

**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 September 24, 2024

1. Call to Order
2. Approval of Minutes
  - a. September 10, 2024, Regular Meeting of Council
  - b. September 15, 2024, Public Meeting
3. Business Arising from Minutes
4. Delegation – Owner NW 35-20-13 W2 9:30 a.m.
5. Correspondence
  - a. NVWMA Minutes August 19, 2024
6. Reports
  - a. Foreman Public Works Report
  - b. Public Meeting Report
  - c. Administrator Report
7. Bylaws
8. Accounts for Payment
9. Unfinished Business
  - a. Lagoon Update
  - b. Wide Awake Road Repair – RIRG
  - c. Road Allowance East of SW 05-21-13-W2 Closure
  - d. *Jasmin SSA*
10. New Business
  - a. SARM Midterm Convention
  - b. Blk/Par B-Plan 101970873 Ext 14 Assessment and Levy
  - c. District of Katepwa Lagoon Invoice
  - d. Office Plumbing Repairs
  - e. Parcel Consolidation Lot 2 & 3 Blk/Par 1 Plan No. 59R16155 Ext 0
  - f. SARM PSIP Insurance Appraisal
  - g. Zoning Bylaw and OCP Development Update
  - h. Treaty 4 Parade
  - i. Sale of 2007 Volvo MC90B Skid Steer
  - j. *Division 3 Councillor Leave of Absence*
11. Other Business
12. Closed Session
  - a. LA FOIP s.16(1)(c) – Contract Negotiations
    - i. Delegation – Owner NW 35-20-13 W2
  - b. LA FOIP s.16(1)(b) - Personnel
    - i. Administration *Tabled*
17. 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**  
**Tuesday, September 24, 2024, 9:00 am**

Present:	Deputy Reeve	Bernard Churko
Council Members:	Division 2	Ron Palmer
	Division 6	Garnet Spanier
Absent:	Reeve:	Nik Whalen
	Division 3	Josh Boehme
Staff:	Acting Administrator	Charmain Wowk
	Assistant Administrator	Gwen Lowe
	Public Works Foreman	Lloyd Webster

*A quorum being present Deputy Reeve B. Churko called the meeting to order at 9:00 am.*

**24-510 CHANGES TO THE AGENDA/R. PALMER**

“THAT the Foreman Report be moved to the beginning of the agenda due to time constraints, AND FURTHERMORE, the following items be added to the agenda as:  
9 d. Jasmin SSA  
10 j. Division 3 Councillor Leave of Absence.”

CARRIED

**24-511 FOREMAN REPORT/G. SPANIER**

“THAT the verbal report be accepted as presented.”

CARRIED

*Foreman L. Webster left Council Chambers at 9:11 a.m.*

**24-512 REGULAR MEETING MINUTES / R. PALMER**

“THAT the minutes of the regular meeting of Council held September 10, 2024, be adopted as presented.”

CARRIED

**24-513 PUBLIC MEETING MINUTES /R. PALMER**

“THAT the minutes of the public meeting of Council held September 15, 2024, be adopted as presented.”

CARRIED

**24-514 CORRESPONDENCE/R. PALMER**

“THAT the following Correspondence be accepted as presented and filed:  
a. NVWMA Minutes August 19, 2024.”

CARRIED

**24-515 PUBLIC MEETING REPORT/R. PALMER**

“THAT the written report be accepted as presented.”

CARRIED

**24-516 ADMINISTRATION REPORT/G. SPANIER**

“THAT the written report be accepted as presented.”

CARRIED

**24-517 ACCOUNTS FOR PAYMENT/B. CHURKO**

“THAT the list of accounts for cheque numbers **12587 to 12615 totaling \$55,457.49** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment.”

CARRIED

**24-518 WIDE AWAKE ROAD REPAIRS - RIRG/G. SPANIER**

“That the RM of North Qu'Appelle No. 187 instruct the Administrator to engage Wyatt Engineering to begin the process required to apply for 2025 for the Rural Integrated Roads for Growth grant.”

CARRIED

**Rural Municipality of North Qu'Appelle No. 187**  
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**136 Company Avenue, Fort Qu'Appelle, Saskatchewan**  
**Tuesday, September 24, 2024, 9:00 am**

Delegate - Owner of NW 35-20-13 W2 entered chambers at 9:33 a.m.

