

**RM of NORTH QU'APPELLE NO.187**  
**RM Of North Qu'Appelle Office 136 Company Avenue South**  
**Agenda 9:00 a.m.**

Wednesday October 27, 2021

1. Call to Order
2. Approval of Minutes
  - a. October 12, 2021 Regular Council Meeting
3. Business Arising From Minutes
4. Delegates
  - a. 9:30am Marc Elder – Jasmin on Echo
5. Correspondence
  - a. APAS 2022 Membership Drive
  - b. RCMP Combined Traffic Update
  - c. North Valley waste Management minutes July, August & September
  - d. MHI- Winter Weights Bulletin 2021-2022
  - e. CN Snow Removal Operations, Rail Crossings
  - f. Town of Fort Qu'Appelle Synopsis Financial Statement 2020
6. Reports
  - a. Foreman
  - b. North Valley Waste Management authority
  - c. Administration
7. Bylaws
  - a. Administration Bylaw 2021-007
8. Accounts for Payment/ Bank Reconciliation / Financial Statements
9. Unfinished Business
  - a. Subdivision – NE 14-21-15-W2
10. New Business
  - a. Southeast Regional Library Appointment
  - b. Annual Council Declarations
  - c. Gas Tax 2021- OH Pasqua Lake
  - d. Peterbilt Repairs
  - e. OH Pasqua Lake Road Maintenance 2022
  - f. Private Utility Crossing Jasmin on Echo
  - g. Development Request
  - h. OH, Taylor Beach Road Improvement Lakeview Cres.
11. Other Business
12. Closed Session
  - a. MA section 120(2)(a)
    - i. Advice From Officials LA FOIP s. 16(1)
      - Personnel
      - Future budget & finance
13. Adjournment

**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**  
**Wednesday October 27, 2021 9:00 a.m.**

Present: Reeve: Lee Carlson  
Council Members: Division 2 Ron Palmer  
Division 3 Nik Whalen  
Division 4 Gord Peagam  
Division 5 Don Nasheim  
Division 6 Garnet Spanier  
Staff: Administrator Dawn Lugin  
Assistant Administrator Gwen Lowe

Absent: Council Members:

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

*Delegate*

*M. Elder entered Council chambers at 9:15 am.*

**21-505 REGULAR MEETING MINUTES/ R. PALMER**

"THAT the minutes of the regular meeting of Council, held October 12, 2021 be adopted as presented."

CARRIED

**21-506 CORRESPONDENCE/ N. WHALEN**

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

- a. APAS 2022 Membership Drive
- b. RCMP Combined Traffic Update
- c. North Valley waste Management minutes July, August & September
- d. MHI- Winter Weights Bulletin 2021-2022
- e. CN Snow Removal Operations, Rail Crossings
- f. Town of Fort Qu'Appelle Synopsis Financial Statement 2020."

CARRIED

**21-507 FOREMAN REPORT/G/. SPANIER**

"THAT the written report be accepted as presented."

CARRIED

**21-508 NORTH VALLEY WASTE MANAGEMENT AUTHORITY REPORT/L. CARLSON**

"THAT the written report be accepted as presented."

CARRIED

**21-509 ADMINISTRATION REPORT /L. CARLSON**

"THAT the written report be accepted as presented."

CARRIED

**DELGATE:** M. Elder was invited to address Council at 9:19 a.m. regarding Jasmin on Echo subdivision. The Delegate left council chambers at 9:43 a.m.

**21-510 BYLAW 2021-007, ADMINISTRATION BYLAW/R. PALMER**

"THAT the Administration Bylaw, 2021-007, a bylaw to establish the duties and powers of the Administrator and designated officers, be introduced and given FIRST reading."

CARRIED

**21-511 BYLAW 2021-007, ADMINISTRATION BYLAW/N. WHALEN**

"THAT the Administration Bylaw, 2021-007 be given SECOND reading."

CARRIED

**21-512 BYLAW 2021-007, ADMINISTRATION BYLAW/G. PEAGAM**

"THAT the Administration Bylaw, 2021-007, be given three readings at this meeting."

CARRIED



**Rural Municipality of North Qu'Appelle No. 187**  
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**136 Company Avenue, Fort Qu'Appelle, Saskatchewan**  
**Wednesday October 27, 2021 9:00 a.m.**

**21-513 BYLAW 2021-007, ADMINISTRATION BYLAW/N. WHALEN**

"THAT the Administration Bylaw, 2021-007 be read a THIRD time and adopted by Council."

CARRIED UNANIMOUSLY

**21-514 ACCOUNTS FOR PAYMENT/ D. NASHEIM**

"THAT the list of accounts for cheque numbers #10077 to #10117 totaling \$61,279.90, including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."

CARRIED

**21-515 BANK RECONCILIATION/ D. NASHEIM**

"THAT the Council accept the September 30, 2021 bank reconciliations."

CARRIED

**21-516 STATEMENT OF FINANCIAL ACTIVITIES /N. WHALEN**

"THAT the Statement of Financial Activities for the month of September 2021, attached and forming a part of these minutes, be accepted as presented."

CARRIED

**21-517 SUBDIVISION NE 14-21-15-W2/D. NASHEIM**

THAT the RM Council request a 30-day extension from Ministry of Government Relations, Community Planning Branch, to review this application."

