

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.

Thursday, March 28, 2024

1. Call to Order
2. Approval of Minutes
 - a. March 12, 2024, Regular Meeting of Council
3. Business Arising from Minutes
4. Public Hearing – Amending Zoning Bylaw – Section 5- **10:00 am**
5. Public Hearing – Amend Zoning Bylaw – Section 4 – **11:00 am**
6. Delegation
7. Correspondence
 - a. Ratepayer Letter
 - b. MLDP Brochure 2024
 - c. APAS Update
 - d. SMHI/AMHI Annual Report
8. Reports
 - a. Foreman Public Works Report
 - b. Administrator Report
9. Bylaws -2024-01 Amend Zoning Bylaw- Sect 4
- 2024 -02 Amend Zoning Bylaw – Sect 5
10. Accounts for Payment, Bank Reconciliations, Financial Statement
11. Unfinished Business
 - a. Council EHD and Group Life Benefits
 - b. Organized Hamlet of Taylor Beach Provision of Services and Budget
 - c. *Survey Gravel Piles.*
12. New Business
 - a. City of Regina Planning Session
 - b. Erickson Heights Drainage
 - c. Mackay Road Drainage
 - d. RMAA Convention
 - e. Tax Enforcement
 - f. Southeast Regional Library Board Appointments
 - g. RVPL Custom Work
 - h. *ANHH Meeting*
13. Other Business
14. Closed Session
 - a. LA FOIP s.16(1) (e) – Pending Policy & Budget
 - b. LA FOIP s.16(1) (b) – Personnel
 - c. LA FOIP s.16(1) (c) - Legal
15. 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
Thursday, March 28, 2024, 9:00 am

Present:	Reeve:	Nik Whalen
	Council Members:	Ron Palmer
		Division 2
		Division 3
		Division 4
		Division 6
	Staff:	Administrator
		Assistant Administrator
		Public Works Foreman
		Gwen Lowe
		Charmain Wowk
		Lloyd Webster

Absent:

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

24-130 **REGULAR MEETING MINUTES/R. PALMER**
 "THAT the minutes of the regular meeting of Council held March 12, 2024, be adopted as presented." CARRIED

24-131 **FOREMAN REPORT/G. SPANIER**
 "THAT the verbal report be accepted as presented." CARRIED

Foreman left Council Chambers at 9:22 a.m.

24-132 **CORRESPONDENCE/B. CHURKO**
 "THAT the following Correspondence be accepted as presented and filed:
 a. Rate Payer Information
 b. MLDP Brochure 2024
 c. APAS Update
 d. SMHI/AMHI Annual Report." CARRIED

24-133 **ADMINISTRATION REPORT/N. WHALEN**
 "THAT the written report be accepted as presented." CARRIED

24-134 **ACCOUNTS FOR PAYMENT/B. CHURKO**
 "THAT the list of accounts for cheque numbers **12160 to 12184 totaling \$50,972.51** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment." CARRIED

24-135 **BANK RECONCILIATIONS/R. PALMER**
 "THAT the Council accept the February 29, 2024, bank reconciliations." CARRIED

24-136 **RECESS/J. BOEHME**
 "THAT this meeting be recessed at 9:44 a.m." CARRIED

Reeve N. Whalen asked that the meeting reconvene at 9:50 a.m.

24-137 **RECONVENE/N. WHALEN**
 "THAT this meeting reconvenes at 9:50 a.m." CARRIED

24-138 **FINANCIAL STATEMENTS/N. WHALEN**
 "THAT the Statement of Financial Activities for the month of February 2024, attached and forming a part of these minutes, be accepted as presented." CARRIED

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- 24-139** **COUNCIL SARM EHD AND GROUP LIFE BENEFIT PROGRAM/R. PALMER**
"THAT RM Council authorizes any member of the RM 187 council to opt into the SARM EHD and Group Life Benefit program."
CARRIED
- 24-140** **RECESS FOR PUBLIC HEARING ZONING BYLAW/N. WHALEN**
"THAT this meeting be recessed at 10:00 a.m. for a public hearing, to amend the zoning bylaw 13-08 section 5"
CARRIED
- Reeve N. Whalen asked that the Council meeting reconvene at 10:04 a.m.
- 24-141** **RECONVENE TO COUNCIL MEETING/N. WHALEN**
"THAT this meeting reconvenes at 10:04 a.m."
CARRIED
- 24-142** **BYLAW 2024-02, A BYLAW TO AMEND ZONING BYLAW 13-08/R. PALMER**
"THAT Bylaw No. 2024-02, a Bylaw to amend Zoning Bylaw 13-08, Section 5, be read a SECOND time."
CARRIED
- 24- 143** **BYLAW 2024-02 A BYLAW TO AMEND ZONING BYLAW 13-08/B. CHURKO**
"THAT Bylaw 2024-02, a Bylaw to amend Zoning Bylaw 13-08, Section 5, be read a THIRD time and ADOPTED."
CARRIED
- 24-144** **ORGANIZED HAMLET OF TAYLOR BEACH 2023 PROVISION OF SERVICES AGREEMENT AND BUDGET DOCUMENT/R. PALMER**
"THAT the RM of North Qu'Appelle No 187 Council accepts the 2024 Provision of Services Agreement with budget schedule for the Organized Hamlet of Taylor Beach, AND FURTHER THAT the Reeve and Administrator be authorized to sign the Agreement."
CARRIED
- 24-145** **DRONE SURVEY/G. SPANIER**
"THAT RM Council instruct administrator to request quotes for gravel pile drone survey as per Motion 23-585."
CARRIED
- 24-146** **CITY OF REGINA PLANNING SESSION/R. PALMER**
"THAT RM Council appoints N. Whalen and B. Churko to attend the City of Regina Planning Session on April 11, 2024."
CARRIED
- 24-147** **RECESS FOR PUBLIC HEARING ZONING BYLAW/N. WHALEN**
"THAT this meeting be recessed at 11:00 a.m. for a public hearing, to amend the zoning bylaw 13-08 section 4"
CARRIED
- Reeve N. Whalen asked that the Council meeting reconvene at 11:06 a.m.
- 24-148** **RECONVENE TO COUNCIL MEETING/N. WHALEN**
"THAT this meeting reconvenes at 11:06 a.m."
CARRIED
- 24-149** **BYLAW 2024-01, A BYLAW TO AMEND ZONING BYLAW 13-08/R. PALMER**
"THAT Bylaw No. 2024-01, a Bylaw to amend Zoning Bylaw 13-08, Section 4, be read a SECOND time."
CARRIED
- 24-150** **BYLAW 2024-01 A BYLAW TO AMEND ZONING BYLAW 13-08/J. BOEHME**
"THAT Bylaw 2024-01, a Bylaw to amend Zoning Bylaw 13-08, Section 4, be read a THIRD time and ADOPTED."
CARRIED



