#### RM of NORTH QU'APPELLE NO.187 Agenda

Tuesday, January 26, 2016

- 1. Call to Order
- 2. Approval of Minutes
  - a. Regular meeting January 12, 2016
  - b. Works Committee meeting January 13, 2016
- 3. Business Arising From Minutes
- 4. Reports
  - a. D. Duesterbeck Foreman
  - b. H. McDonald -Works Committee / Shop
  - c. K. Hutchinson Personnel
  - d. M. Johnson Administration
- 5. Delegate B. Mandizak Lower Qu'Appelle Farm Stewardship
- 6. Bylaws
  - a. Bylaw 16-01 Extension of Time Council Procedures Bylaw
  - b. Bylaw 16-02 Council Procedures Bylaw
  - c. Bylaw 08-10 A bylaw to provide for the appointment of a wildlife eradication officer
- 7. Correspondence
  - a. Village of Lebret Lagoon Lease
  - b. Municipal Hail 2015 Losses
  - c. Janet Bedel Resignation of Southeast Regional Library
  - d. Southeast Regional Library Board Member
  - e. L. Grant SARM Division 3 re-election
  - f. J. Harwood SARM Division 5 re-election
  - g. SARM Federal Priorities for Rural Saskatchewan
  - h. SARM Provincial election brochure
  - i. SARM 2016-2017 Provincial Budget
  - j. SAMA Annual meeting Tuesday April 26, 2016 Saskatoon
- 8. Accounts for Payment / Statement of Financial Activities / Bank Reconciliation
- 9. Unfinished Business
  - a. 2011 PDAP Update
  - b. 2016 Fee charges
- 10. New Business
  - a. Refund of Building move deposit 30 Well Road
  - b. Borrowing Resolution
  - c. Council Chambers TV Purchase
  - d. East Central Transportation Planning Committee Spring Workshop March 2, 2016
  - e. District #39 4-H Donation request
  - f. Municipal Employee Code of Conduct
  - g. RM Council Public Disclosure Statement
- 11. Other Business
- 12. Adjournment

H.J.M.

## 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 January 26, 2016

Present:

Reeve:

Harry McDonald

Council Members:

Division 1 Division 2 Tom Braithwaite

Leonard Horsman

Division 4

Gord Peagam Marcel DeDecker

Division 5 Division 6

John Linklater

Division 7

Ken Hutchinson - Via Skype

Staff:

Administrator - Marcy Johnson

Foreman - Darwin Duesterbeck

Absent:

Division 3

George MacPherson

A quorum being present, Reeve H. McDonald called the meeting to order at 9:00 am.

D. Dusterbeck left council chambers at 9:25

#### 16-014 MINUTES / T. BRAITHWAITE

"THAT the minutes of the regular meeting of Council held January 12, 2016 be accepted as presented. "

**CARRIED** 

#### 16-015 MINUTES / L. HORSMAN

"THAT RM Council approve the minutes of the works meeting held on January 13, 2016; AND FURTHERMORE, that the 2016 works plan is attached."

**CARRIED** 

#### 16-016 CONTRACTED EMPLOYEES / G. PEAGAM K. Hutchinson

"THAT RM Council approve the increases for Leonard Meyers and Linda Peagam of \$1.00 per hour."

**CARRIED** 

#### 16-017 PURCHASE OF ROUND TABLE / M. DEDECKER

"THAT RM Council approve the purchase of a round table for the back room from Supreme Office Products for \$184.99 plus taxes and shipping."

**CARRIED** 

#### 16-018 MARCH 8 REGULAR MEETING DATE CHANGE/ J. LINKLATER

"THAT RM Council approve that the regular meeting on March 8, 2016 be moved to Friday, March 11, 2016 due to SARM Annual Convention."

**CARRIED** 

#### 16-019 PUBLIC MEETING RM SHOP / K. HUTCHINSON

"THAT RM Council host a public meeting regarding the build of the shop, to be held on Saturday March 12, 2016 at 1:30 p.m. till 3:00 p.m., venue to be determined."

**CARRIED** 

#### DELEGATE - B. MANDZIAK CALLING LAKES FARM STEWARDSHIP 10:00 a.m.

Presented Council with information on the different programs available to producers.

### 16-020 RECESS / T. BRAITHWAITE

"THAT this meeting be recessed at 10:34 a.m."

CARRIED

#### 16-021 RECONVENE / L. HORSMAN

"THAT this meeting reconvene 10:36 a.m. "

**CARRIED** 

#### 16-022 REPORTS / G. PEAGAM

"THAT the following verbal reports from:

- a. D. Duesterbeck Forman
- b. H. McDonald Work Committee/Shop
- c. K. Hutchinson Personnel
- d. M. Johnson Administration

be accepted as presented."

CARRIED

# 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 January 26, 2016

#### 16-023 BYLAW 16-01 EXTENSION OF TIME - COUNCIL PROCEDURES BYLAW / M. DEDECKER

"THAT Bylaw 16-01 Extension of Time – Council Procedures Bylaw be introduced and read for the first time. "

**CARRIED** 

#### 16-024 BYLAW 16-01 EXTENSION OF TIME - COUNCIL PROCEDURES BYLAW / J. LINKLATER

"THAT Bylaw 16-01 Extension of Time – Council Procedures Bylaw be read for the second time."

**CARRIED** 

#### 16-025 BYLAW 16-01EXTENSION OF TIME - COUNCIL PROCEDURES BYLAW / K. HUTCHINSON

"THAT Bylaw 16-01 Extension of Time – Council Procedures Bylaw be given three readings at this meeting."

CARRIED

#### 16-026 BYLAW 16-01 EXTENSION OF TIME-COUNCIL PROCEDURES BYLAW ADOPTION/T.BRAITHWAITE

"THAT Bylaw 16-01 Extension of Time – Council Procedures Bylaw be read for the third time and adopted."

