

**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, January 8, 2019 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 9:03 a.m.

**19-006 REGULAR MEETING MINUTES / G. MACPHERSON**

“THAT the minutes of the regular meeting of Council held December 11, 2018 be adopted as presented.”

CARRIED

**19-007 SPECIAL MEETING MINUTES /R. PALMER**

“THAT the minutes of the special meeting of Council held December 14, 2018 be adopted as presented.”

CARRIED

**19-008 SPECIAL MEETING MINUTES /G. PEAGAM**

“THAT the minutes of the special meeting of Council held January 4, 2019 be adopted as presented.”

CARRIED

**19-009 OFFICE STAFFING/ J. TOTH**

“THAT RM 187 Council rescind motion 18-665 and that we hire Bonnie Demery as a contract employee from December 17, 2018 to December 31, 2018 at \$24.50 per hour; AND FURTHERMORE; she be hired as Office Clerk effective January 2, 2019 at \$20.40 per hour.”

CARRIED

**19-010 SHOP MIG WELDER / G. MACPHERSON**

“THAT RM 187 council purchase a Mig Welder for the shop at the maximum cost of \$1,000.00.”

CARRIED

**19-011 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

**19-012 PERSONNEL REPORT / R. PALMER**

“THAT this written report from Personnel Chair R. Palmer be accepted by Council, for the record.”

CARRIED

**19-013 ORGANIZED HAMLET OF TAYLOR BEACH/ R. PALMER**

“THAT this written report be accepted by Council, for the record.”

CARRIED

**19-014 REGINA DISTRICT ASSOCIATION OF RURAL MUNICIPALITIES REPORT / R.PALMER**

“THAT the written report regarding the Regina District Association of Rural Municipalities by R. Palmer be accepted as presented.”

CARRIED

**19-015 ORGANIZED HAMLET OF PASQUA LAKE J. TOTH/ J. TOTH**

“THAT this written report be accepted by Council, for the record.”

CARRIED

**19-016 RECESS / G. SPANIER**

“THAT this meeting be recessed at 10:26 a.m.”

CARRIED

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

**19-017 RECONVENE /G.MACPHERSON**

“THAT this meeting reconvene at 10:35 a.m.”

CARRIED

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**19-018 ADMINISTRATION REPORT / L. CARLSON**

“THAT the written report regarding administration by G. Lowe be accepted as presented.”

CARRIED

**19-019 BYLAW 2019-01 A BYLAW FOR THE DESTRUCTION OF DOCUMENTS/G. MACPHERSON**

“THAT Bylaw 2019-01 Records Destruction Schedule Bylaw be read for the first time.”

CARRIED

**19-020 BYLAW 2019-01 A BYLAW FOR THE DESTRUCTION OF DOCUMENTS/G. PEAGAM**

“THAT Bylaw 2019-01 Records Destruction Schedule Bylaw be read for the second time.”

CARRIED

**19-021 BYLAW 2019-01 A BYLAW FOR THE DESTRUCTION OF DOCUMENTS/G. SPANIER**

“THAT Bylaw 2019-01 Records Destruction Schedule Bylaw have three readings at this meeting.”

CARRIED UNANIMOUSLY

**19-022 BYLAW 2019-01 A BYLAW FOR THE DESTRUCTION OF DOCUMENTS/R.PALMER**

“THAT Bylaw 2019-01 Records Destruction Schedule Bylaw be read for the third time and adopted.”

CARRIED

**19-023 CORRESPONDENCE / R. PALMER**

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

- a. SARM – 2019 Fee Schedule
- b. Prairie Valley School Division – Strategic Plan flyer
- c. PARCS - update #95
- d. Energy Code Forms – PBI update

CARRIED

**19-024 ACCOUNTS FOR PAYMENT / G. MACPHERSON**

“THAT the list of accounts for 2018 cheque numbers 7640 to 7693 totaling \$ 127,380.88 including EFT Payroll attached hereto and forming a part of these minutes is hereby approved by RM Council for payment.”

CARRIED

**19-025 TAX ENFORCEMENT 2018 / R. PALMER**

“THAT RM 187 Council approve the Administrative Assistant G. Lowe to advertise the attached list of lands in arrears effective November 7, 2018; that forms part of these minutes; AND FURTHERMORE, the lands listed shall only exceed one half of the immediately preceding years tax levy;”

CARRIED

**19-026 SARM MEMBERSHIP RENEWAL /R.PALMER**

“THAT the Saskatchewan Association of Rural Municipalities Membership be renewed for 2019 at a cost of \$3,886.42 including GST (2018-\$3,920.95).”

CARRIED

**19-027 SARM EXCESS LIABILITY INSURANCE / R.PALMER**

“THAT the Saskatchewan Association of Rural Municipalities Excess Liability Insurance be renewed for 2019 at a cost of \$923.00 to include excess liability insurance to \$3,000,000 coverage (2018 - \$721.86 \$2,000,000 coverage).”

