

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 9, 2025

1. Call to Order
2. Approval of Minutes
 - a. August 19, 2025, Regular Meeting of Council
3. Business Arising from Minutes
4. Delegation
 - a. Tile Drainage – C2 Farms – 9:30 a.m.
5. Correspondence
 - a. NVWMA Minutes – June 16, 2025
 - b. SMHI – 2025 Municipal Hail Scholarships
 - c. August Community Policing Stats
6. Reports
 - a. Foreman Public Works Report
 - b. CLDPC Report
 - c. NVWMA Report
 - d. Jasmin SSA Report
 - e. Administrator Report
7. Bylaws
 - a. 2025-08 Council Procedures Bylaw
 - b. 2025-12 Amend Bylaw No. 13-08
8. Accounts for Payment, Bank Reconciliation, Financial Statement
9. Unfinished Business
10. New Business
 - a. Flood Elevation – Zoning Bylaw Amendment
 - b. Tile Drainage Request
 - c. Rexentre Agreement 1986 – Town of Fort Qu'Appelle
 - d. Regional Recreation Practitioner Program
 - e. Land Lease 76R30215 In SE 30-21-14-W2M
 - f. NVWMA Scale House Agreement
 - g. Lot Consolidation Lot 2 & 3 Blk 1 Plan 83R45267
 - h. Rail Safety Week
 - i. Policy GG2025-06 Community Committee Policy
 - j. Roll 73053 100 Interest Correction
 - k. PCO Inspection Report
 - l. Jasmin on Echo CCBF Allocation 25-26
 - m. SARM Midterm Convention Registration
 - n. Fort Qu'Appelle Heritage Museum Contribution
 - o. Mission Place R2 Drainage
11. Other Business
12. Closed Session
 - a. The Municipalities Act clause 120(2)(b) and LA FOIP section 16(1)(b) & (c)
 - i. Governance
 - ii. NVWMA Annual Maintenance Fees
 - iii. Ratepayers Taxation Letter
13. Adjournment

Rural Municipality of North Qu'Appelle No. 187
Regular Meeting of Council held in the R.M. Council Chambers
136 Company Avenue, Fort Qu'Appelle, Saskatchewan
Tuesday, September 9, 2025, 9:00 am

Present:	Reeve		Nikolas Whalen
	Council Members:	Division 2	Ronald Palmer
		Division 4	Bernard Churko
		Division 6	Garnet Spanier
Absent:		Division 3	Joshua Boehme
Staff:		Assistant CAO	Gwen Lowe
		Recording Secretary	Rebecca Zacharuk
		Public Works Foreman	Lloyd Webster

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

25-413 **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:
 12. iii. Ratepayers Letter." CARRIED

25-414 **FOREMAN REPORT/G. SPANIER**
 "THAT the verbal report be accepted as presented." CARRIED

Foreman L. Webster left Council Chambers at 9:17 a.m.

25-415 **REGULAR MEETING MINUTES /R. PALMER**
 "THAT the minutes of the regular meeting of Council held August 19, 2025, be adopted as presented." CARRIED

25-416 **CORRESPONDENCE/B. CHURKO**
 "THAT the following Correspondence be accepted as presented and filed:
 a. NVWMA Minutes-June 16, 2025
 b. SMHI-2025 Municipal Hail Scholarships
 c. August Community Policing Stats." CARRIED

25-417 **ADMINISTRATION REPORT/N. WHALEN**
 "THAT the written report be accepted as presented." CARRIED

25-418 **ACCOUNTS FOR PAYMENT/B. CHURKO**
 "THAT the list of accounts for cheque number **84 to 130 totaling \$1,003,363.71** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment." CARRIED

25-419 **BANK RECONCILIATIONS/N. WHALEN**
 "THAT the Council accept the August 31, 2025, bank reconciliations." CARRIED

25-420 **FINANCIAL STATEMENTS/B. CHURKO**
 "THAT the Council accept the August 31, 2025, financial statements." CARRIED

25-421 **RECESS/N. WHALEN**
 "THAT this meeting be recessed at 10:32 a.m." CARRIED

Reeve N. Whalen asked that the meeting reconvenes at 10:37 a.m.

25-422 **RECONVENE/N. WHALEN**
 "THAT this meeting reconvenes at 10:38 a.m." CARRIED

Reeve N. Whalen left Council Chambers at 10:40 a.m., Deputy Reeve R. Palmer took chair.



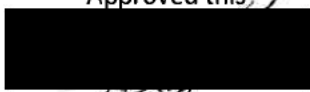
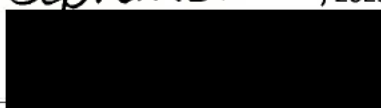
Rural Municipality of North Qu'Appelle No. 187
Regular Meeting of Council held in the R.M. Council Chambers
136 Company Avenue, Fort Qu'Appelle, Saskatchewan
Tuesday, September 9, 2025, 9:00 am

- 25-423** **LAND LEASE 76R30215 IN SE 30-21-14 W2M/G. SPANIER**
 "That the RM of North Qu'Appelle No. 187 approve the new fees of \$500.00 plus, GST for the land lease agreement with the Ministry of Highways on Plan 76R30215 in SE 30-21-14-W2M for the period of September 1, 2025, to August 31, 2030."
CARRIED
- 25-424** **RECESS/R. PALMER**
 "THAT this meeting be recessed at 10:41 a.m."
CARRIED
Deputy Reeve R. Palmer asked that the meeting reconvenes at 11:00 a.m.
- 25-425** **RECONVENE/R. PALMER**
 "THAT this meeting reconvenes at 11:00 a.m."
CARRIED
Reeve N. Whalen returned to Council Chambers at 11:00 a.m. and resumed Chair.
- 25-426** **NVWMA SCALE HOUSE AGREEMENT/B. CHURKO**
 "That the RM of North Qu'Appelle No. 187 authorize the Reeve and Administrator to sign the NVWMA scale house agreement AND FURTHERMORE instruct the Administrator to prepare the payment in the 1st quarter of 2026."
CARRIED
- 25-427** **LOT CONSOLIDATION REQUEST LOTS 2 & 3 BLK 1 PLAN 83R45267/R. PALMER**
 "That the RM of North Qu'Appelle No. 187 approve the consolidation of lot 2 & 3 Blk 1 Plan No. 83R45267 as all requirements under Policy 2025-01 are met."
CARRIED
- 25-428** **SUPPORT OF RAIL SAFETY WEEK/N. WHALEN**
 "That the RM of North Qu'Appelle No. 187 support national Rail Safety Week to be held from September 15 to 21, 2025 and authorize the Reeve to sign the support resolution provided by CN and furthermore instruct the Administrator to have a copy of the CN resolution and any education material for rail safety week placed on the RM website."
CARRIED
- 25-429** **ROLL 73053 100 INTEREST CORRECTION/B. CHURKO**
 "That the RM of North Qu'Appelle No. 187 authorize the administrator to write off the Penalty interest of \$56.40 (\$42.80 Municipal and \$13.60 School) on tax ledger of roll 73053 100 due to administrative error."
CARRIED
- 25-430** **PCO INSPECTION REPORT/G. SPANIER**
 "That the RM of North Qu'Appelle No. 187 acknowledge the Pest Control Officer inspection report as presented."
CARRIED
- 25-431** **JASMIN ON ECHO CCBF ALLOCATION 2025-26/N. WHALEN**
 "That the RM of North Qu'Appelle No. 187 authorize the Jasmin on Echo SSA MR2 drainage project to proceed in 2025 using RM's 2025 CCBF as a one-time internal advance of the SSA's 2026 CCBF."
CARRIED
- 25-432** **RECESS/N. WHALEN**
 "THAT this meeting be recessed at 11:57 a.m."
CARRIED
Reeve N. Whalen asked that the meeting reconvene at 12:40 p.m.
- 25-433** **RECONVENE/N. WHALEN**
 "THAT this meeting reconvenes at 12:42 p.m."
CARRIED



