

Rural Municipality of North Qu'Appelle No. 187
Regular meeting of Council held in the R.M. Council Chambers
136 Company Avenue S, Fort Qu'Appelle, Saskatchewan
Tuesday, February 28, 2023 9:00 a.m.

Present:	Reeve:		Lee Carlson
	Council Members:	Division 2	Ron Palmer
		Division 4	Bernard Churko
		Division 5	Tim Hollerbaum
		Division 6	Garnet Spanier
	Staff:	Administrator	Dawn Lugin
		Assistant Administrator	Gwen Lowe
		Public Works Foreman	Lloyd Webster
Absent:	Council Members:	Division 3	Nik Whalen

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

23-111 REGULAR MEETING MINUTES/R. PALMER

"THAT the minutes of the regular meeting of Council held February 14, 2023 be adopted as amended." CARRIED

23-112 CORRESPONDENCE/T. HOLLERBAUM

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

- a. PARCS Updates
- b. APAS Updates
- c. SARM Officer Elections Announcements
- d. SARM Lake Diefenbaker Irrigation Project

CARRIED

23-113 DIVISION 2 CONTRACTOR SNOW REMOVAL 2022/ G. SPANIER

"That Council authorize payment to contractor for snow removal in Division 2 in December of 2022 at the cost of \$150." CARRIED

23-114 FOREMAN PUBLIC WORKS REPORT/G. SPANIER

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

Public Works Foreman L. Webster left chambers at 9:21 am

23-115 ADMINISTRATION REPORT/L. CARLSON

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

23-116 ACCOUNTS FOR PAYMENT/ R. PALMER

"THAT the list of accounts for cheque numbers **11220 to 11238 totaling \$59,807.71** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment." CARRIED

23-117 BORROWING TO PURCHASE CAT MOTOR GRADER/R. PALMER

"THAT RM Council accept CIBC proposal for the cost to borrow \$277,720 to purchase a 2020 CAT grader, AND furthermore authorize the Reeve and Administrator to sign the required documents." CARRIED

23-118 EXTENDED WARRANTY CAT GRADER/G. SPANIER

"THAT Council approves the purchase of the 36 month/3000 hour – Powertrain & Hyd Warranty for \$35,974. Plus taxes for the 2020 CAT grader." CARRIED

[Handwritten Signature]

Rural Municipality of North Qu'Appelle No. 187
Regular meeting of Council held in the R.M. Council Chambers
136 Company Avenue S, Fort Qu'Appelle, Saskatchewan
Tuesday, February 28, 2023 9:00 a.m.

23-119 SUBDIVISION SW 4-21-14 W2M /T. HOLLERBAUM

"THAT Council acknowledge the closure letter from Community Planning in relation to subdivision file SW 4-21-14 W2, AND furthermore instruct the Administrator to contact the developers to discuss closure reasons."

CARRIED

23-120 SARM ANNUAL CONVENTION 2023/R. PALMER

"THAT Council instructs the Administrator to register Councillor Bernie Churko to attend the 2023 SARM Convention being held March 14-16th in Saskatoon, as the RM's Voting Representative, AND FURTHERMORE that RM Council authorizes Councillors Tim Hollerbaum and Garnet Spanier to attend the Trade show, all with reimbursement for mileage, meals and accommodations."

CARRIED

23-121 SUBDIVISION NW 7-20-15 W2M/ B. CHURKO

"THAT Council instruct the Administrator to send the service agreement to the Developer AND FURTHERMORE authorizes the Reeve and Administrator to sign the Servicing Agreement between the RM of North Qu'Appelle and the Developer of NW 7-20-15 W2."

CARRIED

23-122 MARCH REGULAR MEETINGS/T.HOLLERBAUM

"THAT Council approves the change of the regular scheduled March meetings as follows:
March 14, meeting be moved to March 13
March 28 meeting be moved to March 24
With start times to remain at 9:00am."

