

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 November 28, 2023

1. Call to Order
2. Approval of Minutes
 - a. November 14, 2023, Regular Meeting
3. Business Arising from Minutes
 - trench by CN Rail
4. Delegation
5. Correspondence
 - a. APAS Update
 - b. RDARM Financial Statement
 - c. RDARM Meeting Minutes
 - d. NVWMA Minutes
 - e. Southeast Regional Library Trustee Telegraph
6. Reports
 - a. Foreman
 - b. SARM Midterm
 - c. Administration
 - d. ANHH - Reserve Report
7. Bylaws
8. Accounts for Payment
9. Unfinished Business
 - a. SUBD-001823-2023 (Mission Ridge)
 - b. OHPL Paving Repairs
 - c. Drone Survey Stockpiles
 - d. Stop Work Order Lot 14 Block 3 Plan 61R32781
 - e. Snow Removal RVPL
 - f. SUBD-002203-2023 - Qu'Appelle Park
10. New Business
 - a. RM Excess Office Furniture
 - b. RM Winter Road Maintenance
 - c. SARM PSIP Renewal
 - d. Grader Quote
 - e. RDARM Registration and Membership
 - f. Copier Quotes
 - g. 2024 APAS Membership Fees
 - h. RM Social Media
 - i. CAT 4000 Service
 - j. North Valley Waste Management Authority
 - k. Garbage Tender L. Coyote Control.
11. Other Business
12. Closed Session
 - a. LA FOIP s.16(1) (e) – Pending Policy & Budget Discussion 2024
 - b. LA FOIP s.16(1) (e) – Planning & Development
 - c. LA FOIP s.16(1) (b) – Personnel
 - d. 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, November 28, 2023, 9:00 a.m.

- 23-584 PASQUA LAKE ROAD AND GROOMES VISTA BOUNDARY PAVING/ B. CHURKO**
"THAT RM Council authorize CF Asphalt to proceed paving the section between the Organized Hamlet of Pasqua Lake and the Groomes' Vista boundary at a cost share between the RM of North Qu'Appelle and the Organized Hamlet of Pasqua Lake and FURTHERMORE the RM pay 11% of the Organized Hamlet portion."
CARRIED
- 23-585 STOCKPILE SURVEYS/G. SPANIER**
"THAT RM Council defer the stockpile drone survey until spring 2024."
CARRIED
- 23-586 STOP WORK ORDER LOT 14 BLK 3 PLAN 61R32781/N. WHALEN**
"THAT RM Council authorize administrator to hire Miller Thompson LLP to obtain a court order to enforce the stop work order issued to Lot 14 Blk 3 Plan 61R32781 and FURTHERMORE the legal fees will be at the expense of the Organized Hamlet of Pasqua Lake."
CARRIED
- 23-587 2024 SNOW REMOVAL RESORT VILLAGE OF PASQUA LAKE/B. CHURKO**
"THAT RM Council enters into an agreement with the Resort Village of Pasqua Lake for snow removal of the main road known as Pasqua Lake Road to be charged at 2024 Custom Work Rates with a mobilization fee plus a 5% fuel surcharge."
CARRIED
- AMMENDED ABOVE MOTION 23-587:**
- 23-587 2024 SNOW REMOVAL RESORT VILLAGE OF PASQUA LAKE/N. WHALEN**
"THAT RM Council enters into an agreement with the Resort Village of Pasqua Lake for snow removal of the main road known as Pasqua Lake Road to be charged at 2024 Custom Work Rates with time charged from the shop and returning to the shop plus a 5% fuel surcharge."
CARRIED
- 23-588 SUBDIVISION SUBD-002203-2023/J. BOEHME**
"THAT RM Council requests an extension to December 19, 2023."
CARRIED
- 23-589 RECESS/G. SPANIER**
"THAT this meeting be recessed at 10:28 a.m."
CARRIED
Reeve N. Whalen asked that the meeting reconvenes at 10:41 a.m.
- 23-590 RECONVENE/N. WHALEN**
"THAT this meeting reconvenes at 10:41 a.m."
CARRIED
- 23-591 EXCESS OFFICE FURNITURE/T. HOLLERBAUM**
"THAT RM Council authorize the sale of boardroom table, extra chairs and TV to be purchased by the Resort Village of Pasqua Lake for \$600.00."
CARRIED
- 23-592 SARM PSIP RENEWAL/G. SPANIER**
"THAT RM Council authorizes the administrator to renew the 2024 Property Self-Insurance Program."
CARRIED
- 23-593 2024 JOHN DEERE 772GP MOTOR GRADER QUOTE/B. CHURKO**
"THAT RM Council acknowledges to quote for 2024 John Deere 772GP Motor Grader."
CARRIED