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- 24-151** **ERICKSON HEIGHTS DRAINAGE/J. BOEHME**
 "THAT RM Council instruct administrator to place a tender for the Erickson Heights drainage plan."
CARRIED
- 24-152** **MACKAY ROAD DRAINAGE/J. BOEHME**
 "THAT RM Council request to meet with the Resort Village of B-Say-Tah and contractor to discuss the drainage project."
CARRIED
- 24-153** **2024 RMAA CONVENTION/N. WHALEN**
 "THAT RM Council authorizes administrator and assistant administrator to attend the RMAA Convention May 15 to 17, 2024 and pay all fees and expenses to attend AND FURTHERMORE the May 14, 2024 RM council meeting be moved to May 10, 2024."
CARRIED
- 24-154** **AMMEND MOTION 24-093 APRIL COUNCIL MEETING DATES/N. WHALEN**
 "THAT RM Council amend motion 24-093 to remove April 24, 2024 and replace with April 19, 2024."
CARRIED
- 24-155** **TAX ENFORCEMENT/B. CHURKO**
 "THAT RM Council authorizes the administrator to sign the engagement letter to hire Taxervice AND FURTHERMORE send letters to property owners in tax enforcement forewarning of the change."
CARRIED
- 24-156** **SOUTHEAST REGIONAL LIBRARY FORT QU'APPELLE BOARD APPOINTMENTS**
/R. PALMER
 "THAT Council appoint Diane Szabo and Tanya Giroux as Fort Qu'Appelle Library board members for the term of April 2024-March 2025, AND Furthermore That the Administrator notify the Southeast Regional Library of these appointments."
CARRIED
- 24-157** **RECESS/N. WHALEN**
 "THAT this meeting be recessed at 11:55 a.m."
CARRIED
Reeve N. Whalen asked that the meeting reconvene 12:04 p.m.
- 24-158** **RECONVENE/N. WHALEN**
 "THAT this meeting reconvenes at 12:04 p.m."
CARRIED
- 24-159** **RESORT VILLAGE OF PASQUA LAKE CUSTOM WORK/G. SPANIER**
 "THAT RM Council authorizes the Public Works Committee and Administrator to meet with the Resort Village of Pasqua Lake to discuss the custom work request."
CARRIED
- 24-160** **FARMER'S HILL CUSTOM WORK/G. SPANIER**
 "THAT RM Council proceed with the requested work on Farmer's Hill in the Resort Village of Pasqua Lake."
DEFEATED
- 24-161** **RECESS/N. WHALEN**
 "THAT this meeting be recessed at 1:14 p.m."
CARRIED
Reeve N. Whalen asked that the meeting reconvene at 1:25 p.m.
- 24-162** **RECONVENE/**
 "THAT this meeting reconvenes at 1:25 p.m."
CARRIED

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24-163 **CLOSED SESSION/J. BOEHME**

"THAT the RM Council, all members present in person, move into closed session at 1:26 p.m., as per LA FOIP section 16(1)(b), (c) and (e) for pending policy and budget advice."

CARRIED

24-164 **RECONVENE/N. WHALEN**

"THAT the RM Council reconvenes to regular session at 3:12 p.m."

CARRIED

24-165 **ADJOURNMENT/G. SPANIER**

"That the regular meeting of Council be adjourned at 3:12 p.m."

Approved this 9th day of April , 2024



Reeve



Administrator

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



Administration Report to Council
 Thursday March 28, 2024

Bank Balance \$895,027.98 as of March 26, 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 6 new RIC's opened (Garbage, plugged culverts, gravel/road maintenance)

Permits (Development & Building): 0 permits approved; 2 at PBI in review, 1 waiting for more information, 3 in office awaiting review, 0 cancelled by owner.