CARRIED

**21-518 SOUTHEAST REGIONAL LIBRARY APPOINTMENT/D. NASHEIM**

"THAT RM 187 Council appoint Diane Szabo and Tanya Giroux to the Southeast Regional Library Board, Fort Qu'Appelle Branch, effective immediately and to March 31, 2022."

CARRIED

**21-519 2021 GAS TAX TRANSFER TO ORGANIZED HAMLET OF PASQUA LAKE/D. NASHEIM**

"THAT the RM Council authorizes the Administrator to process the internal transfer of the 2021 allotted gas tax funds to the Organized Hamlet of Pasqua Lake as the approved projects have been completed."

CARRIED

**21-520 PETERBILT TRUCK/G. SPANIER**

"THAT the Council authorizes pre-payment for the ordering of parts and repairs to the Peterbilt truck \$3,203.57."

CARRIED

**21-521 ORGANIZED HAMLET OF PASQUA LAKE ROAD MAINTENANCE 2022/G. PEAGAM**

"THAT the RM Council approves the Pasqua lake Hamlet board Resolution 21-22' THAT the Organized Hamlet of Pasqua Lake contract the service road winter work to Jackson Brothers Ltd. of Fort Qu'Appelle, starting January 1, 2022."

CARRIED

**21-522 PRIVATE UTILITY CROSSING JASMIN ON ECHO/G. PEAGAM**

"THAT the RM Council approves the Jasmin on Echo Applicant's request for a private utility crossing under the municipal road known as Aaron Drive to access private water sources from a Lot 7 Block 5 to Lot 2, Block 3 using the guidelines provided in the Transportation Association of Canada Guidelines for Underground Utility Installations Crossing Highway Rights-of-Way."

CARRIED

**21-523 DEVELOPMENT REQUEST DIVISION 2/R. PALMER**

"THAT the RM authorizes the development of a structure to be used as a private storage shop, by the owner, on the SW 8-20-12-W2, extension 8, as the applicant has a residence located in the adjacent Organized Hamlet of Taylor Beach, within the RM boundaries.

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**  
**Wednesday October 27, 2021 9:00 a.m.**

**21-524 ORGANIZED HAMLET OF TAYLOR BEACH ROAD IMPROVEMENT/R. PALMER**

"THAT the RM Council approves the Taylor Beach Hamlet Board recommendation from August 12, 2021 that the Organized Hamlet of Taylor Beach hire Jackson Brothers Ltd. of Fort Qu'Appelle to complete the budgeted project on Lakeview Crescent and Elva Street."

CARRIED

**21-525 RECESS/G. SPANIER**

"THAT this meeting be recessed at 10:01 am."

CARRIED

*Reeve L. Carlson asks the meeting reconvene at 10:06 am.*

**21-526 RECONVENE/N. WHALEN**

"THAT this meeting reconvenes at 10:08 am."

CARRIED

**21-527 CLOSED SESSION/R. PALMER**

"THAT the RM Council, all members present in person, move into closed session at 10:09 a.m., as per *The Municipalities Act*, section 120(2)(a) and (b), for advice and proposals."

CARRIED

Councillor R. Palmer left chambers at 11:02 a.m.  
Councillor R. Palmer returned to chambers at 11:05 a.m.

*Reeve asks to reconvene at 11:38 a.m.*

**21-528 RECONVENE/ R. PALMER**

"THAT the RM Council reconvenes to regular session at 11:39 a.m."

CARRIED

**21-529 OFFICE PHONE CALLS/N. WHALEN**

"THAT the RM Council authorize the Administrator to instruct staff to use discretion when answering phone calls due to a recent string of unacceptable calls of verbal abuse and harassment aimed at office staff."

CARRIED

**21-530 ADJOURNMENT / G. SPANIER**

"That the Regular meeting of Council be adjourned at 11:42 a.m."

CARRIED


Approved this

  
Reeve

day of

November

, 2021



Administrator

Next regular meeting of Council, Tuesday, November 9, 2021 at 9:00 a.m.

October 26<sup>th</sup>, 2021

## Foreman Report

### DIVISION 2

- Mowing full cut completed
- Spot graveling done
- Botkin Haul Road Agreement was inspected and closed
- Narrowed Wide Awake Road (top of Lebret hill)
- Still planning on cutting shoulder on Lebret Hill and putting up hill markers
- Clay from Kronsberg Hill, hauled in to patch spots in Brands Coulee and Schill Coulee

### DIVISION 3

- Mowing full cut completed
- Rock ford crossing is completed by Tulik Excavating, will be putting in coconut erosion matting
- Beaver dam at Breits Coulee taken out
- Beaver dam on Studabaker Road Taken out and hole on side of road repaired
- Oil put down on west end of Old 35 Rd.

### DIVISION 4

- Mowing final cut as started
- Detour is finished
- Soft spots on detour road are fixed except for approach coming off of 35 highway. Will be fixed this week, weather depending.
- Speed signs changed back to original speed signs
- Some work to be done on SaskWater Road upon approval from SaskWater
- Overlay on land fill road has been put off until next year due to extended time of detour road and current weather

RECEIVED

**North Valley Waste Management Authority.  
Oct 18, 2021 Board meeting Report.**

> 2020 / 2021 weight totals for the R.M. have decreased by 1.02 % from 2019 / 2020, which hopefully should result in a slight reduction in annual contribution amount. Given determining criteria remains the same.