CARRIED

**19-028 SARM LIABILITY SELF-INSURANCE PLAN /J.TOTH**

“THAT the Saskatchewan Association of Rural Municipalities Liability Self-Insurance be renewed for 2019 at a cost of \$2,725.25 (2018 - \$2,649.37).”

CARRIED

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**19-029 SARM PROPERTY SELF-INSURANCE PROGRAM / G. SPANIER**

“THAT the Saskatchewan Association of Rural Municipalities Property Self-Insurance be renewed for 2019 at a cost of \$5,046.68 (2018 - \$4,905.74).”

CARRIED

**19-030 SARM FIDELITY BOND / G. PEAGAM**

“THAT the Saskatchewan Association of Rural Municipalities Fidelity Bond be renewed for 2019 at a cost of \$169.60 (2018 \$169.00).”

CARRIED

**18-031 SARM GROUP LIFE INSURANCE PLAN / G. SPANIER**

“THAT the Saskatchewan Association of Rural Municipalities Group Life Insurance be renewed for the 2019 year at a cost of \$444.84 (2018 - \$673.65);  
And FURTHERMORE and additional \$111.21 for the Administrative Assistant effective January 29, 2019.”

CARRIED

**19-032 SARM BENEFITS PLAN, LONG TERM DISABILITY AND EXTENDED HEALTH/ J. TOTH**

“THAT Saskatchewan Association of Rural Municipalities Benefits Plan, Long Term Disability and Extended Health and Dental Benefits be renewed at a cost of \$30,478.44.”

CARRIED

**19-033 RURAL MUNICIPAL ADMINISTRATORS' ASSOCIATION OF SASKATCHEWAN MEMBERSHIP/G. PEAGAM**

“THAT RM 187 Council approve the payment of the Acting Administrator's, and the Interim Administrator's annual membership to the Rural Municipal Administrators' Association of Saskatchewan for a total amount of \$910.00”

CARRIED

**19-034 SASKATCHEWAN LOTTERIES ALLOCATIONS /G. PEAGAM**

“THAT the following allocations be made under the Saskatchewan Lotteries Community Grant Program for the 2020 year:

Edgeley	127
Resort Village of B-Say-Tah	50
Town of Fort Qu'Appelle	678.”

CARRIED

**19-035 TO REQUEST PERMISSION TO BORROW TO FINANCE OPERATING EXPENDITURES FOR THE CURRENT YEAR /R. PALMER**

“THAT RM Council apply for permission to borrow a sum not to exceed \$500,000, five hundred thousand dollars, for the purpose of financing operating expenditures;  
AND FURTHERMORE, that the amount of the said debt shall be payable upon receipt of current year's taxes and/or unconditional provincial or federal grants.”

CARRIED

**19-036 MUNICIPAL LEADERSHIP DEVELOPMENT PROGRAM /G. SPANIER**

“THAT RM 187 Council approve 3 people to attend the Municipal Leadership Development Program at Saskatoon at the annual SARM Convention March 11, 2019 including expenses for hotel, meals, and travel.”

CARRIED

**19-037 SASKTIPS 2018 MEMBERSHIP/G. SPANIER**

“THAT the Sasktips 2018 Membership be paid at the annual cost of \$100.00.”

**19- 038 DUDLEY & COMPANY LLP, LETTER OF AUDITORS RESPONSIBILITY/ G. PEAGAM**

“THAT RM 187 Council sign the Dudley & Company acknowledgement letter and complete the appendix - risk of fraud questioner and sign the appendix and return the original to Dudley & Company.”

CARRIED

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Garnet Spanier declared a conflict of interest and left chambers at 12:25 pm.

**19-039 REMOVE PARCEL TIES ON LSD 8 SEC 24 TWP 21 RGE 15 W2- SURFACE PARCEL #'S 161645890, 161582812, AND 161582799 /G. MACPHERSON**

“THAT RM 187 Council authorize Morris Law Office to remove parcel ties from the following Surface Parcels #161645890, #161582812 and #161582799 in order to move forward with development.”

CARRIED

*Garnet Spanier returned to chambers at 12:36 pm.*

**19- 040 OFFICE STAFFING/R. PALMER**

“THAT RM 187 Council retain Dawn Lugin as Interim Administrator until December 31, 2019 with 37.5 hours a week, and at the hourly rate of \$38.50, and with full benefits.”

CARRIED

**19- 041 OFFICE JANITORIAL SERVICES/J. TOTH**

“THAT RM 187 Council give 60 days’ notice to K2 Cross Training for office cleaning, so that their last day would be Monday, March 11, 2019, during regular office hours, and at which time they will surrender their set of office keys.”

CARRIED

**19- 042 OFFICE JANITORIAL SERVICES/G. SPANIER**

“THAT RM 187 Council give the administrator authority to advertise in the Fort Times for new office cleaners effective March 12, 2019.”

CARRIED

**19-043 ADJOURNMENT / G. SPANIER**

“That the Regular meeting of Council be adjourned at 12:55 p.m.”

CARRIED

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

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Reeve

Administrative Assistant

**Next regular meeting of Council, Tuesday, January 22, 2019 at 9:00 a.m.**