

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

Tuesday, December 13, 2022

1. Call to Order
2. Approval of Minutes
  - a. November 22, 2022, Regular Meeting of Council
  - b. November 24, 2022 Special Meeting of Council
3. Business Arising from Minutes
4. Delegation
5. Correspondence
  - a. WCB 2023 Premium Rate Notice
  - b. North Valley Waste Mngmt Authority Minutes October 17, 2022
  - c. Southeast Regional Library Trustee Telegraph
  - d. APAS Updates
  - e. FQ Food Bank- Soup For The Soul 2022
  - f. Echo Cottage Watch Services
  - g. PARCS Update
6. Reports
  - a. Administrator Report
7. Bylaws
  - a. Bylaw 2022-15, A Bylaw to Amend Zoning Bylaw No. 13-08
8. Accounts for Payment, Bank Reconciliation, Financial Statement
9. Unfinished Business
  - a. Village of Lebret Annexation
  - b. ANHH Helipad Donation
  - c. *Jasmin Drainage*
10. New Business
  - a. Regina District Assoc. of RM's Membership 2023
  - b. Regina District Assoc. of RM's 2023 Meeting
  - c. Council Meeting Schedule 2023
  - d. Christmas & New Year's Office Closure
  - e. SARM Procurement Program 2023
  - f. 2022 Year End Accounts for Payment
  - g. 2022 Staff Vacation Carry Forwards
  - h. 2023 Staff Wages
  - i. Pest Control Update 2022
  - j. 2023 Southeast Library Requisition
  - k. Town of Cupar Mutual Aid Agreement
  - l. PBI Pre-Move Report Lot 12, Blk C, Plan 101924164
  - m. Stray Horses
  - n. Pasqua Lake Transition Addendum
  - o. SARM Convention 2023
  - p. Deputy Reeve Appointments 2023
  - q. *Fort Times Christmas Ad/Greeting*
11. Other Business
12. Closed Session LA FOIP s. 16(1)(a) and (c) and (e)
  - a. Advice From Officials
    - i. 2023 Finance Equipment Replacement
    - ii. Public Works Boot Allowance Policy
  - b. Personnel
13. Adjournment

**Rural Municipality of North Qu'Appelle No. 187**  
**First Meeting of Council held in the R.M. Council Chambers**  
**136 Company Avenue, Fort Qu'Appelle, Saskatchewan**  
**Tuesday, December 13, 2022, 9:00 am**

Present: Reeve: Lee Carlson  
Council Members: Division 2 Ron Palmer  
Division 3 Nik Whalen  
Division 4 Bernard Churko  
Division 5 Tim Hollerbaum  
Division 6 Garnet Spanier

Staff: Administrator – Dawn Lugin  
Assistant Administrator- Gwen Lowe

Absent:

*A quorum being present Reeve L. Carlson called the meeting to order at 9:15 am.*

**22-614 REGULAR MEETING MINUTES /R. PALMER**

"THAT the minutes of the regular meeting of Council held November 22, 2022, be adopted as presented." CARRIED

**22-615 SPECIAL MEETING MINUTES /T. HOLLERBAUM**

"THAT the minutes of the special meeting of Council held November 24, 2022, be adopted as presented." CARRIED

**22-616 CORRESPONDENCE/N. WHALEN**

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

- a. WCB 2023 Premium Rate Notice
- b. North Valley Waste Mgt Authority Minutes October 17, 2022
- c. Southeast Regional Library Trustee Telegraph
- d. APAS Updates
- e. FQ Food Bank-Soup for the Soul 2022
- f. Echo Cottage Watch Services
- g. PARCS Update

CARRIED

*Councillor B. Churko entered chambers at 9:25 am.*

**22-617 ADMINISTRATION REPORT/L. CARLSON**

"THAT the written report be accepted as presented." CARRIED

**22-618 BYLAW No. 2022-15, A BYLAW TO AMEND ZONING BYLAW 13-08/R. PALMER**

"THAT Bylaw No. 2022-15, a Bylaw to amend Zoning Bylaw 13-08, be INTRODUCED and read a FIRST time." CARRIED

**22-619 ACCOUNTS FOR PAYMENT/B. CHURKO**

"THAT the list of accounts for cheque numbers **11034 to 11087 totaling \$142,316.15** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment." CARRIED

**22-620 BANK RECONCILIATION/N. WHALEN**

"THAT the Council accept the November 30, 2022 bank reconciliations." CARRIED



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**22-621 FINANCIAL STATEMENTS/T. HOLLERBAUM**

"THAT the Statement of Financial Activities for the month of November 2022, attached and forming a part of these minutes, be accepted as presented." CARRIED

**22-622 VILLAGE OF LEBRET ANNEXATION/T. HOLLERBAUM**

"THAT the RM Council acknowledges the letter from Community Planning, Government Relations approving the annexation and new boundaries effective January 2023." CARRIED

**22-623 ANHH HELIPAD DONATION/N. WHALEN**

"THAT the RM Council donate \$5,000.00 to the ANHH Helipad for the 2022 calendar year and instruct the administrator to present budget scenarios for 2023 donation considerations." CARRIED

**22-624 REGINA DISTRICT ASSOCIATION OF RM'S MEMBERSHIP 2023/N. WHALEN**

"THAT the RM Council approve payment of \$150 for the 2023 membership in the Regina District Assoc. of Rural Municipalities." CARRIED

