

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, October 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
	Staff:		
		Administrator	Dawn Lugin
		Assistant Administrator	Gwen Lowe
Absent:	Council Members:	Division 6	Garnet Spanier

Conference call was opened at 9:00 a.m.
A quorum being present, Reeve Carlson called the meeting to order at 9:01 a.m.

22-527 REGULAR MEETING MINUTES / R. PALMER

"THAT the minutes of the regular meeting of Council held September 27, 2022, be adopted as presented." CARRIED

22-528 CORRESPONDENCE/N. WHALEN

"THAT the following Correspondence be accepted as presented and filed:
a. Ratepayer – Drainage concerns
b. Organized Hamlet of Pasqua Lake Hamlet Board Minutes Sept. 21
c. Organized Hamlet of Taylor Beach Hamlet Board Minutes Aug. 30 CARRIED

22-529 ADMINISTRATION REPORT/L. CARLSON

"THAT the written report be accepted as presented." CARRIED

22-530 ACCOUNTS FOR PAYMENT/R. PALMER

"THAT the list of accounts for cheque numbers **10900 to 10933 totaling \$151,367.15** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment." CARRIED

22-531 BANK RECONCILIATION/N. WHALEN

"THAT the Council accept the September 30, 2022, bank reconciliations." CARRIED

22-532 FINANCIAL STATEMENTS/ G. PEAGAM

"THAT the Council accept the September 30, 2022, financial statements." CARRIED

22-533 ROAD MAINTENANCE PASQUA FIRST NATION/N. WHALEN

"THAT Council acknowledge the initial meeting being held on Wednesday October 12th between the Parties." CARRIED

22-534 ORGANIZED HAMLET OF PASQUA LAKE SURVEY RESULTS/R. PALMER

"THAT Council acknowledges receipt of the survey results from the Ministry of Government Relations regarding the Organized Hamlet of Pasqua Lake Application for Municipal Incorporation" CARRIED

22-535 AMEND RESOLUTION 22-503/R. PALMER

"THAT Council amend the resolution No. 22-503 by removing the wording ' that the RM does not require municipal reserve nor a Servicing Agreement for this subdivision' and replacing it with 'that the RM does not require municipal reserve however a Servicing Agreement is required for this subdivision'." CARRIED

Delegate S/Sgt D. Lerat & Sgt L. Kurtenbach, Fort Qu'Appelle Detachment attends chambers at 9:12 a.m.



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Tuesday, October 11, 2022, 9:00 a.m.

22-536 CLOSED SESSION/R. PALMER

"THAT the RM Council, all members present in person, with Delegates, move into closed session at 9:15 a.m., as per LA FOIP section 16(1)(a) for advice from Officials." CARRIED

Delegate left chambers at 10:06 am.

22-537 RECONVENE/ G. PEAGAM

"THAT the RM Council reconvenes to regular session at 10:11 a.m." CARRIED

22-538 AMEND RESOLUTION 22-499/N. WHALEN

"THAT Council amend the resolution No. 22-499 by removing the wording ' that the RM does not require municipal reserve nor a Servicing Agreement for this subdivision' and replacing it with 'that the RM does not require municipal reserve however a Servicing Agreement is required for this subdivision'." CARRIED

22-539 TAX ENFORCEMENT/R. PALMER

"THAT the RM Council instruct the Administrator to exclude from the list of lands in arrears all properties in which the amount of taxes in arrears does not exceed one half of the immediate preceding year's tax levy." CARRIED

22-540 PROCUREMENT BOOTCAMP WORKSHOP/N. WHALEN

"THAT Council authorizes the Administrator *and Assistant Administrator* to register and attend the SARM Procurement Bootcamp workshop in Saskatoon on November 15, 2022, at a cost of \$100 per registrant, plus hotel, mileage and meals.' CARRIED

22-541 LIST OF LANDS/G. PEAGAM

"That the RM Council acknowledge receipt of the List of Lands in Arrears." CARRIED

22-542 PARCEL CONSOLIDATION REQUEST/N. WHALEN

"THAT Council approve the application submitted by Ratepayer to consolidate Lot 6, Block 3, Plan No. 70R11611 and Lot 7, Blk 3, Plan No. 70R11611, Organized Hamlet of Pasqua Lake; and THAT the applicant be responsible for registering the consolidation with ISC and paying for all/any costs associated with the consolidation application process." CARRIED

22-543 REZONING REQUEST/N.WHALEN

"THAT Council table the Development request for rezoning of Lots A,B & C, Block 13. Plan 87R42810, until further information is provided." CARRIED

