

RM of NORTH QU'APPELLE NO.187
RM Of North Qu'Appelle Office 136 Company Avenue South
Regular Meeting of Council
Agenda 9:00 a.m.

Tuesday September 26, 2023

1. Call to Order
2. Approval of Minutes
 - a. September 12, 2023, Regular Meeting
3. Business Arising from Minutes
4. Delegation
5. Correspondence
 - a. Calling Lakes Eco Museum
 - b. APAS
 - c. STAT Canada Update
 - d. PBI Newsletter
 - e. Ag Network
6. Reports
 - a. Foreman
 - b. Administration
7. Bylaws
8. Accounts for Payment
9. Unfinished Business
 - a. Receipting Clerk
 - b. Wide Awake Pavement
 - c. Larocque Estates South Drainage
 - d. Larocque Estates North Public Reserve
 - e. Sunrise Way Ditch Erosion
 - f. Qu'Appelle Estates Laneway
 - g. Erickson Heights Drainage Project
 - h. Subdivision -File SUBD-001823-2023 -SW 5-21-15
 - i. Jasmin Drainage
10. New Business
 - a. SARM Midterm Convention
 - b. UMAAS Fall Workshops
 - c. Septic Truck Activity – Farmer's Hill
 - d. Subdivision- File SUBD-001994-2023 RM157
 - e. Highway 10 Passing Lane Study
11. Other Business
12. Closed Session
 - a. LA FOIP s.16(1) (e) – Pending Policy
 - b. LA FOIP s.16(1)(b) – Personnel
 - c. LA FOIP s. 16(1)(c) – Legal Advice
13. Adjournment

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, September 26, 2023, 9:00 a.m.

to Present:	Reeve:	Vacant
	Division 3	Vacant
	Deputy Reeve:	Division 4 Bernard Churko
	Council Members:	Division 2 Ron Palmer
		Division 5 Tim Hollerbaum
		Division 6 Garnet Spanier
	Staff:	Administrator Gwen Lowe
		Public Works Foreman Lloyd Webster
		Assistant Administrator Charmain Wowk

Absent: Council Members: None

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

23-474 REGULAR MEETING MINUTES/ R. PALMER

“THAT the minutes of the regular meeting of Council held September 12, 2023 be adopted as presented.”

CARRIED

23-475 CORRESPONDENCE/R. PALMER

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

- a. Calling Lakes Eco Museum
- b. APAS
- c. STAT Canada Update
- d. PBI Newsletter
- e. Ag Network

CARRIED

23-476 PUBLIC WORKS FOREMAN REPORT/G. SPANIER

“THAT the verbal report be accepted as presented.”

CARRIED

Public Works Foreman left chambers at 9:38 a.m.

23-477 ADMINISTRATION REPORT/R. PALMER

“THAT the written report be accepted as presented.”

CARRIED

23-478 ACCOUNTS FOR PAYMENT/B. CHURKO

“THAT the list of accounts for cheque numbers 11724 to 11750 totaling \$57,233.22 including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment.”

CARRIED

23-479 ENGAGE RECEIPTING CLERK/R. PALMER

amended to Oct 12, 2023

“THAT RM Council approve the hiring of Sheri Wilkinson for the 30 hours per week permanent position of receipting clerk effective October 13, 2023 at the rate of \$22.00 per hour with a three-month probationary period.”

CARRIED

23-480 RESCIND MOTION 23-414/T. HOLLERBAUM

“THAT RM Council rescind motion 23-414 from August 8, 2023.”

CARRIED

23-481 QU'APPELLE ESTATES LANEWAY/T. HOLLERBAUM

“THAT RM Council instruct administrator to notify ratepayer that the RM will not construct the laneway.”

CARRIED

23-482 RECESS/G. SPANIER

“THAT this meeting be recessed at 10:07 a.m.”

CARRIED

Deputy Reeve B. Churko asked that the meeting reconvenes at 10:15 a.m.

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23-483 RECONVENE/B. CHURKO

"THAT this meeting reconvenes at 10:15 a.m."

CARRIED

23-484 ERICKSON HEIGHTS DRAINAGE PROJECT/T. HOLLERBAUM

"THAT RM Council authorize administrator to request a quote Midwest Surveys to survey the public reserve that borders the railway in Erickson Heights."

CARRIED

23-485 ERICKSON HEIGHTS DRAINAGE PROJECT/R. PALMER

"THAT RM Council approve the quote provided by Midwest Surveys and hire them to survey the public reserve that borders the railway in Erickson Heights as outlined in the quote."

