

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 June 25, 2024

1. Call to Order
2. Approval of Minutes
 - a. June 11, 2024, Regular Meeting of Council
 - b. June 11, 2024, Public Hearing Minutes
3. Business Arising from Minutes
4. Public Hearing – Amend Zoning Bylaw – R1 to Ag -10:00
5. Delegation – Mayor & CAO – Town of Fort Qu'Appelle – 9:20
T. Adegeye Plant Health Technical Advisor-11:00
6. Correspondence
 - a. APAS update June 13
 - b. APAS update June 20
 - c. Sask Information & Privacy Commission Annual Report 2023-2024
7. Reports
 - a. Foreman Public Works Report
 - b. Administrator Report
8. Bylaws
 - a. Campsite and RV Park Fee Bylaw
 - b. Uniform Mill Rate Bylaw
 - c. Amendment to the Zoning Bylaw 13-08
9. Accounts for Payment
10. Unfinished Business
 - a. Erickson Drainage
 - b. Engineering Services
 - c. Summer Student Application Date Amendment
 - d. Road Work Mackie Street
 - e. Old 35 Chipseal
 - f. Katepwa Lagoon
11. New Business
 - a. Lipton Lagoon Expansion Invitation
 - b. Supervising Administration Contract
 - c. July & August Regular Meeting
 - d. Roll 244000 Tax/Utility
 - e. RM North Qu'Appelle Facebook Page
 - f. Refundable Deposit Roll 321 000
 - g. Low Level Crossing – Culvert
 - h. PBI Building Officials Appointment
 - i. RM Bridges -Review of 2021 inspection Reports
 - j. Lot 6 Blk 4 Plan 87R19785 Tax Discount Request
12. Other Business
13. Closed Session
 - a. LA FOIP s.16(1)(e) - Pending Policy and Budget Advice
 - i. Capital Purchases
14. Adjournment



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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, June 25, 2024, 9:00 am

Present:	Reeve:	Nik Whalen
	Council Members:	Division 2 Ron Palmer
		Division 3 Josh Boehme
		Division 4 Bernard Churko
Absent:	Division 6	Garnet Spanier
	Staff:	Administrator Gwen Lowe
		Public Works Foreman Lloyd Webster

A quorum being present Reeve N. Whalen called the meeting to order at 9:02 am.

24-331 CHANGES TO THE AGENDA/N. WHALEN

"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:

- 10. g. Lipton – CTP Patrick Grid
- h. Ski Hill – Road Allowance."

CARRIED

24-332 REGULAR MEETING MINUTES /B. CHURKO

"THAT the minutes of the regular meeting of Council held June 11, 2024, be adopted as presented."

CARRIED

24-333 PUBLIC HEARING MINUTES/B. CHURKO

"THAT the minutes of the public hearing held June 11, 2024 at 10:00 a.m. be adopted as presented."

CARRIED

24-334 FOREMAN REPORT/R. PALMER

"THAT the verbal report be accepted as presented."

CARRIED

Foreman left Council Chambers at 9:21 a.m.

Delegates – Mayor G. Legace, Interim CAO D. McLeod of Town of Fort Qu'Appelle entered chambers at 9:12 a.m.

Delegates- Mayor G. Legace and Interim CAO D. McLeod of Town of Fort Qu'Appelle addressed the Council at 9:21 a.m. to discuss various shared roads and road agreements.

Delegates left chambers at 9:42 a.m.

24-335 RECESS FOR PUBLIC HEARING, AMEND BYLAW 13-08/N. WHALEN

"THAT this meeting be recessed at 10:02 a.m. for a public hearing, to amend Zoning Bylaw 13-08"

CARRIED

Reeve N. Whalen asked that the Council meeting reconvene at 10:08 a.m.

24-336 RECONVENE TO COUNCIL MEETING/N. WHALEN

"THAT this meeting reconvenes at 10:08 a.m."

CARRIED

24-337 CORRESPONDENCE/N. WHALEN

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

- a. APAS Update June 13
- b. APAS Update June 20
- c. Sask Information & Privacy Commission Annual Report 2023-2024."

CARRIED

24-338 ADMINISTRATION REPORT/N. WHALEN

"THAT the written report be accepted as presented."

