

**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, December 11, 2018 9:00 a.m.**

Present:	Reeve		Lee Carlson
	Council Members	Division 2	Ron Palmer
		Division 3	George MacPherson
		Division 4	Gord Peagam
		Division 5	James Toth
		Division 6	Garnet Spanier
	Staff	Administrative Assistant Gwen Lowe	
	Absent	Acting Administrator Nicole Keith	

A quorum being present, Reeve Carlson called the meeting to order at 9:02 a.m.

**18-622 REGULAR MEETING MINUTES / G. MACPHERSON**

“THAT the minutes of the regular meeting of Council held November 27, 2018 be adopted as presented.”

CARRIED

**18-623 REPORT WORKS CHAIR G. SPANIER / G. SPANIER**

“THAT the following written report from Works chair G. Spanier regarding a works update be accepted as presented.”

CARRIED

**18-624 PERSONNEL WAGE POLICY 2019 / R. PALMER**

“THAT the following wage policy for 2019 as recommended by the Personnel Committee meeting held on December 3, 2018 motion 18P-100:

**18P-100 RECOMMENDATION SALARIES/J.TOTH**

“THAT the recommendations for the 2019 Personnel Wage Policy be as follows:

**2019 Personnel Wage Policy**

Employee	Position	2018 Wage \$/hr	Percent Increase	2019 Wage \$/hr	Floor	Mid	Ceiling	Hrs/wk	Percent  %Rang
	Administrator	\$ 35.71	0	\$35.71	\$27.98	\$31.80	\$35.62	37.5	101
Nicole	Acting Adm	\$ 29.00	3	\$29.87	\$27.98	\$31.80	\$35.62		25
Gwen	Admin Assit	\$ 24.83	0	\$24.83	\$21.85	\$24.83	\$27.81	35	50
Tiffany	Clerk	\$ 20.40	0	\$20.40	\$18.48	\$21.00	\$23.52		38
Darwin	Foreman	\$ 30.88	0.5	\$31.03	\$27.03	\$30.72	\$34.41	40	54
Lloyd	Grader Oper	\$ 26.04	3	\$26.82	\$23.42	\$26.61	\$29.80		53
Darcy	Maint	\$ 20.10	5	\$21.11	\$17.63	\$20.03	\$22.43		72
	Contract Workers				Equival				
Leonard	Grader Oper	\$32.32	3	\$33.29	\$ 27.74	\$23.42	\$26.61	\$29.80	68
Glyn	Operator	\$23.60	3	\$24.31	\$ 20.26	\$17.63	\$20.03	\$22.43	55
Cliff	Grader Oper			TBA	\$23.42	\$26.61	\$29.80		
Linda	Clerk	\$24.50	0	\$24.50	\$ 20.42	\$18.48	\$21.00	\$23.52	38
	Contract Factor	1.2							
	Ceiling Factor	1.12							
	Floor Factor	0.88							

And forming part of these minutes be approved by Council”.

CARRIED

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**18-625 REPORT PERSONNEL COMMITTEE REPORT R. PALMER/ G. SPANIER**

"THAT the following written report from Personnel chair R. Palmer regarding Personnel update be accepted as presented."

CARRIED

**18-626 PERSONNEL COMMITTEE REVIEW PROPOSED CHANGES/ R. PALMER**

"THAT the Personnel Committee review the proposed changes to the Municipalities Act at a personnel meeting to be held on December 14, 2018 at 9:00a.m."

CARRIED

**18-627 REPORT ORGANIZED HAMLET OF TAYLOR BEACH R. PALMER/R. PALMER**

"THAT the following written report from Councilor Ron Palmer regarding an update on the Organized Hamlet of Taylor Beach be accepted as presented."

CARRIED

**18-628 PARCS CONVENTION FEE/R. PALMER**

"THAT the RM pay the PARCS convention registration fee in the sum of \$252.00 that Councilor Ron Palmer attended."

CARRIED

**18-629 HAMLET BOARD DIRECTORY / R. PALMER**

"THAT the Hamlet Board of Pasqua Lake and the Hamlet Board of Taylor Beach are responsible for their own directory."

CARRIED

**18-630 HAMLET BOARD EMAIL LIST / G. MACPHERSON**

"THAT THE Hamlet Board of Pasqua Lake and the Hamlet Board of Taylor Beach are Responsible for their own email list for communication with their Hamlet."

CARRIED

**18-631 REPORT ORGANIZED HAMLET OF PASQUA LAKE J. TOTH / J. TOTH**

"THAT the following written report from Councilor James Toth regarding an update on the Organized Hamlet of Pasqua Lake be accepted as presented."