CARRIED

#### 16-027 BYLAW 16-02 COUNCIL PROCEDURES BYLAW / L. HORSMAN

"THAT Bylaw 16-02 Council Procedures Bylaw be introduced and read for the first time."

CARRIED

#### 16-028 CORRESPONDENCE / G. PEAGAM

"THAT the following correspondence, having be read, be filed:

- a. Village of Lebret Lagoon Lease
- b. Municipal Hail 2015 Losses
- c. Janet Bedel Resignation of Southeast Regional Library
- d. Southeast Regional Library Board Member
- e. L. Grant SARM Division 3 Re-election
- f. J. Harwood SARM Division 5 Re-election
- g. SARM Federal Priorities for Rural Saskatchewan
- h. SARM Provincial Election Brochure
- i. SARM 2016-2017 Provincial Budget
- j. SAMA Annual meeting Tuesday April 26, 2016 Saskatoon"

**CARRIED** 

#### 16-029 ACCOUNTS FOR PAYMENT / M. DEDECKER

"THAT the list of accounts paid by cheque number 5613 to 5623 manual EFT payroll totaling \$17,847.81 attached and forming a part of these minutes, be approved for payment."

**CARRIED** 

#### 16-030 STATEMENT OF FINANCILA ACTIVITIES / J. LINKLATER

"THAT the Statement of Financial Activities for the month of December 2015, attached and forming a part of these minutes, be accepted as presented."

**CARRIED** 

#### 16-031 BANK RECONCILIATION / T. BRAITHWATIE

"THAT the Bank Reconciliation for the month of December 2015, attached and forming a part of these minutes, be accepted as presented."

CARRIED

#### 16-032 2016 FEE CHARGES CUSTOM WORK AND OFFICE SERVICES / L. HORSMAN

"THAT Council approve the attached Fee Schedule for the 2016 year for Custom Work and Office Services."

**CARRIED** 



# 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 January 26, 2016

#### 16-033 BUILIND MOVE DEPOSIT 30 WELL ROAD / G. PEAGAM

"That RM council approve the return of the refundable deposit to 30 Well Road in the amount of \$5,000."

**CARRIED** 

# 16-034 TO REQUEST PERMISSION TO BORROW TO FINACE OPERATING EXPENDITURES FOR THE CURRENT YEAR / M. DEDECKER

"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** 

#### 16-035 COUNCIL CHAMBERS T.V. / J. LINKLATER

"THAT RM council give the Administrator, M. Johnson, the authority to purchase a 50" TV for council Chambers;

AND FURTHERMORE, the cost of the TV no exceed \$1,000.000."

CARRIED

#### 16-036 DISTRICT #39 4-H / K. HUTCHINSON

"THAT Council give a donation of \$125.00 to District #39 4-H."

**DEFEATED** 

#### 16-037 EMPLOYEE CODE OF CONDUCT / T. BRAITHWATE

"THAT the RM Council approve the document Rural Municipality of North Qu'Appelle No. 187 Municipal Employee Code of Conduct;

AND FURTHERMORE, that all employees will receive a copy and sign a letter indicating reading and understanding the code of conduct of each employee of the municipality."

CARRIED

#### 16-038 RM COUNCIL PUBLIC DISCLOSURE STATEMENT / L. HORSMAN

"THAT all RM Council have submitted and signed the Public Disclosure Statement for the 2016 year;

AND FURTHERMORE, that this statement be renewed annually and after elections."

CARRIED

#### 16-039 IN CAMERA SESSION / G. PEAGAM

"THAT RM Council move into an in camera session at 11:20 a.m."

CARRIED

#### 16-040 OUT OF CAMERA SESSION / M. DEDECKER

"THAT RM Council move out of camera session at 11:45 a.m."

CARRIED

#### 16-041 ADJOURMENT / J. LINKLATER

"That the Regular meeting of Council be adjourned at 11:48 a.m."

CARRIED

Approved this

9

day of

, 2016.

Reeve

Administrator

Next regular meeting of Council, Tuesday, February 9, 2016

Report Date 22/01/2016 1:10 PM

#### R.M. of North Qu'Appelle #187 List of Accounts for Approval As of 22/01/2016

Batch: 2016-00004 to 2016-00009

Payment # Date Vendor Name Invoice # Invoice Amount Payment Amount Reference Bank Code: AP - AP GENERAL Computer Cheques: 5613 12/01/2016 Canada Post Corporation 01/16 Postage 4 rolls of 100 stamps 357.00 357.00 .614 26/01/2016 Duesterbeck, Darwin 01/16 expense 35km - PL for GMC 21.00 21.00 5615 26/01/2016 **Hilderman Construction** 01/16 Refund Refund Deposit BP14-016 5,000.00 5,000.00 5616 26/01/2016 Johnson, Marcy 01/16 expense Expenses 186.98 186.98 26/01/2016 Kulaway, Ken 5617 01/16 Cell exp Cell expense 25.00 25.00 5618 26/01/2016 Professional Building 15123155 **BP Inspections** 927.50 927.50 Success Office Systems 26/01/2016 5619 INV113744 **Photocopies** 68.72 68.72 26/01/2016 Van Houtte Coffee Services Inc 5620 70902830 Office supplies 57.25 57.25 Webster, LLoyd 5621 26/01/2016 01/16 Cell exp Cell expense 25.00 25.00 29/01/2016 Cochrane, Holly 5622 01/16 Contract Janitor contract 330.75 330.75 5623 29/01/2016 Grismer, Camille 3,501.03 01/16 Contract Garbage contract 3,501.03 Other: 011501-Manر 15/01/2016 Johnson, Marcy PM-01-01 Payroli January 1 - 15 1,644.15 1,644.15 16011502-Man 15/01/2016 Nicole Keith PM-01-01 Payroll January 1 - 15 996.19 996.19 Duesterbeck, Darwin 16011503-Man 15/01/2016 PM-01-01 Payroll January 1 - 15 1,705.60 1,705.60 16011504-Man 15/01/2016 Kulaway, Ken PM-01-01 Payroll January 1 - 15 1,079.62 1,079.62 16011505-Man 15/01/2016 Erickson, Randy PM-01-01 Payroll January 1 - 15 1,062.63 1,062.63 16011506-Man 15/01/2016 Webster. LLoyd PM-01-01 Payroll January 1 - 15 859.39 859.39