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- 23-594** **2024 RDARM ANNUAL MEETING/N. WHALEN**
"THAT RM Council authorizes all of council, administrator, assistant administrator and foreman to attend the 2024 RDARM Annual Meeting January 4 and 5, 2024 and FURTHERMORE renew the RDARM membership."
CARRIED
- 23-595** **COPIER LEASE QUOTES/T. HOLLERBAUM**
"THAT RM Council lease from Success Office Systems, & DLL Financial, the Canon C3826i at \$177.00 plus taxes per month for 60 months, the maintenance terms with Success Office Systems include travel; the cost is \$0.011 per monochrome copy, and \$0.075 per color copy."
CARRIED
- 23-596** **RM SOCIAL MEDIA POLICY/N. WHALEN**
"THAT RM Council instruct administration to create an RM Social Media Policy."
CARRIED
- 23-597** **RM SOCIAL MEDIA/N. WHALEN**
"THAT RM Council authorize administration to create an RM Facebook page with 3-page administrators to be the administrator, assistant administrator, and reeve pending policy approval."
CARRIED
- 23-598** **CAT 4000 HOUR SERVICE/G. SPANIER**
"THAT RM Council approves the CAT Motor Grader 4000-hour service without the engine oil and filter, air filters and the cab filters at a cost of \$5,311.60 plus taxes."
CARRIED
- 23-599** **GARBAGE TENDER/J. BOEHME**
"THAT RM Council authorizes the administrator to tender the garbage contract for a 3-year contract beginning January 1, 2024."
CARRIED
- 23-600** **RECESS/N. WHALEN**
"THAT this meeting be recessed at 12:07 p.m."
CARRIED
- Reeve N. Whalen asked that the meeting reconvenes at 12:16 p.m.*
- 23-601** **RECONVENE/N. WHALEN**
"THAT this meeting reconvenes at 12:16 p.m."
CARRIED
- 23-602** **CLOSED SESSION/**
"THAT RM Council, all members present in person, move into closed session at 12:17 p.m., as per LA FOIP s.16(1) (e) – Pending Policy & Budget Discussion 2024, LA FOIP s.16(1) (e) – Planning & Development, LA FOIP s.16(1) (b) – Personnel, and LA FOIP s.16(1) (c) – Legal Advice "
CARRIED
- Reeve N. Whalen asks to reconvene at 2:29 p.m.*
- 23-603** **RECONVENE/N. WHALEN**
"THAT RM Council reconvenes to regular session at 2:29 p.m."
CARRIED



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23-604 **CUSTOM WORK RATES / J. BOEHME**

"THAT effective November 28, 2023, the R.M. of North Qu'Appelle Custom Work Rates (including Operator) for ratepayers and Hamlets be as follows:

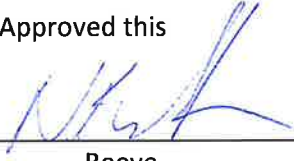
<u>EQUIPMENT TYPE</u>	<u>HOURLY RATE</u>
772GP & CAT	\$260.00
7330 (155 HP)	\$175.00
6420 (110 HP)	\$150.00
Peterbilt	\$180.00
¾ Ton (Dodge)	\$60.00
1 Ton (GMC)	\$60.00
Skidsteer	\$130.00
Backhoe	\$170.00
Oil Distributor (not including oil)	\$140.00
Sweeper Attachment	\$20.00
Snowblower Attachment	\$25.00
Mower Attachment	\$15.00
Packer/Roller Attachment	\$15.00
Plow Attachment	\$20.00
Sander Attachment	\$15.00
Roadboss Attachment	\$20.00
Minimum Call out	1 hour
Fuel Surcharge	5%
<u>MATERIAL</u>	
Salt/Sand	\$30.00/Yard
Stone	Quote as per cost
Oil Per Gallon	Quote as per cost
Cold Mix	Quote as per cost "

CARRIED

23-605 **ADJOURNMENT/G. SPANIER**

"That the Regular meeting of Council be adjourned at 2:31 p.m."

Approved this 19 day of December , 2023



Reeve



Administrator

Next regular meeting of Council, Tuesday, December 19, 2023 at 9:00 a.m.