CARRIED

23-486 SUBDIVISION FILE SUBD-001823-2023/B. CHURKO

"THAT RM Council instruct administrator to request an extension on SUBD-001823-2023 to October 24, 2023."

CARRIED

23-487 SARM MIDTERM CONVENTION/G. SPANIER

"THAT RM Council authorizes council, administrator and assistant administrator to attend the SARM Midterm Convention on November 8 and 9, 2023, AND FURTHERMORE close the office during the convention should it be required."

CARRIED

23-488 UMAAS FALL WORKSHOP/R. PALMER

"THAT RM Council authorize administrator and assistant administrator to close the office to attend the UMAAS Fall Workshop on October 16, 2023."

CARRIED

23-489 SEPTIC TRUCK ACTIVITY – FARMERS HILL/G. SPANIER

"THAT RM Council acknowledges ratepayer letter of concern."

CARRIED

23-490 SUBDIVISION FILE SUBD-001994-2023 RM 157/R. PALMER

"THAT RM Council instruct administrator to advise Community Planning that the RM has no concerns with subdivision file SUBD-001994-2023 SW 5-21-15 W2 and, FURTHERMORE requests contact information for Ministry of Agriculture spillway control."

CARRIED

23-491 SPEED CONCERNS ON RGE RD 2134/R. PALMER

"THAT RM Council instruct administrator to contact developer and subs to control their speed on RM roads."

CARRIED

23-492 CLOSED SESSION/R. PALMER

"THAT the RM Council, all members present in person, move into closed session at 11:35 a.m., as per LA FOIP section 16(1) (e) Pending policy & budget and 16(1) (b), personnel"

CARRIED

Deputy Reeve B. Churko asks to reconvene at 12:18 p.m.

23-493 RECONVENE/T. HOLLERBAUM

"THAT the RM Council reconvenes to regular session at 12:18 p.m."

CARRIED



Rural Municipality of North Qu'Appelle No. 187
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23-494 ORGANIZED HAMLET OF PASQUA LAKE BOARD MOTION 23-22/G. SPANIER

"THAT RM Council table the Organized Hamlet of Pasqua Lake Board Motion until further information is received."

CARRIED

23-495 ADJOURNMENT/G. SPANIER

"That the Regular meeting of Council be adjourned at 12:22 p.m."

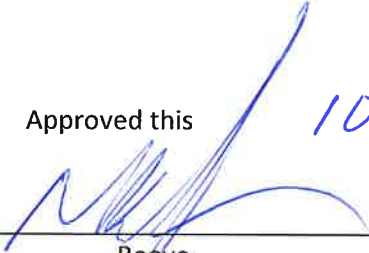
Approved this

10th

day of

OCTOBER

, 2023



Reeve



Administrator

Next regular meeting of Council, Tuesday, October 10, 2023 at 9:00 a.m.



Administration Report to Council
Tuesday September 26, 2023

Bank Balance \$1,401,256.92 as of September 21, 2023
Pasqua Lake Reserve \$ 387,174 as at Dec.31/2022
Taylor Beach Reserve \$ 157,046 as at Dec.31/2022

Complaints 2 new RIC opened between Sept 8- Sep 21, 2023
(Large rocks on 727, garbage missed) ✓

2023 Permits (Development & Building): 33 permit applications – 19 approved, 12 require more information, 0 at PBI for review, 1 stop work, 1 building deny, 0 development to council.

2023 Permits: (Move & Demo): 4 move permits- 4 approved, 0 to Council for approval. 2 Demo permits-approved
 1 paving driveway permit provided.

PBI project update on a lot in Div 4 – 2 sheds built with living accommodation no permits. Owner advised to provide permits per PBI, update 1 shed does not have living accommodation but is on the property line – does not meet the setbacks will need to be moved.