Rural Municipality of North Qu'Appelle No. 187
Regular Meeting of Council held in the R.M. Council Chambers
136 Company Avenue, Fort Qu'Appelle, Saskatchewan
Tuesday, September 9, 2025, 9:00 am

- 25-434 **SARM MIDTERM CONVENTION REGISTRATION/G. SPANIER**
"That the RM of North Qu'Appelle No. 187 approve all of RM Council to attend the SARM Midterm Convention held November 5 and 6, 2025, in Regina, SK and authorize Administrator and Assistant Administrator to attend with expense reimbursement."
CARRIED
- 25-435 **FORT QU'APPELLE HERITAGE MUSEUM CONTRIBUTION/B. CHURKO**
"That the RM of North Qu'Appelle No. 187 approve a contribution to the Town of Fort Qu'Appelle in the amount of \$5,000.00 for the Fort Qu'Appelle and District Heritage Museum to purchase the McDonald House AND FURTHERMORE, donate 32 hours of labour for yard work."
CARRIED
- 25-436 **MISSION PLACE R2 DRAINAGE/R. PALMER**
"That the RM of North Qu'Appelle No. 187 instruct the Administrator in consultation with the Foreman to complete the Aquatic Habitat Protection Permit for shoreline drainage work at R2 in Mission Place."
CARRIED
- 25-437 **CLOSED SESSION/N. WHALEN**
"THAT the RM Council, all members present in person, move into closed session at 12:43 p.m., as per The Municipalities Act subsection 120(2) and LA FOIP section 16."
CARRIED
- 25-438 **RECONVENE/N. WHALEN**
"THAT the RM Council reconvenes to regular session at 2:25 p.m."
CARRIED
- 25-439 **NVWMA ANNUAL MAINTENANCE FEES/R. PALMER**
"THAT RM of North Qu'Appelle No 187 approve Reeve and Division 4 Councillor to attend as delegates at the NVWMA meeting being held on September 15, 2025, at 6:30 p.m. and provide the presentation on annual fees for haul routes."
CARRIED
- 25-440 **ADJOURNMENT/G. SPANIER**
"That the regular meeting of Council be adjourned at 2:25 p.m."

Approved this, 23rd day of September, 2025

Reeve

Administrator

Next regular meeting of Council, September 23, 2025, at 9:00 am.

RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00154 to 2025-00160

Bank Code - AP - AP GENERAL

OTHER

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
2025-0009	09/01/2025	De Lage Landen Financial			
		01202509		196.47	196.47
				Total Other:	196.47
				Total AP:	196.47

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00154 to 2025-00160**

Bank Code - AP Conexus - Conexus Chequing

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
84- Man	08/26/2025	Lowe, Gwen Pay 08262025	PP Aug 13 - Aug 26, 2025	1,893.38	1,893.38
85- Man	08/26/2025	Webster, Lloyd Pay 08262025	PP Aug 13 - Aug 26, 2025	2,118.36	2,118.36
86- Man	08/26/2025	Horsman, Devin Pay 08262025	PP Aug 13 - Aug 26, 2025	1,865.26	1,865.26
87- Man	08/26/2025	Bowes, Todd Pay 08262025	PP Aug 13 - Aug 26, 2025	263.26	263.26
88- Man	08/26/2025	Wowk, Charmain Pay 08262025	PP Aug 13 - Aug 26, 2025	1,836.78	1,836.78
89- Man	08/26/2025	Bergman, Brian Pay 08262025	PP Aug 13 - Aug 26, 2025	1,816.85	1,816.85
90- Man	08/26/2025	Zacharuk, Rebecca Pay 08262025	PP Aug 13 - Aug 26, 2025	1,241.72	1,241.72
91- Man	08/26/2025	Czemerer, Nicole Pay 08262025	PP Aug 13 - Aug 26, 2025	101.27	101.27
92- Man	08/26/2025	Ross, Natasha Pay 08262025	PP Aug 13 - Aug 26, 2025	163.71	163.71
93- Man	08/26/2025	Schill, Rylan Pay 08262025	PP Aug 13 - Aug 26, 2025	1,214.68	1,214.68
94	08/26/2025	Myers, Leonard Pay 08262025	PP Aug 13 - Aug 26, 2025	1,386.00	1,386.00
95	08/31/2025	Cupar C & D Area Authority 31082025	August Remit	788.91	788.91
96	08/31/2025	De Lage Landen Financial 10340153	contract 001-0294696-000	189.64	189.64
97	08/31/2025	Egg Lake C & D Area Authority 31082025	Aug 2025 Remit	258.40	258.40
98	08/31/2025	Ministry of Finance Issued Minister of Finance PVSD083120205	Remittance-August	682,931.00	682,931.00
99	08/31/2025	MNP LLP 12654425	LRFP work/service to August 27	3,780.00	3,780.00
100	08/31/2025	Municipal Employees' 08122025-01 08272025-01	PP ending Aug 12, 2025 PP ending Aug 26, 2025	3,132.46 3,097.88	6,230.34
101	08/31/2025	Professional Building 25073155	BP Inspections/Reviews	2,769.90	2,769.90
102	08/31/2025	Receiver General 08132025-01 08272025-01	PP ending Aug 13,2025 PP ending Aug 26 ,2025	5,837.61 5,648.74	11,486.35
103	08/31/2025	RM of North Qu'Appelle No 187 Motion 25-396	Motion 25-396 Funds to CIBC	100,000.00	100,000.00
104	08/31/2025	Sanderson, Regan 250086-005ref	Refund Duplicate tax payment	2,060.28	2,060.28
105	08/31/2025	Sask Energy 755233-Offic08 177 Com ave -au	SaskEnergy Office SaskEnergy Shop	52.37 54.95	107.32
106	08/31/2025	SaskTel 7679378Aug	RM office	285.19	285.19
107	08/31/2025	Saskatchewan Municipal Hail 31082025	SK Municipal Hail -Aug Remit	139,849.23	139,849.23
108	08/31/2025	Sask Power 5640-0000-0006	SaskPower Invoice	1,530.85	1,530.85
109	08/31/2025	Sask Tel Cmr 08312025-06	Foreman Cell	91.69	91.69
110	08/31/2025	Valley Lawn & Tree LTD Aug 2025-02	Garbage Collection -Aug services	6,597.42	6,597.42
111	09/09/2025	Alsco LSAS1646474 LSAS1648049 LSAS1649629 LSAS1651198	Coverall Rental Coverall Rental Coverall Rental Coverall Rental	69.22 69.22 69.22 69.22	276.88
112	09/09/2025	Banbury Plumbing & Heating Inc 15429	New filters for A/C units	759.91	759.91