17,847.81

Total for AP:

Page 1

Report Date 22/01/2016 1:10 PM

Date

Vendor Name

Payment #

#### R.M. of North Qu'Appelle #187 List of Accounts for Approval As of 22/01/2016

Batch: 2016-00004 to 2016-00009

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Payment Amount

Invoice # Reference Invoice Amount

Reeve



## R.M. of North Qu'Appelle #187 Statement of Financial Activities - Condensed For the Period Ending December-31-15

Page 1

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
<b>Municipal Taxes</b> General Municipal Levy		1,484,786.57	1,485,251.00	(464.43)	0.03-
Abatements and Adjustments		(2,350.90)	(11,850.00)	9,499.10	80.16
Discount on Current Year Taxes		(126,551.27)	(124,410.00)	(2,141.27)	1.72-
Net Municipal Taxes	0.00	1,355,884.40	1,348,991.00	6,893.40	0.51
Penalties on Tax Arrears	1,121.68	16,038.08		16,038.08	
Total Taxation:	1,121.68	1,371,922.48	1,348,991.00	22,931.48	1.70
Fees and Charges					
Custom Work Sale of Supplies and Gravel	173.74	2,120.00 50,662 <i>.</i> 21	37,000.00 7,400.00	(34,880.00) 43,262.21	94.27- 584.62
Rentals	173.74	50,662.21	600.00	(100.00)	16.67-
Policing and Fire Fees		1,400.00	000.00	1,400.00	10.07-
Licenses and Permits	50.00	26,215.00	38,700.00	(12,485.00)	32.26-
General Office Services	6,004.66	40,258.76	48,760.00	(8,501.24)	17.43-
Landfill/Waste Collection Fees		35,934.43	34,500.00	1,434.43	4.16
Total Fees and Charges:	6,228.40	157,090.40	166,960.00	(9,869.60)	5.91-
Maintenance and Development Charges					
Road Maintenance and Restoration Agreement:  Total Maintenance and Development Charge	0.00	23,003.70	25,000.00	(1,996.30)	7.99-
rotal Maintenance and Development Charge	0.00	23,003.70	25,000.00	(1,996.30)	7.99-
Utilities Water	940.00	7,597.25	8,000.00	(402.75)	5.03-
Total Utilities:	940.00	7,597.25	8,000.00	(402.75)	5.03-
Unconditional Transfers		,,,,,,,,	-,	(102110)	0.00
Unconditional Transfers	35,223.33	173,846.32	173,850.00	(3.68)	
Total Unconditional Transfers:	35,223.33	173,846.32	173,850.00	(3.68)	0.00
Conditional Grants					
Federal		41,350.40	41,330.00	20.40	0.05
Provincial	25,485.93	869,181.36	175,520.00	693,661.36	395.20
Total Conditional Grants:	25,485.93	910,531.76	216,850.00	693,681.76	319.89
Grants in Lieu of Taxes					
Provincial	2,518.00	3,268.00	2,430.00	838.00	34.49
Local		2,153.83	1,495.00	658.83	44.07
Total Grants in Lieu of Taxes:	2,518.00	5,421.83	3,925.00	1,496.83	38.14
Investment Income and Commissions					
Investment and Income Revenue	1,283.07	2,815.25	2,200.00	615.25	27.97
Total Investment Income and Commissions:	1,283.07	2,815.25	2,200.00	615.25	27.97
Total REVENUES:	72,800.41	2,652,228.99	1,945,776.00	706,452.99	36.31
_					
EXPENDITURES					
General Government Services					
Wages	22,431.23	123,270.74	120,400.00	(2,870.74)	2.38-
Benefits  Professional/Centrast Services	1,151.67	31,295.03	30,000.00	(1,295.03)	4.32-
Professional/Contract Services Utilities	10,941.71 1,093.72	121,444.54 7,064.05	128,250.00	6,805.46	5.31
Maintenance, Material and Supplies	1,093.72	7,064.05 18,184.18	6,100.00 17,100.00	(964.05) (1,084.18)	15.80- 6.34-
Grants and Contributions	.,040.10	8,536.35	4,000.00	(4,536.35)	0.3 <del>4-</del> 113.41-
Capital Expenditures		.,	4,190.00	4,190.00	100.00
Other	3,778.58	3,853.58	.,	(3,853.58)	- <del></del>
Total General Government Services:	40,426.10	313,648.47	310,040.00	(3,608.47)	1.16-
					.07
Protective Services Police Protection					1180
Contractual Services		30,875.15	29,800.00	(1.075.15)	H/3 62- 1
		,_,		(1,070.10)	MM