Move/Demo Permits: 0 new demo permit.

		ITEMS FOR COUNCIL TO NOTE: Administrative Duties with Deadlines coming up: March 2024 1 st Provision of Services and Budget for Hamlets to be submitted to RM 10 th School tax collections previous month due to Province-done 10 th SMHI, C & D tax collections previous month due -done 15 th File & remit previous month payroll deductions to CRA & MEPP-done 27 th Election training for office staff April 2024 3 rd - 5 th Audit (dates changed)
	March & April 2024	
		- Working on operating budget - Charmain - OHTB Provision of Services and Budget 2024 - Received March 20 th -Bylaw Complaints-Gwen -Assisting CAO RVPL with some transition items -all – as needed - Subdivision file reviews and follow ups with Community planner, developer, property owner, surveyor - Website updates in progress to have bylaws and policies accessible to public - Rebecca - Audit preparation ongoing - Charmain and Gwen

Devin	11.50	days remaining 2024
Lloyd	10.75	days remaining 2024
Gwen	26	days remaining 2024
Charmain	18.50	days remaining 2024
Rebecca	13.75	days remaining 2024
Todd	0	days remaining 2024
Brian	16.75	days remaining 2024

Respectfully submitted,
Gwen Lowe

2024 Provision of Services Agreement

This Agreement made in duplicate effective for the year 2024

BETWEEN:

The Council of the Rural Municipality of North Qu'Appelle No. 187

- and -

The Hamlet Board of the Organized Hamlet of Taylor Beach.

Whereas section 74 of *The Municipalities Act* allows the council of a rural municipality and a hamlet board of an organized hamlet to agree that the hamlet board is to be responsible for the provision of one or more services within the organized hamlet, as long as there are sufficient funds available to the credit of the organized hamlet in its hamlet account, and to authorize the rural municipality to hire the necessary employees or enter into agreements with other parties to carry out the terms of the agreement between the council and the hamlet board; and

Whereas the Organized Hamlet of Taylor Beach was established by Minister's Order and continued pursuant to section 410 of *The Municipalities Act*; and

Whereas Brian Holowatuk, Dwayne Heimlick and Karen McDermaid are the members of the Hamlet Board of the Organized Hamlet of Taylor Beach holding office on the date this Agreement and are thus authorized to enter into this Agreement on behalf of the Organized Hamlet; and

Whereas the Hamlet Board has submitted a budget to the Council of the Rural Municipality as required by section 69.1 of *The Municipalities Act* and has funds available to it in the hamlet account of the Organized Hamlet; and

Whereas it is necessary and expedient to enter into an agreement between the Council and the Hamlet Board in accordance with the provisions of *The Municipalities Act* and *The Municipalities Regulations*;

NOW, THEREFORE, this Agreement witnesses as follows:

Definitions

1. In this Agreement:

- (a) "Act" means *The Municipalities Act*;
- (b) "Council" means the Council of the Rural Municipality of North Qu'Appelle, 187;
- (c) "Hamlet Board" means the duly elected hamlet board of the Organized Hamlet of Taylor Beach;
- (d) "Organized Hamlet" means the Organized Hamlet of Taylor Beach;

(e) "RM" means the Rural Municipality of North Qu'Appelle No. 187.

Allocation to hamlet account

2. For the purposes of clause 69(1)(b) of the Act, the Council and the Hamlet Board agree that the Council shall allocate to the hamlet account 40% of the taxes collected for municipal purposes and the municipal portion of any special licence fees established pursuant to section 306 of the Act from within the Organized Hamlet. As much as 60% of the taxes collected for municipal purposes shall go to allocated shared expenses as per Schedule A. Calculations of hamlet revenues are provided in Schedule C.

Schedule A Allocated Shared Expenses

2(1) An allocated shared expense is one that can be shared evenly across the entire RM according to taxable assessment. The shared percentage will be calculated by dividing the hamlet's value by the RM's value. This factor is calculated by:

- (a) Assessment = taxable assessment of hamlet / taxable assessment of the RM.
- (b) Allocated expense = prior years actual plus or minus known changes.

2(2) The allocated costs, calculated as per 2(1) for the Hamlet for 2024 are as follows:

Schedule A	Allocated Costs	Amount
510-800-120	Administration	50,044.00
520-210-120	Policing Justice Req	5,670.00
525-210-120	Fire Protection	3,670.00
540-200-120	Garbage Collection	9,788.00
540-200-142	Garbage Disposal Site	6,075.00
570-290-120	Regional Library & FQ Library	1,310.00
570-500-120	Rexentre Grant	540.00
510-200-152	SAMA	3,105.00
540-200-152	Sewage Lagoon	3,798.00
510-210-125	Governance	6,190.00
540-200-152	Road Haul charge	1,852.00
510-500-120	Calling Lakes Grants TB	255.00
Total Allocated Costs		92,297.00

Provision of services

3(1) In accordance with section 74 of the Act, the RM and the Hamlet Board agree that the Hamlet Board is responsible for the provision of the following services in the Organized Hamlet of Taylor Beach per Schedule B, Hamlet Expenses:

- (a) all costs associated with garbage pickup, with corresponding road haul charges to the lagoon and the landfill;
- (b) street lights;
- (c) maintenance of streets and roads within the hamlet;

- (d) construction and maintenance, including insurance, of public buildings and equipment;
- (e) the material: cold mix, oil, dustproofing for roads located within the Hamlet. The costs for these services on roads immediately adjacent to the Organized Hamlet will be shared on a case by case basis and in co-operation between the RM and the Organized Hamlet and in advance of the undertaking of these services;
- (f) capital projects within the Organized Hamlet, at the request of the Organized Hamlet;
- (g) services within the Organized Hamlet, at the request of the Organized Hamlet;
- (h) Organized Hamlet board expenses and indemnities.