> Board is planning new cell (#7) construction and leachate pond to begin spring of 2022. Tenders have been received and are significantly higher than anticipated. Board is assessing option of using a Community College Heavy Construction practicum program to facilitate actual cell construction under the guidance of our Engineering Consultants, while maintaining compliance with all regulatory, legislative and environmental requirements. Would reduce overall costs substantially.

> To extend life of current cell over the winter months until next spring, the Landfill will not be accepting demolition materials. Demolition materials in large quantities rapidly fill the cell and reduce life expectancy.

> Winter hours for Landfill operation begin November 1.

Monday to Friday - 9 a.m. - 4 p.m.

Saturday - 11 a.m. - 2 p.m.

Sunday - Closed.

Hours remain in effect until April 30, 2022.

> Board has hired a new employee to fill vacant position of assistant custodian. The role would be to supplement and assist with the duties of the custodian.

> 4 board members are registered to attend the Saskatchewan Waste Reduction Council fall workshop scheduled for Nov 4. This workshop will be held virtually.

Respectfully submitted.

Lee Carlson.



Administration Report to Council  
Wednesday October 27, 2021

**Bank Balance** \$ 1,668,157 as at Oct.26/2021  
**Wasqua Lake Reserve** \$ 159,964 as at Dec.31/2020  
**Taylor Beach Reserve** \$ 132,578 as at Dec.31/2020

**Bouquets:** great job on roads after soaking rain; fast permit turn-arounds; quick response to inquiries  
**Complaints** 6 new RIC's opened between Oct. 9-26/2021  
 – beaver issues; yard debris collection  
**Permits:** 5 Newly Received permits – 1 building permits approved; 1 at PBI in review;  
 3 in office awaiting review; 0 waiting on owner supply of info; 0 cancelled by owner

	November 2021	<b>ITEMS FOR COUNCIL TO NOTE:</b> <ul style="list-style-type: none"> <li>Administrative Duties with Deadlines coming up:           <ul style="list-style-type: none"> <li>November:               <ul style="list-style-type: none"> <li>November 1<sup>st</sup>: Weed Inspector report due to RM;</li> <li>November 10<sup>th</sup>: file &amp; remit monthly education tax return and SMHI and C&amp;D collections from previous month</li> <li>November 15<sup>th</sup>: file &amp; remit previous month payroll deductions to CRA</li> <li>List of Lands in arrears due</li> <li>November 30<sup>th</sup>- Council Annual Public Disclosure Declarations due;</li> <li>Deadline to advertise lands arrears</li> </ul> </li> </ul> </li> </ul>
		- Work with Privacy Commissioner Office; -Work with lawyers

Devin 10.5 remaining 2021  
 Kayle 7.5 remaining 2021  
 Darcy 8 day remaining 2021  
 Lloyd 17 days remaining 2021  
 Gwen 16 days remaining 2021  
 Dee 4 days remaining 2021  
 Dawn 22 days remaining 2021  
 Todd 4 days remaining 2021  
 Charmain 7 days remaining 2021

Respectfully submitted,  
Dawn Lugin.

**THE RURAL MUNICIPALITY OF NORTH QU'APPELLE NO.187**  
**BYLAW NO. 2021-007**  
**ADMINISTRATION BYLAW**

A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE DUTIES AND POWERS OF THE ADMINISTRATION AND DESIGNATED OFFICERS

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

1. **Short Title**

This Bylaw may be cited as the "Administration Bylaw".

**PART I**  
**PURPOSE AND DEFINITIONS**

2. **Purpose and Scope**

The purpose of this Bylaw is to establish:

- the powers, duties and functions of municipal officials and/or employees of the municipality;
- i. the office of Manager, Administrator, Treasurer, Assistant Administrator or any other municipal office that council considers necessary;
- ii. who may sign specified municipal documents on behalf of the municipality; and
- iii. the powers, duties and functions of municipal officials and/or employees of the municipality.

3. **Definitions**

"Act" means *The Municipalities Act*.

"Municipality" means the Rural Municipality of North Qu'Appelle No. 187.

"Administrator" means the Administrator of the Rural Municipality of North Qu'Appelle No 187 appointed pursuant to Section 110 of *The Municipalities Act*.

"Assistant Administrator" means the person appointed as Assistant Administrator.

"Department Head" means the Recreation Director, the Treasurer, Public Works Foreman, Fire Chief and any other person appointed as a Department Head.

**PART II**  
**ADMINISTRATOR**

4. **Establishment of Position**

The position of Administrator is established pursuant to section 110 of the Act.

- a. Council shall by resolution appoint an individual to the position of Administrator.
- b. Council shall establish the terms and conditions of employment of the Administrator.
- c. The Administrator shall be the Chief Administrative Officer of the municipality.
- d. Any person appointed to the position of Administrator must be qualified as required by *The Rural Municipal Administrators Act*.

5. **Assignment of Responsibility**

The Administrator shall perform the duties and exercise the powers and functions that are assigned by *The Municipalities Act*, any other acts, this Bylaw, or any other bylaw or resolution of Council.