CARRIED

[Handwritten signature]

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24-339 **BYLAW NO. 2024-11, BYLAW TO PROVIDE FOR A UNIFORM MILL RATE/R. PALMER**
"THAT Bylaw No. 2024-11, A Bylaw to Provide for a Uniform Mill Rate, be read for the
FIRST time." CARRIED

24-340 **BYLAW NO. 2024-11, BYLAW TO PROVIDE FOR A UNIFORM MILL RATE/B. CHURKO**
"THAT Bylaw No. 2024-11, A Bylaw to Provide for a Uniform Mill Rate, be read for the
SECOND time." CARRIED

24-341 **BYLAW NO. 2024-07, A BYLAW TO AMEND BYLAW NO. 13-08/B. CHURKO**
"THAT Bylaw No. 2024-07, A Bylaw to amend Bylaw No. 13-08 known as the Zoning
Bylaw, be read for the SECOND time." CARRIED

24-342 **BYLAW NO. 2024-07, A BYLAW TO AMEND BYLAW NO. 13-08/R. PALMER**
"THAT Bylaw No. 2024-07, A Bylaw to amend Bylaw No. 13-08 known as the Zoning
Bylaw, be read for the THIRD time and ADOPTED." CARRIED

24-343 **ACCOUNTS FOR PAYMENT/R. PALMER**
"THAT the list of accounts for cheque numbers **12385 to 12409 totaling \$28,779.46**
including Preauthorized payments and Payroll, attached hereto and forming a part of
these minutes is hereby approved by RM Council for payment." CARRIED

24-344 **AMEND SUMMER STUDENT START DATE/B. CHURKO**
"THAT RM Council amend summer student, Jack Obleman's start date to July 2, 2024.
CARRIED

24-345 **ROAD WORK MACKIE STREET/N. WHALEN**
"THAT RM Council authorize the road work on Mackie Street as per the following public
works motion
 "24W-032 MACKIE STREET WIDENING/J. BOEHME
 "THAT the Public Works committee recommends that RM Council authorize the
 Public Works crew widen Mackie Street; AND FURTHERMORE, instruct the
 Administrator to request a survey of the turnaround for Mackie Street."
 CARRIED" CARRIED

24-346 **RECESS/N. WHALEN**
"THAT this meeting be recessed at 10:45 a.m." CARRIED

Reeve N. Whalen asked that the meeting reconvenes at 10:57 a.m.

24-347 **RECONVENE/N. WHALEN**
"THAT this meeting reconvenes at 10:57 a.m." CARRIED

*Delegate – T. Adegeye, Plant Health Technical Advisor-SARM Division 1 entered chambers
at 11:02 a.m.
Delegate- T. Adegeye, Plant Health Technical Advisor-SARM Division 1 addressed the
Council at 11:02 a.m. to discuss Sustainable CAP rebate programs and answer questions on
invasive weeds and declared pests.
Delegate left chambers at 11:22 a.m.*

24-348 **RM OF LIPTON CLEARING THE PATH (CTP) PATRICK ROAD/ B. CHURKO**
"THAT RM Council instruct the Administrator to advise the RM of Lipton that RM 187
will apply to participate in the CTP grant with the RM of Lipton on Patrick Road, Range
Road 2132." CARRIED