**24-519            CLOSED SESSION/ R. PALMER**

"THAT the RM Council, all members present in person, move into closed session at 9:33 a.m., as per LA FOIP section 16(1)(c) for Contract Negotiations."

CARRIED

Delegate-Owner of NW 35-20-13 W2 addressed the Council at 9:33 a.m. to discuss contract negotiations.

Delegate left chambers at 9:48 am

**24-520            RECONVENE/ R. PALMER**

"THAT the RM Council reconvenes to regular session at 9:53 a.m."

CARRIED

**24-521            GRAVEL RESOURCE NW 35-20-13 W2/G. SPANIER**

"THAT the RM of North Qu'Appelle No. 187 authorize the Public Works Committee to initiate the process to assess the gravel resource at NW 35-20-13-W2 AND Furthermore engage Wyatt Engineering to assist in the process."

CARRIED

**24-522            JASMIN SSA/ R. PALMER**

"THAT the RM of North Qu'Appelle No. 187 authorize the administrator to prepare and distribute a survey with questions pertaining to Jasmin On Echo SSA and the last day to partake in the survey will be October 14<sup>th</sup>."

CARRIED

*Reeve N. Whalen attended council chambers via telephone at 10:11 am.*

**24-523            ROAD ALLOWANCE EAST OF SW 05-21-13-W2 CLOSURE/R. PALMER**

"That the RM of North Qu'Appelle No. 187 instruct the Administrator to prepare the MOU and Bylaw for Closing and Selling the road allowance East of SW 05-21-13-W2."

CARRIED

*Reeve N. Whalen left council chambers via disconnection of telephone at 10:24 am*

**24-524            SARM MIDTERM CONVENTION/G. SPANIER**

"That the RM of North Qu'Appelle No. 187 authorizes Council and Administration to attend the SARM Midterm Convention on November 20 and 21, 2024."

CARRIED

**24-525            BLK/PAR B PLAN 101970873 EXT 14 ASSESSMENT AND LEVY/ G. SPANIER**

"That the RM of North Qu'Appelle No. 187 authorize the Administrator to place Blk/Par B Plan No. 101970873 Ext 14 on the 2025 SAMA Maintenance AND FURTHERMORE, make no changes to the property for 2024."

CARRIED

**24-526            DISTRICT OF KATEPWA LAGOON INVOICE/ G. SPANIER**

"That the RM of North Qu'Appelle No. 187 authorize the Administrator to process the payment for 2024 Katepwa Lagoon Levy in the amount of \$7,000.00 as per the agreement."

CARRIED

**24-527            OFFICE PLUMBING REPAIRS/ B. CHURKO**

"That the RM of North Qu'Appelle No. 187 accept the quote from Banbury Plumbing and Heating in the amount of \$2,215.00 plus applicable taxes to complete the office plumbing repairs"

CARRIED

**24-528            PARCEL CONSOLIDATION LOT 2 & 3 Blk/Par 1 PLAN NO. 59R16155 EXT 0/R. PALMER**

"That the RM of North Qu'Appelle No. 187 permits the parcel consolidation of Lot 2 Blk/Par 1 Plan No. 59R16155 Ext 0 and Lot 3 Blk/Par 1 Plan No. 59R16155 Ext 0."

CARRIED

**Rural Municipality of North Qu'Appelle No. 187**  
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**Tuesday, September 24, 2024, 9:00 am**

24-529      **SARM PSIP BUILDING VALUES/ G. SPANIER**  
"That the RM of North Qu'Appelle No. 187 authorizes SARM to proceed and adjust the RM's insured building values according to the Appraisal Report, including PST and debris removal."  
CARRIED

24-530      **RECESS/B. CHURKO**  
"THAT this meeting be recessed at 10:37 a.m."  
CARRIED

*Deputy Reeve B. Churko asked that the meeting reconvenes at 10:42 a.m.*

24-531      **RECONVENE/B. CHURKO**  
"THAT this meeting reconvenes at 10:46 a.m."  
CARRIED

*Reeve N. Whalen attended council chambers via telephone at 10:49 am.*

*Reeve N. Whalen left council chambers via disconnection of telephone at 10:55 am*

24-532      **TREATY 4 PARADE/ B. CHURKO**  
"That the RM of North Qu'Appelle No. 187 authorizes pay at the applicable overtime rate for the Lead Hand to participate in the Treaty 4 parade."  
CARRIED