3(2) Subject to the availability of funds in the hamlet account of the Organized Hamlet and to the other provisions of this Agreement, the Council shall retain the services of the employees required to provide the services identified in subparagraph (1) and enter into any other agreements with third parties that may be required to facilitate the provision of those services.

Schedule B Hamlet Expenses

3(3) Hamlet Expenses are those that are discretionary and can **not** be shared evenly across the RM. Some are shared with certain parts of the RM. These expenses would include those of 3(1), but more specifically are listed in Schedule B below along with the person overseeing the expenditure and shall be granted the authority to spend the budgeted amount. Any amounts over and above the budgeted amount would have to receive prior written approval from the hamlet board.

Schedule B	DISCRETIONARY	EXPENDITURES	Responsible
510-110-120	Board Expenses	750.00	Dwayne
510-240-120	Memberships (PARCS, Zoom, Survey)	450.00	Karen
510-900-120	Honorarium, gift cards	1,500.00	Dwayne
530-210-122	Road Crew & Equipment	9,500.00	Brian
530-210-128	Hamlet Projects	15,000.00	Brian
530-470-120	Signs/Bulletin Board	100.00	Brian
510-210-126	Social committee	250.00	Karen
570-210-120	Community clean up day	100.00	Karen
540-900-120	AED training and maintenance	500.00	Karen
530-310-120	Street Lighting	1,800.00	RM
Total Discretionary Expenses		29,950.00	

Schedule C: Hamlet Revenue

3(4) Hamlet budgeted revenue is calculated as per spreadsheet, Schedule C below:

410-110-120	Net Levy	96,026.70
410-400-220	Tax Adjustments	
410-130-120	Discounts	-3,601.00
	Net Levy Minus Discount	92,425.69
450-120-120	Revenue Sharing Grant	7,341.00
450-230-120	Gas Tax for Capital Project	3,705.14
TOTAL REVENUES		103,471.83

Schedule D: Hamlet Reserve

3(5) Hamlet budgeted reserve is calculated as per spreadsheet, Schedule D below:

Schedule D	Reserve Account
SURPLUS (Deficit)	-18,775.17
Reserve Account	
Reserve Account at start of year	163,554.60
Surplus / Deficit	- 18,775.17
Reserve Account at end of year	144,779.43

Procedures for payments out of hamlet account

4. In order to ensure that moneys in the hamlet account are used only for the purposes authorized by subsection 69(2) of the Act, no payment may be made out of the hamlet account unless:

- (a) the expenditure is contained in the budget, as per Schedule A and B, submitted to Council as required by section 69.1 or otherwise authorized by Council prior to incurring it; and
- (b) the expenditure is:
 - (i) for the payment of indemnities to members of the Hamlet Board;
 - (ii) for the provision of services under this Agreement; or
 - (iii) authorized under sections 73, 75 or 76 of the Act.

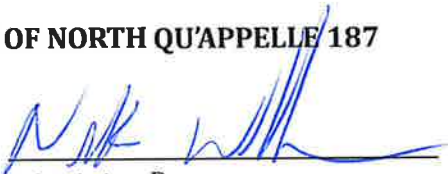
For Further clarity, any expense authorized by the Hamlet Board which has not been included in Schedules A or B (such as items approved by the Hamlet residents at the annual meeting) will be supported by Board recorded minutes documenting the motion from the floor and the results from the vote for the expense item).

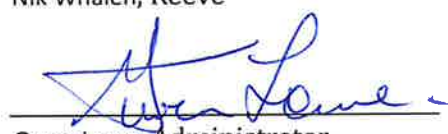
GST Reimbursement

5. Any GST monies on invoices paid from the hamlet account, shall be returned to the hamlet account.


DATED at Fort Qu'Appelle, Saskatchewan, this 19 day of March, 2024.

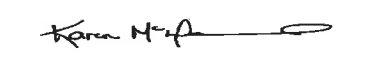
RURAL MUNICIPALITY OF NORTH QU'APPELLE 187