# R.M. of North Qu'Appelle #187 Statement of Financial Activities - Condensed

For the Period Ending December-31-15

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Total Police Protection:   0.00   30,875.15   29,800.00   (1,075.15)	3.61-					
Professional/Contractual Services   13,000.00   11,000.00   (1,380.00)   (1,380.0		(1,075.15)	29,800.00	30,875.15	0.00	
Total Protective Services	11.88-	, . ,	,		0.00	Professional/Contractual Services
### Maintenance   Wages   5,326.01   186,889.49   195,000.00   110,51	11.88-			·····		-
Maintenance         Vages         5,326.01         186,889.49         195,000.00         9,110.51           Benefits         1,478.95         51,549.37         41,000.00         (10,549.37)           Professional/Contractual Services         9,533.15         391,052.14         439,680.00         48,597.86           Utilities         4,613.65         27,379.87         29,150.00         1,770,13           Maintenance, Materials & Supplies         23,667.87         463,832.02         668,400.00         201,667.98           Capital Expenditures         55,304.63         139,949.78         271,240.00         133,290.22           Interest         6,5304.63         1,259,652.67         1,642,940.00         133,290.22           Interest         0,00         4,677         0.00         383,287.33           Construction         0,00         4,677         0.00         4,67           Total Construction:         0,00         10,368.00         11,000.00         632.00           Total Transportation Services:         70,704.63         1,270,016.00         1,653,940.00         333,924.00           Environmental Services         16,223.81         165,554.85         173,200.00         7,645.16           Maintenance, Materials and Supplies         16,544.56 <td>5.93-</td> <td>(2,400.10)</td> <td>41,420.00</td> <td>43,073.13</td> <td>0.00</td> <td>Total Flotective Services.</td>	5.93-	(2,400.10)	41,420.00	43,073.13	0.00	Total Flotective Services.
Wages   5,328.01   185,889.49   195,000.00   9,110.51     Benefits   1,478.95   51,549.37   41,000.00   (10,549.37)     Professional/Contractual Services   9,533.16   27,379.87   29,180.00   1,770.13     Maintenance, Materials & Supplies   23,687.87   463,832.02   685,400.00   201,567.98     Capital Expenditures   20,685.00   139,949.78   271,240.00   131,290.22     Interest   1,500.00   1,500.00   1,500.00     Total Maintenance:   65,304.63   1,259,652.67   1,642,940.00   383,287.33     Construction   Benefits   (4.67)   0.00   4.67     Snow Removal   1,000.00   (4.67)   0.00   4.67     Total Construction:   0.00   (4.67)   0.00   4.67     Snow Removal   1,000.00   10,368.00   11,000.00   632.00     Total Transportation Services:   70,704.63   1,270,016.00   1,653,940.00   383,924.00     Environmental Services   70,704.63   1,270,016.00   1,653,940.00   383,924.00     Environmental Services   16,223.81   165,554.85   173,200.00   7,645.15     Maintenance, Materials and Supplies   320.75   1,571.85   2,600.00   1,028.15     Total Environmental Services   1,320.00   3,887.40   3,000.00   (213,15)     Grants and Contributions   7,000.00   3,887.40   3,000.00   (213,15)     Grants and Contributions   1,320.00   3,887.40   3,000.00   (213,15)     Grants and Contributions   20,00   8,129.32   8,000.00   (219,32)     Utilities   Water   Professional/Contractual Services   20,00   8,129.32   8,000.00   (129,32)     Utilities   Water   Professional/Contractual Services   20,00   8,00   13,00   0   141.29     Maintenance, Materials and Supplies   209.56   1,158.71   1,300.00   1,300.77     Total Water:   229.56   1,307.94   3,430.00   2,122.06     Total LYPENDITURES:   229.56   1,307.94   3,430.00   2,122.06     Change   Materials and Supplies   20,22.485   1,807.99.08   2,195,630.00   387,639.02     Change   Materials   229.56   1,307.94   3,430.00   2,122.06     Change   Materials   229.56   1,307.94   3,430.00   2,122.06     Change   Materials   229.56   1,307.94   3,430.00   2,122.06     Change   Materials   229.5						
Benefits	4.67	0 110 51	195 000 00	185 889 49	5 326 01	
Professional/Contractual Services   9,533,15   391,052,14   439,650,00   48,597.86   Utilities   4,613.65   27,379.87   29,150,00   1,770,13   439,650,00   201,567.98   20,685.00   139,949.78   271,240,00   131,290,22   18terest   1,500,00	25.73-	•	•			· · · · · · · · · · · · · · · · · · ·
Utilities	11.05	, ,	· ·	•		
Maintenance, Materials & Supplies         23,667.87         463,832.02         665,400.00         201,567.98           Capital Expenditures         20,685.00         139,949.78         271,240.00         131,290.22           Interest         1,500.00         1,500.00         131,290.22           Total Maintenance:         65,304.63         1,259,652.67         1,642,940.00         383,287.33           Construction         Benefits         (4.67)         0.00         4.67           Total Construction:         0.00         (4.67)         0.00         4.67           Snow Removal:         8.700.00         10,388.00         11,000.00         632.00           Total Snow Removal:         5,400.00         10,368.00         11,000.00         632.00           Total Transportation Services:         70,704.63         1,270,016.00         1,653,940.00         383,924.00           Environmental Services:         16,223.81         165,554.85         173,200.00         363,020           Professional/Contractual Services:         16,544.56         167,126.70         175,800.00         8,673.30           Planning and Development Services:         1,320.00         3,213.15         3,000.00         (213.15)           Grants and Contributions         674.25         674.2	6.07					
Capital Expenditures Interest         20,885.00         139,949.78         271,240.00         131,290.22 1,500.00         1,500.00         1,500.00         1,500.00         1,500.00         1,500.00         1,500.00         1,500.00         383,287.33         200.00         1,642,940.00         383,287.33         332,287.33         332,287.33         332,287.33         332,287.33         4.67         300.00         300.00         300.00         300.00         300.00         300.00         300.00         300.00         300.00         300.00         300.00         300.00	30.29	•	•	•	· ·	
Interest	48.40	•		<u>-</u>		
Total Maintenance:         65,304.63         1,259,652.67         1,642,940.00         383,287.33           Construction         Benefits         (4.67)         0.00         4.67           Total Construction:         0.00         (4.67)         0.00         4.67           Snow Removal:         5,400.00         10,368.00         11,000.00         632.00           Total Snow Removal:         5,400.00         10,368.00         11,000.00         632.00           Total Transportation Services:         70,704.63         1,270,016.00         1,653,940.00         383,924.00           Environmental Services         16,223.81         165,554.85         173,200.00         7,645.15           Maintenance, Materials and Supplies         320.75         1,571.85         2,600.00         1,028.15           Total Environmental Services         1,320.00         3,213.15         3,000.00         8,673.30           Planning and Development Services         1,320.00         3,213.15         3,000.00         (213.15)           Grants and Contributions         674.25         674.25         (674.25)           Total Planning and Development Services:         1,320.00         3,887.40         3,000.00         (887.40)           Recreation and Cultural Services         8,129	100.00		·		-,	·