22-544 TRANSFER FUNDS TO SAVINGS/R. PALMER

"THAT Council instructs the Administrator to transfer the following Organized Hamlet reserve balances to the savings account as soon as possible:

Organized Hamlet of Pasqua Lake balance Dec. 31. 2021	\$272,751	
Organized Hamlet of Taylor Beach balance Dec.31.2021	\$150,661"	CARRIED

22-545 STOCKPILE SURVEYS/G. PEAGAM

"THAT the Council authorizes the administrator to have the drone survey of the gravel and cold mix stockpiles by Green Aero Tech." CARRIED

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Tuesday, October 11, 2022, 9:00 a.m.

22-546 RECESS /N. WHALEN

"THAT this meeting be recessed at 10:44 a.m."

CARRIED

Reeve L. Carlson asked that the meeting reconvenes at 10:49 am

22-547 RECONVENE /N. WHALEN

"THAT this meeting reconvenes at 10:50 a.m."

CARRIED

22-548 CLOSED SESSION/G. PEAGAM

"THAT the RM Council, all members present in person, move into closed session at 10:53 a.m., as per LA FOIP section 16(1)(a)(c) and (e) for advice from Officials."

CARRIED

Conference call was disconnected at 10:53 a.m.

Conference call was reconnected at 12:05 p.m.

22-549 RECONVENE/ N. WHALEN

"THAT the RM Council reconvenes to regular session at 12:06 p.m."

CARRIED

22-550 RESORT VILLAGE OF FORT SAN ANNEXATION OF JASMIN ON ECHO CONSIDERATION/ R. PALMER

"THAT Council instructs the administrator to respond to the Resort Village of Fort San, that the RM Council would like to arrange a meeting for initial discussions on annexation of the Jasmin on Echo hamlet."

CARRIED

22-551 ADJOURNMENT /N. WHALEN

"That the Regular meeting of Council be adjourned at 12:07 p.m."

Approved this

25th

day of

October

, 2022



Reeve

Administrator

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



Administration Report to Council
Tuesday October 11, 2022

Bank Balance \$ as of /2022
Wasqua Lake Reserve \$ **272,751** as at Dec.31/2021
Taylor Beach Reserve \$ **150,661** as at Dec.31/2021

Complaints 3 new RIC's opened between Sept. 24/2022-October 6, 2022

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

	October 2022	ITEMS FOR COUNCIL TO NOTE: Administrative Duties with Deadlines coming up: October 2022: 1 st 10 th School tax collections due to Province – <i>done</i> 15 th file & remit previous month payroll deductions to CRA & MEPP <i>done</i>
	October 2022	October 2022 18 th Deadline to register for mail-in ballot kit
		<ul style="list-style-type: none"> - Consultation with Solicitor ongoing - Ongoing work with municipal reserves and Developers - Consultations with Water Security Agency ongoing - Work with municipal engineer - Work with Files for Info. & Privacy Commissioner Office

- Devin 10 days remaining 2022
- Darcy 10 days remaining 2022
- Lloyd 16 days remaining 2022
- Gwen 18 days remaining 2022
- Dawn 17 days remaining 2022
- Charmain 9 days remaining 2022
- Todd 8 days remaining 2022