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- 24-349** **SUPERVISING ADMINISTRATION CONTRACT/R. PALMER**
 "THAT RM Council authorize the Reeve and Administrator to sign the Supervising Administrator contract." CARRIED
- 24-350** **JULY REGULAR MEETING/R. PALMER**
 "THAT RM Council hold a Finance/Works meeting at 8:00am on Tuesday July 9, prior to the Regular meeting." CARRIED
- 24-351** **TAX ROLL 244000 ABATEMENT OF UNCOLLECTABLE TAX AND UTILITY/B. CHURKO**
 "THAT RM Council instruct the administrator to abate roll number 244000 2023 uncollectable tax arrears of \$1383.06 including interest to April 30, and sellers share of 2024 taxes in the sum of \$155.34 AND FURTHERMORE pay to the North Qu'Appelle Group Pipeline the sum of \$426.46 of the seller's uncollectable utility arrears." CARRIED
- 24-352** **REFUNDABLE DEPOSIT ROLL 321 000/N. WHALEN**
 "THAT RM Council authorizes the Administrator to refund the 2017 deposit of \$5000.00 for roll number 321 000 upon completion of the Turret having the new building wrap installed plus cladding to finish the exterior based on the RMNQ 17-012 PBI progress report dated April 30, 2024." CARRIED
- 24-353** **CULVERT INSTALL ON LOW LEVEL CROSSING NE 19-20-14 W2/B. CHURKO**
 "THAT RM Council
 "24W-033 DIVISION 2 LOW-LEVEL ROCK CROSSING NE 19-20-14 W2/
 G. SPANIER
 "THAT the Public Works committee recommends that RM Council authorize the work to install a culvert at the rock crossing on Echo Creek in the NE 19-20-14 W2, AND FURTHERMORE THAT the Administrator apply to Water Security Agency for the required permit." CARRIED"
- 24-354** **PBI BUILDING OFFICIALS APPOINTMENT/R. PALMER**
 "THAT RM Council authorizes the Reeve to sign the Certificate of Appointment that certifies the building inspector Charles Fiss who is employed by Professional Building Inspections, Inc. and FURTHERMORE acknowledge the certificate of appointment has been appointed by RM Council under the Authority of Subsection 16(2) and 16(3) of The Construction Codes Act." CARRIED
- 24-355** **LOT 6 BLK 4 PLAN 87R19785 TAX DISCOUNT REQUEST/R. PALMER**
 "THAT RM Council authorize the administrator to provide a 25% discount on the 2024 tax levy for Lot 6 Blk 4 Plan 87R19785 due to occupancy date." DEFEATED
- 24- 356** **RECESS/N. WHALEN**
 "THAT this meeting be recessed at 12:06 p.m." CARRIED
- Reeve N. Whalen asked that the meeting reconvenes at 12:30 p.m.*
- Division 3 Councillor J. Boehme entered chambers at 12:25 pm.*
- 24-357** **RECONVENE/N. WHALEN**
 "THAT this meeting reconvenes at 12:38 p.m." CARRIED

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24-358 **CLOSED SESSION/N. WHALEN**

"THAT the RM Council, all members present in person, move into closed session at 12:38 p.m., as per LA FOIP section 16(1)(e) for pending policy and budget advice."

CARRIED

24-359 **RECONVENE/N. WHALEN**



"THAT the RM Council reconvenes to regular session at 1:01 p.m."

CARRIED

24-360 **ADJOURNMENT/J. BOEHME**

"That the regular meeting of Council be adjourned at 1:02 p.m."

Approved this 9th day of July , 2024

Reeve Assistant Administrator

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

Rural Municipality of North Qu'Appelle No. 187
Public Hearing of Council held in the R.M. Council Chambers
136 Company Avenue S, Fort Qu'Appelle, Saskatchewan
Tuesday, June 25, 2024 10:00 a.m.

Present:	Reeve:		Nik Whalen
	Council Members:	Division 2	Ron Palmer
		Division 4	Bernard Churko
Absent:		Division 3	Josh Boehme
		Division 6	Garnet Spanier
	Staff:	Administrator	Gwen Lowe

A quorum being present, Reeve N Whalen opened the Public Hearing at 10:02 a.m.

0 people attended the public hearing.


Administrator G. Lowe presented the background information on the intent for Bylaw 2024-07 to amend Bylaw 13-08 known as the Zoning Bylaw, including the information provided for the public notice that was given for this public hearing.


0 public presented to the Council giving their reasons and asking for Council's support in proceeding with the request.

0 written letters of approval were received, 0 concerns were received against.

Reeve N. Whalen closed the Public Hearing at 10:06 a.m.

Dated this 9th day of July, 2024

 Reeve

 Assistant Administrator



Administration Report to Council
Tuesday June 25, 2024

Bank Balance \$737,842.45 as of June 21, 2024
Taylor Beach Reserve \$157,046 as at Dec. 31/2022
Pasqua Lake Reserve 2022 balance paid to the Resort village of Pasqua Lake

Complaints 4 new RIC's opened (Gravel, garbage, pothole)

Permit Applications:

Development & Building: 6 permits approved; 0 at PBI in review, 2 waiting for more information, 0 in office awaiting review, 0 cancelled by owner.

Move/Demo: 1 move permit, 1 demo permit.