Benefits	23.33			1,259,652.67	65,304.63	Total Maintenance:
Total Construction: 0.00 (4.67) 0.00 4.67 Snow Removal Maintenance, Materials & Supplies 5,400.00 10,368.00 11,000.00 632.00 Total Snow Removal: 5,400.00 10,368.00 11,000.00 632.00 Total Snow Removal: 5,400.00 10,368.00 11,000.00 632.00 Total Transportation Services: 70,704.63 1,270,016.00 1,653,940.00 383,924.00 Environmental Services 16,223.81 165,554.85 173,200.00 7,645.15 Maintenance, Materials and Supplies 320.75 1,571.85 2,600.00 1,028.15 Total Environmental Services: 16,544.56 167,126.70 175,800.00 8,673.30 Planning and Development Services 1,320.00 3,213.15 3,000.00 (213.15) Grants and Contributions 674.25 (674.25) Total Planning and Development Services: 1,320.00 3,887.40 3,000.00 (887.40) Recreation and Cultural Services 1,320.00 3,129.32 8,000.00 (129.32) Total Recreation and Cultural Services: 0.00 8,129.32 8,000.00 (129.32) Total Recreation and Cultural Services 0.00 8,129.32 8,000.00 (129.32) Utilities Water Professional/Contractual Services 20.00 80.00 130.00 50.00 Utilities 69.23 2,000.00 1,930.77 Total Water: 229.56 1,158.71 1,300.00 1,141.29 Maintenance, Materials and Supplies 69.23 2,000.00 1,930.77 Total Water: 229.56 1,307.94 3,430.00 2,122.06 Total Itilities: 229.56 1,307.94 3,430.00 2,122.06 Total EXPENDITURES: 129,224.85 1,807,990.98 2,195,630.00 387,639.02 CHANGE IN NET FINANCIAL ASSETS		•				Construction
Snow Removal   Maintenance, Materials & Supplies   5,400.00   10,368.00   11,000.00   632.00     Total Snow Removal:   5,400.00   10,368.00   11,000.00   632.00     Total Transportation Services:   70,704.63   1,270,016.00   1,653,940.00   383,924.00     Environmental Services   Forfessional/Contractual Services   16,223.81   165,554.85   173,200.00   7,645.15   Maintenance, Materials and Supplies   320.75   1,571.85   2,600.00   1,028.15     Total Environmental Services:   16,544.56   167,126.70   175,800.00   8,673.30     Planning and Development Services   1,320.00   3,213.15   3,000.00   (213.15)     Grants and Contributions   674.25   (674.25)     Total Planning and Development Services:   1,320.00   3,887.40   3,000.00   (887.40)     Recreation and Cultural Services   1,320.00   3,129.32   8,000.00   (129.32)     Total Recreation and Cultural Services   0.00   8,129.32   8,000.00   (129.32)     Utilities   Water   Professional/Contractual Services   20.00   80.00   130.00   50.00     Utilities   209.56   1,158.71   1,300.00   141.29     Maintenance, Materials and Supplies   69.23   2,000.00   1,930.77     Total Water:   229.56   1,307.94   3,430.00   2,122.06     Total EXPENDITURES:   129,224.85   1,807,990.98   2,195,630.00   387,639.02     CHANGE IN NET FINANCIAL ASSETS		4.67		(4.67)		Benefits
Maintenance, Materials & Supplies   5,400.00   10,368.00   11,000.00   632.00   Total Snow Removal:   5,400.00   10,368.00   11,000.00   632.00   Total Transportation Services:   70,704.63   1,270,016.00   1,653,940.00   383,924.00	0.00	4.67	0.00	(4.67)	0.00	Total Construction:
Total Snow Removal:						
Total Transportation Services:   70,704.63   1,270,016.00   1,653,940.00   383,924.00	5.75	632.00	11,000.00	10,368.00	5,400.00	
Environmental Services	5.75	632.00	11,000.00	10,368.00	5,400.00	Total Snow Removal:
Professional/Contractual Services   16,223.81   165,554.85   173,200.00   7,645.15   Maintenance, Materials and Supplies   320.75   1,571.85   2,600.00   1,028.15     Total Environmental Services:   16,544.56   167,126.70   175,800.00   8,673.30     Planning and Development Services   Professional/Contractual Services   1,320.00   3,213.15   3,000.00   (213.15)     Grants and Contributions   674.25   (674.25)     Total Planning and Development Services:   1,320.00   3,887.40   3,000.00   (887.40)     Recreation and Cultural Services   1,320.00   3,887.40   3,000.00   (887.40)     Recreation and Cultural Services   8,129.32   8,000.00   (129.32)     Total Recreation and Cultural Services:   0.00   8,129.32   8,000.00   (129.32)     Utilities   Water   Professional/Contractual Services   20.00   80.00   130.00   50.00     Utilities   Water   209.56   1,158.71   1,300.00   141.29     Maintenance, Materials and Supplies   69.23   2,000.00   1,930.77     Total Water:   229.56   1,307.94   3,430.00   2,122.06     Total Utilities:   229.56   1,307.94   3,430.00   2,122.06     Total EXPENDITURES:   129,224.85   1,807,990.98   2,195,630.00   387,639.02     CHANGE IN NET FINANCIAL ASSETS	23.21	383,924.00	1,653,940.00	1,270,016.00	70,704.63	Total Transportation Services:
Professional/Contractual Services   16,223.81   165,554.85   173,200.00   7,645.15   Maintenance, Materials and Supplies   320.75   1,571.85   2,600.00   1,028.15     Total Environmental Services:   16,544.56   167,126.70   175,800.00   8,673.30     Planning and Development Services   Professional/Contractual Services   1,320.00   3,213.15   3,000.00   (213.15)     Grants and Contributions   674.25   (674.25)     Total Planning and Development Services:   1,320.00   3,887.40   3,000.00   (887.40)     Recreation and Cultural Services   1,320.00   3,887.40   3,000.00   (887.40)     Recreation and Cultural Services   8,129.32   8,000.00   (129.32)     Total Recreation and Cultural Services:   0.00   8,129.32   8,000.00   (129.32)     Utilities   Water   Professional/Contractual Services   20.00   80.00   130.00   50.00     Utilities   Water   209.56   1,158.71   1,300.00   141.29     Maintenance, Materials and Supplies   69.23   2,000.00   1,930.77     Total Water:   229.56   1,307.94   3,430.00   2,122.06     Total Utilities:   229.56   1,307.94   3,430.00   2,122.06     Total EXPENDITURES:   129,224.85   1,807,990.98   2,195,630.00   387,639.02     CHANGE IN NET FINANCIAL ASSETS						Environmental Services
Maintenance, Materials and Supplies         320.75         1,571.85         2,600.00         1,028.15           Total Environmental Services:         16,544.56         167,126.70         175,800.00         8,673.30           Planning and Development Services         1,320.00         3,213.15         3,000.00         (213.15)           Grants and Contributions         674.25         (674.25)         (674.25)           Total Planning and Development Services:         1,320.00         3,887.40         3,000.00         (887.40)           Recreation and Cultural Services         8,129.32         8,000.00         (129.32)           Total Recreation and Cultural Services:         0.00         8,129.32         8,000.00         (129.32)           Utilities         Water         Value         Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         1,41.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN	4.41	7 645 15	173 200 00	165.554.85	16.223.81	