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00154 to 2025-00160**

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
113	09/09/2025	Crown Shred & Recycling 27481	bin rental	12.60	12.60
114	09/09/2025	Dionco Sales INV-31831	Culvert (CP-15S2& CC15)	399.07	399.07
115	09/09/2025	Fries Tallman Lumber 1976 Ltd. 308644 308638	Materials lumber and screws div 3 Materials - spruce boards D3bridg	130.54 12.33	142.87
116	09/09/2025	Grasslands News Group 32179	Advertising Fall Ag section	137.55	137.55
117	09/09/2025	Horsman, Devin Aug 22 BCP-01	Beaver control program -Aug	60.00	60.00
118	09/09/2025	Howden Country Services Ltd 10294	6420 Repair/Parts	1,005.04	1,005.04
119	09/09/2025	Jackson Bros. Bobcat Services July 28 -49 #01- Jul 22	Gravel Pickup for Jasmin 16 yds Haul Cold mix from pit to Kronsber	504.00 315.00	819.00
120	09/09/2025	Klyne, Rick Aug BCP -4	Beaver Control BCP Jun 3-15	240.00	240.00
121	09/09/2025	McAsphalt Industries Limited 4243646	SS-1 Diluted Emulsion	2,744.45	2,744.45
122	09/09/2025	Minister of Finance Inv No. 0268	File No. 929-00 permit SE30-21-14	525.00	525.00
123	09/09/2025	MuniSoft 2025.26-02377	Counter Receipts	195.60	195.60
124	09/09/2025	North Valley Waste 01092025D	Q3Contributions	10,241.90	10,241.90
125	09/09/2025	PC Place CW-61456	Monthly Licensing	143.69	143.69
126	09/09/2025	St. Johns ACW #45 Aug 6	Hall Use Jasmin SSA Community I	60.00	60.00
127	09/09/2025	C.L. Tulik Excavation LTD. 2342	Division 6 Gravel	630.18	630.18
128	09/09/2025	Valley Lawn & Tree LTD 5563	TCT Trail Maintenance Hwy 56 to I	7,770.00	7,770.00
129	09/09/2025	Valley Pumps & Softners 5466	Shop supplies	88.46	88.46
130	09/09/2025	Voeltz, Ronnie PCJul -Sep	Pest Control - July-Sept 01	4,057.25	4,057.25
				Total Computer Cheque:	<u>1,003,167.24</u>

Total AP Conexus: 1,003,167.24
Grand Total: 1,003,363.71

Certified Correct This September 4, 2025


Reeve


Assistant Administrator

Date Printed
09/03/2025 9:26 AM

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

Page 1

RM Conexus Cheqing Account
For Statement Date 08/31/2025

110-110-200 - Cash - Bank - Conexus Chq

Previous GL Balance (07/31/2025):	287,367.69
Debits:	2,357,481.93
Credits:	-1,319,015.18
 GL Balance to 08/31/2025:	 1,325,834.44

Service Charge:	-35.00
Interest Charge:	0.00
Interest Revenue:	0.00

Adjusted Book Balance	1,325,799.44
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Previous Statement Balance (07/31/2025):	295,962.94
Transactions in statement period:	1,988,172.59

Bank Statement Balance: 2,284,135.53

Deposits in Transit

Count	Date	Type	Source	Transaction Description	Amount
1	08/31/2025	RC	2025-0100	CIBC On-Line - 2025-08-31	1,800.34
2	08/31/2025	RC	2025-0100	Scotia On-line - 2025-08-31	12,120.43
Subtotal:					13,920.77

Outstanding Payments

Count	Date	Type	Source	Transaction Description	Amount
1	07/29/2025	AP	Ch 21	Bowes, Todd	-25.00
2	08/07/2025	AP	Ch 33	Cupar C & D Area Authority	-142.10
3	08/07/2025	AP	Ch 43	Provincial Assoc of Resort Com	-275.00
4	08/19/2025	AP	Ch 77	Prairie Co-operative Ltd.	-11,107.71
5	08/26/2025	AP	Ch 87	Bowes, Todd	-263.26
6	08/26/2025	AP	Ch 91	Czemerer, Nicole	-101.27
7	08/26/2025	AP	Ch 94	Myers, Leonard	-1,386.00
8	08/31/2025	AP	Ch 100	Municipal Employees'	-6,230.34
9	08/31/2025	AP	Ch 101	Professional Building	-2,769.90
10	08/31/2025	AP	Ch 102	Receiver General	-11,486.35
11	08/31/2025	AP	Ch 103	RM of North Qu'Appelle No 187	-100,000.00
12	08/31/2025	AP	Ch 104	Sanderson, Regan	-2,060.28
13	08/31/2025	AP	Ch 105	Sask Energy	-107.32
14	08/31/2025	AP	Ch 106	SaskTel	-285.19
15	08/31/2025	AP	Ch 107	Saskatchewan Municipal Hail	-139,849.23
16	08/31/2025	AP	Ch 108	Sask Power	-1,530.85
17	08/31/2025	AP	Ch 109	Sask Tel Cmr	-91.69
18	08/31/2025	AP	Ch 110	Valley Lawn & Tree LTD	-6,597.42
19	08/31/2025	AP	Ch 95	Cupar C & D Area Authority	-788.91
20	08/31/2025	AP	Ch 96	De Lage Landen Financial	-189.64
21	08/31/2025	AP	Ch 97	Egg Lake C & D Area Authority	-258.40
22	08/31/2025	AP	Ch 98	Ministry of Finance	-682,931.00