**22-625 REGINA DISTRICT ASSOCIATION OF RM'S 2023 MEETING/G. SPANIER**

"THAT the RM Council approve any Council member and the Administrator to attend the January 2023 two-day conference in Regina, with mileage and meals reimbursed." CARRIED

**22-626 COUNCIL MEETING SCHEDULE 2023/R. PALMER**

"THAT the RM Council acknowledge the list of Regular Scheduled Council Meetings for 2023." CARRIED

**22-627 DECEMBER OFFICE HOURS/R. PALMER**

"THAT RM Council acknowledges the Administrative Office closure for Christmas on the following dates:  
Monday December 26 To Friday December 30, 2022, CLOSED  
Monday January 2, 2023, CLOSED  
AND that office staff will use vacation and EDO days from December 28-December 30." CARRIED

**22-628 SARM PROCUREMENT PROGRAMS/B. CHURKO**

"THAT Council instructs the CAO to provide a declaration of intent to participate in a buying group through the Saskatchewan Association of Rural Municipalities (SARM) on the SaskTenders website after January 1, 2023 to remain compliant with the Canadian Free Trade Agreement (CFTA) and New west trade Partnership Agreement (NWTPA)." CARRIED

**22-629 YEAR END ACCOUNTS/N. WHALEN**

"THAT the RM Council authorize the Reeve and Chief Administration Officer to pay all undisputed accounts for the year ending 2022." CARRIED

**22- 630 RECESS /G. SPANIER**

"THAT this meeting be recessed at 10:44 a.m." CARRIED

*Reeve L. Carlson asked that the meeting reconvenes at 10:50 am*

**22-631 RECONVENE /T. HOLLERBAUM**

"THAT this meeting reconvenes at 11:00 a.m." CARRIED

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**22-632 VACATION DAY CARRY- FORWARDS/R. PALMER**

"That the RM of North Qu'Appelle No 187 Council acknowledge the 2022 carry forward vacation days as at December 6<sup>th</sup>, 2022, for the following staff:

D. Lugin - 11days ( 6 excess + 5 allowed by Policy)

G. Lowe – 12.5 days (7.5 excess + 5 allowed by Policy)

L. Webster- 9 days (4 excess + 5 allowed by policy)

CARRIED

**22-633 PERSONNEL WAGES 2023/R. PALMER**

THAT the following staff wages for 2023 be approved by Council, effective the first pay period of 2023:

D. Lugin, Chief Administration Officer - \$88,000 annual salary based for 1,950 annual hours, including 25 days annual vacation as recommended by RMAA & SARM, 18 EDO's.

G. Lowe, Assistant Administrator hourly wage of \$31.50 for 1,820 annual hours, including 20 days annual vacation, 12 EDO's.

C. Wowk, Health, Safety & Special Projects Coordinator- hourly wage of \$24.68 for 1560 annual hours minimum, with 15 days annual vacation, and a monthly cellphone allowance of \$25.

L. Webster, Operating Foreman – Hourly wage of \$37.49 for 2080 annual hours with 15 days annual vacation.

D. McCullough, Public Works Labourer – Hourly rate of \$25.48 with 15 days annual vacation;

D. Horsman, Public Works Labourer – Hourly rate of \$27.30 with 15 days annual vacation.

T. Bowes, Seasonal Mower Operator – Hourly rate of \$25.20 with 3 weeks annual vacation prorated."

CARRIED

**22- 634 PEST CONTROL REPORT /N. WHALEN**

"THAT the pest control report be acknowledged and received by Council." CARRIED

**22- 635 SOUTHEAST LIBRARY FEES 2023 /R. PALMER**

"THAT Council approve payment of the first installment of the 2023 Library requisition in the amount of \$5,852.25." CARRIED

**22- 636 TOWN OF CUPAR MUTUAL AID AGREEMENT/R. PALMER**

"THAT Council instruct the administrator to advise the Town of Cupar to direct their request to the Town of Fort Qu'Appelle." CARRIED

**22- 637 PBI PRE-MOVE REPORT L 12 BLK C PLAN 101924164/B.CHURKO**

"THAT RM 187 Council approve the residential structure to be moved into the RM of North Qu'Appelle #187 based on the November 23, 2022 PBI Pre-Move Inspection Report findings, AND FURTHER THAT the Applicant be advised they must apply for and meet the requirements of all required development, building and move permits."

CARRIED

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**22- 638     STRAY HORSES /N. WHALEN**

“THAT Council authorize the payment of amounts due to all parties related to the restraining and impoundment of the 5 stray horses in December 2022.” CARRIED

**22- 639     PASQUA LAKE TRANSITION AGREEMENT ADDENDUM /T. HOLLERBAUM**

“THAT Council authorize the Reeve and Administrator to sign the Addendum to the Schedule 9 Agreement for the Organized Hamlet of Pasqua Lake application to Incorporate to a Resort Village.” CARRIED

**22- 640     SARM CONVENTION 2023/N. WHALEN**

“THAT Council authorize the Administrator to book hotel rooms for Council and Administration in Saskatoon for the March 2023 SARM Convention.” CARRIED

**22-641     DEPUTY REEVE APPOINTMENTS 2023/L. CARLSON**

“THAT RM 187 approve the following Deputy Reeve appointments:  
January 1- April 30, 2023: Ron Palmer  
May 1-August 31, 2023: Nik Whalen  
September 1-December 31, 2023: Bernie Churko.” CARRIED