CARRIED

23-123 NUISANCE WILDLIFE OFFICERS/G. SPANIER

"That Council designate the following persons as Nuisance Wildlife Officers under *The Wildlife Regulations, 1981*, section 13:

1. Jerry Banks;
2. Richard Klyne;
3. Kelvin Czemerer"

CARRIED

23-124 TAX ENFORCEMENT/L. CARLSON

"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

23-125 LIST OF LANDS IN ARREARS/L. CARLSON

"THAT the RM Council acknowledges the list of lands in arrears as presented."

CARRIED

23-126 ECTPC DIVISION EXECUTIVE MEETING SOUTHEY/R. PALMER

"That Council authorize Garnet Spanier to attend the executive meeting of the East Central Transportation Planning Commission on March 9th, 2023."

CARRIED

23-127 MUNISOFT VPN ROUTER REPLACEMENT/ B. CHURKO

"That Council does not replace the VPN router from MuniSoft for the office."

CARRIED

23-128 COUNCIL WCB COVERAGE 2023/T. HOLLERBAUM

"That Council authorizes the minimum coverage of \$39,170. /Councillor for the 2023 year for Worker's Compensation coverage."

CARRIED



Rural Municipality of North Qu'Appelle No. 187
Regular meeting of Council held in the R.M. Council Chambers
136 Company Avenue S, Fort Qu'Appelle, Saskatchewan
Tuesday, February 28, 2023 9:00 a.m.

23-129 ORGANIZED HAMLET OF PASQUA LAKE RESOLUTION 23-03 ROAD SHARE AGREEMENT REVIEW/R.

PALMER

"THAT Council acknowledge the OHPL Boards' Resolution 23-03 for the review of the road share agreement."

CARRIED

23-130 RECESS/ G. SPANIER

"THAT this meeting be recessed at 10:35 a.m."

CARRIED

Reeve L. Carlson asked that the meeting reconvenes at 10:40 am.

23-131 RECONVENE/ B. CHURKO

"THAT this meeting reconvenes at 10:44 a.m."

CARRIED

23-132 BYLAW NO. 2023-03, A BYLAW TO BORROW/R. PALMER

"THAT Bylaw No. 2023-03, a Bylaw to borrow, be INTRODUCED and read a FIRST time."

CARRIED

23-133 BYLAW NO. 2023-03, A BYLAW TO BORROW/B. CHURKO

"THAT Bylaw No. 2023-03, a Bylaw to borrow, be read a SECOND time."

CARRIED

23-134 BYLAW NO. 2023-03, A BYLAW TO BORROW/T. HOLLERBAUM

"THAT Bylaw No. 2023-03, a Bylaw to borrow, have three readings at this meeting."

CARRIED UNANIMOUSLY

23-135 BYLAW NO. 2023-03, A BYLAW TO BORROW/G. SPANIER

"THAT Bylaw No. 2023-03, a Bylaw to borrow, be read for the third time and adopted."

CARRIED

23-136 BYLAW NO. 2023-04, A BYLAW TO AMEND BYLAW 2020-07/T. HOLLERBAUM

"THAT Bylaw No. 2023-04, a Bylaw to amend bylaw 2020-07 known as the Purchasing Policy Bylaw, be INTRODUCED and read a FIRST time."

CARRIED

23-137 BYLAW NO. 2023-05, A BYLAW TO AMEND BYLAW 2017-06/T. HOLLERBAUM

"THAT Bylaw No. 2023-05, a Bylaw to amend bylaw 2017-06 Regulation of Speed Bylaw, be INTRODUCED and read a FIRST time."

CARRIED

23-138 BYLAW NO. 2023-05, A BYLAW TO AMEND BYLAW 2017-06/G. SPANIER

"THAT Bylaw No. 2023-05, a Bylaw to amend bylaw 2017-06 Regulation of Speed Bylaw, be read a SECOND time."

CARRIED

23-139 CLOSED SESSION/R. PALMER

"THAT the RM Council, all members present in person, move into closed session at 11:39 a.m., as per LA FOIP section 21(b) and (c), Legal Advice."