Respectfully submitted,
Dawn Lugin

RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2022-00159 to 2022-QkCh

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
10900	2022-09-29	Myers, Leonard	27092022	Payroll	2,012.50	2,012.50
901- Man	2022-09-27	Lowe, Gwen	Pay 0927-05	Pay Sep 14-27, 2022	1,507.83	1,507.83
10902- Man	2022-09-27	Webster, Lloyd	Pay 0927-06	Payroll Sep-27,2022	1,829.42	1,829.42
10903- Man	2022-09-27	McCullough, Darcy	Pay 0927-07	Payroll Sep14-27, 2022	1,281.19	1,281.19
10904- Man	2022-09-27	Lugrin, Dawn	Pay 0927-04	Payroll Sep 14-27, 2022	2,126.22	2,126.22
10905- Man	2022-09-27	Horsman, Devin	Pay 0927-08	Payroll Sep 14-27, 2022	1,448.35	1,448.35
10906- Man	2022-09-27	Bowes, Todd	Pay 0927-09	PP Sep 14-27, 2022	1,302.40	1,302.40
10907- Man	2022-09-27	Wowk, Charmain	Pay 0927-10	Pay Sep 14-27, 2022	1,130.94	1,130.94
10908	2022-09-30	Horsman, Devin	09302022	September Cell	25.00	25.00
10909	2022-09-30	Lugrin, Dawn	09302022	September Cell	25.00	25.00
10910	2022-09-30	McCullough, Darcy	09302022	September Cell	25.00	25.00
911	2022-09-30	Ministry of Finance	Issued Minister of Finance PVSD-09302022	September Remittance	87,005.90	87,005.90
10912	2022-09-30	Municipal Employees'	08132022 09272022	MEPP Remit 31 Aug to 13 Sep MEPP Remit 14 Sep to 27 Sep	2,807.12 2,847.08	5,654.20
913	2022-09-30	Myers, Leonard	09302022	September Cell	25.00	25.00
10914	2022-09-30	Receiver General	09132022 09272022	Remit Period End Sep 13 Remit Period End 27 Sep	4,651.30 4,770.85	9,422.15
10915	2022-09-30	Sask Energy	09302022Shop 09302022-Off	September 2022 Shop Office September - SaskEnergy	63.57 72.98	136.55
10916	2022-09-30	Saskatchewan Municipal	09302022	Hail SMHI September	4,759.98	4,759.98
10917	2022-09-30	Sask Power	3537-0043-4773 2052-0069-8185 2646-0064-0971 1293-0074-9506 1524-0077-0103 3735-0036-5419 1095-0075-9238 1524-0077-0096 1095-0075-9241 2679-0063-6274 1557-0076-2217	bsaytah Street lights Jasmin St lights Groome's vista st lights Larocque St Lights Quappelle Est st lights Kelly/Erickson st lights Kinsley Pl St lights Taylor Beach St Lights RM Well Pasqua Lake St Lights Office Power September	179.29 163.98 74.54 128.17 140.97 14.94 140.87 140.97 57.96 1,071.09 52.85	2,165.63
10918	2022-09-30	Sask Tel Cmr	09302022	Foreman Cell September	91.45	91.45
10919	2022-09-30	Valley Lawn Services	September2022	September Garbage Contract	8,354.13	8,354.13
10920	2022-10-11	Alsco	LSAS1404659 LSAS1406262 LSAS1407833 LSAS1409415	Coverall Rental Coverall Rental Coverall Rental Coverall Rental	56.85 56.85 56.85 56.85	227.40
10921	2022-10-11	Banks, Gerald	09282022	2 Beaver Tails - Sep 15, 2022	90.00	90.00
10922	2022-10-11	Dionco Sales	22740 23088	Culvert Supplies Culvert Supplies	1,219.63 793.25	2,012.88
10923	2022-10-11	Loraas Disposal				

B

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2022-00159 to 2022-QkCh**

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		0007923098	Garbage Collection - Sep 2022	701.57	701.57
10924	2022-10-11	PC Place CW-45942	Monthly Billing - October 2022	121.55	121.55
10925	2022-10-11	Prairie Co-operative Ltd. 09302022	Fuel/Supplies Sep 2022	11,120.14	11,120.14
10926	2022-10-11	SARM Saskatchewan Association SARM811207	Signs	472.16	472.16
10927	2022-10-11	SaskTel 09282022	Sep 2022 RM office	287.72	287.72
10928	2022-10-11	Sask Power 0963-0076-7810	Shop Power - September 2022	98.69	98.69
10929	2022-10-11	SGI Auto Fund Division GMC-103122	GMC 3500 Renewal	1,441.76	1,441.76
10930	2022-10-11	SGI Auto Fund Division OILER-1022	Oiler Renewal	891.58	891.58
10931	2022-10-11	Success Office Systems INV360624	Printing - BB/W 976 - CC 1310 - S	134.15	134.15
10932	2022-10-11	Supreme Basics R126953	October Office Supplies	225.29	225.29
10933	2022-10-11	Valley Bake & Coffee Shop 2697	Council Meeting Lunch - Sep 27	132.65	132.65
				Total Computer Cheque:	148,286.38

OTHER

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
2022-0005	2022-09-30	Caterpillar Financial Services 104500066-35-09	Grader Lease	2,919.82	2,919.82
2022-0006	2022-09-30	De Lage Landen Financial 2019-09-09	Copier Lease	160.95	160.95
				Total Other:	3,080.77

Total AP: 151,367.15

Certified Correct This October 7, 2022 ^{11th}


Reeve


Administrator

RM of North Qu'Appelle
Statement of Financial Activities - Condensed
For the Period Ending September 30, 2022