Date Printed
09/03/2025 9:26 AM

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

Page 2

RM Conexus Cheqing Account
For Statement Date 08/31/2025

110-110-200 - Cash - Bank - Conexus Chq

23 08/31/2025 AP Ch 99 MNP LLP

-3,780.00

Subtotal: -972,256.86

Total Uncleared:

-958,336.09

Adjusted Bank Balance

1,325,799.44

Notes



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

Page 1

Conexus RM Reserve Account
For Statement Date 08/31/2025

110-110-180 - Cash - Bank - Reserves

Previous GL Balance (07/31/2025):	441,001.55
Debits:	0.00
Credits:	0.00
GL Balance to 08/31/2025:	441,001.55
Service Charge:	0.00
Interest Charge:	0.00
Interest Revenue:	1,067.47

Adjusted Book Balance	442,069.02
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Previous Statement Balance (07/31/2025):	441,001.55
Transactions in statement period:	1,067.47

Bank Statement Balance:	442,069.02
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Deposits in Transit

Subtotal: _____

Outstanding Payments

Subtotal: _____

Total Uncleared:	0.00
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Adjusted Bank Balance	442,069.02
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Notes



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

Page 1

CIBC - ***-01118**
For Statement Date 08/31/2025

110-110-120 - Cash - Bank - CIBC

Previous GL Balance (07/31/2025): 34,733.28
Debits: 31,199.63
Credits: -624.97
GL Balance to 08/31/2025: 65,307.94

Service Charge: 0.00
Interest Charge: 0.00
Interest Revenue: 242.93

Adjusted Book Balance 65,550.87

Previous Statement Balance (07/31/2025): 36,694.66
Transactions in statement period: 29,606.21

Bank Statement Balance: 66,300.87

Deposits in Transit

Subtotal: _____

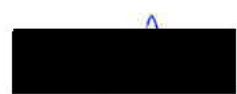
Outstanding Payments

Count	Date	Type	Source	Transaction Description	Amount
1	05/29/2025	AP	Ch 13194	Churko, Bernard	-750.00
Subtotal:					-750.00

Total Uncleared: -750.00

Adjusted Bank Balance 65,550.87

Notes



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

Page 1

SAVINGS CIBC

For Statement Date 08/31/2025

110-110-130 - Cash - Bank - Savings

Previous GL Balance (07/31/2025):	179,088.78
Debits:	0.00
Credits:	0.00
GL Balance to 08/31/2025:	179,088.78

Service Charge:	0.00
Interest Charge:	0.00
Interest Revenue:	231.72

Adjusted Book Balance **179,320.50**

Previous Statement Balance (07/31/2025):	179,088.78
Transactions in statement period:	231.72

Bank Statement Balance: **179,320.50**

Deposits in Transit

Subtotal: _____

Outstanding Payments

Subtotal: _____

Total Uncleared: 0.00

Adjusted Bank Balance **179,320.50**

Notes



RM of North Qu'Appelle
Statement of Financial Activites - Detailed

Printed: 09/04/2025 10:27:07 AM

Page 1 of 6

End date: 2025-08-31 Start Date: 2025-01-01

Account Nu		Current	Year to Date	Budget
Revenues				
Taxation				
Municipal Taxes				
410-110-100	General Municipal Levy - Rural	0.00	987,179.05	987,179.05
410-110-110	General Municipal Levy - Urban	0.00	940,380.20	946,666.36
410-110-120	General Municipal Levy - Taylor Be	0.00	112,349.50	98,686.68
410-110-125	General Municipal Levy - Jasmin S	0.00	97,058.69	97,058.69
410-120-100	Abatements and Adjustments	0.00	-94.25	0.00
410-130-100	Discount on Municipal Tax - Rural	-35,359.28	-36,403.43	-29,000.00
410-130-110	Discount on Municipal Tax - Urban	-29,210.32	-30,810.73	-25,000.00
410-130-120	Discount on Municipal Tax - Taylor	-3,712.57	-3,811.87	-3,625.75
410-130-125	Discount on Municipal Tax - Jasmin	-3,575.75	-3,585.04	-4,000.00
	Total Municipal Taxes:	-71,857.92	2,062,262.12	2,067,965.03
Penalties on Taxes				
410-400-200	Penalty on Mun Taxes Arrears - Rur	735.51	7,218.29	2,000.00
410-400-210	Penalty on Mun Taxes Arrears - Urb	365.79	6,664.67	2,000.00
410-400-220	Penalty on Mun. Taxes Arrears - T.B	0.71	131.02	100.00
410-400-250	Penalty on Mun. Taxes - Tax Enforc	86.43	1,144.74	250.00
	Total Penalties on Taxes:	1,188.44	15,158.72	4,350.00
	Total Taxation:	-70,669.48	2,077,420.84	2,072,315.03
Fees & Charges				
420-100-100	F&C - Custom Work	397.97	19,564.99	28,590.00
420-100-115	F&C - A/R Interest	10.83	76.90	300.00
420-100-120	F&C - CW- TB Hamlet clearing acc.	0.00	4,552.13	63,892.01
420-100-125	F&C - CW - Jasmin Clearing Acct.	0.00	605.63	36,400.00
420-200-100	F&C - Sale of Gravel/Sand/Asphalt	0.00	3,976.14	4,960.00
420-200-200	F&C - Sale of Supplies	825.00	825.00	6,210.00
420-200-300	F&C - Sale of R.M. Maps	62.00	640.07	420.00
420-200-900	F&C -Other Fees & Charges	0.00	0.00	12,340.00
420-300-110	F&C - Rentals - Land	0.00	0.00	5,050.00
420-400-300	F&C - Fire Fees	0.00	0.00	11,140.00
420-700-210	F&C - Licenses - Pets	0.00	0.00	90.00
420-710-200	F&C - Building Permits	1,080.00	18,820.00	16,480.00
420-710-210	F&C - Development Permits	100.00	1,200.00	2,110.00
420-710-215	F&C - Planning & Development	0.00	0.00	710.00
420-800-100	F&C - Tax Certificate	320.00	2,010.00	2,710.00
420-800-200	F&C - General Office Services Provi	456.16	3,410.41	9,420.00
420-800-220	F&C - Appeal Fees	0.00	525.00	0.00
420-850-130	F&C - Sewage Lagoon Fees	0.00	0.00	50,690.00
	Total Fees & Charges:	3,251.96	56,206.27	251,512.01
Maintenance & Development				
430-100-100	M&D - Road Maintenance Fees	0.00	7,300.00	13,080.00
430-100-105	Lagoon road Maint. OHTB	0.00	0.00	1,852.00
430-200-100	M&D - Development Charges Off Si	0.00	0.00	5,770.00
430-300-100	M&D - In Lieu of Public Reserve	4,337.78	4,337.78	0.00
430-400-100	M&D- Zoning Amendment Request	0.00	409.30	0.00
	Total Maintenance & Development:	4,337.78	12,047.08	20,702.00
Utility Revenue				
440-110-100	Water - Water Sales	1,116.00	6,424.75	8,460.00
	Total Utility Revenue:	1,116.00	6,424.75	8,460.00
Grants & Contributions				
450-110-100	Unconditional - (Revenue Sharing)	60,445.50	120,891.00	236,903.00
450-120-120	Unconditional RevShar OH - T.B.	0.00	9,705.00	9,705.00
450-120-125	Unconditional Rev Share - Jasmin	0.00	0.00	4,853.00
450-200-070	Conditional - Federal	0.00	0.00	70,000.00
450-230-100	Conditional - Federal - Gas Tax	0.00	27,999.00	58,384.00