6. **Duties of the Administrator – *The Municipalities Act***

Without limiting the generality of section 5 of this bylaw the Administrator shall:

- a. Take charge of and safely keep all books, documents and records of the municipality that are committed to his/her charge;
- b. Produce, when called for by the council, auditor, minister or other competent authority, all books, vouchers, papers and moneys belonging to the municipality;
- c. On ceasing to hold office, deliver all books, vouchers, papers and moneys belonging to the municipality to their successor in office or to any other person that the council may designate;
- d. Ensure all minutes of council meetings are recorded;
- e. Record the names of all council members present at council meetings;
- f. Ensure the minutes of each council meeting are given to the council for approval at the next council meeting;
- g. Ensure the safe keeping of the corporate seal, bylaws, minutes, funds, securities and any other records or documents of the municipality;
- h. Advise the council of its legislative responsibilities pursuant to *The Municipalities Act* or any other act;



- i. Provide the minister with any statements, reports or other information that may be required by *The Municipalities Act* or any other act;
- j. Ensure that the official correspondence of council is carried out in accordance with council's direction;
- k. Maintain an index register containing certified copies of all bylaws of the municipality;
- l. Deposit cash collections that have accumulated to ten thousand dollars (\$10,000.00), at least once a month, but not more than once a day, in the bank or credit union designated by council;
- m. Disburse the funds of the municipality in the manner and to those directed by law, the bylaws or resolutions of council;
- n. Maintain an accurate account of assets and liabilities and all transactions affecting the financial position of the municipality in accordance with generally accepted accounting principles;
- o. Ensure that the financial statements and information requested by resolution are submitted to council;
- p. Complete a financial statement for the preceding financial year in accordance with the generally accepted accounting principles for municipal governments recommended from time to time by the Chartered Professional Accountants of Canada by June 15<sup>th</sup> of each year;
- q. Witness any oaths or affirmations required pursuant to *The Municipalities Act*;
- r. Send copies of bylaws for closing roads and closing and leasing roads to the Minister of Highways;
- s. Bring to council's attention any resignation(s) of elected officials;
- t. Record each abstention in the meeting minutes that may occur at the time of voting;
- u. At the first meeting in January of each year, provide all bond or equivalent insurance of employees to council;
- v. Sign minutes of council and committee meetings;
- w. Sign bylaws;
- x. Sign cheques and other negotiable instruments;
- y. Provide copies of public documents upon request and payment of fee;
- z. Provide notice of first meeting of council;
- aa. Call a special meeting when lawfully requested to do so;
- bb. Determine the sufficiency of a petition requesting a public meeting of voters;
- cc. Determine the sufficiency of a petition for referendum;
- dd. Note any changes reported on a council member's annual declaration to the member's public disclosure statement, including the date that change was noted;
- ee. Make each public disclosure statement and declaration available for public inspection during regular business hours;
- ff. Provide copies of public disclosure statements to any designated officials when directed to do so by council;
- gg. Record in the minutes every declaration of conflict of interest, including the general nature and material details of the disclosure and any abstention of withdrawal;
- hh. Provide information to the Auditor;
- ii. Send amended tax notices when required and make necessary adjustments to the tax roll;
- jj. Provide for payment of writ of execution against the municipality; and
- kk. Produce certain records upon request of inspector appointed by the minister.

## 7. **Additional Duties of the Administrator**

The Administrator shall:

- a. Act as the returning officer for all elections under *The Local Government Elections Act, 2015*;
- b. Ensure that public notice is given as provided in the Act, or any other act and/or as required by council in this bylaw, any other bylaw or resolution;
- c. Ensure that the policies and programs of the municipality are implemented, maintained and enforced;
- d. Advise, inform and make recommendations to council on the
  - i. Operations and affairs of the municipality
  - ii. Policies and programs of the municipality; and
  - iii. The financial position of the municipality.
- e. Supervise all operations of the municipality, ensuring appropriate internal controls are in place and followed;
- f. Be responsible for the preparation and submission of the annual budget;
- g. Monitor and control spending within the budget established by council;
- h. Make routine expenditures until the annual budget is adopted by council;
- i. Call for tenders in accordance with the RM of North Qu'Appelle No. 187's established purchasing policy, and ensuring consistency with any provincial, national or international trade agreements related to municipal procurement.

- j. Purchase goods, services or work in accordance with the RM of North Qu'Appelle No. 187 established purchasing policy, and ensuring consistency with any provincial, national or international trade agreements related to municipal procurement.
- k. Award contracts in accordance with the RM of North Qu'Appelle No. 187 established purchasing policy, and ensuring consistency with any provincial, national or international trade agreements related to municipal procurement.
- l. Conduct negotiations for land purchases, annexations etc;
- m. Attend meetings of council and other meetings as council directs.

**PART III  
OTHER POSITIONS**

**8. Acting Administrator**

**Establishment of Position**

If the Administrator is incapable of performing his or her duties or if there is a vacancy in such position, the council may appoint a person as Acting Administrator for a period of not longer than three months or any longer period that the board of examiners may allow.

**Duties**

- a. The Acting Administrator shall have all the powers and duties of the administrator while acting in the capacity of the Administrator.

**Other Municipal Employees**

**9. Assistant Administrator**

**Establishment of Position**

Council shall by resolution appoint an individual to the position of Assistant Administrator.