	June 2024	<p>ITEMS FOR COUNCIL TO NOTE: Administrative Duties with Deadlines coming up:</p> <p>June 2024 10th School tax collections previous month due to Province-done 10th SMHI, C & D tax collections previous month due -done 15th File & remit previous month payroll deductions to CRA & MEPP-done 15th Deadline to extend time for Financial Statement- Bylaw completed June 11th Emailed to the Ministry June 18th</p>
		<ul style="list-style-type: none"> - Working on SSA draft budget - Charmain -Assisting CAO RVPL with some transition items -all – as needed - Subdivision file reviews, follow ups with Community planner, developer, property owner, surveyor – Gwen - Website updates – Rebecca- as needed -Created RM Facebook page – Rebecca - 2023 Financial Statements - Information for Auditor – Delay due to RVPL Transition requirements - Zoning bylaw amendments and rezoning application – Gwen -Bylaws, policy – Gwen, Charmain -Grant programs – Rebecca -working on SMHI forms as they come in to prep for Hail Levy.

Devin	11.50	days remaining 2024
Lloyd	10.75	days remaining 2024
Gwen	26	days remaining 2024
Charmain	15.50	days remaining 2024
Rebecca	11.75	days remaining 2024
Todd	0	days remaining 2024
Brian	13.75	days remaining 2024

Respectfully submitted,
Gwen Lowe



**RM of North Qu'Appelle
List of Accounts for Approval**
Batch: 2024-00104 to 2024-00109

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE


Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
12385- Man Pay 06182024-C	06/18/2024	Lowe, Gwen 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	2,695.15	2,695.15
12386- Man Pay 06182024-C	06/18/2024	Webster, Lloyd 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	1,905.50	1,905.50
12387- Man Pay 06182024-C	06/18/2024	Horsman, Devin 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	1,548.18	1,548.18
12388- Man Pay 06182024-C	06/18/2024	Bowes, Todd 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	1,035.75	1,035.75
12389- Man Pay 06182024-C	06/18/2024	Wowk, Charmain 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	1,635.13	1,635.13
12390- Man Pay 06182024-C	06/18/2024	Bergman, Brian 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	1,466.29	1,466.29
12391- Man Pay 06182024-C	06/18/2024	Rebecca Zacharuk 210-400-910 - Paymate suspen:	Payroll June 5-June 18, 202	1,197.14	1,197.14
12392 Pay 06182024-C	06/18/2024	Myers, Leonard 530-210-121 - TS - Maint. - Conti	Payroll June 5-June 18, 202	1,470.00	1,470.00
12393 06182024-09	06/18/2024	Myers, Leonard 530-300-140 - TS - Maint. - Utiliti	Cell Phone	25.00	25.00
12394 05012024	06/25/2024	Ag. Health & Safety Network 510-240-100 - GG - Cont. - Mer	Farm Families	680.60	680.60
12395 1383	06/25/2024	Banbury, Melissa 510-410-140 - GG - Maint. - Offi 110-340-110 - GST Receivable - 900-110-110 - GST Paid	Planters for office Both Tax Code Both Tax Code	116.18 5.48 5.48 NL	121.66
12396 014156012	06/25/2024	Brandt Tractor Ltd. 510-200-192 - GG - Shred- Recri 110-340-110 - GST Receivable - 900-110-110 - GST Paid	JD 772GP Parts Both Tax Code Both Tax Code	170.11 8.02 8.02 NL	178.13
12397 06252024	06/25/2024	Checkowy, Robin 510-220-100 - GG - Cont. - Offic	Janitorial Services	477.00	477.00
12398 06082024	06/25/2024	CIBC Credit Card 510-280-130 - GG - Cont. - Byla 510-400-120 - GG - Maint. - Pos 210-400-900 - Suspense 510-410-140 - GG - Maint. - Offi 530-420-134 - TS - Main - Repa 530-410-120 - TS - Maint. - Sho 110-340-110 - GST Receivable - 900-110-110 - GST Paid 110-340-110 - GST Receivable - 900-110-110 - GST Paid	Dog Catcher Pole Registered Mail Suspense Office Supplies GMC Parts Shop Supplies Both Tax Code Both Tax Code GST Tax Code GST Tax Code	262.23 11.65 14.42 85.83 5.30 38.13 6.10 6.10 NL 0.58 0.58 NL	424.24
12399 8007	06/25/2024	Crown Shred & Recycling 510-200-192 - GG - Shred- Recri 110-340-110 - GST Receivable - 900-110-110 - GST Paid	June Bin Rental GST Tax Code GST Tax Code	12.00 0.60 0.60 NL	12.60
7662		510-200-192 - GG - Shred- Recri 110-340-110 - GST Receivable - 900-110-110 - GST Paid	May Document Destruction GST Tax Code GST Tax Code	140.14 7.01 7.01 NL	147.15
			Payment Total:		159.75
12400 INV-28099	06/25/2024	Dionco Sales 530-420-112 - TS - Maint. - Repi 110-340-110 - GST Receivable - 900-110-110 - GST Paid	Mower Parts Both Tax Code Both Tax Code	235.62 11.11 11.11 NL	246.73
12401 06062024	06/25/2024	Lowe, Gwen 510-210-170 - GG - Admin. - Tr 110-340-110 - GST Receivable - 900-110-110 - GST Paid	SARM Leadership Training Both Tax Code Both Tax Code	108.68 0.57 0.57 NL	109.25
12402	06/25/2024	Miller Thomson LLP			