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy Receivable		1,881,736.45	1,975,257.00	(93,520.55)	4.73-
Abatements and Adjustments		(41,242.09)	(4,050.00)	(37,192.09)	918.32-
Discount on Current Year Taxes	(1,955.61)	(69,358.75)	(74,650.00)	5,291.25	7.09
Net Municipal Taxes	(1,955.61)	1,771,135.61	1,896,557.00	(125,421.39)	6.61-
Penalties on Tax Arrears	2,247.40	23,774.48	18,486.00	5,288.48	28.61
Total Taxation:	291.79	1,794,910.09	1,915,043.00	(120,132.91)	6.27-
Fees and Charges					
Custom Work	350.84	37,012.74	5,000.00	32,012.74	640.25
Sale of Supplies and Gravel	195.13	7,220.96	8,100.00	(879.04)	10.85-
Rentals		2,300.00	2,450.00	(150.00)	6.12-
Licenses and Permits	1,830.00	32,463.21	46,200.00	(13,736.79)	29.73-
General Office Services	210.00	3,352.43	9,000.00	(5,647.57)	62.75-
Landfill/Waste Collection Fees			30,963.00	(30,963.00)	100.00-
Total Fees and Charges:	2,585.97	82,349.34	101,713.00	(19,363.66)	19.04-
Maintenance and Development Charges					
Road Maintenance and Restoration Agreement:			3,218.00	(3,218.00)	100.00-
Development Charges			1,000.00	(1,000.00)	100.00-
Public Reserve		2,242.00	2,000.00	242.00	12.10
Other		200.00		200.00	
Total Maintenance and Development Charge	0.00	2,442.00	6,218.00	(3,776.00)	60.73-
Utilities					
Water	780.50	8,814.50	14,000.00	(5,185.50)	37.04-
Total Utilities:	780.50	8,814.50	14,000.00	(5,185.50)	37.04-
Unconditional Transfers					
Unconditional Transfers		78,649.25	208,594.00	(129,944.75)	62.30-
Total Unconditional Transfers:	0.00	78,649.25	208,594.00	(129,944.75)	62.30-
Conditional Grants					
Federal	26,419.50	69,329.75	52,800.00	16,529.75	31.31
Provincial			3,200.00	(3,200.00)	100.00-
Local		4,021.40	2,000.00	2,021.40	101.07
Total Conditional Grants:	26,419.50	73,351.15	58,000.00	15,351.15	26.47
Grants in Lieu of Taxes					
Provincial		816.00	2,078.00	(1,262.00)	60.73-
Local			1,680.00	(1,680.00)	100.00-
Total Grants in Lieu of Taxes:	0.00	816.00	3,758.00	(2,942.00)	78.29-
Investment Income and Commissions					
Investment and Income Revenue	3,299.66	10,152.74	8,900.00	1,252.74	14.08
Total Investment Income and Commissions:	3,299.66	10,152.74	8,900.00	1,252.74	14.08
Total REVENUES:	33,377.42	2,051,485.07	2,316,226.00	(264,740.93)	11.43-
PENDITURES					
General Government Services					
Wages	15,447.03	150,142.66	201,500.00	51,357.34	25.49
Benefits	3,433.53	69,547.62	50,000.00	(19,547.62)	39.10-
Professional/Contract Services	5,720.69	106,588.77	149,780.00	43,064.56	28.75
Utilities	765.62	9,300.69	8,450.00	(1,125.45)	13.32-
Maintenance, Material and Supplies	230.16	25,676.78	27,900.00	1,886.25	6.76
Capital Expenditures			1,685.00	1,685.00	100.00
Allowance for Uncollectibles		140.00		(140.00)	
Total General Government Services:	25,597.03	361,396.52	439,315.00	77,180.08	17.57
Protective Services					

RM of North Qu'Appelle
Statement of Financial Activities - Condensed
For the Period Ending September 30, 2022