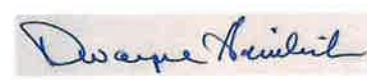
Per: 
Nik Whalen, Reeve

Per: 
Gwen Lowe, Administrator

THE HAMLET BOARD OF ORGANIZED HAMLET OF TAYLOR BEACH

Per: 
Brian Holowatuk, Chair

Per: 
Karen McDermaid, Secretary

Per: 
Dwayne Heimlick, Member

UNCLASSIFIED

Taylor Beach Budget		2024 Budget	2023 Actuals	2023 Budget	
	Hamlet Assessment (Taxable 80%)	34,171,945.00	34,171,945.00	33,450,905.00	
	Municipal Mill Rate	1.90	1.75	1.75	
	Municipal Tax Levy	64,926.70		58,539.08	
	Base Tax (104x\$250) + (51x\$100)	31,100.00		31,100.00	
410-110-120	Net Levy	96,026.70	90,900.90	89,639.08	
410-400-220	Tax Adjustments				
410-130-120	Discounts	-3,601.00	-3,391.62	-3,415.00	
	Net Levy Minus Discount	92,425.69	87,509.28	86,224.08	
420-100-120	Donations Playground	0.00	10,873.71	0.00	
420-800-220	RM from Development fund KLDC	0.00	14,500.00	0.00	
450-120-120	Revenue Sharing Grant	7,341.00	8,173.00	7,341.00	
450-230-120	Gas Tax for Capital Project	3,705.14	5,412.11	5,489.00	
450-430-100	Receivable - 2019 FDRP Grant				
	TOTAL REVENUES	103,471.83	126,468.10	99,054.08	
DISCRETIONARY	EXPENDITURES				Responsible
510-110-120	Board Expenses	750.00		500.00	Dwayne
510-240-120	Memberships (PARCS, Zoom, Survey)	450.00	437.00	650.00	Karen
510-900-120	Honorarium, gift cards	1,500.00	750.00	1,500.00	Dwayne
530-210-122	Road Crew & Equipment	9,500.00	8,785.89	6,000.00	Brian
530-210-128	Hamlet Projects	15,000.00			Brian
530-220-123	WSA flood program/environmental			1,500.00	
530-160-120	Hamlet Directed Road Maintenance			2,000.00	
530-210-129	Lakeview Crescent/Taylor point pavement			20,000.00	
530-210-130	Play ground project		40,361.50	10,000.00	
530-210-131	Recycle project			1,500.00	
530-470-120	Signs/Bulletin Board	100.00		300.00	Brian
510-210-126	Social committee	250.00		800.00	Karen
530-220-124	Lakeview Crescent road prep		102.00		
570-210-120	Community clean up day	100.00		750.00	Karen
540-210-120	Planting Grass & Trees			500.00	
540-900-120	AED training and maintenance	500.00	397.50	500.00	Karen
540-210-110	Tree Trimming & Removal (Pest Cont.)			500.00	
530-310-120	Street Lighting	1,800.00	1,785.35	1,600.00	RM
	Total Discretionary Expenses	29,950.00	52,619.24	48,600.00	
Municipal Services	Allocated Cost				
510-800-120	Administration	50,044.00	31,959.84	25,687.00	
520-210-120	Policing Justice Req	5,670.00	4,956.11	4,631.00	
525-210-120	Fire Protection	3,670.00	3,026.81	3,045.00	
540-200-120	Garbage Collection	9,788.00	7,057.78	8,480.00	
540-200-142	Garbage Disposal Site	6,075.00	5,647.34	3,714.00	
570-290-120	Regional Library & FQ Library	1,310.00	1,099.05	959.00	
570-500-120	Rexcentre Grant	540.00	375.60	382.00	
510-200-152	SAMA	3,105.00	2,727.04	2,500.00	
540-200-152	Sewage Lagoon	3,798.00	3,798.00	3,918.00	
510-210-125	Governance	6,190.00	4,586.20	2,437.00	
540-200-152	Road Haul charge	1,852.00	1,852.00	1,852.00	
510-500-120	Calling Lakes Grants TB	255.00	254.53		
	Total Allocated Costs	92,297.00	67,340.30	57,605.00	0.27
TOTAL EXPENDITURES		122,247.00	119,959.54	106,205.00	
SURPLUS (Deficit)		-18,775.17	6,508.56		
Reserve Account					
Reserve Account at start of year		163,554.60	157,046.04	157,046.04	
Surplus / Deficit		-18,775.17	6,508.56	-	
Reserve Account at end of year		144,779.43	163,554.60	157,046.04	