**22- 642     FORT TIMES CHRISTMAS AD 2023/T. HOLLERBAUM**

“THAT Council approve the Fort Times Christmas Ad in the amount of \$85.00 for a 3x3 color ad.” CARRIED

**22-643     CLOSED SESSION/R. PALMER**

“THAT the RM Council, all members present in person, move into closed session at 11:46 a.m., as per LA FOIP section 16(1)(a) and (c) and (e)for advice from Officials.” CARRIED

*Administrator D. Lugin left chambers at 1:15 pm and returned to chambers closed session at 1:25 pm  
Assistant Administrator G. Lowe continued as Acting Administrator during this absence.*

**22-644     RECONVENE/T. HOLLERBAUM**

“THAT the RM Council reconvenes to regular session at 1:35 p.m.” CARRIED

**22-645     BOOT POLICY/N. WHALEN**

“THAT the RM Council amend the reimbursement amount in the 2015 Boot Policy as follows:  
*The 1<sup>st</sup> year*

CSA Boots \$200.00 per calendar year

CSA Winter Boots \$200.00 per calendar year

*Or if carry over two years as follows:*

CSA Boots \$400.00 per calendar year

CSA Winter Boots \$400.00 per calendar year.”

CARRIED

**22-646     SPECIAL MEETING/ G. SPANIER**

“THAT the RM Council hold a Special Meeting on January 4, 2023 at 9:00 am with Foreman

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L. Webster in closed session to discuss equipment planning and budget implications.”

CARRIED

**22-647 COUNCIL BOARD REPRESENTATIVES FOR 2023/N. WHALEN**

“THAT the following names are representatives on local boards as follows:

APAS- George McPherson	
ANHH- Lee Carlson	Alternate- Nik Whalen
PARCS- Ron Palmer	
NQGP- Nik Whalen	Alternate- Tim Hollerbaum
Pest Control- Garnet Spanier	Alternate- Bernard Churko
NVWMA- Lee Carlson	Alternate- Bernard Churko
EMO- Nik Whalen	Alternate- Charmain Wowk
PLHB Liaison- Tim Hollerbaum	
TBHB Liaison- Ron Palmer	
Calling Lakes Planning District- Vacant.”	

CARRIED

**22- 648 ADJOURNMENT/G. SPANIER**

“That the regular meeting of Council be adjourned at 1:37 p.m.”

Approved this

10<sup>th</sup>

day of

January

, 2022 2023



Reeve



Administrator

Next regular meeting of Council, Tuesday January 10, 2023 at 9:00 am.





Administration Report to Council  
Tuesday December 13, 2022

**Bank Balance** \$ 684,295 as of Dec. 9/2022  
**Pasqua Lake Reserve** \$ **272,751** as at Dec.31/2021  
**Taylor Beach Reserve** \$ **150,661** as at Dec.31/2021

**Complaints** 3 new RIC's opened between Nov 23- Dec. 9, 2022

**Permits (Development & Building):** 0 Newly Received permits – 1 permits approved; 0 at PBI in review.  
1 in office awaiting review; 0 cancelled by owner

<p>December, 2022</p> <p>January 2023</p>	<p><b>ITEMS FOR COUNCIL TO NOTE:</b></p> <p>Administrative Duties with Deadlines coming up:</p> <p>December 2022</p> <p>10<sup>th</sup> School tax collections due to Province - <i>done</i></p> <p>15<sup>th</sup> file &amp; remit previous month payroll deductions to CRA &amp; MEPP - <i>done</i></p> <p>31<sup>st</sup> Deadline for filing of annual weed inspection report to Ministry of Agriculture, Crops &amp; Irrigation Branch – <i>done</i></p> <p>Unpaid Custom Work charges to be added to tax roll</p> <p>January 2023</p> <p>Present Employee Bonds to Council at first meeting</p> <p>Council to appoint Library Board representatives at first meeting</p> <p>Council to appoint Weed Inspector</p> <p>Council to appoint Board of Revision members</p> <p>10<sup>th</sup> School tax collections previous month due to Province</p> <p>15<sup>th</sup> File &amp; remit previous month payroll deductions to CRA &amp; MEPP</p> <p>20<sup>th</sup> Submit Organized Hamlet previous year financial statements to OH Board</p> <p>31<sup>st</sup> File annual school tax statement with Province &amp; School Board(s)</p> <p>Register tax liens for advertised lands if not paid</p> <p>Declaration for Municipal Revenue Sharing Grant to be submitted</p>
	<ul style="list-style-type: none"> <li>- Consultation with Solicitor ongoing</li> <li>- Ongoing work with municipal reserves and Developers</li> <li>- Consultations with Water Security Agency ongoing</li> <li>- Work with municipal engineer</li> <li>- Work with Files for Info. &amp; Privacy Commissioner Office</li> <li>- Start year end preparation, reports, gathering files</li> <li>-Municipal Auditor in office Dec. 12<sup>th</sup> for preliminary year end review</li> <li>- Webinar participation for review of amendments to <i>The Municipalities Act</i></li> <li>- Meetings with new members of Council, Chair of Pasqua Lake Hamlet Board</li> </ul>

Devin 5 days remaining 2022  
 Darcy 0 days remaining 2022  
 Lloyd 9 days remaining 2022  
 Gwen 9.5 days remaining 2022  
 Dawn 11 days remaining 2022  
 Charmain 4 days remaining 2022  
 Todd 0 days remaining 2022 (paid out)