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450-230-120	Gas Tax Taylor Beach	0.00	0.00	3,052.80
450-230-125	Conditional Gas Tax - Jasmin SSA	0.00	0.00	1,526.40
450-320-100	Conditional - Prov - Heavy Haul	0.00	0.00	4,200.00
450-410-100	Conditional - Local - Pest Control	0.00	3,746.86	2,400.00
450-430-100	Conditional - Local - Other	0.00	11,666.65	15,250.00
Total Grants & Contributions:		60,445.50	174,008.51	406,274.20
Grants in Lieu of Taxes				
450-630-100	GIL - Prov - Transgas	0.00	816.00	816.00
450-650-100	GIL - Prov - Sask Tel	0.00	0.00	1,420.00
450-730-100	GIL - Local - Treaty Land	0.00	0.00	2,540.00
Total Grants in Lieu of Taxes:		0.00	816.00	4,776.00
Capital Assets Proceeds				
460-220-100	TS - Land Sales - Gain/Loss	0.00	3,711.09	0.00
Total Capital Assets Proceeds:		0.00	3,711.09	0.00
Investment Income & Commissions				
470-100-100	Interest Revenue	3,837.38	29,444.23	56,680.00
470-120-100	Dividends Revenue	0.00	1,890.42	2,010.00
470-130-100	Commission Revenue	0.00	0.00	950.00
470-900-100	Other Investment Revenue	0.00	0.00	10,240.00
470-900-122	Other Revenue - OHTB Donation PI	0.00	26.49	0.00
Total Investment Income & Commissions:		3,837.38	31,361.14	69,880.00
Total Revenues:		2,319.14	2,361,995.68	2,833,919.24
Expenditures				
General Government Services				
510-110-110	GG - Council - Ind. Meeting - Reeve	0.00	4,550.00	8,400.00
510-110-112	GG - Council Ind. Meeting - Div. 2	0.00	2,800.00	4,800.00
510-110-113	GG - Council Ind. Meeting - Div. 3	0.00	2,800.00	4,800.00
510-110-114	GG - Council Ind. Meeting - Div. 4	0.00	2,800.00	4,800.00
510-110-116	GG - Council Ind. Meeting - Div. 6	0.00	2,800.00	4,800.00
510-110-120	GG - Hamlet Board Indemnity - T.B.	0.00	0.00	750.00
510-110-160	GG - Council Convention/Semin	0.00	159.00	2,400.00
510-110-230	GG - Salaries - Administration	16,471.57	137,391.45	220,000.00
510-120-110	GG - Council - Payroll Benefits	0.00	5,273.78	4,000.00
510-130-110	GG - Admin - Wage Liability	1,061.97	8,778.31	0.00
510-130-230	GG - Benefits - Administration	2,757.88	43,950.51	31,685.00
510-200-110	GG - Cont. - Legal	0.00	0.00	15,000.00
510-200-130	GG - Cont. - Audit/Accounting	0.00	12,720.00	7,000.00
510-200-150	GG - Cont. - Assessment - SAMA	-4,544.17	18,276.83	18,306.00
510-200-152	GG - Cont - Assessment SAMA TB	3,040.70	3,040.70	2,990.00
510-200-155	GG - Cont - Assessment SAMA Jas	1,503.47	1,503.47	1,525.00
510-200-160	GG - Cont - Dev. Appeals & Board o	450.00	450.00	0.00
510-200-170	GG - Cont. - Advertising	0.00	117.75	2,600.00
510-200-180	GG - Cont. - Building Permits	2,638.00	11,017.00	30,000.00
510-200-190	GG - Cont. - Photocopying	619.38	3,043.05	4,500.00
510-200-192	GG - Shred- Record Destruction	166.97	1,239.71	2,050.00
510-210-110	GG - Reeve - Travel & Meals	0.00	1,400.00	2,400.00
510-210-112	GG - Division 2 - Travel & Meals	0.00	1,400.00	2,400.00
510-210-113	GG - Division 3 - Travel & Meals	0.00	1,550.00	2,400.00
510-210-114	GG - Division 4 - Travel & Meals	0.00	1,603.00	2,400.00
510-210-116	GG - Division 6 - Travel & Meals	0.00	1,400.00	2,400.00
510-210-121	GG - Cont. - Professional Services	-20,590.00	7,284.16	6,000.00
510-210-122	GG - Cont - TB Admin Services	0.00	0.00	47,852.01
510-210-124	GG - Cont - Jasmin SSA Admin Ser	0.00	0.00	25,000.00
510-210-125	GG- Cont - Governance Share OHT	0.00	0.00	7,540.00
510-210-129	GG - Cont - Jasmin SSA Governan	0.00	0.00	3,900.00
510-210-150	GG - Council - Travel/Meals	94.47	1,344.27	3,000.00
510-210-170	GG - Admin. - Travel & Meals	0.00	3,394.55	3,500.00