CARRIED

L. Carlson asks to reconvene at 12:22 pm.

Rural Municipality of North Qu'Appelle No. 187
Regular meeting of Council held in the R.M. Council Chambers
136 Company Avenue S, Fort Qu'Appelle, Saskatchewan
Tuesday, February 28, 2023 9:00 a.m.

23-140 RECONVENE/ T. HOLLERBAUM

"THAT the RM Council reconvenes to regular session at 12:22 pm."

CARRIED

23-141 RATEPAYER LETTER OF CONCERNS ON BUILDING INSPECTION AND DRAINAGE/B. CHURKO

"THAT Council acknowledge the concerned ratepayers letter."

CARRIED

23-142 SEASONAL GRADER OPERATOR/G. SPANIER

"THAT Council engage Brian Bergman as seasonal grader operator at a starting rate negotiated with the Administrator within the RM's pay rate matrix and with a 3 month probation period, and a start date to be determined by Foreman L. Webster."

CARRIED

23-143 ADJOURNMENT/ G. SPANIER

"That the Regular meeting of Council be adjourned at 12:24 pm."

Approved this

13th

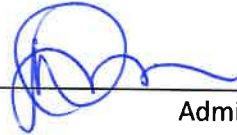
day of

March

, 2023



Reeve



Administrator

Next meeting of Council, Monday, March 13, 2023 at 9:00 a.m.

RM of North Qu'Appelle No. 187

Foreman Report February 28, 2023

- 150 CAT tires are ordered. Will be put on in our shop probably in the next week.
- Jarrod Williams – Whitings Tree Service - will cut trees for Dustin Minto, Erickson Heights, when weather warms this week or next. We will plow an area for them to get their picker truck in to do the work.
- Winter snow plowing and sanding is going well.
- 7330 was up at Howden's with electrical issues
- Dodge ¾ ton is losing oil pressure when it slows down. Will try the oil sending unit first. We will change this out ourselves see if that solves the problem. Might need to look at another crew truck sooner than later.
- Will be snow ridging again and blowing snow the problem areas in the next couple weeks when weather is good.
- How to move forward on hiring seasonal grader operator.

Respectfully Submitted

Lloyd Webster, Foreman





Administration Report to Council
Tuesday February 28, 2023

Bank Balance \$ 659,243 as of Feb.24/2023
Pasqua Lake Reserve \$ **272,751** as at Dec.31/2021
Taylor Beach Reserve \$ **150,661** as at Dec.31/2021

Complaints 0 new RIC's opened between Feb 13-Feb 24, 2023

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

February 2023		<p>ITEMS FOR COUNCIL TO NOTE:</p> <p>Administrative Duties with Deadlines coming up:</p> <p>February 2023</p> <p>10th School tax collections previous month due to Province -<i>done</i></p> <p>15th File & remit previous month payroll deductions to CRA & MEPP - <i>done</i></p> <p>28th Deadline to complete WCB Statement</p> <p>Deadline to complete T4 filing - <i>done</i></p>
		<ul style="list-style-type: none"> - Consultations with Water Security Agency ongoing - Work with municipal engineer - Waiting on files with Info. & Privacy Commissioner Office - Continue work on 2022 audit documents - Municipal Auditor booked for March 27 -31st, 2023 - 2023 Operating budget started for recurring items - Dialogue with developers, building designers, contractors, residents, - MOU's signed with Qu'Appelle Place residents, ready to commence next steps - CARS Program – Pasqua Lake Rd plan numbers reviewed & confirmed, will be sent to MofH & ISC for process to register & change name - Weekly meeting for Office staff being practiced - Organized Hamlet 2023 budgets & Agreements are anticipated to be on time for March 1 to RM Office; will be presented at the first March Council mtg - Budget 2023 – capital projects need to be identified for divisions/overall RM

Devin 20 days remaining 2023
 Darcy 15 days remaining 2023
 Lloyd 23 days remaining 2023
 Gwen 28 days remaining 2023
 Dawn 34 days remaining 2023
 Charmain 12 days remaining 2023
 Todd 0 days remaining 2023