Total Environmental Services: 16,544.56   167,126.70   175,800.00   8,673.30     Planning and Development Services   Professional/Contractual Services   1,320.00   3,213.15   3,000.00   (213.15)     Grants and Contributions   674.25   (674.25)     Total Planning and Development Services: 1,320.00   3,887.40   3,000.00   (887.40)     Recreation and Cultural Services   8,129.32   8,000.00   (129.32)     Total Recreation and Cultural Services   0.00   8,129.32   8,000.00   (129.32)     Total Recreation and Cultural Services: 0.00   8,129.32   8,000.00   (129.32)     Utilities   Water   Professional/Contractual Services   20.00   80.00   130.00   50.00     Utilities   209.56   1,158.71   1,300.00   141.29     Maintenance, Materials and Supplies   69.23   2,000.00   1,930.77     Total Water:   229.56   1,307.94   3,430.00   2,122.06     Total Utilities:   229.56   1,307.94   3,430.00   2,122.06     Total EXPENDITURES:   129,224.85   1,807,990.98   2,195,630.00   387,639.02     CHANGE IN NET FINANCIAL ASSETS	39.54	-				
Planning and Development Services	4.93			167,126.70	16,544.56	Total Environmental Services:
Professional/Contractual Services         1,320.00         3,213.15         3,000.00         (213.15)           Grants and Contributions         674.25         (674.25)         (674.25)           Total Planning and Development Services:         1,320.00         3,887.40         3,000.00         (887.40)           Recreation and Cultural Services         8,129.32         8,000.00         (129.32)           Total Recreation and Cultural Services:         0.00         8,129.32         8,000.00         (129.32)           Utilities         Water         Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02		-,	,	•	,	
Grants and Contributions         674.25         (674.25)           Total Planning and Development Services:         1,320.00         3,887.40         3,000.00         (887.40)           Recreation and Cultural Services         8,129.32         8,000.00         (129.32)           Total Recreation and Cultural Services:         0.00         8,129.32         8,000.00         (129.32)           Utilities           Water         Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN NET FINANCIAL ASSETS					4 000 00	
Total Planning and Development Services: 1,320.00 3,887.40 3,000.00 (887.40)  Recreation and Cultural Services Professional/Contractual Services: 0.00 8,129.32 8,000.00 (129.32)  Total Recreation and Cultural Services: 0.00 8,129.32 8,000.00 (129.32)  Utilities Water Professional/Contractual Services 20.00 80.00 130.00 50.00 Utilities 209.56 1,158.71 1,300.00 141.29 Maintenance, Materials and Supplies 69.23 2,000.00 1,930.77 Total Water: 229.56 1,307.94 3,430.00 2,122.06  Total Utilities: 229.56 1,307.94 3,430.00 2,122.06  Total EXPENDITURES: 129,224.85 1,807,990.98 2,195,630.00 387,639.02	7.11-	, ,	3,000.00		1,320.00	
Recreation and Cultural Services         8,129.32         8,000.00         (129.32)           Total Recreation and Cultural Services:         0.00         8,129.32         8,000.00         (129.32)           Utilities           Water         Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02		(674.25)				
Professional/Contractual Services         8,129.32         8,000.00         (129.32)           Total Recreation and Cultural Services:         0.00         8,129.32         8,000.00         (129.32)           Utilities           Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02	29.58-	(887.40)	3,000.00	3,887.40	1,320.00	Total Planning and Development Services:
Total Recreation and Cultural Services:         0.00         8,129.32         8,000.00         (129.32)           Utilities           Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN NET FINANCIAL ASSETS						
Utilities         Water         Professional/Contractual Services       20.00       80.00       130.00       50.00         Utilities       209.56       1,158.71       1,300.00       141.29         Maintenance, Materials and Supplies       69.23       2,000.00       1,930.77         Total Water:       229.56       1,307.94       3,430.00       2,122.06         Total Utilities:       229.56       1,307.94       3,430.00       2,122.06         Total EXPENDITURES:       129,224.85       1,807,990.98       2,195,630.00       387,639.02	1.62-	(129.32)				
Water         Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02	1.62-	(129.32)	8,000.00	8,129.32	0.00	Total Recreation and Cultural Services:
Professional/Contractual Services         20.00         80.00         130.00         50.00           Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02						
Utilities         209.56         1,158.71         1,300.00         141.29           Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN NET FINANCIAL ASSETS						
Maintenance, Materials and Supplies         69.23         2,000.00         1,930.77           Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN NET FINANCIAL ASSETS	38.46					
Total Water:         229.56         1,307.94         3,430.00         2,122.06           Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN NET FINANCIAL ASSETS	10.87			•	209.56	
Total Utilities:         229.56         1,307.94         3,430.00         2,122.06           Total EXPENDITURES:         129,224.85         1,807,990.98         2,195,630.00         387,639.02           CHANGE IN NET FINANCIAL ASSETS	96.54					· ·
Total EXPENDITURES: 129,224.85 1,807,990.98 2,195,630.00 387,639.02  CHANGE IN NET FINANCIAL ASSETS	61.87	2,122.06	3,430.00	1,307.94	229.56	otal water:
CHANGE IN NET FINANCIAL ASSETS	61.87	2,122.06	3,430.00	1,307.94	229.56	Total Utilities:
	17.66	387,639.02	2,195,630.00	1,807,990.98	129,224.85	Total EXPENDITURES:
						CHANGE IN MET EIMANCIAL ASSETS
KEVENIES 70 988 44 9 650 998 68 4 645 776 68 786 456 68	20.04	706 450 00	4 04E 770 00	2 652 229 00	72,800.41	REVENUES
	36.31	•	·		•	
	17.66	387,639.02	2,195,630.00	1,007,390.96		
CHANGE IN NET FINANCIAL ASSETS (56,424.44) 844,238.01 (249,854.00) 1,094,092.01	437.89	1,094,092.01	(249,854.00)	844,238.01	(56,424.44)	CHANGE IN NET FINANCIAL ASSETS
Change in Non-Financial Assets 217.72 217.72		247 72		247 72		Change in Non-Financial Accets
Change in Non-Financial Assets 217.72 217.72	-	217.72		211.12		- Change in North mandal Assets
Change in Net Assets (56,424.44) 844,020.29 (249,854.00) 1,093,874.29	437.81	1 093 874 20	(249 854 00)	844 በ20 20	(56 424 44)	Change in Net Assets
(23,525.23 (243,034.00) 1,033,074.23	-01.01	1,000,014.2 <del>3</del>	(**TU,UUT.UU)	♥ TTyVLU.LŸ	(00, 124.44)	
Change in Surplus (56,424.44) 844,020.29 (249,854.00) 1,093,874.29	437.81	1,093,874.29	(249,854.00)	844,020.29	(56,424.44)	Change in Surplus
						•