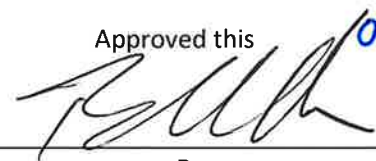
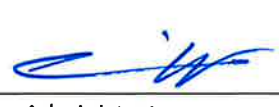
24-533      **SALE OF 2007 VOLVO MC90B SKID STEER/R. PALMER**  
"That the RM of North Qu'Appelle No. 187 authorizes the foreman to advertise, negotiate and sell the 2007 Volvo MC90B Skid Steer."  
CARRIED

24-534      **SALE OF 2007 VOLVO MC90B SKID STEER/R. PALMER**  
"That the RM of North Qu'Appelle No. 187 authorizes the foreman to sign the bill of sale in the amount of \$28,500.00 including applicable taxes for the 2007 Volvo MC90B Skid Steer dated September 20, 2024."  
CARRIED

24-535      **DIVISION 3 COUNCILLOR LEAVE OF ABSENCE/G. SPANIER**  
"That the RM of North Qu'Appelle No. 187 authorizes the absence of Division 3 Councillor to miss three consecutive meetings."  
CARRIED

24-535 <sup>536</sup> **ADJOURNMENT/G. SPANIER**  
 "That the regular meeting of Council be adjourned at 10:59 a.m."

Approved this October day of October, 2024

Reeve Administrator

Next regular meeting of Council, October 8, 2024 at 9:00 am.



Administration Report to Council  
 Tuesday September 24, 2024

**Bank Balance** \$1,227,263.31 as of Sep. 18, 2024  
**Taylor Beach Reserve** \$176,988.40 as of Aug. 31, 2024

**Complaints** 2 new RIC's opened (garbage, bumpy road)  
**Compliments** 1 new – Road fixed quickly. Happy with the service

**Permit Applications:**  
 Development & Building: 15 permits applications; 11 permits approved; 0 at PBI in review, 1 waiting for more information, 0 in office awaiting review, 1 cancelled by owner; 2 refusals.  
 Move/Demo: 1 move permit, 2 demo permit.

Sep 2024		<p>ITEMS FOR COUNCIL TO NOTE:          Administrative Duties with Deadlines coming up:</p> <p><b>Sep 2024</b>          10<sup>th</sup> School tax collections previous month due to Province-done          10<sup>th</sup> SMHI, C &amp; D tax collections previous month due - done          13<sup>th</sup> Call for nominations opens - published on website and in Fort Times          15<sup>th</sup> File &amp; remit previous month payroll deductions to CRA &amp; MEPP-done          20<sup>th</sup> Acting Administrator and Assistant Administrator attend RMAA Division Meeting</p>
		<ul style="list-style-type: none"> <li>- Planning for the ratepayer BBQ is in full swing. Office assistant has sourced supplies, and the Lions will provide their volunteers and BBQ.</li> <li>- Assistant administrator is continuing to work with TAXervice for tax enforcement.</li> <li>- Office is working on CCBF reports for authorized projects to use outstanding funds.</li> <li>- Office Assistant is ordering signs for the Trans Canada Trail now that 2024 maintenance is completed. Signage is free.</li> <li>- Acting Administrator and Mentor continue to work on training items.</li> </ul>

Devin	7.50	days remaining 2024
Lloyd	5.25	days remaining 2024
Gwen	20	days remaining 2024
Charmain	10.50	days remaining 2024
Rebecca	6.75	days remaining 2024
Todd	0	days remaining 2024
Brian	9.75	days remaining 2024