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

Batch: 2024-00040 to 2024-00045

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
12160- Man Pay 03122024-C	03/12/2024	Lowe, Gwen 210-400-910 - Paymate suspen:	Pay March 12	2,329.71	2,329.71
12161- Man Pay 00312024-C	03/12/2024	Webster, Lloyd 210-400-910 - Paymate suspen:	Pay Feb 28 - March 12	1,905.50	1,905.50
12162- Man Pay 03122024-C	03/12/2024	Horsman, Devin 210-400-910 - Paymate suspen:	Pay Feb 28-March 12	1,496.94	1,496.94
12163- Man Pay 03122024-C	03/12/2024	Wowk, Charmain 210-400-910 - Paymate suspen:	Pay Feb 28-March 12	1,747.47	1,747.47
12164- Man Pay 03122024-C	03/12/2024	Bergman, Brian 210-400-910 - Paymate suspen:	Pay Feb 28-March 12	1,430.74	1,430.74
12165- Man Pay 03122024-C	03/12/2024	Rebecca Zacharuk 210-400-910 - Paymate suspen:	Pay Feb 28-March 12	1,202.39	1,202.39
12166 Pay 03122024-C	03/12/2024	Myers, Leonard 530-210-121 - TS - Maint. - Conti	Payroll Feb 28- March 12 21	315.00	315.00
12167- Man 02292024-02	03/12/2024	Spanier, Garnet 210-400-910 - Paymate suspen:	Div 6 Feb Indemnity	400.00	400.00
12168 03282024	03/28/2024	Checkowoy, Robin 510-220-100 - GG - Cont. - Offic	Janitorial Services - March	477.00	477.00
12169 0001145	03/28/2024	Crown Shred & Recycling 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid	Document Destruction - Fet GST Tax Code GST Tax Code	141.53 7.08 7.08 NL	148.61
12170 26205	03/28/2024	Grasslands News Group 510-200-170 - GG - Cont. - Adv 110-340-110 - GST Receivable 900-110-110 - GST Paid	Public Notice Ad- Rezone GST Tax Code GST Tax Code	130.50 6.53 6.53 NL	137.03
26206		510-200-170 - GG - Cont. - Adv 110-340-110 - GST Receivable 900-110-110 - GST Paid	Public Notice Ad - Rezone GST Tax Code GST Tax Code	145.50 7.28 7.28 NL	152.78
26285		510-200-170 - GG - Cont. - Adv 110-340-110 - GST Receivable 900-110-110 - GST Paid	Public Notice Ad - Rezone GST Tax Code GST Tax Code	145.50 7.28 7.28 NL	152.78
26284		510-200-170 - GG - Cont. - Adv 110-340-110 - GST Receivable 900-110-110 - GST Paid	Public Notice Ad - Rezone GST Tax Code GST Tax Code	130.50 6.53 6.53 NL	137.03
				Payment Total:	579.62
12171 03142024	03/28/2024	Horsman, Devin 530-250-100 - TS - Maint. - Trav	Devin Lunch SARM Conver	20.00	20.00
12172 9488	03/28/2024	Howden Country Services Ltd 530-420-129 - TS- Main - Repai 110-340-110 - GST Receivable 900-110-110 - GST Paid	JD 772 Repair/Parts GST Tax Code GST Tax Code	44.32 2.21 2.21 NL	46.53
12173 03132024	03/28/2024	Jackson Bros. Bobcat Services 537-430-100 - TS - Snow - Salt 110-340-110 - GST Receivable 900-110-110 - GST Paid	Salt/Sand February GST Tax Code GST Tax Code	2,100.00 105.00 105.00 NL	2,205.00
12174 65928	03/28/2024	Lakeside Septic 530-450-130 - TS - Maint. - Culv 110-340-110 - GST Receivable 900-110-110 - GST Paid	Jet Culverts in Erickson Hei GST Tax Code GST Tax Code	600.00 30.00 30.00 NL	630.00
12175 137517	03/28/2024	Municipal Employees' 210-200-230 - MEPP Payable	MEPP Remit 28 Feb-12 Ma	2,723.64	2,723.64
12176 2024/25-00453	03/28/2024	MuniSoft 510-410-144 - GG - Maint - Offic 110-340-110 - GST Receivable 900-110-110 - GST Paid	Kaspersky Antivirus Both Tax Code Both Tax Code	122.96 5.80 5.80 NL	128.76
12177 03212024	03/28/2024	Myers, Leonard 530-210-121 - TS - Maint. - Conti	Boot Allowance	169.59	


**RM of North Qu'Appelle
List of Accounts for Approval**
Batch: 2024-00040 to 2024-00045

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		110-340-110 - GST Receivable	Both Tax Code	8.00	
		900-110-110 - GST Paid	Both Tax Code	8.00 NL	177.59
12178	03/28/2024	Palmer, Ron			
02292024		510-210-112 - GG - Division 2 -	February GG Mileage	129.20	
		510-300-140 - GG - Utility - Tele	February Office Supplies	100.00	229.20
12179	03/28/2024	Professional Building			
24022955		510-200-180 - GG - Cont. - Buil	BP Inspections/Reviews - F	1,009.00	
		110-340-110 - GST Receivable	GST Tax Code	50.45	
		900-110-110 - GST Paid	GST Tax Code	50.45 NL	1,059.45
12180	03/28/2024	Peagam, Linda			
03012024-01		510-210-121 - GG - Cont. - Profi	February NQGPA Contract	510.00	510.00
12181	03/28/2024	SAMA - Saskatchewan Assessment			
2024583		510-200-150 - GG - Cont. - Asse	2024 Municipal Invoice	22,507.00	22,507.00
12182	03/28/2024	Sask Power			
03142024		530-300-120 - TS - Maint. - Utilit	177 Company February Sta	265.72	
		530-300-120 - TS - Maint. - Utilit	136 Company February Sta	178.73	
		530-300-120 - TS - Maint. - Utilit	Well Road February Statem	149.91	
		210-400-900 - Suspense	Pasqua Lake February Stat	1,045.60	
		530-310-200 - TS - Utility - Stree	Taylor Beach SL February	140.72	
		530-310-100 - TS - Maint. - Utilit	SL February Statement	948.20	
		110-340-110 - GST Receivable	Both Tax Code	73.36	
		900-110-110 - GST Paid	Both Tax Code	73.36 NL	
		110-340-110 - GST Receivable	GST Tax Code	58.40	
		900-110-110 - GST Paid	GST Tax Code	58.40 NL	2,860.64
12183	03/28/2024	SaskWater			
SW085900-01		540-200-150 - EH - Waste Dispc	Fixed Charge - February	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
12184	03/28/2024	Wowk, Charmain			
03142024		510-210-170 - GG - Admin. - Tr	Sarm Milage/Meal	108.80	
		510-210-170 - GG - Admin. - Tr	Sarm Milage/Meal	3.94	112.74
			Total Computer Cheque:		50,972.51
			Total AP:		50,972.51