Respectfully submitted,
Dawn Lugin

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2023-00026 to 2023-00030**

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11220- Man Pay 14-03	2/17/2023	Lowe, Gwen 210-400-910 - Paymate suspen	Pay Feb 14	1,526.43	1,526.43
11221- Man Pay 14-04	2/17/2023	Webster, Lloyd 210-400-910 - Paymate suspen	Pay Feb 14	1,920.13	1,920.13
11222- Man Pay 14-05	2/17/2023	McCullough, Darcy 210-400-910 - Paymate suspen	Pay Feb 14	1,148.99	1,148.99
11223- Man Pay 14-02	2/14/2023	Lugrin, Dawn 210-400-910 - Paymate suspen	Payroll Ending Feb 14	2,158.19	2,158.19
11224- Man Pay 14-06	2/17/2023	Horsman, Devin 210-400-910 - Paymate suspen	Pay Feb 14	1,311.88	1,311.88
11225- Man Pay 14-07	2/17/2023	Wowk, Charmain 210-400-910 - Paymate suspen	Pay Feb 14	1,081.53	1,081.53
11226 feb142023	2/17/2023	Myers, Leonard 530-210-121 - TS - Maint. - Conti	Payroll Feb 14	490.00	490.00
11227 02282023	2/28/2023	Checkowy, Robin 510-220-100 - GG - Cont. - Offic	Janitorial Services - Feb 20	477.00	477.00
11228 12312022	2/28/2023	Churko, Bernard Accrual 510-110-114 - GG - Council Ind. 530-110-114 - TS - Maint. - Cou 530-250-114 - TS - Maint. - Trav 510-300-140 - GG - Utility - Tele	Division 4 Indemnity Nov-Di Division 4 Indemnity Nov-Di Division 4 Mileage Nov-Dec Division 4 office expense No	375.00 25.00 23.40 150.00	573.40
11229 02082023	2/28/2023	CIBC Credit Card 510-240-153 - GG-Cont.- Meetir 510-280-100 - GG - Cont. - ISC 530-410-120 - TS - Maint. - Sho 510-400-120 - GG - Maint. - Pos 510-400-120 - GG - Maint. - Pos 510-250-100 - GG - Cont. - Cor 110-340-110 - GST Receivable 900-110-110 - GST Paid 110-340-110 - GST Receivable 900-110-110 - GST Paid	Zoom renewal ISC Shop Supplies Stamps Postage Website renewal Both Tax Code Both Tax Code GST Tax Code GST Tax Code	147.82 1,500.00 180.13 9.20 1,102.50 180.62 15.47 15.47 NL 9.49 9.49 NL	3,145.23
11230 500191	2/28/2023	Crown Shred & Recycling 510-200-190 - GG - Cont. - Pho 110-340-110 - GST Receivable 900-110-110 - GST Paid	Monthly Bin Rental - Feb 20 GST Tax Code GST Tax Code	12.00 0.60 0.60 NL	12.60
11231 Grant-2023	2/28/2023	District #39 A.D.D Board 540-210-100 - EH - Cont. - Pest	2023 Pest Control Grant	6,650.00	6,650.00
11232 2022/23-05131	2/28/2023	MuniSoft 510-410-144 - GG - Maint - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid	AP Signature and Inventory Both Tax Code Both Tax Code	1,322.88 62.40 62.40 NL	1,385.28
11233 CW-47994	2/28/2023	PC Place 510-410-145 - GG - Maint - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid	Monthly Licensing - Mar 20 Both Tax Code Both Tax Code	116.07 5.48 5.48 NL	121.55
11234 2023583	2/28/2023	SAMA - Saskatchewan Assessment 510-200-150 - GG - Cont. - Asse	2023 Municipal Invoice	29,042.00	29,042.00
11235 Membership-20	2/28/2023	SaskTip 510-240-100 - GG - Cont. - Merr	2023 Annual Membership F	100.00	100.00
11236 2183560	2/28/2023	Saskatchewan Health Authority 580-290-120 - UT - Water - Lab 110-340-110 - GST Receivable 900-110-110 - GST Paid	Well Sample GST Tax Code GST Tax Code	21.90 1.10 1.10 NL	23.00
11237 4060-0000-9387	2/28/2023	Sask Power 530-300-120 - TS - Maint. - Utilit 510-300-120 - GG - Utility - Pow	Shop Power January Office Power January	291.57 263.81	

