
Total Investment Income and Commissions:	283.80	465.75	0.00	465.75	0.00
Total REVENUES:	4,241.99	35,122.91	0.00	35,122.91	0.00
EXPENDITURES General Government Services					
Wages	13,391.78	28,098.28		(20,000,00)	
Benefits	3,527.87	38,516.65		(28,098.28) (38,516.65)	
Professional/Contract Services	34,260.19	50,976.88		(50,976.88)	
Utilities	1,116.16	1,560.95		(1,560.95)	
Maintenance, Material and Supplies	581.99	9,033.82		(9,033.82)	
Total General Government Services:	52,877.99	128,186.58	0.00	(128,186.58)	0.00
Transportation Services Maintenance					
Wages	13,701.52	27,916.42		(07.046.40)	
Benefits	3,366.12	6,504.01		(27,916.42) (6,504.01)	
Professional/Contractual Services	2,189.00	7,964.00		(7,964.00)	
Utilities	2,970.54	5,586.30		(5,586.30)	
Maintenance, Materials & Supplies	16,831.07	22,551.65		(22,551.65)	
Capital Expenditures	468,782.00	468,782.00		(468,782.00)	
Total Maintenance: Snow Removal	507,840.25	539,304.38	0.00	(539,304.38)	0.00
Professional/Contractual Services	1,955.00	1,955.00		(1,955.00)	
Maintenance, Materials & Supplies	4,080.00	4,080.00		(4,080.00)	
Total Snow Removal:	6,035.00	6,035.00	0.00	(6,035.00)	0.00
Total Transportation Services:	513,875.25	545,339.38	0.00	(545,339.38)	0.00
Environmental Services	40.555				
Professional/Contractual Services	12,383.10	18,939.41		(18,939.41)	
Total Environmental Services:	12,383.10	18,939.41	0.00	(18,939.41)	0.00

Utilities

Water



RM of North Qu'Appelle Statement of Financial Activities - Condensed For the Period Ending February 28, 2022

Page 2

	Current	Year To Date	Budget	Variance	%
Utilities	133.81	301.01		(301.01)	
Total Water:	133.81	301.01	0.00	(301.01)	0.00
Total Utilities:	133.81	301.01	0.00	(301.01)	0.00
Total EXPENDITURES:	579,270.15	692,766.38	0.00	(692,766.38)	0.00
CHANGE IN NET FINANCIAL ASSETS REVENUES	4 244 00	05 400 04			
EXPENDITURES	4,241.99	35,122.91	0.00	35,122.91	0.00
	579,270.15	692,766.38	0.00	(692,766.38)	0.00
CHANGE IN NET FINANCIAL ASSETS	(575,028.16)	(657,643.47)	0.00	(657,643.47)	0.00
Change in Non-Financial Assets		3,142.12		3,142.12	
Change in Net Assets	(575,028.16)	(660,785.59)	0.00	(660,785.59)	0.00
TRANSFERS	95,000.00	95,000.00		(95,000.00)	
Change in Surplus	(670,028.16)	(755,785.59)	0.00	(755,785.59)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			300.00
Cash - Bank - CIBC	(380,471.31)	(423,733.02)	1,091,877.85
Cash - Conexus (For Pipeline Deposits)	1,016.62	21,850.27	93,874.12
Cash - Bank - Savings			117,310.48
Total Cash and Investments:	(379,454.69)	(401,882.75)	1,303,362.45
wunicipal Taxes Receivable			
Municipal - Tax Receivable - Rural	(58.81)	(1,169.43)	71,987,54
Municipal - Tax Receivable - Urban	548.08	(8,606.64)	71,660.83
Municipal - Tax Receivable -Taylor Beach	(43.79)	(525.83)	3,336.00
Municipal - Tax Receivable -Pasqua Lake	(187.90)	(774.04)	40,524.13
Municipal - Tax Recv Fire Truck Spec.	, ,	, ,	(1.57)
Municipal - Tax Receivable - Tax Enforc.	39.09	78.18	3,131.92
Total Municipal Taxes Receivable:	296.67	(10,997.76)	190,638.85

Certified correct and in accordance with the records

Presented to council on

march 8,

(Date)

Dawn Lugrin Administrator