Respectfully submitted,  
Dawn Lugin



**RM of North Qu'Appelle  
List of Accounts for Approval  
Batch: 2022-00190 to 2022-00199**

Bank Code - AP - AP GENERAL

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11034- Man Pay 11-29	11/23/2022	Lowe, Gwen 210-400-910 - Paymate suspen:	Pay Nov 9-22	1,559.92	1,559.92
11035- Man Pay 11-30	11/23/2022	Webster, Lloyd 210-400-910 - Paymate suspen:	Pay Nov9-22	1,839.43	1,839.43
11036- Man Pay 11-31	11/23/2022	McCullough, Darcy 210-400-910 - Paymate suspen:	Pay Nov 9-22	1,277.37	1,277.37
11037- Man Pay 11-28	11/23/2022	Lugrin, Dawn 210-400-910 - Paymate suspen:	Payroll Nov9-22, 2022	2,363.83	2,363.83
11038- Man Pay 11-32	11/23/2022	Horsman, Devin 210-400-910 - Paymate suspen:	Pay Nov9-22	1,311.02	1,311.02
11039- Man Pay 11-33	11/23/2022	Bowes, Todd 210-400-910 - Paymate suspen:	PP Nov 9-22	85.84	85.84
11040- Man Pay 11-34	11/23/2022	Wowk, Charmain 210-400-910 - Paymate suspen:	Pay Nov9-22, 2022	1,176.93	1,176.93
11041 11242022	11/30/2022	All Nations Healing Hospital 510-900-110 - GG - RM Celebra	Donation - Gord Peagam	200.00	200.00
11042 LSAS1419120	11/30/2022	Alsco 530-410-120 - TS - Maint. - Sho	Coverall Rental	54.29	
		110-340-110 - GST Receivable	Both Tax Code	2.56	
		900-110-110 - GST Paid	Both Tax Code	2.56 NL	56.85
LSAS1417455		530-410-120 - TS - Maint. - Sho	Coverall Rental	54.29	
		110-340-110 - GST Receivable	Both Tax Code	2.56	
		900-110-110 - GST Paid	Both Tax Code	2.56 NL	56.85
LSAS1420752		530-410-120 - TS - Maint. - Sho	Coverall Rental	54.29	
		110-340-110 - GST Receivable	Both Tax Code	2.56	
		900-110-110 - GST Paid	Both Tax Code	2.56 NL	56.85
LSAS1422389		530-410-120 - TS - Maint. - Sho	Coverall Rental	54.29	
		110-340-110 - GST Receivable	Both Tax Code	2.56	
		900-110-110 - GST Paid	Both Tax Code	2.56 NL	56.85
LSAS1424043		530-410-120 - TS - Maint. - Sho	Coverall Rental	54.29	
		110-340-110 - GST Receivable	Both Tax Code	2.56	
		900-110-110 - GST Paid	Both Tax Code	2.56 NL	56.85
			Payment Total:		284.25
11043 11302022	11/30/2022	Bowes, Todd 530-300-140 - TS - Maint. - Utilit	November Cell	12.50	12.50
11044 11302022	11/30/2022	Horsman, Devin 530-300-140 - TS - Maint. - Utilit	November Cell	25.00	25.00
11045 11302022	11/30/2022	Lugrin, Dawn 510-300-140 - GG - Utility - Tele	November Cell	25.00	25.00
11046 11302022	11/30/2022	McCullough, Darcy 530-300-140 - TS - Maint. - Utilit	November Cell	25.00	25.00
11047 PVSD-11302022	11/30/2022	Ministry of Finance Issued to: Minister of Finance 210-210-190 - Prairie Valley #2C	November Remittance	39,719.10	39,719.10
11048 11082022	11/30/2022	Municipal Employees' 210-200-230 - MEPP Payable	MEPP Remit 26 Oct to 08 N	2,451.86	2,451.86
11222022		210-200-230 - MEPP Payable	MEPP Remit 09 Nov to 22 f	2,482.26	2,482.26
			Payment Total:		4,934.12
049 11302022	11/30/2022	Myers, Leonard 530-300-140 - TS - Maint. - Utilit	November Cell	12.50	12.50
11050 11302022	11/30/2022	PC Place 510-410-145 - GG - Maint - Offic	Monthly Lincensing	116.07	
		110-340-110 - GST Receivable	Both Tax Code	5.48	
		900-110-110 - GST Paid	Both Tax Code	5.48 NL	121.55
11051 11082022	11/30/2022	Receiver General 210-200-200 - Income Tax Paya	Remit Period End 08 Nov	2,179.45	
		210-200-210 - CPP Payable	Remit Period End 08 Nov	1,099.62	
		210-200-220 - EI Payable	Remit Period End 08 Nov	357.71	3,636.78