**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2023-00161 to 2023-00164**

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11888- Man Pay 11212023-C	11/21/2023	Lowe, Gwen 210-400-910 - Paymate suspen	Pay Nov. 21	2,581.10	2,581.10
11889- Man Pay 11212023-C	11/21/2023	Webster, Lloyd 210-400-910 - Paymate suspen	Pay Nov. 21	2,130.01	2,130.01
11890- Man Pay 11212023-C	11/21/2023	Horsman, Devin 210-400-910 - Paymate suspen	Pay Nov. 21	1,356.16	1,356.16
11891- Man Pay 11212023-C	11/21/2023	Wowk, Charmain 210-400-910 - Paymate suspen	Pay Nov. 21	1,677.61	1,677.61
11892- Man Pay 11212023-C	11/21/2023	Bergman, Brian 210-400-910 - Paymate suspen	Pay Nov. 21	1,342.00	1,342.00
11893- Man Pay 11212023-C	11/21/2023	Wilkinson, Sheri 210-400-910 - Paymate suspen	Pay Nov. 21	998.90	998.90
11894 Pay 11232023-C	11/21/2023	Myers, Leonard 530-210-121 - TS - Maint. - Coni	Pay Nov. 21	472.50	472.50
11895 11282023	11/28/2023	101108364 Saskatchewan Ltd. 510-210-128 - GG- Cont- Village 110-340-110 - GST Receivable 900-110-110 - GST Paid	Deposit/Dec Rent/Jan Rent GST Tax Code GST Tax Code	2,550.00 85.00 85.00 NL	2,635.00
11896 11142023	11/28/2023	Banks, Gerald 540-210-100 - EH - Cont. - Pest	Deer P/U and Mileage	56.80	56.80
11897 11212023	11/28/2023	Bedel, Larry 510-210-130 - GG - Hamlet Boa 110-340-110 - GST Receivable 900-110-110 - GST Paid	PARCS Convention Expens GST Tax Code GST Tax Code	328.57 1.43 1.43 NL	330.00
1898 01 4146286	11/28/2023	Brandt Tractor Ltd. 530-430-120 - TS - Maint. - Mac 110-340-110 - GST Receivable 900-110-110 - GST Paid	Grader Blades - CREDIT Both Tax Code Both Tax Code	-760.63 -35.88 -35.88 NL	-796.51
01 4146283		530-430-120 - TS - Maint. - Mac 110-340-110 - GST Receivable 900-110-110 - GST Paid	Grader Blades Both Tax Code Both Tax Code	1,187.16 56.00 56.00 NL	1,243.16
01 4145963		530-430-120 - TS - Maint. - Mac 110-340-110 - GST Receivable 900-110-110 - GST Paid	KIT, HDW - CREDIT Both Tax Code Both Tax Code	-423.96 -20.00 -20.00 NL	-443.96
01 4145882		530-430-120 - TS - Maint. - Mac 110-340-110 - GST Receivable 900-110-110 - GST Paid	KIT, HDW & HDWXY Both Tax Code Both Tax Code	1,464.71 69.09 69.09 NL	1,533.80
01 4145934		530-420-123 - TS-Maint-Repairs 110-340-110 - GST Receivable 900-110-110 - GST Paid	Repair/Parts Both Tax Code Both Tax Code	1,354.83 63.90 63.90 NL	1,418.73
01 4145433		530-420-129 - TS- Main - Repair 110-340-110 - GST Receivable 900-110-110 - GST Paid	BOLT, M20XY Both Tax Code Both Tax Code	74.41 3.51 3.51 NL	77.92
			Payment Total:		3,033.14
11899 126	11/28/2023	Checkow, Robin 510-220-100 - GG - Cont. - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid	Janitorial Services - Supplie Both Tax Code Both Tax Code	104.93 4.95 4.95 NL	109.88
11282023		510-220-100 - GG - Cont. - Offic	Janitorial Services	477.00	477.00
			Payment Total:		586.88
11900 10312023	11/28/2023	CIBC Credit Card 510-210-170 - GG - Admin. - Trz 530-250-100 - TS - Maint. - Trav 530-410-120 - TS - Maint. - Sho 530-410-120 - TS - Maint. - Sho 510-410-140 - GG - Maint. - Offi 530-425-110 - TS - Maint. -Equip 510-290-100 - GG - Cont. - Banl 110-340-110 - GST Receivable 900-110-110 - GST Paid	Staff Lunch Staff Lunch Shop Supplies Shop Supplies Office Supplies Fuel Fees Both Tax Code Both Tax Code	35.35 35.35 63.59 106.95 164.05 144.00 4.17 16.15 16.15 NL	569.61