	Current	Year To Date	Budget	Variance	%
Police Protection					
Contractual Services		48,529.79	48,201.00	(328.79)	0.68
Total Police Protection:	0.00	48,529.79	48,201.00	(328.79)	0.68
Fire Protection					
Professional/Contractual Services			32,777.00	32,777.00	100.00
Total Fire Protection:	0.00	0.00	32,777.00	32,777.00	100.00
Total Protective Services:	0.00	48,529.79	80,978.00	32,448.21	40.07
Transportation Services					
Maintenance					
Wages	17,080.28	167,888.39	231,500.00	63,611.61	27.48
Benefits	3,828.35	42,408.98	43,000.00	591.02	1.37
Professional/Contractual Services	362,388.13	440,276.41	356,200.00	(86,409.75)	24.26
Utilities	2,277.40	23,729.55	31,100.00	7,275.94	23.40
Maintenance, Materials & Supplies	177,321.14	518,367.09	523,000.00	2,042.65	0.39
Capital Expenditures		470,145.08	200,813.00	(269,332.08)	134.12
Interest			7,500.00	7,500.00	100.00
Total Maintenance:	562,895.30	1,662,815.50	1,393,113.00	(274,720.61)	19.72
Construction					
Maintenance, Materials & Supplies		304.81		(304.81)	
Total Construction:	0.00	304.81	0.00	(304.81)	0.00
Snow Removal					
Professional/Contractual Services		3,817.50		(3,817.50)	
Maintenance, Materials & Supplies		7,920.00	9,000.00	1,080.00	12.00
Total Snow Removal:	0.00	11,737.50	9,000.00	(2,737.50)	30.42
Total Transportation Services:	562,895.30	1,674,857.81	1,402,113.00	(277,762.92)	19.81
Environmental Services					
Professional/Contractual Services	88,935.51	225,926.42	220,849.00	(5,167.42)	2.34
Other		409.16	500.00	90.84	18.17
Total Environmental Services:	88,935.51	226,335.58	221,349.00	(5,076.58)	2.29
Planning and Development Services					
Professional/Contractual Services	(650.00)	209.00	1,864.00	1,655.00	88.79
Total Planning and Development Services:	(650.00)	209.00	1,864.00	1,655.00	88.79
Recreation and Cultural Services					
Professional/Contractual Services		0.82	11,273.00	11,272.18	99.99
Maintenance, Materials and Supplies			800.00	800.00	100.00
Grants and Contributions	4,000.00	8,000.00	4,197.00	(3,803.00)	90.61
Total Recreation and Cultural Services:	4,000.00	8,000.82	16,270.00	8,269.18	50.82
Utilities					
Water					
Professional/Contractual Services		65.70	300.00	234.30	78.10
Utilities	55.35	1,079.32	1,400.00	320.68	22.91
Total Water:	55.35	1,145.02	1,700.00	554.98	32.65
Total Utilities:	55.35	1,145.02	1,700.00	554.98	32.65
Total EXPENDITURES:	680,833.19	2,320,474.54	2,163,589.00	(162,732.05)	7.5
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	33,377.42	2,051,485.07	2,316,226.00	(264,740.93)	11.43
EXPENDITURES	680,833.19	2,320,474.54	2,163,589.00	(162,732.05)	7.52
CHANGE IN NET FINANCIAL ASSETS	(647,455.77)	(268,989.47)	152,637.00	(427,472.98)	280.00
Change in Non-Financial Assets		8,165.24		8,165.24	
Change in Net Assets	(647,455.77)	(277,154.71)	152,637.00	(435,638.22)	285.41
TRANSFERS			85,028.00	85,028.00	100.00
Change in Surplus	(647,455.77)	(277,154.71)	67,609.00	(350,610.22)	518.59

RM of North Qu'Appelle
Statement of Financial Activities - Condensed
For the Period Ending September 30, 2022

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Count Balances					
Cash and Investments					
Cash - On Hand - Petty Cash			300.00		
Cash - Bank - CIBC	(556,345.53)	(323,404.63)	1,192,206.24		
Cash - Conexus (For Pipeline Deposits)	150.00	50,131.01	50,131.01		
Cash - Bank - Savings	181.35	95,865.77	213,176.25		
Total Cash and Investments:	(556,014.18)	(177,407.85)	1,455,813.50		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Rural	(29,898.88)	123,224.03	194,637.53		
Municipal - Tax Receivable - Urban	(48,284.31)	112,840.15	193,107.64		
Municipal - Tax Receivable -Taylor Beach	(7,916.41)	15,208.38	19,070.16		
Municipal - Tax Receivable -Pasqua Lake	(23,146.32)	93,578.36	134,874.49		
Municipal - Tax Recv. - Fire Truck Spec.			(1.57)		
Municipal - Tax Receivable - Tax Enforc.	(501.76)	(161.54)	3,742.16		
Total Municipal Taxes Receivable:	(109,747.68)	344,689.38	545,430.41		

Certified correct and in accordance with the records

Presented to council on

October 11, 2022

(Date)



Lee Carlson
Reeve



Dawn Lugin
Administrator