**Duties**

- a. The Assistant Administrator shall perform the duties and exercise the powers and functions as specific to the Job Description for the Assistant Administrator as adopted by Council.
- b. The Assistant Administrator shall perform the duties and exercise the powers and functions that are assigned by the Administrator, this bylaw, or any other bylaw or resolution of Council in the Administrator's absence.
- c. The Assistant Administrator shall be authorized to call special meetings of Council in the Administrator's absence.

**10. Administration Support Officer**

**Establishment of Position**

Council shall by resolution appoint an individual to the position of Administration Support Officer.

**Duties**

- a. The Administration Support Officer shall perform the duties and exercise the powers and functions as specific to the Job Description for the Administration Support Officer as adopted by Council.

**11. Foreman**

**Establishment of Position**

Council shall by resolution appoint an individual to the position of Foreman.

**Duties**

- a. The Foreman shall perform the duties and exercise the powers and functions as specific to the Job Description for the Foreman as adopted by Council.

**12. Lead Hand**

**Establishment of Position**

Council shall by resolution appoint an individual to the position of Lead Hand

**Duties**

- a. The Lead Hand shall perform the duties and exercise the powers and functions as specific to the Job description for the Lead Hand as adopted by Council.

**13. Grader Operator**

**Establishment of Position**

Council shall by resolution hire an individual (s) as a Grader Operator.

**Duties**

- a. The Grader Operator shall perform the duties and exercise the powers and functions as specific to the Job Description for the Grader Operator as adopted by Council.

14. **Maintenance Person**

**Establishment of Position**

Council shall by resolution hire an individual(s) as a Maintenance Person.

**Duties**

- a. The Maintenance Person shall perform the duties and exercise the powers and functions as specific to the Job Description the Maintenance Person as adopted by Council.

**PART IV  
DELEGATION OF AUTHORITY**

15. Council hereby authorizes the administrator to delegate any of its powers, duties or functions to another employee.

**PART V  
MUNICIPAL DOCUMENTS**

16. **Signing Agreements**

The Reeve and the Administrator shall sign all agreements to which the municipality is party. In the absence of the Reeve, the Deputy Reeve; in the absence of the Administrator, the Assistant Administrator.

17. **Cheques and Negotiable Instruments**

The Reeve and the Administrator shall sign all cheques and negotiable instruments to which the municipality is party. In the absence of the Reeve, the Deputy Reeve; in the absence of the Administrator, the Assistant Administrator.

**PART V  
DESIGNATED OFFICERS**

18. **Enforcement of Municipal Law**

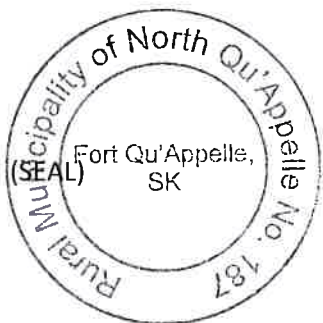
Council may appoint a bylaw enforcement officer, other than the administrator, to inspect, remedy or enforce any bylaw or *The Municipalities Act*, depending on Council's desired process to be applied to the enforcement of municipal law.

19. **Repealed**

Bylaw 2017-11 is hereby repealed.

20. **Coming into Force**

This bylaw shall come into effect on the day of its final passing.



  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator

Report Date  
10/26/2021 2:10 PM

RM of North Qu'Appelle  
**List of Accounts for Approval**  
As of 10/26/2021  
Batch: 2021-00161 to 2021-00170