Account Balances
Cash and Investments
Cash - On Hand - Petty Cash

Current Year to Date Balance

300.00



Report Date 19/01/2016 1:41 PM

## R.M. of North Qu'Appelle #187 Statement of Financial Activities - Condensed For the Period Ending December-31-15

Page 3

	Current	Year To Date	Budget	Variance	%
Cash - Bank - CIBC	45,965.07	792,006.47	342,897.31		
Cash - Conexus (For Pipeline Deposits)	2,430.28	2,430.28	2,430.28		
Total Cash and Investments:	48,395.35	794,436.75	345,627.59		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Rural	(36,742.69)	9,360.64	71,634.68		
ınicipal - Tax Receivable - Urban	(41,651.76)	(16,846.52)	64,401.29		
տսnicipal - Tax Receivable -Taylor Beach	(6,577.52)	(2,371.49)	203.28		
Municipal - Tax Receivable -Pasqua Lake	(20,543.48)	(5,205.83)	12,374.39		
Municipal - Tax Receivable -P.L. Special	(122.64)	(1,415.89)	881.45		
Municipal - Tax Recv Fire Truck Spec.	(150.80)	(110.58)	654.05		
Municipal - Tax Receivable - Tax Enforc.	(541.54)	(586.31)	830.99		
Municipal - Adjustment/Cancellation		204.02	204.02		
Municipal - Allow, for Uncollected			(10,000.00)		
Total Municipal Taxes Receivable:	(106,330.43)	(16,971.96)	141,184.15		
Certified correct and in accordance with the records	Presented to coul	ncil on			
		Date)			
Reeve	Adminis	trator			

## R.M. of North Qu'Appelle #187 Bank Reconciliation - Detailed

Page 1

CIBC - \*\*\*\*\*\*-01118

For Ending Date 31/12/2015

110-110-120 - Cash - Bank - CIBC

#### GL Balance to 31/12/2015

342,919.57

Service Charges: Interest Charges:

-201.30

Interest Revenue:

