

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 August 22, 2023

1. Call to Order
2. Approval of Minutes
 - a. August 8, 2023, Regular Meeting
3. Business Arising from Minutes
4. Delegation
5. Correspondence
 - a. PARCS
 - b. Municipal Hail Scholarship Recipients
6. Reports
 - a. Works
 - b. Administration
7. Bylaws
8. Accounts for Payment
9. Unfinished Business
 - a. Well Road Discretionary Use Application
 - b. Larocque Estates Drainage
 - c. Winchester Bay Road Maintenance
 - d. Sunrise Way Ditch Erosion
 - e. Centerline Striping
 - f. Hire Receipting Clerk
10. New Business
 - a. House Move Application
 - b. Wood Gundy Financial Investments
 - c. Kinsley Place Drainage and Culvert
 - d. Lot Development – parcel X-Plan 01 SE09968 Ext 2
 - e. Garage Development/Build
11. Other Business
12. Closed Session
 - a. LA FOIP s.16(1) (e) – Pending Policy
 - b. LA FOIP s.16(1) (e) – Planning & Development
 - c. LA FOIP s. 16(1)(c) – Legal Advice
 - d. LA FOIP s. 16(1) (b) – Personnel
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, August 22, 2023, 9:00 a.m.

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

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

23-422 REGULAR MEETING MINUTES/R. PALMER

"THAT the minutes of the regular meeting of Council held Aug 8, 2023, be adopted as presented."

CARRIED

23-423 CORRESPONDENCE/T. HOLLERBAUM

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

- a. PARCS
- b. Municipal Hail Scholarship Recipients"

CARRIED

Delegate C. Dong ratepayer entered chambers at 9:09 a.m.

Delegate C. Dong addressed council at 9:15 a.m. to discuss a development application for detached garage.

Delegate left table at 9:24 a.m. and Delegate left chambers at 9:51 a.m.

23-424 FOREMAN REPORT/G. SPANIER

"THAT the verbal report be accepted as presented."

CARRIED

23-425 ADMINISTRATION REPORT/N. WHALEN

"THAT the written report be accepted as presented."

CARRIED

23-426 ACCOUNTS FOR PAYMENT/G. SPANIER

"THAT the list of accounts for cheque numbers **11636 to 11676 totaling \$58,632.06** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

23-427 CENTERLINE STRIPING/G. SPANIER

"THAT RM Council approve the quote of \$400.44 per klm from Ministry of Highways and approve the centerline painting for Kronsberg Hill."

CARRIED

23-428 GARAGE BUILD/DEVELOPMENT/ R. PALMER

"THAT RM Council approve the development permit for the detached garage at Lot 02 Blk A Plan No. 102003310 EXT 0 based on the application provided which included the planting of trees as a screening."

CARRIED

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136 Company Avenue S, Fort Qu'Appelle, Saskatchewan
Tuesday, August 22, 2023, 9:00 a.m.

23-439 ADJOURNMENT/G. SPANIER

"That the Regular meeting of Council be adjourned at 12:18 p.m."

CARRIED

Approved this 12 day of September, 2023



Deputy Reeve



Administrator

Next regular meeting of Council, Tuesday, September 12, 2023 at 9:00 a.m.



Administration Report to Council
Tuesday August 22, 2023

Bank Balance \$ 873,265 as of August 18/2023
Pasqua Lake Reserve \$ 387,174 as of Dec.31/2022
Taylor Beach Reserve \$ 157,046 as of Dec.31/2022

Complaints 3 new RIC's opened between August 4-9-17
(Drainage concerns, beaver complaints, gravel request)
2 *garbage, tree trimming*

2023 Permits (Development & Building): 25 permit applications – 11 approved, 10 require more information, 1 at PBI for review, 1 stop work, 1 building deny, 1 development to council.

2023 Permits: (Move & Demo): 4 move permits- 3 approved, 1 to Council for approval. 1 Demo permit -approved
1 paving driveway permit not required but provided.