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510-210-180	GG - Admin. Training	260.00	3,827.05	4,000.00
510-215-110	GG- Reeve- Office/Phone	0.00	1,050.00	1,800.00
510-215-112	GG- Division 2 - Office/Phone	0.00	1,050.00	1,800.00
510-215-113	GG- Division 3- Office/Phone	0.00	900.00	1,800.00
510-215-114	GG- Division 4 - Office/Phone	0.00	900.00	1,800.00
510-215-116	GG- Division 6 - Office/Phone	0.00	1,050.00	1,800.00
510-220-100	GG - Cont. - Office Caretaking	0.00	1,043.64	0.00
510-230-100	GG - Cont. - Insurance - General &	0.00	14,123.80	14,125.00
510-240-100	GG - Cont. - Memberships & Subsc	330.59	13,343.05	13,820.00
510-240-120	GG - Cont - Memberships/Subscript	275.00	727.79	350.00
510-240-150	GG - Cont. - Conference Fees	0.00	71.43	150.00
510-240-151	GG-Cont- Council Mtg Location Ch	0.00	100.00	0.00
510-250-100	GG - Cont. - Comm. website	0.00	153.74	560.00
510-260-100	GG - Cont. - Tax Enforcement/Colle	3,584.00	0.00	440.00
510-270-100	GG - Cont. - Maintenance office yar	0.00	1,224.72	1,000.00
510-270-150	GG - Cont. - Repairs	-954.90	0.00	0.00
510-280-100	GG - Cont. - ISC	300.00	500.00	500.00
510-280-130	GG - Cont. - Bylaw Enforcement	126.60	560.30	3,000.00
510-290-100	GG - Cont. - Bank Charges	96.44	510.63	110.00
510-290-120	GG - Cont - Penny Rounding	-4.97	-0.02	50.00
510-300-110	GG - Utility - Heat	0.00	1,474.26	2,560.00
510-300-120	GG - Utility - Power	381.96	1,372.34	1,940.00
510-300-130	GG - Utility - Water & Sewer	0.00	636.30	1,100.00
510-300-140	GG - Utility - Telephone	553.81	2,322.13	3,570.00
510-400-110	GG - Maint. - Stationery	-909.20	0.00	0.00
510-400-120	GG - Maint. - Postage	181.10	4,843.60	4,500.00
510-410-140	GG - Maint. - Office Supplies	1,325.17	3,608.88	5,000.00
510-410-144	GG - Maint - Office Munisoft	0.00	9,608.40	9,800.00
510-410-145	GG - Maint - Office Equipment	137.22	3,878.81	4,000.00
510-410-160	GG - Maint. - Other #1	-330.59	-10,000.00	0.00
510-420-100	GG - Maint. - Janitor Supplies	-20.60	0.00	0.00
510-490-100	GG - Maint. - Office Repairs & Main	954.90	2,156.94	10,000.00
510-500-110	GG - Grants & Contributions RM	0.00	500.00	1,000.00
510-600-299	GG - Amort - Bldgs/Impr & Eng Stru	0.00	0.00	2,413.00
510-600-599	GG - Amort - Office & Information T	0.00	0.00	1,906.00
510-700-120	Interest Charge - Misc	0.00	0.00	250.00
510-800-110	GG - Allowance for Uncollectibles	0.00	0.00	5,000.00
510-900-110	GG - RM Celebrations / gifts	443.26	695.89	5,000.00
510-900-120	GG -Taylor Beach - expenses	1,750.00	1,750.00	1,000.00
Total General Government Services:		12,150.03	346,071.22	585,342.01
Protective Services				
520-210-100	PS - Police - Justice Requisition	44,378.67	44,378.67	30,575.00
520-210-120	PS - Police - Justice Requisition TB	7,512.29	7,512.29	4,875.00
520-210-125	PS - Police - Justice Requisition Ja	3,714.44	3,714.44	2,550.00
525-210-100	PS - Fire - EMS Contract - 911	-389.23	1,538.57	1,550.00
525-210-110	PS - Fire - Contracted Services RM	-5,098.60	28,960.48	20,290.00
525-210-120	PS - Fire - Contracted Service TB	3,672.14	3,672.14	3,533.51
525-210-125	PS - Fire - Contracted Services Jas	1,815.69	1,815.69	1,815.00
525-450-100	PS - Fire - Other	0.00	0.00	380.00
Total Protective Services:		55,605.40	91,592.28	65,568.51
Transportation Services				
530-110-120	TS - Maint. - Salaries	21,030.05	163,830.76	258,140.00
530-120-120	TS - Maint. - Benefits	3,047.91	59,047.18	61,200.00
530-160-100	TS - Maint - Clothing/Boot Allowanc	0.00	696.79	1,600.00
530-160-110	TS - Maint. - Wage Liability	1,203.20	9,396.00	0.00
530-210-100	TS - Maint. - Contract - Dust Contro	18,065.04	18,200.00	10,000.00
530-210-110	TS - Maint. - Contract - Surfacing	0.00	78,954.23	0.00
530-210-121	TS - Maint. - Contract Professional	4,694.00	17,327.04	27,500.00
530-210-122	TS - Maint. - Contract RM Crew - O	0.00	2,226.00	7,000.00