0.00 179.04

Adjusted Book Balance

342,897.31

#### Bank Statement Balance:

451,446.56

#### Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	31/12/2015	2015-0221	Deposit Entry	RC	11,259.30
2	31/12/2015	2015-0222	Deposit Entry	RC	5,485.45
3	31/12/2015	2015-0222	Internet Banking	RC	77.26
4	31/12/2015	2015-0223	Deposit Entry	RC	5,000.00
5	31/12/2015	2015-0224	Deposit Entry	RC	3,192.57
				Subtotal:	25,014.58

#### **Outstanding Payments**

Count	Date	Source	Transaction Description	Sub	Amount
1	16/07/2015	RC	Rev-Receipt # 150093-001	RC	-1.47
2	28/07/2015	Ch 5210	McCorriston, Holly	AP	-25.00
3	08/12/2015	Ch 5517	Boucher Ventures Inc.	AP	-1,370.00
4	22/12/2015	Ch 5548	Jackson Bros. Bobcat Services	AP	-16,595.78
5	22/12/2015	Ch 5552	Kulaway, Ken	AP	-25.00
6	22/12/2015	Ch 5557	Myers, Leonard	AP	-1,020.00
7	22/12/2015	Ch 5559	Pasqua First Nation #79	AP	-2,350.00
8	22/12/2015	Ch 5562	Sharon Pope	AP	-295.00
9	22/12/2015	Ch 5564	Rural Board of Examiners	AP	-200.00
10	22/12/2015	Ch 5569	Van Houtte Coffee Services Inc	AP	-39.50
11	22/12/2015	Ch 5573	Decorby, Doug	AP	-1,980.00
12	31/12/2015	Ch 5576	Johnson, Marcy	AP	-1,886.92
13	31/12/2015	Ch 5580	Erickson, Randy	AP	-1,072.75
14	31/12/2015	Ch 5581	Webster. LLoyd	AP	-1,504.83
15	31/12/2015	Ch 5582	SGI Auto Fund Division	AP	-327.00
16	31/12/2015	Ch 5583	Municipal Employees'	AP	-4,086.52
17	31/12/2015	Ch 5584	Receiver General	AP	-7,635.26
18	31/12/2015	Ch 5585	Sask Power	AP	-1,922.39
19	31/12/2015	Ch 5586	Prairie Valley S. D. #208	AP	-71,401.93
20	31/12/2015	Ch 5587	Saskatchewan Municipal Hail	AP	-2,895.40
21	31/12/2015	Ch 5588	101051445 Saskatchewan Ltd.	AP	-551.25
22	31/12/2015	Ch 5589	Canadian Linen & Uniform Servi	AP	-77.00
23	31/12/2015	Ch 5590	Fries Tallman Lumber 1976 Ltd.	AP	-433.69
24	31/12/2015	Ch 5591	Grasslands News Group	AP	-99.31
25	31/12/2015	Ch 5592	Jackson Bros. Bobcat Services	ΑP	-3,628.80



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# R.M. of North Qu'Appelle #187 Bank Reconciliation - Detailed

19/01.	/2016 1:40 PW	l .			Page 2
			CIBC - ******-01118	8	
•			For Ending Date 31/12/20	15	t and an ann an an an tha an tar tar an
110-1	10-120 - Cash	- Bank - CIBC			
26	31/12/2015	Ch 5593	John Deere Financial	AP	-139.64
27	31/12/2015	Ch 5594	Macleods True Value	AP	-23.08
28	31/12/2015	Ch 5595	Peagam, Linda	AP	-560.00
29	31/12/2015	Ch 5596	Princess Auto	AP	-432.13
<sub></sub> 30	31/12/2015	Ch 5597	Profile Tire	AP	-920.68
31	31/12/2015	Ch 5598	Redhead Equipment	AP	-398.37
32	31/12/2015	Ch 5599	RoBo Sales	AP	-879.18
33	31/12/2015	Ch 5600	SARM Saskatchewan Association	AP	-1,437.85
34	31/12/2015	Ch 5601	Sask Energy	AP	-463.29
35	31/12/2015	Ch 5602	Sask Power	ΑP	-70.12
36	31/12/2015	Ch 5603	Sask Tel Cmr	AP	-398.80
37	31/12/2015	Ch 5604	SaskWater	AP	-5,562 <i>.</i> 11
38	31/12/2015		Outstanding Deposit	GL	-853.78
				Subtotal:	-133,563.83

Total Uncleared:

-108,549.25

Adjusted Bank Balance 342,897.31		
	Adjusted Bank Balance	342,897.31

Notes



## EXTENSION OF TIME – COUNCIL PROCEDURES BYLAW

#### RESORT VILLAGE OF FORT SAN

#### **BYLAW NO 16-01**

# A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE COUNCIL PROCEDURES BYLAW

The Council of the Resort Village of Fort San of Fort Qu'Appelle in the Province of Saskatchewan enacts as follows:

The time required pursuant to section 404 of *The Municipalities Act* for preparation of the Council Procedure Bylaw 16-02 be and is extended to April 29, 2016.

FORTSE APPLIE SASK

Mayor

Administrator

Read a third time and adopted this 20 day of awary 2016

Administrator

## EXTENSION OF TIME - COUNCIL PROCEDURES BYLAW

#### RM OF NORTH QU'APPELLE NO. 187

#### **BYLAW NO 16-01**

# A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE COUNCIL PROCEDURES BYLAW

The Council of the RM of North Qu'Appelle No. 187 of Fort Qu'Appelle in the Province of Saskatchewan enacts as follows:

The time required pursuant to section 404 of *The Municipalities Act* for preparation of the Council Procedures Bylaw 16-02 be and is extended to April 29, 2016.



Reeve

Administrator

Read a third time and adopted

this 26 day of Invary, 2016

Administrator