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Batch: 2022-00190 to 2022-00199**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
11222022		210-200-200 - Income Tax Paya	Remit Period End 22 Nov	2,268.91	
		210-200-210 - CPP Payable	Remit Period End 22 Nov	1,125.70	
		210-200-220 - EI Payable	Remit Period End 22 Nov	342.68	
					<u>3,737.29</u>
				Payment Total:	7,374.07
<b>11052</b>	<b>11/30/2022</b>	<b>Sask Energy</b>			
11302022-Shop		530-300-110 - TS - Maint. - Utilit	November Shop	365.73	
		110-340-110 - GST Receivable	GST Tax Code	18.29	
		900-110-110 - GST Paid	GST Tax Code	18.29 NL	384.02
11302022-Office		510-300-110 - GG - Utility - Hea	Office November - SaskEne	297.91	
		110-340-110 - GST Receivable	GST Tax Code	14.90	
		900-110-110 - GST Paid	GST Tax Code	14.90 NL	312.81
				Payment Total:	<u>696.83</u>
<b>11053</b>	<b>11/30/2022</b>	<b>Sask Tel Cmr</b>			
11282022		530-300-140 - TS - Maint. - Utilit	Forman Cell November	87.33	
		110-340-110 - GST Receivable	Both Tax Code	4.12	
		900-110-110 - GST Paid	Both Tax Code	4.12 NL	91.45
<b>11054</b>	<b>11/30/2022</b>	<b>Valley Lawn Services</b>			
11302022		540-200-110 - EH - Waste Colle	Nov Garbage Contract	4,249.21	
		540-200-120 - EH - Waste Colle	Nov Garbage Contract	675.30	
		540-200-130 - EH - Waste Colle	Nov Garbage Contract	2,228.49	
		110-340-110 - GST Receivable	GST Tax Code	357.65	
		900-110-110 - GST Paid	GST Tax Code	357.65 NL	7,510.65
<b>11055- Man</b>	<b>12/6/2022</b>	<b>Lowe, Gwen</b>			
Pay 11-30		210-400-910 - Paymate suspen	Pay Nov 23-Dec 69-22	1,536.08	1,536.08
<b>11056- Man</b>	<b>12/6/2022</b>	<b>Webster, Lloyd</b>			
Pay 11-31		210-400-910 - Paymate suspen	Pay Nov 23-Dec 6	1,874.54	1,874.54
<b>11057- Man</b>	<b>12/6/2022</b>	<b>McCullough, Darcy</b>			
Pay 11-32		210-400-910 - Paymate suspen	Pay Nov 23-Dec 6	1,105.61	1,105.61
<b>11058- Man</b>	<b>12/6/2022</b>	<b>Lugrin, Dawn</b>			
Pay 11-29		210-400-910 - Paymate suspen	Payroll Nov 23-Dec 6, 2022	2,363.83	2,363.83
<b>11059- Man</b>	<b>12/6/2022</b>	<b>Horsman, Devin</b>			
Pay 11-33		210-400-910 - Paymate suspen	Pay Nov 23-Dec 6	1,409.76	1,409.76
<b>11060- Man</b>	<b>12/6/2022</b>	<b>Wowk, Charmain</b>			
Pay 11-35		210-400-910 - Paymate suspen	Pay Nov 23-Dec 6	933.08	933.08
<b>11061</b>	<b>12/13/2022</b>	<b>Banks, Gerald</b>			
12052022		540-210-100 - EH - Cont. - Pest	Deer removal x 2	112.80	112.80
<b>11062</b>	<b>12/13/2022</b>	<b>Bedel, Larry</b>			
12312022		510-110-130 - GG - Hamlet Boa	OHPL Board Indemnity	350.00	350.00
<b>11063</b>	<b>12/13/2022</b>	<b>Carlson, Lee</b>			
11302022		510-110-110 - GG - Council - In	Reeve Indemnity - Novemb	795.00	
		530-250-110 - TS - Maint. - Trav	Reeve Mileage November	102.00	
		510-300-140 - GG - Utility - Tele	Reeve Office Expense Nov	100.00	997.00
<b>11064</b>	<b>12/13/2022</b>	<b>Checkowy, Robin</b>			
12312022		510-220-100 - GG - Cont. - Offic	Janitorial Services Decemb	424.00	424.00
<b>11065</b>	<b>12/13/2022</b>	<b>Commercial Truck Equipment Co</b>			
RE-0004657494		530-430-120 - TS - Maint. - Mac	Grader Blades	1,172.05	
		110-340-110 - GST Receivable	Both Tax Code	55.29	
		900-110-110 - GST Paid	Both Tax Code	55.29 NL	1,227.34
<b>11066</b>	<b>12/13/2022</b>	<b>Jan Croucamp</b>			
12312022		530-210-120 - TS - Maint. - Con	Annual Lease Storage	1,000.00	1,000.00
<b>067</b>	<b>12/13/2022</b>	<b>Crown Shred &amp; Recycling</b>			
496393		510-200-190 - GG - Cont. - Pho	Shredding November	140.80	
		110-340-110 - GST Receivable	GST Tax Code	7.04	
		900-110-110 - GST Paid	GST Tax Code	7.04 NL	147.84
<b>11068</b>	<b>12/13/2022</b>	<b>Horsman, Devin</b>			
12312022		530-300-140 - TS - Maint. - Utilit	December Cell Phone	25.00	25.00
<b>11069</b>	<b>12/13/2022</b>	<b>Howden Country Services Ltd</b>			
8685		530-410-120 - TS - Maint. - Sho	Belt	35.70	
		110-340-110 - GST Receivable	Both Tax Code	1.68	
		900-110-110 - GST Paid	Both Tax Code	1.68 NL	37.38