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2024-00104 to 2024-00109**

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail	Amount	Payment Amount
4013314		510-200-110 - GG - Cont. - Leg	Legal Fees - Drainage		1,714.02	
		110-340-110 - GST Receivable	Both Tax Code		80.85	
		900-110-110 - GST Paid	Both Tax Code		80.85	NL 1,794.87
12403	06/25/2024	Municipal Employees'				
06182024		210-200-230 - MEPP Payable	MEPP Remit 05 Jun to 18 J		2,939.20	2,939.20
12404	06/25/2024	OK Marking Devices Ltd.				
123987		510-410-140 - GG - Maint. - Offi	Custom Stamp		59.85	
		110-340-110 - GST Receivable	Both Tax Code		2.40	
		900-110-110 - GST Paid	Both Tax Code		2.40	NL 62.25
12405	06/25/2024	Peagam, Linda				
05312024		510-210-121 - GG - Cont. - Profi	NQGPA Admin		300.00	300.00
12406	06/25/2024	Profile Tire				
27142		530-425-110 - TS - Maint. -Equip	Hydro Fluid		282.88	
		110-340-110 - GST Receivable	Both Tax Code		13.34	
		900-110-110 - GST Paid	Both Tax Code		13.34	NL 296.22
27226		530-425-110 - TS - Maint. -Equip	DEF Conditioner		145.78	
		110-340-110 - GST Receivable	Both Tax Code		6.88	
		900-110-110 - GST Paid	Both Tax Code		6.88	NL 152.66
27269		530-425-110 - TS - Maint. -Equip	Oil		318.78	
		110-340-110 - GST Receivable	Both Tax Code		15.04	
		900-110-110 - GST Paid	Both Tax Code		15.04	NL 333.82
27437		530-425-110 - TS - Maint. -Equip	DEF Conditioner		143.67	
		110-340-110 - GST Receivable	Both Tax Code		6.78	
		900-110-110 - GST Paid	Both Tax Code		6.78	NL 150.45
					Payment Total:	933.15
12407	06/25/2024	Sask Power				
4000-0002-3801		530-300-120 - TS - Maint. - Utilit	Shop Power		155.71	
		510-300-120 - GG - Utility - Pow	Office Power		192.63	
		580-300-120 - UT - Water - Pow	Well Power		119.93	
		530-310-200 - TS - Utility - Stree	OHTB Streetlights		138.54	
		530-310-100 - TS - Maint. - Utilit	RM Streetlights		935.08	
		110-340-110 - GST Receivable	Both Tax Code		67.88	
		900-110-110 - GST Paid	Both Tax Code		67.88	NL
		110-340-110 - GST Receivable	GST Tax Code		6.93	
		900-110-110 - GST Paid	GST Tax Code		6.93	NL 1,616.70
12408	06/25/2024	SaskWater				
SW086999		540-200-150 - EH - Waste Dispos	May 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
12409	06/25/2024	Rebecca Zacharuk				
06132024		510-410-140 - GG - Maint. - Offi	Office Supplies/Equip		4.24	
		510-410-145 - GG - Maint - Offic	Office Supplies/Equip		37.04	
		210-400-900 - Suspense	Suspense		-14.42	
		110-340-110 - GST Receivable	Both Tax Code		1.95	
		900-110-110 - GST Paid	Both Tax Code		1.95	NL 28.81
					Total Computer Cheque:	28,779.46
					Total AP:	28,779.46

Certified Correct This June 21, 2024



Reeve



Administrator