Certified Correct This March 26, 2024


Reeve


Administrator

**RM of North Qu'Appelle
Bank Reconciliation - Detailed**

Date Printed
3/18/2024 3:03 PM

CIBC - ***-01118**
For Ending Date 2/29/2024

110-110-120 - Cash - Bank - CIBC
GL Balance to 2/29/2024

883,641.82

Service Charges: 0.00
Interest Charges: 0.00
Interest Revenue: 5,502.70

Adjusted Book Balance 889,144.52

Bank Statement Balance: 947,962.39

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	2/28/2024	2024-0011	Deposit Entry	RC	499.81
Subtotal:					499.81

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	12/19/2023	Ch 11972	Regina District Association	AP	-408.00
2	1/23/2024	Ch 12055	RMAA	AP	-200.00
3	1/31/2024	Ch 12077	Valley Lawn & Tree LTD	AP	-6,343.74
4	2/13/2024	Ch 12088	Saskatchewan Health Authority	AP	-23.00
5	2/27/2024	Ch 12101	Boehme, Joshua	AP	-494.40
6	2/27/2024	Ch 12102	Brandt Tractor Ltd.	AP	-966.42
7	2/27/2024	Ch 12103	Checkowoy, Robin	AP	-477.00
8	2/27/2024	Ch 12106	District #39 A.D.D Board	AP	-7,200.00
9	2/27/2024	Ch 12107	Echo Valley Motor Products Ltd	AP	-253.22
10	2/27/2024	Ch 12108	Egg Lake C & D Area Authority	AP	-136.00
11	2/27/2024	Ch 12109	Jackson Bros. Bobcat Services	AP	-2,520.00
12	2/27/2024	Ch 12110	John Deere Financial	AP	-655.38
13	2/27/2024	Ch 12111	Municipal Employees'	AP	-2,592.16
14	2/27/2024	Ch 12112	Palmer, Ron	AP	-517.73
15	2/27/2024	Ch 12115	Sask Power	AP	-2,617.12
16	2/27/2024	Ch 12116	SaskWater	AP	-5,728.98
17	2/27/2024	Ch 12117	SGI CANADA	AP	-2,452.84
18	2/27/2024	Ch 12118	Supreme Office Supplies	AP	-309.91
19	2/27/2024	Ch 12126	Boehme, Joshua	AP	-1,240.00
20	2/27/2024	Ch 12127	Myers, Leonard	AP	-647.50
21	2/29/2024	Ch 12128	Alsco	AP	-256.56
22	2/29/2024	Ch 12129	Bergman, Brian	AP	-25.00
23	2/29/2024	Ch 12130	De Lage Landen Financial	AP	-189.64
24	2/29/2024	Ch 12131	Horsman, Devin	AP	-25.00
25	2/29/2024	Ch 12132	Lowe, Gwen	AP	-25.00
26	2/29/2024	Ch 12133	Ministry of Finance	AP	-2,546.83
27	2/29/2024	Ch 12134	Municipal Employees'	AP	-2,674.96
28	2/29/2024	Ch 12135	Myers, Leonard	AP	-25.00
29	2/29/2024	Ch 12136	PC Place	AP	-121.55

**RM of North Qu'Appelle
Bank Reconciliation - Detailed**

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Page 2

CIBC - ***-01118**
For Ending Date 2/29/2024

110-110-120 - Cash - Bank - CIBC

30	2/29/2024	Ch 12137	Receiver General	AP	-9,559.84
31	2/29/2024	Ch 12138	Receiver General	AP	-439.26
32	2/29/2024	Ch 12139	Sask Energy	AP	-780.28
33	2/29/2024	Ch 12140	SaskTel	AP	-247.54
34	2/29/2024	Ch 12141	Sask Tel Cmr	AP	-91.58
35	2/29/2024	Ch 12142	Valley Lawn & Tree LTD	AP	-6,501.24
36	2/29/2024	Ch 12143	Wowk, Charmain	AP	-25.00
				Subtotal:	-59,317.68

Total Uncleared:

-58,817.87

Adjusted Bank Balance

889,144.52

Notes

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**RM of North Qu'Appelle
Bank Reconciliation - Detailed**

Page 1

SAVINGS CIBC
For Ending Date 2/29/2024

110-110-130 - Cash - Bank - Savings

GL Balance to 2/29/2024 **383,792.35**

Service Charges: 0.00
Interest Charges: 0.00
Interest Revenue: 475.97

Adjusted Book Balance **384,268.32**

Bank Statement Balance: **384,268.32**

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared: **0.00**

Adjusted Bank Balance **384,268.32**

Notes

RM of North Qu'Appelle
Statement of Financial Activities - Condensed
For the Period Ending February 29, 2024