	August 2023	ITEMS FOR COUNCIL TO NOTE: Administrative Duties with Deadlines coming up: August 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>
		<ul style="list-style-type: none"> - Assessment Roll Appeal– Completed - Tax Payments coming in. As of August 18, approximately 25% of taxes have been paid. - Receipting clerk applications – 3 applicants, 2 being interviewed. - Dialogue with developers, building designers, contractors, residents, - Daily standup meeting 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 <p><i>Reminder: Nominations for Reeve By-Election Close August 23rd</i></p>

Devin	10.5	days remaining 2023
Darcy	13	days remaining 2023
Lloyd	14.75	days remaining 2023
Gwen	21.5	days remaining 2023
Charmain	11.5	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: 2023-00118 to 2023-00122

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11636	8/3/2023	VOID - Wrong Printer			
11637	8/3/2023	VOID - Wrong Printer			
11638	8/3/2023	VOID - Wrong Printer			
11639	8/3/2023	VOID - Wrong Printer			
11640	8/3/2023	VOID - Wrong Printer			
11641	8/3/2023	VOID - Wrong Printer			
11642	8/3/2023	VOID - Wrong Printer			
11643- Man Pay 08152023-C	8/15/2023	Lowe, Gwen 210-400-910 - Paymate suspen	Pay Aug 15	2,155.11	2,155.11
11644- Man Pay 08152023-C	8/15/2023	Webster, Lloyd 210-400-910 - Paymate suspen	Pay Aug 15	1,920.13	1,920.13
11645- Man Pay 08152023-C	8/15/2023	McCullough, Darcy 210-400-910 - Paymate suspen	Pay Aug 15	1,271.70	1,271.70
11646- Man Pay 08152023-C	8/15/2023	Horsman, Devin 210-400-910 - Paymate suspen	Pay Aug 15	1,812.45	1,812.45
11647- Man Pay 08152023-C	8/15/2023	Wowk, Charmain 210-400-910 - Paymate suspen	Pay Aug 1	1,616.04	1,616.04
11648- Man Pay 08152023-C	8/15/2023	Bergman, Brian 210-400-910 - Paymate suspen	Pay Aug 1	1,531.35	1,531.35
11649 Pay 08152023-C	8/15/2023	Myers, Leonard 530-210-121 - TS - Maint. - Conti	Payroll Aug 15	1,225.00	1,225.00
11650 014141563	8/22/2023	Brandt Tractor Ltd. 530-420-129 - TS- Main - Repair 110-340-110 - GST Receivable 900-110-110 - GST Paid	Repair/Parts Both Tax Code Both Tax Code	32.31 1.53 1.53 NL	33.84
11651 08132023	8/22/2023	Butterfield, Lori 540-900-120 - EH - Other TB - C 110-340-110 - GST Receivable 900-110-110 - GST Paid	TB AED Parts Both Tax Code Both Tax Code	397.50 18.75 18.75 NL	416.25
11652 08222023	8/22/2023	Checkowy, Robin 510-220-100 - GG - Cont. - Offic	Janitorial Services	477.00	477.00
11653 07312023	8/22/2023	CIBC Credit Card 510-200-170 - GG - Cont. - Advr	July Statement	35.80	35.80
11654 510196	8/22/2023	Crown Shred & Recycling 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid	Monthly Bin Renta - August GST Tax Code GST Tax Code	12.00 0.60 0.60 NL	12.60
509613		510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid	Shred/Document Destructio GST Tax Code GST Tax Code	140.85 7.04 7.04 NL	147.89
			Payment Total:		160.49
11655 INV-25614	8/22/2023	Dionco Sales 530-430-120 - TS - Maint. - Mac 110-340-110 - GST Receivable 900-110-110 - GST Paid	Grader Blade Supplies Both Tax Code Both Tax Code	1,353.39 63.84 63.84 NL	1,417.23
11656 23565	8/22/2023	Grasslands News Group 510-400-110 - GG - Maint. - Stal 110-340-110 - GST Receivable 900-110-110 - GST Paid	Printing of Business Cards Both Tax Code Both Tax Code	95.40 4.50 4.50 NL	99.90