**RM of North Qu'Appelle  
List of Accounts for Approval  
Batch: 2022-00190 to 2022-00199**

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
8697		530-420-124 - TS Maint. - Repa	Hose and fittings	44.34	
		110-340-110 - GST Receivable	GST Tax Code	2.22	
		900-110-110 - GST Paid	GST Tax Code	2.22 NL	46.56
			Payment Total:		83.94
<b>11070</b>	<b>12/13/2022</b>	<b>Jackson Bros. Bobcat Services</b>			
11302022		537-430-100 - TS - Snow - Salt	Salt Sand - RM	4,800.00	
		537-210-300 - TS - Snow - Cont	OHPL Salt Sand Plow	950.00	
		110-340-110 - GST Receivable	GST Tax Code	287.50	
		900-110-110 - GST Paid	GST Tax Code	287.50 NL	6,037.50
<b>11071</b>	<b>12/13/2022</b>	<b>Loraas Disposal</b>			
7938228		540-200-110 - EH - Waste Colle	Garbage Collection/Bin Rer	288.32	
		110-340-110 - GST Receivable	GST Tax Code	14.41	
		900-110-110 - GST Paid	GST Tax Code	14.41 NL	302.73
<b>11072</b>	<b>12/13/2022</b>	<b>Lugrin, Dawn</b>			
12312022		510-300-140 - GG - Utility - Tele	December Cell Phone	25.00	25.00
<b>11073</b>	<b>12/13/2022</b>	<b>McCullough, Darcy</b>			
12312022		530-300-140 - TS - Maint. - Utilit	December Cell Phone	25.00	25.00
<b>11074</b>	<b>12/13/2022</b>	<b>North Valley Waste</b>			
01122022D		540-200-140 - EH - Waste Dispr	2022 Q4 Contribution	9,729.57	9,729.57
<b>11075</b>	<b>12/13/2022</b>	<b>Professional Building</b>			
22113055		510-200-180 - GG - Cont. - Builc	BP Inspections/Reviews No	4,947.00	
		110-340-110 - GST Receivable	GST Tax Code	247.35	
		900-110-110 - GST Paid	GST Tax Code	247.35 NL	5,194.35
<b>11076</b>	<b>12/13/2022</b>	<b>Peagam, Linda</b>			
11302022		510-210-121 - GG - Cont. - Profi	NQGPA Admin	240.00	240.00
<b>11077</b>	<b>12/13/2022</b>	<b>Prairie Co-operative Ltd.</b>			
11302022		530-420-127 - TS - Main - Repa	1-Ton Fuel	509.60	
		530-420-124 - TS Maint. - Repa	Pete Fuel	357.44	
		530-420-126 - TS - Maint. - Rep	Dodge Fuel	173.03	
		530-420-129 - TS- Main - Repai	JD 772GP Fuel	343.83	
		530-425-110 - TS - Maint. - Oil &	Slip Tank Fuel	2,753.49	
		530-410-140 - TS - Maint - Equij	CAT fuel	474.99	
		510-410-140 - GG - Maint. - Offi	Office Water	7.00	
		530-410-120 - TS - Maint. - Sho	Shop Supplies	129.36	
		110-340-110 - GST Receivable	Both Tax Code	6.09	
		900-110-110 - GST Paid	Both Tax Code	6.09 NL	
		110-340-110 - GST Receivable	GST Tax Code	230.62	
		900-110-110 - GST Paid	GST Tax Code	230.62 NL	4,985.45
<b>11078</b>	<b>12/13/2022</b>	<b>Profile Tire</b>			
22302		530-420-124 - TS Maint. - Repa	Pete Repair/Parts	190.80	
		110-340-110 - GST Receivable	Both Tax Code	9.00	
		900-110-110 - GST Paid	Both Tax Code	9.00 NL	199.80
22303		530-420-123 - TS-Maint-Repairs	1-Ton Repair/Parts	5,272.56	
		110-340-110 - GST Receivable	Both Tax Code	248.71	
		900-110-110 - GST Paid	Both Tax Code	248.71 NL	5,521.27
22318		530-420-129 - TS- Main - Repai	772GP Repair/Parts	308.52	
		110-340-110 - GST Receivable	Both Tax Code	14.55	
		900-110-110 - GST Paid	Both Tax Code	14.55 NL	323.07
22500		530-400-130 - TS - Maint. - Matr	Washer Fluid	24.06	
		110-340-110 - GST Receivable	Both Tax Code	1.14	
		900-110-110 - GST Paid	Both Tax Code	1.14 NL	25.20
22518		530-420-127 - TS - Main - Repa	1-Ton Repair/Parts	161.00	
		110-340-110 - GST Receivable	Both Tax Code	7.59	
		900-110-110 - GST Paid	Both Tax Code	7.59 NL	168.59
22523		530-420-124 - TS Maint. - Repa	Pete Repair/Parts	141.44	
		110-340-110 - GST Receivable	Both Tax Code	6.67	
		900-110-110 - GST Paid	Both Tax Code	6.67 NL	148.11
22546		530-400-130 - TS - Maint. - Matr	Antifreeze	31.55	
		110-340-110 - GST Receivable	Both Tax Code	1.49	
		900-110-110 - GST Paid	Both Tax Code	1.49 NL	33.04
22579		530-400-130 - TS - Maint. - Matr	Oil	66.50	
		110-340-110 - GST Receivable	Both Tax Code	3.14	
		900-110-110 - GST Paid	Both Tax Code	3.14 NL	69.64
			Payment Total:		6,488.72