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
Discount on Current Year Taxes	(16.88)	(16.88)		(16.88)	
Net Municipal Taxes	(16.88)	(16.88)	0.00	(16.88)	0.00
Penalties on Tax Arrears	2,484.19	5,351.47		5,351.47	
Total Taxation:	2,467.31	5,334.59	0.00	5,334.59	0.00
Fees and Charges					
Custom Work	1,672.14	1,737.22		1,737.22	
Sale of Supplies and Gravel	344.00	2,095.47		2,095.47	
Rentals		2,450.00		2,450.00	
Policing and Fire Fees		2,507.94		2,507.94	
Licenses and Permits	70.00	585.00		585.00	
General Office Services	397.25	592.25		592.25	
Total Fees and Charges:	2,483.39	9,967.88	0.00	9,967.88	0.00
Maintenance and Development Charges					
Road Maintenance and Restoration Agreement:		1,714.53		1,714.53	
Total Maintenance and Development Charge	0.00	1,714.53	0.00	1,714.53	0.00
Utilities					
Water	268.00	805.25		805.25	
Total Utilities:	268.00	805.25	0.00	805.25	0.00
Investment Income and Commissions					
Investment and Income Revenue	5,978.67	11,618.62		11,618.62	
Total Investment Income and Commissions:	5,978.67	11,618.62	0.00	11,618.62	0.00
Total REVENUES:	11,197.37	29,440.87	0.00	29,440.87	0.00
EXPENDITURES					
General Government Services					
Wages	18,359.36	41,310.25		(41,310.25)	
Benefits	3,631.01	8,813.51		(8,813.51)	
Professional/Contract Services	3,458.27	29,570.05		(29,570.05)	
Utilities	941.62	1,661.62		(1,661.62)	
Maintenance, Material and Supplies	1,222.68	9,174.57		(9,174.57)	
Grants and Contributions		200.00		(200.00)	
Total General Government Services:	27,612.94	90,730.00	0.00	(90,730.00)	0.00
Protective Services					
Fire Protection					
Professional/Contractual Services		29,688.84		(29,688.84)	
Total Fire Protection:	0.00	29,688.84	0.00	(29,688.84)	0.00
Total Protective Services:	0.00	29,688.84	0.00	(29,688.84)	0.00
Transportation Services					
Maintenance					
Wages	14,610.90	36,798.50		(36,798.50)	
Benefits	3,803.47	9,150.09		(9,150.09)	
Professional/Contractual Services	4,066.62	4,066.62		(4,066.62)	
Utilities	1,637.55	2,392.85		(2,392.85)	
Maintenance, Materials & Supplies	12,486.45	13,998.92		(13,998.92)	
Interest	1,132.69	2,343.50		(2,343.50)	
Total Maintenance:	37,737.68	68,750.48	0.00	(68,750.48)	0.00
Snow Removal					
Maintenance, Materials & Supplies	2,400.00	2,400.00		(2,400.00)	
Total Snow Removal:	2,400.00	2,400.00	0.00	(2,400.00)	0.00
Total Transportation Services:	40,137.68	71,150.48	0.00	(71,150.48)	0.00
Environmental Services					
Professional/Contractual Services	18,741.83	24,783.49		(24,783.49)	

RM of North Qu'Appelle
Statement of Financial Activities - Condensed
For the Period Ending February 29, 2024

	Current	Year To Date	Budget	Variance	%
Total Environmental Services:	18,741.83	24,783.49	0.00	(24,783.49)	0.00
Utilities					
Water					
Professional/Contractual Services	21.90	21.90		(21.90)	
Utilities	177.99	177.99		(177.99)	
Total Water:	199.89	199.89	0.00	(199.89)	0.00
Total Utilities:	199.89	199.89	0.00	(199.89)	0.00
Total EXPENDITURES:	86,692.34	216,552.70	0.00	(216,552.70)	0.00
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	11,197.37	29,440.87	0.00	29,440.87	0.00
EXPENDITURES	86,692.34	216,552.70	0.00	(216,552.70)	0.00
CHANGE IN NET FINANCIAL ASSETS	(75,494.97)	(187,111.83)	0.00	(187,111.83)	0.00
Change in Non-Financial Assets	55,685.70	55,685.70		55,685.70	
Change in Net Assets	(131,180.67)	(242,797.53)	0.00	(242,797.53)	0.00
Change in Surplus	(131,180.67)	(242,797.53)	0.00	(242,797.53)	0.00

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			300.00
Cash - Bank - CIBC	(128,997.50)	(488,342.78)	889,144.52
Cash - Conexus (For Pipeline Deposits)	1,905.73	15,778.50	94,482.36
Cash - Bank - Savings	475.97	984.05	384,268.32
Total Cash and Investments:	(126,615.80)	(471,580.23)	1,368,195.20
Municipal Taxes Receivable			
Municipal - Tax Receivable - Rural	(200.59)	(19,187.30)	77,771.31
Municipal - Tax Receivable - Urban	(689.43)	(3,992.98)	46,936.89
Municipal - Tax Receivable -Taylor Beach	(86.39)	(1,814.07)	1,670.56
Municipal - Tax Receivable -Pasqua Lake	508.99	1,017.98	34,320.18
Municipal - Tax Recv. - Fire Truck Spec.			(1.57)
Municipal - Tax Receivable - Tax Enforc.	43.43	86.86	2,989.31
Total Municipal Taxes Receivable:	(423.99)	(23,889.51)	163,686.68

Certified correct and in accordance with the records

Presented to council on

28 March 2024

(Date)

[Signature]

[Signature]

Reeve

Administrator