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
<b>Bank Code: AP - AP GENERAL</b>					
Computer Cheques:					
10077	10/15/2021	Void by Post Invoice			
10078-Man	10/15/2021	Bender, Deanna	Pay Sep 29-Oct12		
Pay 0928-101221		210-400-910 - Paymate suspense	PP Sep 29-Oct12	1,024.51	1,024.51
10079-Man	10/15/2021	Lowe, Gwen	Pay Sep 29-Oct12		
Pay 0929-101221		210-400-910 - Paymate suspense	Pay Sep 29-Oct12	1,382.77	1,382.77
10080-Man	10/15/2021	Webster, Lloyd	Payroll Sep 29-Oct12		
Pay 0929-Oct121		210-400-910 - Paymate suspense	Pay Sep 29-Oct12	1,834.26	1,834.26
10081-Man	10/15/2021	McCullough, Darcy	Payroll Sep 29-Oct12		
Pay 0929-101221		210-400-910 - Paymate suspense	Pay Sep 29-Oct12	1,366.18	1,366.18
10082-Man	10/15/2021	Lugrin, Dawn	Payroll Sep 29-Oct12		
Pay 0929-101221		210-400-910 - Paymate suspense	Payroll Sep 29-Oct12	2,258.00	2,258.00
10083-Man	10/15/2021	Horsman, Devin	Payroll Sep 29-Oct12		
Pay 0929-101221		210-400-910 - Paymate suspense	Pay Sep 29-Oct12	1,496.60	1,496.60
10084-Man	10/15/2021	Duran, Kayle	Payroll Sep 29-Oct12		
Pay 0928-101221		210-400-910 - Paymate suspense	Pay Sep 29-Oct12	1,445.15	1,445.15
10085-Man	10/15/2021	Todd Bowes	PP Sep 29-Oct12		
Pay 0929-101221		210-400-910 - Paymate suspense	PP Sep 29-Oct12	1,227.17	1,227.17
10086-Man	10/15/2021	Wowk, Charmaine	PP Sep 29-Oct12		
Pay 0928-101221		210-400-910 - Paymate suspense	PP Sep 29-Oct12	774.04	774.04
10087	10/15/2021	Myers, Leonard	Contract hours Sept29-Oct12		
Pay Sep29-Oct12		530-210-121 - TS - Maint. - Contr	Contract Sep29-Oct12	1,382.50	1,382.50
10088	10/13/2021	Webster, Lloyd	188km Regina Sept29		
mileage Sept29		530-250-100 - TS - Maint. - Travel	188km Regina Sept29	110.92	110.92
10089	10/14/2021	Royal Canadian Legion	Donation - Wreath/Poppy fund		
Poppy fund 2021		510-900-110 - GG - RM Celebratic	Donation - Wreath/Poppy f	50.00	50.00
10090	10/20/2021	BBJ Five Star Service Inc	ball joint assembly		
balljoint assem		530-420-124 - TS Maint. - Repair/	ball joint assembly	3,203.57	3,203.57
10091	10/20/2021	BBJ Five Star Service Inc	pete saftey & parts		
50445		530-420-124 - TS Maint. - Repair/	pete saftey & parts	1,974.16	
		110-340-110 - GST Receivable - 1	Both Tax Code	93.80	
		900-110-110 - GST Paid	Both Tax Code	93.80	2,067.96
10092	10/21/2021	SaskWater	Sept agreement fees		
SW073906		540-200-150 - EH - Waste Dispos	Sept agreement fees	5,456.17	
		110-340-110 - GST Receivable - 1	GST Tax Code	272.81	
		900-110-110 - GST Paid	GST Tax Code	272.81	5,728.98
10093	10/21/2021	Peagam, Linda	Pipeline Admin September		
Sep Hours		510-210-121 - GG - Cont. - Profes	Pipeline Admin September	360.00	360.00
10094	10/27/2021	CIBC Credit Card	tools & supplies		
sept 2021		530-410-100 - TS - Maint. - Small	tools & supplies	360.36	
		110-340-110 - GST Receivable - 1	Both Tax Code	16.99	
		900-110-110 - GST Paid	Both Tax Code	16.99	377.35
10095	10/27/2021	Dionco Sales	Hub & spindly		

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
20425		530-420-112 - TS - Maint. - Repair Hub & spindly		539.56	
		110-340-110 - GST Receivable - 1 Both Tax Code		25.45	
		900-110-110 - GST Paid	Both Tax Code	25.45	565.01
<b>10096</b>	<b>10/27/2021</b>	<b>Lugrin, Dawn</b>	<b>Mileage-Lawyers Regina</b>		
		510-210-170 - GG - Admin. - Train Mileage-Lawyers Regina		100.30	100.30
<b>10097</b>	<b>10/27/2021</b>	<b>North Valley Waste</b>	<b>3rd Q contribution</b>		
		540-200-140 - EH - Waste Dispos	3rd Q contribution	10,907.71	10,907.71
<b>10098</b>	<b>10/27/2021</b>	<b>Peagam, Gord</b>	<b>Indemnity July-October</b>		
		510-110-114 - GG - Council Ind. M	Indemnity July-October	495.00	
		510-110-114 - GG - Council Ind. M	Indemnity July-October	60.00	
		510-110-114 - GG - Council Ind. M	Indemnity July-October	120.00	
		530-110-114 - TS - Maint. - Counc	Indemnity July-October	350.00	
		530-250-114 - TS - Maint. - Travel	Indemnity July-October	194.00	
		510-300-140 - GG - Utility - Teleph	Indemnity July-October	300.00	1,519.00
<b>10099</b>	<b>10/27/2021</b>	<b>Prairie Co-operative Ltd.</b>	<b>Fuel &amp; Supplies</b>		
		510-410-140 - GG - Maint. - Office	Fuel & Supplies	7.00	
		530-400-150 - TS - Maint. - Suppli	Fuel & Supplies	57.95	
		530-410-100 - TS - Maint. - Small	Fuel & Supplies	52.12	
		530-420-127 - TS - Main - Repair/I	Fuel & Supplies	51.40	
		530-420-129 - TS - Main - Repair/F	Fuel & Supplies	265.49	
		530-425-110 - TS - Maint. - Oil & C	Fuel & Supplies	5,016.57	
		530-410-140 - TS - Maint - Equipr	Fuel & Supplies	573.13	
		110-340-110 - GST Receivable - 1	Both Tax Code	7.62	
		900-110-110 - GST Paid	Both Tax Code	7.62	
		110-340-110 - GST Receivable - 1	GST Tax Code	292.76	
		900-110-110 - GST Paid	GST Tax Code	292.76	6,324.04
<b>10100</b>	<b>10/27/2021</b>	<b>Town of Fort Qu'Appelle</b>	<b>Shop water/sewer</b>		
		530-300-130 - TS - Maint. - Utility	Shop water/sewer	266.99	266.99
		510-300-130 - GG - Utility - Water	Office Bldg Water/sewer	256.10	256.10
				Payment Total:	523.09
<b>10101</b>	<b>10/27/2021</b>	<b>Valley Pumps &amp; Softners</b>	<b>parts</b>		
		530-420-112 - TS - Maint. - Repair	clamps, fitting	86.63	
		110-340-110 - GST Receivable - 1	Both Tax Code	4.09	
		900-110-110 - GST Paid	Both Tax Code	4.09	90.72
<b>10102</b>	<b>10/27/2021</b>	<b>The Valley Scoreboard</b>	<b>OHPL AGM sign rental</b>		
		510-200-172 - GG - Cont - Adverti	OHPL AGM sign rental	80.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.00	
		900-110-110 - GST Paid	GST Tax Code	4.00	84.00
<b>10103</b>	<b>10/27/2021</b>	<b>Weimer, Ed</b>	<b>Public Reserve Grass cutting</b>		
		570-270-100 - R&C - Cont. - Conti	Public Reserve Grass cutt	240.00	240.00
<b>10104</b>	<b>10/27/2021</b>	<b>Kell Kar Holdings</b>	<b>Monthly Rental</b>		
		510-250-150 - GG - Cont. - Expres	Monthly Rental	70.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	3.50	
		900-110-110 - GST Paid	GST Tax Code	3.50	73.50
<b>10105</b>	<b>10/27/2021</b>	<b>Paradise Janitorial Services</b>	<b>Janitor Services</b>		
		510-220-100 - GG - Cont. - Office	Janitor Services	344.50	
		110-340-110 - GST Receivable - 1	Both Tax Code	16.25	
		900-110-110 - GST Paid	Both Tax Code	16.25	360.75
<b>10106</b>	<b>10/27/2021</b>	<b>Banks, Gerald</b>	<b>Wildlife Control Officer</b>		
		540-210-100 - EH - Cont. - Pest C	Wildlife Control Officer	644.63	644.63