Respectfully submitted,

Charmain Wowk  
 Acting Administrator



**RM of North Qu'Appelle  
List of Accounts for Approval  
Batch: 2024-00155 to 2024-00159**

Bank Code - AP - AP GENERAL

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
12587- Man Pay 09102024-C	09/10/2024	Lowe, Gwen 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	2,313.57	2,313.57
12588- Man Pay 09102024-C	09/10/2024	Webster, Lloyd 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	1,905.50	1,905.50
12589- Man Pay 09102024-C	09/10/2024	Horsman, Devin 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	1,531.94	1,531.94
12590- Man 09102024-04	09/10/2024	Bowes, Todd 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	1,444.43	1,444.43
12591- Man Pay 09102024-C	09/10/2024	Wowk, Charmain 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	1,953.27	1,953.27
12592- Man Pay 09102024-C	09/10/2024	Bergman, Brian 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	1,639.00	1,639.00
12593- Man Pay 09102024-C	09/10/2024	Rebecca Zacharuk 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	1,220.89	1,220.89
12594- Man Pay 09102024-C	09/10/2024	Obleman, Jack 210-400-910 - Paymate suspen:	PP Aug 28-Sept 10 2024	994.28	994.28
12595 Pay 09102024-C	09/10/2024	Myers, Leonard 530-210-121 - TS - Maint. - Cont	PP Aug 28-Sept 10 2024	560.00	560.00
12596 09102024-10	09/10/2024	Peagam, Linda 510-210-121 - GG - Cont. - Profi		270.00	270.00
12597- Man 09102024-01	09/10/2024	Whalen, Nikolas 210-400-910 - Paymate suspen:	Council Indemnity & Expen:	2,228.69	2,228.69
12598- Man 09102024-02	09/10/2024	Spanier, Garnet 210-400-910 - Paymate suspen:	Aug Div 6 Indemnity & Expe	506.04	506.04
12599 PI0031107	09/24/2024	BG Prairie Distributors Ltd. 530-425-110 - TS - Maint. - Equip 110-340-110 - GST Receivable 900-110-110 - GST Paid	Diesel exhaust fluid Both Tax Code Both Tax Code	597.79 28.20 28.20 NL	625.99
12600 Sep2024	09/24/2024	Checkowy, Robin 510-220-100 - GG - Cont. - Offic	Janitorial Services-Septem	477.00	477.00
12601 08/09-09/08	09/24/2024	CIBC Credit Card 510-410-145 - GG - Maint - Offic 510-410-140 - GG - Maint. - Offi 510-410-140 - GG - Maint. - Offi 510-240-100 - GG - Cont. - Merr 510-280-100 - GG - Cont. - ISC 530-420-100 - TS - Maint - Repa 510-240-100 - GG - Cont. - Merr 110-340-110 - GST Receivable 900-110-110 - GST Paid	Office Table-fax/postage me Office Supplies - dollar tree Costco-Coffee council/office Visa Annual Fee ISC Account titles searches bearing for sweeper Fort Times annual subscrip Both Tax Code Both Tax Code	211.99 12.72 49.17 17.26 300.00 45.23 40.00 12.93 12.93 NL	689.30
12602 0012811  13339	09/24/2024	Crown Shred & Recycling 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid	Aug 19 Extra material shrec GST Tax Code GST Tax Code Sep Bin destruction GST Tax Code GST Tax Code	140.14 7.01 7.01 NL 12.00 0.60 0.60 NL	147.15  12.60
				Payment Total:	159.75
12603 INV-2942  INV-28943	09/24/2024	Dionco Sales 530-450-100 - TS - Maint. - Culv 530-420-112 - TS - Maint. - Rep 110-340-110 - GST Receivable 900-110-110 - GST Paid 530-420-112 - TS - Maint. - Rep 110-340-110 - GST Receivable 900-110-110 - GST Paid	Ciulvert 6 meter 18" and cou yoke & Hub, disc Both Tax Code Both Tax Code Mower Repair/Parts Both Tax Code Both Tax Code	1,083.66 994.95 98.05 98.05 NL 616.50 29.08 29.08 NL	2,176.66  645.58
				Payment Total:	2,822.24
12604	09/24/2024	Fort Qu'Appelle & District Lions Club			