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Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11901 3220	11/28/2023	CK Underground 530-450-130 - TS - Maint. - Culv 110-340-110 - GST Receivable 900-110-110 - GST Paid	OHPL Culvert clean out (2) Both Tax Code Both Tax Code	1,543.36 72.80 72.80 NL	1,616.16
11902 514384 514941	11/28/2023	Crown Shred & Recycling 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid	October Document Destruc GST Tax Code GST Tax Code November Bin Rental GST Tax Code GST Tax Code	140.85 7.04 7.04 NL 12.00 0.60 0.60 NL	147.89 12.60 <u>160.49</u>
11903 2023-00041	11/28/2023	District of Katepwa 540-200-150 - EH - Waste Dispr	2023 Lagoon Levy	7,000.00	7,000.00
11904 9307286	11/28/2023	De Lage Landen Financial 510-400-120 - GG - Maint. - Pos 110-340-110 - GST Receivable 900-110-110 - GST Paid	Postage meter quarterly bill Both Tax Code Both Tax Code	181.10 8.54 8.54 NL	189.64
11905 24708	11/28/2023	Grasslands News Group 510-260-150 - GG - Cont. - Elec 110-340-110 - GST Receivable 900-110-110 - GST Paid	Abondonment of Poll Ad GST Tax Code GST Tax Code	75.00 3.75 3.75 NL	78.75
11906 11302023 10312023	11/28/2023	Hollerbaum, Tim 510-110-115 - GG - Council Ind. 530-110-115 - TS - Maint. - Cou 530-250-115 - TS - Maint. - Trav 510-215-115 - GG- Division 5 - (C 510-110-115 - GG - Council Ind. 530-110-115 - TS - Maint. - Cou 530-250-115 - TS - Maint. - Trav 510-215-115 - GG- Division 5 - (C	Division 5 Indemnity - Nove Division 5 Indemnity - Nove Division 5 Mileage - Noveml Division 5 Office - Novembe Division 5 Indemnity - Octot Division 5 Indemnity - Octot Division 5 Mileage - Octobe Division 5 Office - October	310.00 450.00 204.00 100.00 310.00 550.00 160.80 100.00	1,064.00 <u>1,120.80</u> Payment Total: 2,184.80
11907 10312023	11/28/2023	Jackson Bros. Bobcat Services 537-430-100 - TS - Snow - Salt 110-340-110 - GST Receivable 900-110-110 - GST Paid	Salt/Sand GST Tax Code GST Tax Code	2,100.00 105.00 105.00 NL	2,205.00
11908 11152023	11/28/2023	Lowe, Gwen 510-210-170 - GG - Admin. - Tr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Travel/Meals SARM Midterr Both Tax Code Both Tax Code	98.42 0.23 0.23 NL	98.65
11909 12214	11/28/2023	Melcher Media & Design 510-250-100 - GG - Cont. - Corr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Domain rm187.ca 2023-202 Both Tax Code Both Tax Code	47.70 2.25 2.25 NL	49.95
11910 11212023	11/28/2023	Municipal Employees' 210-200-230 - MEPP Payable	MEPP Remit 08 Nov to 21 N	2,570.52	2,570.52
11911 CW-51765	11/28/2023	PC Place 510-410-145 - GG - Maint - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid	Monthly Licensing - Deceml Both Tax Code Both Tax Code	116.07 5.48 5.48 NL	121.55
11912 10312023	11/28/2023	Peagam, Linda 510-210-121 - GG - Cont. - Profi	NQGPA Admin October	450.00	450.00
11913 1155	11/28/2023	Rodney's Tree Service 540-210-303 - EH- Cont- PL- Tr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Tree trimming - OHPL GST Tax Code GST Tax Code	3,500.00 175.00 175.00 NL	3,675.00
11914 4040-0001-1359	11/28/2023	Sask Power 530-300-120 - TS - Maint. - Utilit 510-300-120 - GG - Utility - Pow 580-300-120 - UT - Water - Pow 530-310-300 - TS - Utility - Stree 530-310-200 - TS - Utility - Stree	SaskPower Billing - Noveml SaskPower Billing - Noveml SaskPower Billing - Noveml SaskPower Billing - Noveml SaskPower Billing - Noveml	131.32 172.73 131.67 1,028.39 138.41	