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
10107 mileage Sept	10/26/2021	Webster, Lloyd 530-250-100 - TS - Maint. - Travel	Mileage to Regina/return Mileage to Regina/return	110.92	110.92
10108 Oct262021	10/29/2021	Myers, Leonard 530-210-121 - TS - Maint. - Contr	PP Oct 13-26 PP Oct 13-26	1,435.00	1,435.00
10109-Man Pay 1013-1026	10/29/2021	Bender, Deanna 210-400-910 - Paymate suspense	Pay Oct 13-26 PP Oct 13-26	1,024.51	1,024.51
10110-Man Pay 1013-1026	10/29/2021	Lowe, Gwen 210-400-910 - Paymate suspense	Pay Oct 13-26 Pay Oct 13-26	1,382.77	1,382.77
10111-Man Pay 1013-1026	10/29/2021	Webster, Lloyd 210-400-910 - Paymate suspense	Payroll Oct 13-26 Pay Oct 13-26	1,873.46	1,873.46
10112-Man Pay 1013-1026	10/29/2021	McCullough, Darcy 210-400-910 - Paymate suspense	Payroll Oct 13-26 Pay Oct 13-26	1,195.20	1,195.20
10113-Man Pay 1013-1026	10/29/2021	Lugrin, Dawn 210-400-910 - Paymate suspense	Payroll Oct 13-26 Payroll Oct 13-26	2,258.00	2,258.00
10114-Man Pay 1013-1026	10/29/2021	Horsman, Devin 210-400-910 - Paymate suspense	Payroll Oct 13-26 Pay Oct 13-26	1,427.18	1,427.18
10115-Man Pay 1013-1026	10/29/2021	Duran, Kayle 210-400-910 - Paymate suspense	Payroll Oct 13-26 Pay Oct 13-26	1,329.21	1,329.21
10116-Man Pay 1013-1026	10/29/2021	Todd Bowes 210-400-910 - Paymate suspense	PP Oct 13-26 PP Oct 13-26	978.34	978.34
10117-Man Pay 1013-1026	10/29/2021	Wowk, Charmaine 210-400-910 - Paymate suspense	PP Oct 13-26 PP Oct 13-26	742.60	742.60
				Total for AP:	61,279.90

  
Reeve

  
Administrator

Presented to Council this  
27<sup>th</sup> day of October, 2021.

**RM of North Qu'Appelle**  
**Statement of Financial Activities - Condensed**  
For the Period Ending September 30, 2021