		ITEMS FOR COUNCIL TO NOTE: Administrative Duties with Deadlines coming up: September 2023 1st Deadline to send previous years financial statement and auditors report to Minister of Government Relations. <i>-done by auditor</i> 10 th School tax collections previous month due to Province <i>-done</i> 15 th File & remit previous month payroll deductions to CRA & MEPP – <i>done</i> 21 st <i>Election Training Refresher – RO, DRO & Poll Clerk-duties</i> 23 rd <i>Advance Poll held for Reeve By-election – 9am-1pm</i> <i>27th Election Day</i>
	Sep 2023	<ul style="list-style-type: none"> - Consultations with Water Security Agency ongoing - Dialogue with developers, building designers, contractors, residents, building officials - Weekly meetings for Office staff being practiced - Calls on zoning compliance, real estate listings, development concerns relative to Provincial flood zone & fringe regulations - Staff Continue to work on pressing items -interviews held for office staff position - prepping for advance-poll ✓ <i>completed</i>

Devin 10.5 days remaining 2023
 Darcy 10 days remaining 2023
 Lloyd 6.75 days remaining 2023
 Gwen 21.5 days remaining 2023
 Charmain 9.5 days remaining 2023
 Todd 0 days remaining 2023
 Brian 0 days remaining 2023

Respectfully submitted,
Gwen Lowe

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2023-00133 to 2023-00136**

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11724- Man Pay 09122023-C	09/12/2023	Lowe, Gwen 210-400-910 - Paymate suspen	Pay Sep 12	2,838.21	2,838.21
11725- Man Pay 09122023-C	09/12/2023	Webster, Lloyd 210-400-910 - Paymate suspen	Pay Sep 12	1,920.13	1,920.13
11726- Man Pay 09122023-C	09/12/2023	McCullough, Darcy 210-400-910 - Paymate suspen	Pay Sep 12	1,200.45	1,200.45
11727- Man Pay 09122023-C	09/12/2023	Horsman, Devin 210-400-910 - Paymate suspen	Pay Sep 12	1,559.15	1,559.15
11728- Man Pay 09122023-C	09/12/2023	Bowes, Todd 210-400-910 - Paymate suspen	Pay Sep 12	1,496.73	1,496.73
11729- Man Pay 09122023-C	09/12/2023	Wowk, Charmain 210-400-910 - Paymate suspen	Pay Sep 12	1,616.04	1,616.04
11730- Man Pay 09122023-C	09/12/2023	Bergman, Brian 210-400-910 - Paymate suspen	Pay Sep 12	1,589.21	1,589.21
11731 Pay 09122023-C	09/12/2023	Myers, Leonard 530-210-121 - TS - Maint. - Cont	Pay Sep 12	1,155.00	1,155.00
11732 6-314730	09/26/2023	Armtec Inc. 530-450-130 - TS - Maint. - Culv 530-450-100 - TS - Maint. - Culv 110-340-110 - GST Receivable 900-110-110 - GST Paid	PL Culverts Culverts - Sold to ratepayer Both Tax Code Both Tax Code	695.49 1,390.96 98.42 98.42 NL	2,184.87
11733 09262023	09/26/2023	Checkowy, Robin 510-220-100 - GG - Cont. - Offic	Janitorial Services	477.00	477.00
11734 511815 511248	09/26/2023	Crown Shred & Recycling 510-200-192 - GG - Shred- Recr 110-340-110 - GST Receivable 900-110-110 - GST Paid 510-200-192 - GG - Shred- Recr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Monthly Bin Rental (Septerr GST Tax Code GST Tax Code Document Destruction (Aug GST Tax Code GST Tax Code	12.00 0.60 0.60 NL 140.85 7.04 7.04 NL	12.60 147.89
				Payment Total:	160.49
11735 INV-26009 INV-26008	09/26/2023	Dionco Sales 530-420-112 - TS - Maint. - Rep 110-340-110 - GST Receivable 900-110-110 - GST Paid 530-420-112 - TS - Maint. - Rep 110-340-110 - GST Receivable 900-110-110 - GST Paid	Mower Blades Both Tax Code Both Tax Code Mower Repair/Parts Both Tax Code Both Tax Code	959.76 45.27 45.27 NL 3,510.72 165.60 165.60 NL	1,005.03 3,676.32
				Payment Total:	4,681.35
11736 23911	09/26/2023	Grasslands News Group 510-200-170 - GG - Cont. - Adv 110-340-110 - GST Receivable 900-110-110 - GST Paid	Fall Ag Ad GST Tax Code GST Tax Code	60.00 3.00 3.00 NL	63.00
11737 08312023	09/26/2023	Jackson Bros. Bobcat Services 530-440-100 - TS - Maint. - Grav 530-440-112 - TS - Maint. - Grav 530-440-113 - TS - Maint. - Grav 110-340-110 - GST Receivable 900-110-110 - GST Paid	August Gravel August Gravel August Gravel GST Tax Code GST Tax Code	247.50 6,319.00 9,805.55 818.61 818.61 NL	17,190.66
11738 2051	09/26/2023	Limelight Signs & Design Ltd. 530-470-100 - TS - Maint. - Roa 110-340-110 - GST Receivable 900-110-110 - GST Paid	New Reflective Vinyl Both Tax Code Both Tax Code	682.64 32.20 32.20 NL	714.84
11739 09202023	09/26/2023	Lowe, Gwen 510-210-170 - GG - Admin. - Tr 510-410-140 - GG - Maint. - Offi 110-340-110 - GST Receivable 900-110-110 - GST Paid	Travel Travel Both Tax Code Both Tax Code	121.80 66.44 2.10 2.10 NL	190.34
11740	09/26/2023	Minister of Finance			