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530-210-126	TS - Cont - Paving/Cold Mix OHTB	0.00	0.00	15,000.00
530-210-128	TS - TB Rip Rap - Taylor Culvert	0.00	0.00	10,000.00
530-210-140	TS - Maint. - Contract - Other	0.00	130.00	0.00
530-220-130	TS - Maint. - Jasmin SSA Rd Crew	0.00	0.00	5,000.00
530-220-135	TS - Maint., - Contract Mowing Jasm	0.00	0.00	500.00
530-240-100	TS - Maint. - Advertising	0.00	0.00	300.00
530-250-100	TS - Maint. - Travel, Meal & Subs	0.00	158.25	0.00
530-260-100	TS - Maint. - Insurance/Vehicle Reg	1,346.14	4,211.84	9,500.00
530-290-100	TS - Maint. - Contracted Repairs	0.00	0.00	1,500.00
530-300-110	TS - Maint. - Utility - Heat	208.13	2,441.35	3,330.00
530-300-120	TS - Maint. - Utility - Power	244.43	2,169.14	1,940.00
530-300-130	TS - Maint. - Utility - Water & Sewer	0.00	636.30	1,110.00
530-300-140	TS - Maint. - Utility - Telephone	275.09	1,375.27	2,410.00
530-310-100	TS - Maint. - Utility - Street Lights	1,652.74	6,131.06	10,610.00
530-310-200	TS - Utility - Street Lights - T.B.	271.92	1,099.25	1,550.00
530-310-205	TS - Utility - Street Lights Jasmin S	317.68	1,288.47	1,950.00
530-400-130	TS - Maint. - Materials - Fluids	0.00	26.67	350.00
530-400-150	TS - Maint. - Supplies	1,069.75	1,069.75	1,340.00
530-410-100	TS - Maint. - Small Tools	175.90	278.67	3,000.00
530-410-120	TS - Maint. - Shop Supplies	642.72	3,809.24	10,390.00
530-410-140	TS - Maint - Equipment Rental	-1,210.01	0.00	0.00
530-420-102	TS - Maint. - Repair/Parts-Pressure	0.00	309.12	310.00
530-420-106	TS - Maint. - Repair/Parts - Chain S	61.51	74.75	300.00
530-420-108	TS - Maint. - Repair/Parts - Champi	116.34	531.97	400.00
530-420-111	TS - Maint. - Repair /Parts - Backho	0.00	1,024.33	1,500.00
530-420-112	TS - Maint. - Repair/Parts - Mower	0.00	0.00	400.00
530-420-113	TS - Maint. - Repair/Parts - Skidste	0.00	0.00	400.00
530-420-116	TS - Maint. - Repair/Parts - IHC Oil	0.00	227.32	1,500.00
530-420-123	TS-Maint-Repairs/Parts-JD 7330 Tr	0.00	2,849.59	5,000.00
530-420-124	TS Maint. - Repair/Parts - Peterbilt	0.00	6,986.45	12,000.00
530-420-125	TS - Maint. - Repair/Parts - JD 6420	0.00	1,901.28	400.00
530-420-126	TS - Maint. - Repair/Parts - Dodge	38.14	38.14	1,500.00
530-420-127	TS - Main - Repair/Parts - 15 GMC	34.98	-6,155.35	400.00
530-420-129	TS- Main - Repair/Parts JD Grader	132.14	3,181.26	2,500.00
530-420-131	TS - Maint - Repair/Parts - CAT Gra	0.00	288.58	2,500.00
530-420-134	TS - Main - Repair/Parts - 21 GMC	0.00	1,314.28	2,500.00
530-425-110	TS - Maint. -Equip.Fuel, Oil & Lubri	12,452.85	65,471.67	120,000.00
530-430-120	TS - Maint. - Machine - Grader Blad	0.00	2,156.17	10,000.00
530-430-121	TS - Maint. - Machine - Mower Blad	0.00	0.00	2,000.00
530-430-122	TS - Maint. - Machine - Tires	11,387.01	12,307.09	6,500.00
530-440-100	TS - Maint. - Gravel/Sand	0.00	0.00	180,000.00
530-440-112	TS - Maint. - Gravel/Sand Div. 2	0.00	45,685.00	0.00
530-440-113	TS - Maint. - Gravel/Sand Div. 3	2,690.00	34,320.00	0.00
530-440-114	TS - Maint. Gravel/Sand Div. 4	0.00	17,545.86	0.00
530-440-116	TS - Maint. - Gravel/Sand Div. 6	997.85	36,796.03	0.00
530-450-100	TS - Maint. - Culverts/Drainage	0.00	790.99	60,000.00
530-450-140	TS - Maint. - Bridges	0.00	0.00	5,000.00
530-460-100	TS - Maint. - Asphalt/Surfacing Mat	0.00	2,763.55	15,000.00
530-460-110	TS - Maint. - Dust Control	-18,200.00	0.00	0.00
530-470-100	TS - Maint. - Road/Street Signs	1,722.50	3,134.08	4,550.00
530-600-140	TS - Purchase of Cap Assets - Equi	67,601.60	67,601.60	0.00
530-600-150	TS - Purchase of Cap Asset - Infrs	0.00	87,285.70	0.00
530-600-299	TS - Maint. - Amort - Bldgs/Impr&En	0.00	0.00	3,358.00
530-600-399	TS - Maint. - Amort - Machinery & E	0.00	0.00	86,443.00
530-600-499	TS - Maint. - Amort - Vehicles	0.00	0.00	5,069.00
530-600-699	TS - Maint. - Amort - Infrastructure	0.00	0.00	126,057.00
530-700-110	TS - Maint. - Interest	428.50	3,447.31	6,000.00
537-210-100	TS - Snow - Contracted Removal	-2,120.00	0.00	0.00
537-210-303	TS- Snow- Snow Removal OHTB	0.00	2,326.13	1,500.00
537-210-305	TS - Snow - Winter Maint. Jasmin S	0.00	605.63	1,250.00