Blaw

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Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail	Amount	Payment Amount
		530-310-100 - TS - Maint. - Utilit	SaskPower Billing - Noveml		934.17	
		110-340-110 - GST Receivable	Both Tax Code		66.39	
		900-110-110 - GST Paid	Both Tax Code		66.39	NL
		110-340-110 - GST Receivable	GST Tax Code		58.34	
		900-110-110 - GST Paid	GST Tax Code		58.34	NL
1915	11/28/2023	SaskWater				
SW084278		540-200-150 - EH - Waste Dispr	Fixed Charge - October		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
11916	11/28/2023	Sask Urban Municipalities Asso				
INV-000101608		510-210-128 - GG- Cont- Village	RVPL Admin Ad		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
11917	11/28/2023	Supreme Office Supplies				
64849302		510-410-140 - GG - Maint. - Offi	Office Supplies		42.39	
		110-340-110 - GST Receivable	Both Tax Code		2.00	
		900-110-110 - GST Paid	Both Tax Code		2.00	NL
						44.39
64847403		510-410-140 - GG - Maint. - Offi	Office Supplies		557.45	
		110-340-110 - GST Receivable	Both Tax Code		24.41	
		900-110-110 - GST Paid	Both Tax Code		24.41	NL
						581.86
64850311		510-410-140 - GG - Maint. - Offi	Office Supplies		25.42	
		110-340-110 - GST Receivable	Both Tax Code		1.20	
		900-110-110 - GST Paid	Both Tax Code		1.20	NL
						26.62
						<u>652.87</u>
11918	11/28/2023	Town of Fort Qu'Appelle				
2023-00071		570-500-100 - R&C - Grants & C	Rexenter Contribution - 202		2,390.80	
		570-500-120 - R&C - Grants & C	Rexenter Contribution - 202		375.60	
		570-500-130 - R&C - Grants & C	Rexenter Contribution - 202		1,233.60	
						4,000.00
11919	11/28/2023	C.L. Tulik Excavation LTD.				
1964		530-440-116 - TS - Maint. - Grav	August Gravel Div 6		29,447.71	
		110-340-110 - GST Receivable	Both Tax Code		1,434.96	
		900-110-110 - GST Paid	Both Tax Code		1,434.96	NL
						30,882.67
11920	11/28/2023	Wowk, Charmain				
11212023		510-210-180 - GG - Admin. Trai	LG 206 Class		941.60	
						941.60
						<u>83,352.76</u>
						Total Computer Cheque:
						83,352.76
						<u>Total AP:</u>
						83,352.76

Certified Correct This November 24, 2023



Reeve



Administrator

Foreman Report November 28, 2023

- RCS fixed Pete – Broken wire – about 4 hours at shop
- Standing Buffalo using our water – collecting money daily.
- Culvert clean out at SE 29 – 20 – 14 W2 getting quote.
- Tire quote for 3/4 ton Dodge.
- Quote for oil service on 150 CAT
- 40 km signs missing from top of Kronsberg Hill – will replace



Administration Report to Council
Tuesday November 28, 2023

Bank Balance \$1,098,684.10 as of Nov.24/2023
Wesqua Lake Reserve \$ 387,174 as at Dec.31/2022
Taylor Beach Reserve \$ 157,046 as at Dec.31/2022

Complaints 1 new RIC's opened (beaver dam)

2023 Permits (Development & Building): 39 permit applications – 24 approved active builds, 7 require more information, 5 at PBI for review, 1 stop work, 1 building deny, 1 development denied.

2023 Permits: (Move & Demo): 4 approved houses moved in, 0 to Council for approval, 2 Demo permits-1 is complete

	November 2023	<p>ITEMS FOR COUNCIL TO NOTE:</p> <p>Administrative Duties with Deadlines coming up: November 2023</p> <p>10th School tax collections previous month due to Province -done 10th SMHI, C & D tax collections previous month due -done 15th File & remit previous month payroll deductions to CRA & MEPP – done 15th Municipal Revenue sharing Grant – online link for declaration received 30th Deadline to add to the list of lands in arrears- this was done spring.</p>
		<ul style="list-style-type: none"> - Dialogue with developers, building designers, contractors, residents, building officials - Daily standup 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 - SAMA 2024 Maintenance submitted - Public Works are on winter hours - Assistant Administrator registered for 2024 Class - Proc. Audit Dec 5th <i>KL</i>

Devin	0.5	days remaining 2023
Lloyd	6.75	days remaining 2023
Gwen	17.5	days remaining 2023
Charmain	9.5	days remaining 2023
Todd	0	days remaining 2023
Brian	0	days remaining 2023
Sheri	4	days remaining 2023

- actually 14.5 days KL

Respectfully submitted,
Gwen Lowe

KL