**RM of North Qu'Appelle  
List of Accounts for Approval**

Batch: 2022-00190 to 2022-00199

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>11079</b> 01012023	<b>12/13/2022</b>	<b>Regina District Association</b> 120-110-100 - Prepaid Expense	Annual Membership 2023	150.00	150.00
<b>11080</b> 11302022	<b>12/13/2022</b>	<b>RoBo Sales</b> 530-425-110 - TS - Maint. - Oil & 110-340-110 - GST Receivable 900-110-110 - GST Paid	Premium Fuel - December GST Tax Code GST Tax Code	56.61 2.83 2.83 NL	59.44
<b>11081</b> 11302022	<b>12/13/2022</b>	<b>SaskTel</b> 510-300-140 - GG - Utility - Tele 110-340-110 - GST Receivable 900-110-110 - GST Paid	November 2022 RM office Both Tax Code Both Tax Code	297.05 14.01 14.01 NL	311.06
<b>11082</b> SW079826	<b>12/13/2022</b>	<b>SaskWater</b> 540-200-150 - EH - Waste Dispo 110-340-110 - GST Receivable 900-110-110 - GST Paid	Fixed Charge - November GST Tax Code GST Tax Code	5,456.17 272.81 272.81 NL	5,728.98
<b>11083</b> 01012023	<b>12/13/2022</b>	<b>Southeast Regional Library</b> 120-110-100 - Prepaid Expense	First 2023 Installment	5,852.25	5,852.25
<b>11084</b> 12312022	<b>12/13/2022</b>	<b>Spanier, Garnet</b> 510-110-116 - GG - Council Ind. 530-250-116 - TS - Maint. - Trav 510-300-140 - GG - Utility - Tele	Division 6 Indemnity Division 6 Mileage Division 6 Office/Phone	500.00 235.80 1,200.00	1,935.80
<b>11085</b> INV366775	<b>12/13/2022</b>	<b>Success Office Systems</b> 510-200-190 - GG - Cont. - Phof 110-340-110 - GST Receivable 900-110-110 - GST Paid	Photocopying - November Both Tax Code Both Tax Code	121.43 5.73 5.73 NL	127.16
<b>11086</b> R133070	<b>12/13/2022</b>	<b>Supreme Basics</b> 510-410-140 - GG - Maint. - Offi 110-340-110 - GST Receivable 900-110-110 - GST Paid	Office Supplies Both Tax Code Both Tax Code	281.27 13.27 13.27 NL	294.54
<b>11087</b> 12312022	<b>12/13/2022</b>	<b>Valley Lawn Services</b> 540-200-110 - EH - Waste Colle 540-200-120 - EH - Waste Colle 540-200-130 - EH - Waste Colle 110-340-110 - GST Receivable 900-110-110 - GST Paid	Garbage Collection Decemt Garbage Collection Decemt Garbage Collection Decemt GST Tax Code GST Tax Code	4,249.21 675.30 2,228.49 357.65 357.65 NL	7,510.65
Total Computer Cheque:					139,235.38

**OTHER**

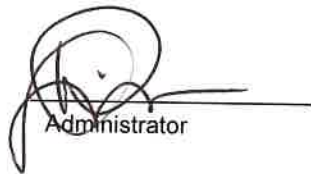
Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>2022-0009</b> 104500066-35-1	<b>11/30/2022</b>	<b>Caterpillar Financial Services</b> 530-410-140 - TS - Maint - Equip 110-340-110 - GST Receivable 900-110-110 - GST Paid	2020 CAT Grader Lease Both Tax Code Both Tax Code	2,788.30 131.52 131.52 NL	2,919.82
<b>2022-0010</b> 2019-09-11	<b>11/30/2022</b>	<b>De Lage Landen Financial</b> 510-200-190 - GG - Cont. - Phof 110-340-110 - GST Receivable 900-110-110 - GST Paid	Copier Lease Both Tax Code Both Tax Code	153.70 7.25 7.25 NL	160.95
Total Other:					3,080.77
Total AP:					142,316.15