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy Receivable		1,804,179.40	1,700,144.61	104,034.79	6.12
Abatements and Adjustments	(1,038.54)	(1,969.72)	(2,000.00)	30.28	1.51
Discount on Current Year Taxes	(4,385.61)	(71,295.82)	(72,150.00)	854.18	1.18
<b>Net Municipal Taxes</b>	<b>(5,424.15)</b>	<b>1,730,913.86</b>	<b>1,625,994.61</b>	<b>104,919.25</b>	<b>6.45</b>
Penalties on Tax Arrears	1,781.90	16,564.97	19,700.00	(3,135.03)	15.91-
<b>Total Taxation:</b>	<b>(3,642.25)</b>	<b>1,747,478.83</b>	<b>1,645,694.61</b>	<b>101,784.22</b>	<b>6.18</b>
<b>Fees and Charges</b>					
Custom Work	1,519.65	66,015.95	2,500.00	63,515.95	2540.64
Sale of Supplies and Gravel	5.66	34,488.54	29,000.00	5,488.54	18.93
Rentals		2,200.00	1,650.00	550.00	33.33
Policing and Fire Fees		2,200.00		2,200.00	
Licenses and Permits	5,385.00	38,915.00	27,500.00	11,415.00	41.51
General Office Services	577.00	3,466.01	8,000.00	(4,533.99)	56.67-
Landfill/Waste Collection Fees			31,000.00	(31,000.00)	100.00-
<b>Total Fees and Charges:</b>	<b>7,487.31</b>	<b>147,285.50</b>	<b>99,650.00</b>	<b>47,635.50</b>	<b>47.80</b>
<b>Maintenance and Development Charges</b>					
Road Maintenance and Restoration Agreement:	2,870.77	28,071.95	66,000.00	(37,928.05)	57.47-
Development Charges		1,000.00	3,000.00	(2,000.00)	66.67-
Public Reserve		922.00	500.00	422.00	84.40
<b>Total Maintenance and Development Charge</b>	<b>2,870.77</b>	<b>29,993.95</b>	<b>69,500.00</b>	<b>(39,506.05)</b>	<b>56.84-</b>
<b>Utilities</b>					
Water	969.75	12,537.00	15,000.00	(2,463.00)	16.42-
<b>Total Utilities:</b>	<b>969.75</b>	<b>12,537.00</b>	<b>15,000.00</b>	<b>(2,463.00)</b>	<b>16.42-</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		124,227.00	211,094.00	(86,867.00)	41.15-
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>124,227.00</b>	<b>211,094.00</b>	<b>(86,867.00)</b>	<b>41.15-</b>
<b>Conditional Grants</b>					
Federal		104,181.75	54,000.00	50,181.75	92.93
Provincial		40.00	3,200.00	(3,160.00)	98.75-
Local		18,797.70	3,000.00	15,797.70	526.59
<b>Total Conditional Grants:</b>	<b>0.00</b>	<b>123,019.45</b>	<b>60,200.00</b>	<b>62,819.45</b>	<b>104.35</b>
<b>Grants in Lieu of Taxes</b>					
Provincial		816.00	2,216.00	(1,400.00)	63.18-
Local	1,684.61	1,684.61	1,200.00	484.61	40.38
<b>Total Grants in Lieu of Taxes:</b>	<b>1,684.61</b>	<b>2,500.61</b>	<b>3,416.00</b>	<b>(915.39)</b>	<b>26.80-</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	166.63	1,317.79	9,700.00	(8,382.21)	86.41-
<b>Total Investment Income and Commissions:</b>	<b>166.63</b>	<b>1,317.79</b>	<b>9,700.00</b>	<b>(8,382.21)</b>	<b>86.41-</b>
<b>Total REVENUES:</b>	<b>9,536.82</b>	<b>2,188,360.13</b>	<b>2,114,254.61</b>	<b>74,105.52</b>	<b>3.51</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages	13,689.15	140,919.00	197,400.00	56,481.00	28.61
Benefits	2,542.80	59,107.14	66,500.00	7,392.86	11.12
Professional/Contract Services	5,608.19	115,326.08	144,826.30	29,500.22	20.37
Utilities	991.84	9,764.59	16,700.00	6,935.41	41.53
Maintenance, Material and Supplies	756.80	21,527.39	22,850.00	1,322.61	5.79
Grants and Contributions		200.00	514.00	314.00	61.09
Capital Expenditures			1,685.00	1,685.00	100.00
<b>Total General Government Services:</b>	<b>23,588.78</b>	<b>346,844.20</b>	<b>450,475.30</b>	<b>103,631.10</b>	<b>23.00</b>
<b>Protective Services</b>					





**RM of North Qu'Appelle**  
**Statement of Financial Activities - Condensed**  
For the Period Ending September 30, 2021

	Current	Year To Date	Budget	Variance	%
<b>Cash and Investments</b>					
Cash - On Hand - Petty Cash			300.00		
Cash - Bank - CIBC	(54,414.08)	169,471.97	1,570,664.82		
Cash - Conexus (For Pipeline Deposits)	780.96	49,646.48	49,646.48		
Cash - Bank - Savings	19.27	155.27	117,251.36		
<b>Total Cash and Investments:</b>	<b>(53,613.85)</b>	<b>219,273.72</b>	<b>1,737,862.66</b>		
<b>Municipal Taxes Receivable</b>					
Municipal - Tax Receivable - Rural	(42,310.29)	120,851.77	179,283.40		
Municipal - Tax Receivable - Urban	(37,876.09)	93,468.30	169,794.38		
Municipal - Tax Receivable -Taylor Beach	(5,085.53)	11,826.93	13,554.11		
Municipal - Tax Receivable -Pasqua Lake	(44,570.86)	73,978.20	103,776.35		
Municipal - Tax Recv. - Fire Truck Spec.		(0.05)	(1.57)		
Municipal - Tax Receivable - Tax Enforc.	33.88	(1,536.05)	3,552.16		
<b>Total Municipal Taxes Receivable:</b>	<b>(129,808.89)</b>	<b>298,589.10</b>	<b>469,958.83</b>		

Certified correct and in accordance with the records

Presented to council on

October 27, 2021

(Date)

  
\_\_\_\_\_  
Lee Carlson  
Reeve

  
\_\_\_\_\_  
Dawn Lugin  
Administrator