CARRIED

**18-632 ADMINISTRATION REPORT /L. CARLSON**

"THAT Administrative Assistant Gwen Lowe's written report regarding administration be accepted as presented."

CARRIED

**18- 633 CORRESPONDENCE /G.SPANIER**

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

- a. Fort Qu'Appelle RCMP Weekly Report November 27 to December 03, 2018
- b. Winter Weight Order 3
- c. PBI – November News Letter
- d. Gravelock Soil Consolidation Aid
- e. Prairie Steel – building systems & water control

CARRIED

**18- 634 BANK RECONCILIATION /G. PEAGAM**

"THAT the Bank Reconciliation for the month of November 2018, attached and forming a part of these minutes, be accepted as presented."

CARRIED

**18- 635 STATEMENT OF FINANCIAL ACTIVITIES /G. SPANIER**

"THAT the Statement of Financial Activities for the month of November 2018, attached and forming a part of these minutes, be accepted as presented."

CARRIED

**18- 636 ACCOUNTS FOR PAYMENT / G. MACPHERSON**

"THAT the list of accounts cheque numbers 7593 to 7639 totaling \$100,343.72 including manual EFT payroll attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

**18- 637 RECESS /G. SPANIER**

"THAT this meeting be recessed at 10:20 am for a break."

CARRIED

*Reeve L. Carlson called the meeting back into session at 10:25 am.*

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**18- 638 RECONVENE / G. MACPHERSON**

"THAT this meeting reconvene at 10:25 am."

CARRIED

**18-639 COIN TOKENS FOR THE RM WELL /G.MACPHERSON**

"THAT RM Council contract Stedman of Big K Car Wash of Moose Jaw to supply the RM with 1000 tokens at a cost of 0.92 cents per token plus taxes and the tokens be programed to be \$2.00 Each for 250 gallons of water."

CARRIED

**18-640 BUILDING PERMITS / J.TOTH**

"THAT RM 187 Council approve the following building permit applications subject to the requirements of the zoning and building bylaws of the RM of North Qu'Appelle, and the approval of the building inspector:

Ripplinger Homes

CARRIED

**18-641 GRAVEL HAUL FOR #10 HIGHWAY PROJECT/ G. SPANIEFR**

"THAT RM 187 Council verbally approve the Haul Road Agreement with Morsky Construction, in principle, subject to final approval with conditions."

CARRIED

**18-642 MUNISOFT TRAINING FOR YEAREND PROCEDURES/**

"THAT RM 187 Council approve the Webinar training on Munisoft Yearend and Audit Preparation for office staff at the cost of \$200.00 plus tax"

CARRIED

**18-643 COUNCIL RENUMERATION 2019 /G. MACPHERSON**

"THAT the Council Remuneration starting January 1,2019, as recommended by the Personnel Committee meeting held on December 3, 2018 motion 18P-101 as follows:

**18P-101 RECOMMENDATIONS COUNCIL RENUMERATION/J.TOTH**

"THAT the recommendations of Council Remuneration be as follows:

Council Meeting full day	\$125.00
Council Meeting half day	\$ 60.00
Mileage per Kilometer	\$ 0.60
Lunch	\$ 25.00
Cell Phone & Office incidental/M	\$ 75.00
Supervision per hour	\$ 25.00
Reeve Monthly Stipend	\$300.00

And forming part of these minutes be approved by council".

CARRIED

**18- 644 OFFICE CLOSURE DECEMBER 24, 2018/ L. CARLSON**

"THAT the RM Council approve the closure of the RM Office for December 24, 2018 with pay".

CARRIED

**18- 645 APPOINT WEED INSPECTOR FOR 2019/ G. SPANIER**

"THAT the RM Council appoint Jim Segmith as Weed Inspector for the RM of North Qu'Appelle No 187, from January 1, 2019 to December 31, 2019."

CARRIED

**18- 646 APPOINT PEST CONTROL OFFICER FOR 2019/G. SPANIER**

"THAT the RM Council appoint Jerry Banks, Ricky Klyne and Calvin Schimmers as Pest Control Officers for the RM of North Qu'Appelle No 187 from January 1, 2019 to December 31, 2019".

CARRIED

**18- 647 APPOINT ASSESSOR FOR 2019/G. MACPHERSON**

"THAT the RM Council appoint Acting Administrator Nicole Keith as the RM OF North Qu'Appelle No 187's Assessor from January 1, 2019 to December 31, 2019."