Date Printed  
12/12/2022 10:29 AM

**RM of North Qu'Appelle**  
**List of Accounts for Approval**  
Batch: 2022-00190 to 2022-00199

Certified Correct This Monday, December 12, 2022 <sup>13th</sup> *[initials]*

  
eve

  
Administrator

**RM of North Qu'Appelle**  
**Statement of Financial Activities - Condensed**  
For the Period Ending November 30, 2022

	Current	Year To Date	Budget	Variance	%
<b>REVENUES</b>					
<b>Taxation</b>					
<b>Municipal Taxes</b>					
General Municipal Levy Receivable		1,881,736.45	1,975,257.00	(93,520.55)	4.73-
Abatements and Adjustments		(41,242.09)	(4,050.00)	(37,192.09)	918.32-
Discount on Current Year Taxes		(69,358.75)	(74,650.00)	5,291.25	7.09
<b>Net Municipal Taxes</b>	<b>0.00</b>	<b>1,771,135.61</b>	<b>1,896,557.00</b>	<b>(125,421.39)</b>	<b>6.61-</b>
Penalties on Tax Arrears	1,907.34	27,670.01	18,486.00	9,184.01	49.68
<b>Total Taxation:</b>	<b>1,907.34</b>	<b>1,798,805.62</b>	<b>1,915,043.00</b>	<b>(116,237.38)</b>	<b>6.07-</b>
<b>Fees and Charges</b>					
Custom Work	2,582.53	45,437.88	5,000.00	40,437.88	808.76
Sale of Supplies and Gravel	3,718.61	11,098.40	8,100.00	2,998.40	37.02
Rentals		2,300.00	2,450.00	(150.00)	6.12-
Policing and Fire Fees		5,160.00		5,160.00	
Licenses and Permits	3,897.50	40,240.71	46,200.00	(5,959.29)	12.90-
General Office Services	156.00	3,846.93	9,000.00	(5,153.07)	57.26-
Landfill/Waste Collection Fees			30,963.00	(30,963.00)	100.00-
<b>Total Fees and Charges:</b>	<b>10,354.64</b>	<b>108,083.92</b>	<b>101,713.00</b>	<b>6,370.92</b>	<b>6.26</b>
<b>Maintenance and Development Charges</b>					
Road Maintenance and Restoration Agreement:			3,218.00	(3,218.00)	100.00-
Development Charges			1,000.00	(1,000.00)	100.00-
Public Reserve		2,242.00	2,000.00	242.00	12.10
Other		200.00		200.00	
<b>Total Maintenance and Development Charge</b>	<b>0.00</b>	<b>2,442.00</b>	<b>6,218.00</b>	<b>(3,776.00)</b>	<b>60.73-</b>
<b>Utilities</b>					
Water	702.75	10,606.50	14,000.00	(3,393.50)	24.24-
<b>Total Utilities:</b>	<b>702.75</b>	<b>10,606.50</b>	<b>14,000.00</b>	<b>(3,393.50)</b>	<b>24.24-</b>
<b>Unconditional Transfers</b>					
Unconditional Transfers		121,559.50	208,594.00	(87,034.50)	41.72-
<b>Total Unconditional Transfers:</b>	<b>0.00</b>	<b>121,559.50</b>	<b>208,594.00</b>	<b>(87,034.50)</b>	<b>41.72-</b>
<b>Conditional Grants</b>					
Federal		69,329.75	52,800.00	16,529.75	31.31
Provincial	3,240.00	3,240.00	3,200.00	40.00	1.25
Local		4,021.40	2,000.00	2,021.40	101.07
<b>Total Conditional Grants:</b>	<b>3,240.00</b>	<b>76,591.15</b>	<b>58,000.00</b>	<b>18,591.15</b>	<b>32.05</b>
<b>Grants in Lieu of Taxes</b>					
Provincial		816.00	2,078.00	(1,262.00)	60.73-
Local		1,702.84	1,680.00	22.84	1.36
<b>Total Grants in Lieu of Taxes:</b>	<b>0.00</b>	<b>2,518.84</b>	<b>3,758.00</b>	<b>(1,239.16)</b>	<b>32.97-</b>
<b>Investment Income and Commissions</b>					
Investment and Income Revenue	7,865.78	24,426.54	8,900.00	15,526.54	174.46
<b>Total Investment Income and Commissions:</b>	<b>7,865.78</b>	<b>24,426.54</b>	<b>8,900.00</b>	<b>15,526.54</b>	<b>174.46</b>
<b>Total REVENUES:</b>	<b>24,070.51</b>	<b>2,145,034.07</b>	<b>2,316,226.00</b>	<b>(171,191.93)</b>	<b>7.39-</b>
<b>EXPENDITURES</b>					
<b>General Government Services</b>					
Wages	17,192.85	181,487.34	201,500.00	20,012.66	9.93
Benefits	2,832.65	75,560.84	50,000.00	(25,560.84)	51.12-
Professional/Contract Services	5,493.44	116,894.23	149,780.00	32,885.77	21.96
Utilities	1,152.34	11,393.38	8,450.00	(2,943.38)	34.83-
Maintenance, Material and Supplies	854.18	26,874.93	27,900.00	1,025.07	3.67
Capital Expenditures			1,685.00	1,685.00	100.00
Allowance for Uncollectibles		140.00		(140.00)	
<b>Total General Government Services:</b>	<b>27,525.46</b>	<b>412,350.72</b>	<b>439,315.00</b>	<b>26,964.28</b>	<b>6.14</b>

**RM of North Qu'Appelle**  
**Statement of Financial Activities - Condensed**  
For the Period Ending November 30, 2022

	Current	Year To Date	Budget	Variance	%
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**Account Balances**

**Cash and Investments**

	Current	Year to Date	Balance
Cash - On Hand - Petty Cash			300.00
Cash - Bank - CIBC	(38,810.60)	(866,220.41)	649,390.46
sh - Conexus (For Pipeline Deposits)	1,653.27	61,755.29	61,755.29
Cash - Bank - Savings	825.22	520,398.30	637,708.78
<b>Total Cash and Investments:</b>	<b>(36,332.11)</b>	<b>(284,066.82)</b>	<b>1,349,154.53</b>

**Municipal Taxes Receivable**


Municipal - Tax Receivable - Rural	(14,757.34)	82,082.40	153,495.90
Municipal - Tax Receivable - Urban	(13,478.02)	84,818.70	165,086.19
Municipal - Tax Receivable -Taylor Beach	(1,101.51)	11,133.82	14,995.60
Municipal - Tax Receivable -Pasqua Lake	(18,231.49)	62,620.53	103,916.66
Municipal - Tax Recv. - Fire Truck Spec.			(1.57)
Municipal - Tax Receivable - Tax Enforc.	46.02	(64.46)	3,839.24
<b>Total Municipal Taxes Receivable:</b>	<b>(47,522.34)</b>	<b>240,590.99</b>	<b>441,332.02</b>

Certified correct and in accordance with the records

Presented to council on

December 13, 2022  
(Date)

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

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