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Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11657 08162023	8/22/2023	Dwayne Heimlich 510-900-120 - GG -Taylor Beacl	TB Gift Cards	750.00	750.00
11658 08312023	8/22/2023	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	Division 5 Indemnity - Jul & Division 5 Indemnity - Jul & Division 5 Mileage Division 5 Office	435.00 1,200.00 526.80 200.00	2,361.80
11659 07312023	8/22/2023	Jackson Bros. Bobcat Services 530-440-113 - TS - Maint. - Gra 110-340-110 - GST Receivable 900-110-110 - GST Paid	Div 3 Gravel GST Tax Code GST Tax Code	13,021.51 651.08 651.08 NL	13,672.59
11660 08172023	8/22/2023	Kathleen Kezama Realty Prof. Corp. 210-400-900 - Suspense	Bluiding Permit Over-payme	80.00	80.00
11661 8002078	8/22/2023	Loraas Disposal 540-200-110 - EH - Waste Colle 110-340-110 - GST Receivable 900-110-110 - GST Paid	Garbage Collection GST Tax Code GST Tax Code	971.57 48.57 48.57 NL	1,020.14
11662 1048215 1048216	8/22/2023	McAsphalt Industries Limited 530-460-110 - TS - Maint. - Dus 110-340-110 - GST Receivable 900-110-110 - GST Paid 530-460-110 - TS - Maint. - Dus 110-340-110 - GST Receivable 900-110-110 - GST Paid	SS-1 Emulsion 3.05 MT Both Tax Code Both Tax Code SS-1 Emulsion 4.04 MT Both Tax Code Both Tax Code	2,198.44 103.70 103.70 NL 2,912.03 137.36 137.36 NL	2,302.14 3,049.39
				Payment Total:	5,351.53
11663 08152023	8/22/2023	Municipal Employees' 210-200-230 - MEPP Payable	MEPP Remit 02 Aug to 15 /	2,843.86	2,843.86
11664 2023/24-02309 2023/24-02317	8/22/2023	MuniSoft 510-410-145 - GG - Maint - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid 510-410-145 - GG - Maint - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid	Office Router Both Tax Code Both Tax Code Apply Credit - Remove from Both Tax Code Both Tax Code	1,107.00 52.28 52.28 NL 26.50 1.25 1.25 NL	1,159.28 27.75
				Payment Total:	1,187.03
11665 07312023	8/22/2023	Peagam, Linda 510-210-121 - GG - Cont. - Profi	NQGPA Admin	660.00	660.00
11666 24560 24588 24590 24679	8/22/2023	Profile Tire 530-425-110 - TS - Maint. -Equip 110-340-110 - GST Receivable 900-110-110 - GST Paid 530-420-125 - TS - Maint. - Rep 110-340-110 - GST Receivable 900-110-110 - GST Paid 530-425-110 - TS - Maint. -Equip 110-340-110 - GST Receivable 900-110-110 - GST Paid 530-420-123 - TS-Maint-Repairs 530-425-110 - TS - Maint. -Equip 110-340-110 - GST Receivable 900-110-110 - GST Paid	Oil Both Tax Code Both Tax Code 6420 Repair/Parts Both Tax Code Both Tax Code DEF Conditioner Both Tax Code Both Tax Code Tire Repair DEF Conditioner Both Tax Code Both Tax Code	70.67 3.33 3.33 NL 659.95 31.13 31.13 NL 123.60 5.83 5.83 NL 124.44 197.76 15.20 15.20 NL	74.00 691.08 129.43 337.40
				Payment Total:	1,231.91
667 07312023	8/22/2023	RoBo Sales 530-425-110 - TS - Maint. -Equip 110-340-110 - GST Receivable 900-110-110 - GST Paid	Fuel GST Tax Code GST Tax Code	80.50 4.02 4.02 NL	84.52
11668 1114	8/22/2023	Rodney's Tree Service 540-210-303 - EH- Cont- PL- Tr 110-340-110 - GST Receivable 900-110-110 - GST Paid	OHPL Tree Trimming Both Tax Code Both Tax Code	2,067.00 97.50 97.50 NL	2,164.50
11669 BEN126708	8/22/2023	SARM Saskatchewan Association 530-120-120 - TS - Maint. - Ben	Benefits - Brian Bergman	2,401.71	2,401.71
11670	8/22/2023	SaskTel			