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537-430-100	TS - Snow - Salt Sand	0.00	5,700.00	18,500.00
	Total Transportation Services:	130,378.11	775,011.79	1,128,057.00
Environmental Health Services				
540-200-110	EH - Waste Collection/Disposal - co	11,056.38	42,647.03	60,550.00
540-200-120	EH - Waste Collection/Disposal -co	-196.26	4,682.04	9,802.00
540-200-125	EH - Waste Collect/Disposal Cont J	839.44	3,357.76	5,050.00
540-200-140	EH - Waste Disposal Site NVWM R	-4,135.68	16,348.12	40,970.00
540-200-142	EH - Waste Disposal Site NVWM T	2,767.36	2,767.36	5,325.84
540-200-145	EH - Waste Disposal Site NVWM Ja	1,368.32	1,368.32	2,750.00
540-200-150	EH - Waste Disposal - Lagoon SK	5,702.90	38,439.92	65,500.00
540-200-152	EH - Waste Disposal Lagoon Katew	0.00	11,220.00	11,220.00
540-200-154	EH Sewage Lagoon Haul PLR	0.00	783.06	0.00
540-200-156	EH - Sewage Lagoon road Taylor B	0.00	0.00	1,852.00
540-200-157	EH - Waste Disposal Lagoon Jasmi	1,575.63	1,575.63	1,670.00
540-200-158	EH - Landfill/Lagoon Road Haul Jas	0.00	0.00	400.00
540-210-100	EH - Cont. - Pest Control	1,287.80	7,954.16	20,000.00
540-210-125	EH - Cont. - Jasmin Pub. Reserve	0.00	0.00	500.00
540-210-200	EH - Cont. - Weed Control	0.00	71.58	6,740.00
540-210-300	EH - Cont. - Tree Cutting/Weed Con	0.00	0.00	7,000.00
540-210-305	EH - Cont. - Jasmin Trees/Weed Co	0.00	0.00	500.00
540-260-100	EH- Cont- Stray Animals	0.00	0.00	5,000.00
540-420-100	EH - Maint. - Pest Control Supplies	-147.80	0.00	0.00
540-900-120	EH - Other TB - Defibrulator	0.00	954.00	250.00
	Total Environmental Health Services:	20,118.09	132,168.98	245,079.84
Public Health & Welfare Services				
	Total Public Health & Welfare Services:	0.00	0.00	0.00
Planning & Development Services				
560-200-100	P&D - PROF/CONTRACT SERVIC	31,350.00	31,737.50	70,000.00
560-240-100	P&D - Cont. - Memberships/Subscri	-214.46	847.75	1,700.00
560-250-102	P&D- Contract- OHTB - Calling Lak	143.50	143.50	227.50
560-250-105	P&D - Cont. - Jasmin Calling Lakes	70.96	70.96	120.00
	Total Planning & Development Services:	31,350.00	32,799.71	72,047.50
Recreation & Culture Expenditures				
570-270-100	R&C - Cont. - Contracted Maintena	0.00	0.00	400.00
570-270-200	R&C - Cont. - Community cleanup	0.00	0.00	100.00
570-270-205	R&C - Cont - Rec/Community Event	0.00	0.00	500.00
570-290-100	R&C - Cont. - Library Requisition R	-2,099.51	8,299.24	10,400.00
570-290-120	R&C - Cont. - Library Requisition T	1,404.87	1,404.87	1,352.00
570-290-125	R&C - Cont. - Library Requisition Ja	694.64	694.64	700.00
570-420-142	R&C-Supplies-OHTB Social/Sports	0.00	0.00	500.00
570-500-100	R&C - Grants & ContributionsTown	0.00	0.00	3,210.00
570-500-120	R&C - Grants & ContributionsTown	0.00	0.00	520.00
570-500-125	R&C - Grants & Cont. Town Rec Ja	0.00	0.00	270.00
570-600-199	R&C - Amort - Land Improvements	0.00	0.00	2,691.00
	Total Recreation & Culture Expenditures:	0.00	10,398.75	20,643.00
Utility Expenditures				
580-285-130	UT - Water - Cont. Repairs - Wells	0.00	0.00	5,180.00
580-290-120	UT - Water - Lab Testing - Public W	21.90	142.60	120.00
580-300-120	UT - Water - Power	199.19	978.96	1,410.00
	Total Utility Expenditures:	221.09	1,121.56	6,710.00
	Total Expenditures:	249,822.72	1,389,164.29	2,123,447.86
	Change in Net-Financial Assets	-247,503.58	972,831.39	710,471.38
	Change in Non-Financial Assets	0.00	-3,058.24	0.00
	Change in Net Assets	-247,503.58	975,889.63	710,471.38
	Transfer to Capital Fund	0.00	0.00	0.00



RM of North Qu'Appelle
Statement of Financial Activites - Detailed

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End date: 2025-08-31 Start Date: 2025-01-01

Account Nu	Current	Year to Date	Budget
Transfer to Reserves	0.00	0.00	493,490.00
Transfer from Reserves	0.00	0.00	0.00
Change in Surplus	-247,503.58	975,889.63	216,981.38

Certified correct and in accordance with the records. Presented to Council on

September 9, 2025

Nik Whalen
Reeve

Assistant Charmain Wowk
Administrator

Administration Report to Council

Tuesday, September 9, 2025

Financial Summary – As of September 4, 2025

CIBC Bank Balance: \$66,212.24
Conexus Bank Balance: \$2,309,941.79
Reserve Account Balance: \$442,069.02
Taylor Beach Reserve: \$176,775.59

Permit & Regulatory Updates

Road & Infrastructure Concerns (RICs)

- 4 new RICs opened (3 garbage, 1 dust control)

Permit Applications (2025)

- **Total Applications:** 31 (5 move, 4 demo, 22 development/build)
 - **Status:**
 - 2 Denied – 1 at Development Appeals Board
 - 4 Require More Information (RMI)
 - 0 In Review
 - 1 At PBI
 - 24 Approved (4 move, 4 demo, 16 dev/build)
-

Key Administrative Updates

- **Meetings**
 - Status meeting with MNP on September 2, 2025. MNP will begin drafting their report and preparing a change order for Council's requested additions.
- **Building Permits:**
 - Files are progressed as far as possible at this time.
 - Currently no applications pending review.
- **Bylaw/Policy Drafting:**
 - Administration will begin on traffic bylaws with consultation from Council.
 - Requested changes to the Council Procedures Bylaw are completed.
 - First draft of Community Committee policy ready for Council review.
- **Bylaw Enforcement:**
 - Concerns and complaints are being addressed. Non-compliant properties have received orders to remedy where verbal discussions have not seen results or are not possible.
 - Administrator will continue to monitor progress on open files.
- **Other:**
 - Requested Rexentre financials in accordance with Town of Fort Qu'Appelle Bylaw No. 153 and RM of North Qu'Appelle Bylaw No. 6-86.
 - OHTB Infrastructure Investment Plan for CCBF completed.
 - Development Appeal hearing is on September 16. CAO required to attend for the RM. Package to be submitted to the DAB secretary on September 5, 2025, end of day.
 - Haul Route presentation completed for Council to review.

Operational Notes

- **Assistant Administrator:**
 - Working with Taxservice as required.
 - Permit application review and dialogue with applicants
 - Admin coverage while administrator away
 - AP/AR
 - To begin repealing bylaw to remove obsolete bylaws from the register
 - Research as assigned
 - Policy drafting – Community Committee
 - Zoning bylaw amendment – drafting and advertisement
- **Office Assistant:**
 - Website updates
 - Payroll
 - Document destruction project
 - Payment collections

Key Dates & Deadlines (September 2025)

- ✓ **September 1** – Deadline to send financial statement to Minister of Gov. Relations
- ✓ **September 10** – School tax collections remitted to the province
- ✓ **September 10** – SMHI, C & D tax collections remitted
- ✓ **September 15** – Payroll deductions filed & remitted to CRA & MEPP
- September** – Start 2026 Assessment preparation

Staff Leave Balances (2025)

Staff Member Remaining Leave Days

Devin	16.50 days
Lloyd	15.00 days
Gwen	19.00 days
Charmain	9.50 days
Rebecca	10.00 days
Brian	10.75 days

Respectfully submitted,
Charmain Wowk
Chief Administrative Officer