**RM of North Qu'Appelle  
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**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
Sep102024		510-900-110 - GG - RM Celebra	Donation towards BBQ & Vi	200.00	200.00
<b>12605</b>	<b>09/24/2024</b>	<b>Grasslands News Group</b>			
28282		510-200-170 - GG - Cont. - Adv	Public Notice Mtg Jasmin S	102.94	
		110-340-110 - GST Receivable	GST Tax Code	5.15	
		900-110-110 - GST Paid	GST Tax Code	5.15 NL	108.09
28293		510-260-150 - GG - Cont. - Elec	Call for Nominations Ad	78.00	
		110-340-110 - GST Receivable	GST Tax Code	3.90	
		900-110-110 - GST Paid	GST Tax Code	3.90 NL	81.90
			Payment Total:		189.99
<b>12606</b>	<b>09/24/2024</b>	<b>Heimlick, Dwayne W.</b>			
092024giftcards		510-900-120 - GG -Taylor Beacl	OHTB Gift Cards	1,250.00	1,250.00
<b>12607</b>	<b>09/24/2024</b>	<b>Loraas Disposal</b>			
0008112432		540-200-110 - EH - Waste Colle	Garbage Collection August	774.96	
		110-340-110 - GST Receivable	GST Tax Code	38.74	
		900-110-110 - GST Paid	GST Tax Code	38.74 NL	813.70
<b>12608</b>	<b>09/24/2024</b>	<b>McDermaid, Karen</b>			
09122024		540-900-120 - EH - Other TB - C	AED Supplies	119.23	
		110-340-110 - GST Receivable	Both Tax Code	5.67	
		900-110-110 - GST Paid	Both Tax Code	5.67 NL	124.90
<b>12609</b>	<b>09/24/2024</b>	<b>Municipal Employees'</b>			
10092024		210-200-230 - MEPP Payable	MEPP Remit 28 Aug-10 Se	3,413.94	3,413.94
<b>12610</b>	<b>09/24/2024</b>	<b>Professional Building</b>			
24083155		510-200-180 - GG - Cont. - Buik	BP Inspections/Reviews	2,313.00	
		110-340-110 - GST Receivable	GST Tax Code	115.65	
		900-110-110 - GST Paid	GST Tax Code	115.65 NL	2,428.65
<b>12611</b>	<b>09/24/2024</b>	<b>Sask Power</b>			
4020-0001-547E		530-300-120 - TS - Maint. - Utilit	Shop	145.73	
		510-300-120 - GG - Utility - Pow	Office	169.97	
		580-300-120 - UT - Water - Pow	RM Well RD	100.56	
		530-310-200 - TS - Utility - Stree	Taylor Beach	138.54	
		530-210-100 - TS - Maint. - Con	Street Lights	935.08	
		110-340-110 - GST Receivable	Both Tax Code	65.48	
		900-110-110 - GST Paid	Both Tax Code	65.48 NL	
		110-340-110 - GST Receivable	GST Tax Code	6.93	
		900-110-110 - GST Paid	GST Tax Code	6.93 NL	1,562.29
<b>12612</b>	<b>09/24/2024</b>	<b>SaskWater</b>			
SW088219		540-200-150 - EH - Waste Dispr	Aug fixed charge	5,456.17	
		110-340-110 - GST Receivable	GST Tax Code	272.81	
		900-110-110 - GST Paid	GST Tax Code	272.81 NL	5,728.98
<b>12613</b>	<b>09/24/2024</b>	<b>TAXervice</b>			
TE-Group 1		510-260-100 - GG - Cont. - Tax	Tax Enforcement-Group 1	1,307.25	1,307.25
TE Group 2		510-260-100 - GG - Cont. - Tax	Tax enforcement - Group 2	2,614.50	2,614.50
TE Group 3		510-260-100 - GG - Cont. - Tax	Tax Enforcement - Group 3	8,186.00	
		110-340-110 - GST Receivable	GST Tax Code	409.30	
		900-110-110 - GST Paid	GST Tax Code	409.30 NL	8,595.30
			Payment Total:		12,517.05
<b>12614</b>	<b>09/24/2024</b>	<b>Town of Fort Qu'Appelle</b>			
2024-00227		525-210-110 - PS - Fire - Contr	Aug 31 Fire Call	2,583.85	2,583.85
<b>12615</b>	<b>09/24/2024</b>	<b>Valley Lawn &amp; Tree LTD</b>			
4707		540-210-300 - EH - Cont. - Tree	TCT Trail Maintenance Hwy	3,145.00	
		110-340-110 - GST Receivable	GST Tax Code	157.25	
		900-110-110 - GST Paid	GST Tax Code	157.25 NL	3,302.25
			Total Computer Cheque:		55,457.49
			Total AP:		55,457.49

Date Printed  
09/18/2024 12:41 PM

**RM of North Qu'Appelle**  
**List of Accounts for Approval**  
Batch: 2024-00155 to 2024-00159

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Certified Correct This September 18, 2024

*Deputy*  
  
Reeve

  
Administrator