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Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
07282023		510-300-140 - GG - Utility - Tele	July RM office	236.08	
		110-340-110 - GST Receivable	Both Tax Code	11.14	
		900-110-110 - GST Paid	Both Tax Code	11.14 NL	247.22
11671	8/22/2023	Sask Power			
4020-0001-455C		530-300-120 - TS - Maint. - Utilit	Shop Power - July	109.81	
		510-300-120 - GG - Utility - Pow	Office Power - July	208.64	
		580-300-120 - UT - Water - Pow	Well Power - July	108.48	
		530-310-300 - TS - Utility - Stree	PL SL Power - July	1,028.39	
		530-310-200 - TS - Utility - Stree	TB SL Power - July	138.41	
		530-310-100 - TS - Maint. - Utilit	RM SL Power - July	934.17	
		110-340-110 - GST Receivable	Both Tax Code	65.94	
		900-110-110 - GST Paid	Both Tax Code	65.94 NL	
		110-340-110 - GST Receivable	GST Tax Code	58.34	
		900-110-110 - GST Paid	GST Tax Code	58.34 NL	2,652.18
11672	8/22/2023	SaskWater			
SW083061		540-200-150 - EH - Waste Dispc	Wastewater Agreement	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
11673	8/22/2023	Scot's Printing Ltd.			
13654		510-280-130 - GG - Cont. - Byla	Parking Ticket Books	225.25	
		110-340-110 - GST Receivable	Both Tax Code	10.63	
		900-110-110 - GST Paid	Both Tax Code	10.63 NL	235.88
13655		510-280-130 - GG - Cont. - Byla	Bylaw Ticket Books	193.45	
		110-340-110 - GST Receivable	Both Tax Code	9.13	
		900-110-110 - GST Paid	Both Tax Code	9.13 NL	202.58
13656		510-280-130 - GG - Cont. - Byla	Warning Ticket Books	193.45	
		110-340-110 - GST Receivable	Both Tax Code	9.13	
		900-110-110 - GST Paid	Both Tax Code	9.13 NL	202.58
			Payment Total:		641.04
674	8/22/2023	Success Office Systems			
INV390123		510-200-190 - GG - Cont. - Phoi	Printing 6047 BW, 7957 CC	842.63	
		110-340-110 - GST Receivable	Both Tax Code	39.75	
		900-110-110 - GST Paid	Both Tax Code	39.75 NL	882.38
11675	8/22/2023	Supreme Office Supplies			
63858949		510-410-140 - GG - Maint. - Offi	Office Supplies	6.34	
		110-340-110 - GST Receivable	Both Tax Code	0.30	
		900-110-110 - GST Paid	Both Tax Code	0.30 NL	6.64
63800921		510-410-140 - GG - Maint. - Offi	Office Supplies	232.35	
		110-340-110 - GST Receivable	Both Tax Code	7.19	
		900-110-110 - GST Paid	Both Tax Code	7.19 NL	239.54
63837421		510-410-140 - GG - Maint. - Offi	Apply Credit	-6.99	
		110-340-110 - GST Receivable	Both Tax Code	-0.33	
		900-110-110 - GST Paid	Both Tax Code	-0.33 NL	-7.32
			Payment Total:		238.86
11676	8/22/2023	Valley Pumps & Softners			
4949		530-410-120 - TS - Maint. - Sho	AR Star17M Gas	191.16	
		530-420-106 - TS - Maint. - Rep	Chain Saw Sharpening	56.00	
		110-340-110 - GST Receivable	GST Tax Code	12.36	
		900-110-110 - GST Paid	GST Tax Code	12.36 NL	259.52
			Total Computer Cheque:		58,632.06
			Total AP:		58,632.06

Certified Correct This Friday, August 18, 2023


Reeve


Administrator