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2023-00026 to 2023-00030**

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
			530-310-300 - TS - Utility - Street	OHPL SL January	1,003.39	
			530-310-200 - TS - Utility - Street	OHTB SL January	135.16	
			580-300-120 - UT - Water - Power	Well Power January	171.02	
			530-310-100 - TS - Maint. - Utilities	RM St L January	911.18	
			110-340-110 - GST Receivable	Both Tax Code	78.46	
			900-110-110 - GST Paid	Both Tax Code	78.46	NL
			110-340-110 - GST Receivable	GST Tax Code	56.93	
			900-110-110 - GST Paid	GST Tax Code	56.93	NL
						2,911.52
11238	2/28/2023	SaskWater				
SW080633			540-200-150 - EH - Waste Disposal	Fixed Charge - Jan 2023	5,456.17	
			110-340-110 - GST Receivable	GST Tax Code	272.81	
			900-110-110 - GST Paid	GST Tax Code	272.81	NL
						5,728.98
				Total Computer Cheque:		59,807.71
				Total AP:		59,807.71

Certified Correct This Thursday, February 23, 2023



Reeve



Administrator

RURAL MUNICIPALITY OF NORTH QU'APPELLE NO. 187

BYLAW NO 2023-03

A BYLAW TO PROVIDE FOR INCURRING A DEBT FOR THE PURPOSE OF FINANCING THE COST TO PURCHASE A MOTOR GRADER

This bylaw may be cited as the Borrowing Bylaw.

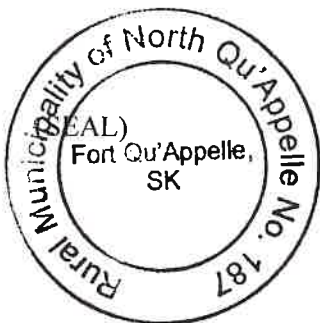
WHEREAS the Council of the Rural Municipality of North Qu'Appelle No. 187 deems it desirable and necessary to borrow the sum of **TWO HUNDRED SEVENTY-SEVEN THOUSAND SEVEN HUNDRED TWENTY 00/XX DOLLARS (\$277,720.00)** for the purpose of financing the lease buyout of a 2020 CAT 150/15AWD motor grader, AND


WHEREAS the taxable assessment as shown on the last confirmed assessment roll thereof, being that for the year 2022 is the sum of **THREE HUNDRED FIFTY SEVEN MILLION EIGHT HUNDRED FORTY-EIGHT THOUSAND THREE HUNDRED NINE 00/XX DOLLARS (\$357,848,309.00)**, AND


WHEREAS the amount of the existing long-term debt of the Rural Municipality of North Qu'Appelle No. 187 is the sum of **TWO HUNDRED TWENTY THOUSAND DOLLARS AND 00/XX (\$220,000.00)**, no part of which either principle or interest is in arrears.

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

1. THAT pursuant to Section 162 of *The Municipalities Act*, the Rural Municipality of North Qu'Appelle No. 187 does not require Saskatchewan Municipal Board approval to incur a debt in the amount of **TWO HUNDRED SEVENTY-SEVEN THOUSAND SEVEN HUNDRED TWENTY 00/XX DOLLARS (\$277,720.00)**; and
2. The amount of said debt shall be repayable in thirty-six (36) variable, monthly installments for interest payments at a rate of seven decimal two (current prime rate of 6.70% + 0.50%) per annum plus three (3) annual principle payments of **NINETY TWO THOUSAND FIVE HUNDRED SEVENTY THREE AND 33/100 (\$92,573.33)** in the years 2023 to 2026 inclusive.
3. The source or sources of money to be used to pay the principle and interest owing under this Bylaw will be revenue derived from the annual municipal property tax.
4. This Bylaw shall come into force and take effect on the day of its final passing.




Reeve


Administrator