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COMPUTER CHEQUE


Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
MCW2376602		530-210-123 - TS - Maint. - Con	Paint 10.4 km Centre Line	3,976.66	
		110-340-110 - GST Receivable	Both Tax Code	187.58	
		900-110-110 - GST Paid	Both Tax Code	187.58 NL	4,164.24
11741	09/26/2023	Mullin, Thomas J.			
09192023		510-110-130 - GG - Hamlet Boa	Pasqua Lake Board Expens	257.82	
		110-340-110 - GST Receivable	Both Tax Code	12.16	
		900-110-110 - GST Paid	Both Tax Code	12.16 NL	269.98
11742	09/26/2023	Municipal Employees'			
09122023		210-200-230 - MEPP Payable	MEPP Remit 08 Aug to 12	3,142.28	3,142.28
11743	09/26/2023	Peagam, Linda			
08312023		510-210-121 - GG - Cont. - Profi	NQ GPA Admin	300.00	300.00
11744	09/26/2023	SARM Saskatchewan Association			
WEB/EMAIL 230		510-210-128 - GG - Cont- Village	Employment Ad Aug 23 to	300.00	
		110-340-110 - GST Receivable	GST Tax Code	15.00	
		900-110-110 - GST Paid	GST Tax Code	15.00 NL	315.00
11745	09/26/2023	Sask Power			
4020-0001-4614		530-300-120 - TS - Maint. - Utilit	SaskPower September Billi	155.31	
		510-300-120 - GG - Utility - Pow	SaskPower September Billi	189.45	
		580-300-120 - UT - Water - Pow	SaskPower September Billi	98.32	
		530-310-300 - TS - Utility - Stree	SaskPower September Billi	1,028.39	
		530-310-200 - TS - Utility - Stree	SaskPower September Billi	138.41	
		530-310-100 - TS - Maint. - Utilit	SaskPower September Billi	934.17	
		110-340-110 - GST Receivable	Both Tax Code	66.65	
		900-110-110 - GST Paid	Both Tax Code	66.65 NL	
		110-340-110 - GST Receivable	GST Tax Code	58.34	
		900-110-110 - GST Paid	GST Tax Code	58.34 NL	2,669.04
11746	09/26/2023	SaskWater			
SW083465		540-200-150 - EH - Waste Dispc	Fixed Charge - August	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
11747	09/26/2023	Supreme Office Supplies			
64195600		510-410-140 - GG - Maint. - Offi	office supplies	4.89	4.89
64235866		510-410-140 - GG - Maint. - Offi	Office Supplies	24.36	
		110-340-110 - GST Receivable	Both Tax Code	1.15	
		900-110-110 - GST Paid	Both Tax Code	1.15 NL	25.51
64223370		510-410-140 - GG - Maint. - Offi	Office Supplies	139.74	
		110-340-110 - GST Receivable	Both Tax Code	6.59	
		900-110-110 - GST Paid	Both Tax Code	6.59 NL	146.33
			Payment Total:		176.73
11748	09/26/2023	C.L. Tulik Excavation LTD.			
09202023		530-440-114 - TS - Maint. Grav	PST from Invoice 1926	30.38	
		530-440-116 - TS - Maint. - Grav	PST from Invoice 1926	19.12	49.50
11749	09/26/2023	UMAAS			
09212023		510-210-180 - GG - Admin. Trai	2023 UMAAS Fall Worksho	200.00	
		110-340-110 - GST Receivable	GST Tax Code	10.00	
		900-110-110 - GST Paid	GST Tax Code	10.00 NL	210.00
11750	09/26/2023	Yannikostas, Constantine			
09132023		540-210-100 - EH - Cont. - Pest	26 Beaver Tails/Subsidy	1,170.00	1,170.00
			Total Computer Cheque:		57,233.22
			Total AP:		57,233.22

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Certified Correct This September 22, 2023


Reeve
Administrator