CARRIED

**18- 648 APPOINT AUDITOR FOR 2019/G. PEAGAM**

"THAT the RM Council appoint Dudley & Company as the auditor for the RM of North Qu'Appelle No 187 from January 1, 2019 to December 31, 2019."

CARRIED

**18- 649 PBI PROFESSIONAL BUILDING INSPECTIONS/ G. PEAGAM**

That "In accordance with the service agreement with Professional Building Inspections, Inc., the RM of North Qu'Appelle No. 187 hereby resolves to issue a Certificate of Appointment for Bobby Baker, a Licensed Building Official who is a resident of the Province of Saskatchewan."

CARRIED

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**18- 649 RECESS /G. SPANIER**

"THAT this meeting be recessed at 12:00 pm for lunch."

CARRIED

*Reeve L. Carlson called the meeting back into session at 12:55 am.*

**18- 650 RECONVENE /G. MACPHERSON**

"THAT this meeting be reconvened at 12:55 pm."

CARRIED

**18-651 CLOSED SESSION /G. MACPHERSON**

"THAT, all members being present, RM 187 Council move into closed session at 1:00 pm to discuss personnel issues."

CARRIED

*George MacPherson left chambers at 1:40 pm and did not return.*

**18-652 RECONVENE / R. PALMER**

"THAT this meeting reconvene into regular session at 1:40 pm."

CARRIED

**18- 653 SARM PROPERTY SELF INSURANCE PROGRAM / G. SPANIER**

"THAT RM council approve the PSIP program with changes as follows:

Remove the 2014 Degelman Rev 1500 mower, lower the coverage on the Champion Grader, add the 2018 Degelman mower and sidearm.

And that Councilor Garnet Spanier contact John McNally from Hatfield Valley Agencies for a value of the RM buildings."

CARRIED

**18- 654 AGRICULTURAL PRODUCERS ASSOCIATION OF SASKATCHEWAN MEMBERSHIP / G. PEAGAM**

"THAT RM Council approve the renewal to Agricultural Producers Association of Saskatchewan (APAS) at a cost of \$6,845.18."

CARRIED

**18- 655 AGRICULTURAL PRODUCERS ASSOCIATION OF SASKATCHEWAN / G.SPANIER**

"THAT RM Council appoint Division 3 Councillor George MacPherson to the Agricultural Producers Association of Saskatchewan (APAS) for January 1, 2019 to December 31, 2019."

CARRIED

**18-656 EAST CENTRAL TRANSPORTATION PLANNING COMMITTEE / R. PALMER**

"THAT RM 187 council approve the 2019 membership for the East Central Transportation Planning Committee in the amount of \$500.00."

CARRIED

**18- 657 COUNCIL HONORARIUM /R. PALMER**

"THAT RM Council pay an honorarium of \$200.00 each to the All Nations Healing Hospital in honour of past Longtime Councilors' Leonard Horsman and Marcel DeDecker for a total donation of \$400.00."

CARRIED

**18-658 SOUTHEAST REGIONAL LIBRARY 2019 FEES / G. SPANIER**

"THAT RM 187 Council pay the Southeast Regional Library fee for 2019 in the amount of \$9,601.65, payable in two installments; the first installment due January 1, 2019 of \$4,800.83 the second installment due July 1, 2019 of \$4,800.82. "

CARRIED

**18-659 SUCCESS OFFICE SYSTEMS –PROPOSAL FOR OFFICE COPIER MACHINE / G. PEAGAM**

"THAT RM 187 Council lease from Success Office Systems, & DLL Financial, the Canon 3525C at \$145.00 plus taxes per month for 60 months, the maintenance terms with Success Office Systems include travel; the cost is \$0.0100 per monochrome copy, and \$0.070 per color copy. "

CARRIED

**18-660 REGINA DISTRICT ASSOCIATION OF RURAL MUNICIPALITIES MEMBERSHIP / R. PALLMER**

"THAT RM 187 Council approve the payment of \$150.00 for the 2019 membership."

CARRIED

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**18-661 REGINA DISTRICT ASSOCIATION OF RURAL MUNICIPALITIES MEETING / G. SPANIER**

“THAT RM 187 Council approve five people to attend the Regina District Association of Rural Municipalities Meeting in Regina January 3 & 4 with expenses paid.”

CARRIED

*Gord Peagam left chambers at 2:45 pm and did not return.*

**18- 662      ADJOURNMENT / R. PALMER**

"That the Regular meeting of Council be adjourned 3:10 pm."

CARRIED

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Reeve

Administrator

**Next regular meeting of Council, Tuesday, January 8, 2019 at 9:00 am.**