

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, February 24, 2026

1. Call to Order
2. Approval of Agenda
3. Conflict of Interest Declarations
4. Reports
 - a. Foreman Public Works Report
 - b. CLDPC Report
 - c. NVWMA Report
 - d. NQGPA Report
 - e. Egg Lake C&D Joint Meeting Report
 - f. OHTB Report
5. Approval of Minutes
 - a. February 10, 2026, Regular Meeting of Council
 - b. February 10, 2026, Public Hearing Minutes
 - c. February 18, 2026, Public Hearing Minutes
6. Business Arising from Minutes
7. Administration Report
8. Financials
 - a. Accounts for Payment
9. Unfinished Business
 - a. Weed Inspector 2026
10. New Business
 - a. Wildlife Officers-2026
 - b. Treaty Four Holding Corp
 - c. TLE Trust Fund Account
 - d. Branded Clothing
 - e. Division Boundary Review
 - f. March 10, 2026, Council Meeting Schedule
 - g. Stray Horse NW 13-20-16 W2
 - h. House Move NE 25-20-13 W2
 - i. RIRG Engineering Contract
11. Other Business
12. Closed Session - *The Municipalities Act subsection 120(2) and LA FOIP section 16*
 - a. Governance
 - b. Fire Services Contract
 - c. Joint Administration Services Agreement
15. Adjournment

JA



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, February 24, 2026, 9:00 am

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

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

- 26-100** **AGENDA/ J. BOEHME**
 "THAT the agenda for the February 24, 2026, Regular Meeting be approved as amended."
 OHTB Report
CARRIED
- 26-101** **FOREMAN REPORT/G. SPANIER**
 "THAT Council accept the verbal Foreman Report as presented."
CARRIED

Foreman L. Webster left Council Chambers at 9:22 a.m.
- 26-102** **FOREMAN EMPLOYMENT AGREEMENT/R. PALMER**
 "THAT the RM of North Qu'Appelle No. 187 accept the changes to the Foreman Employment Agreement as presented and proceed with signing of the agreement."
CARRIED
- 26-103** **CLDPC REPORT/N. WHALEN**
 "THAT Council accept the verbal CLDPC Report as presented."
CARRIED
- 26-104** **NQGPA REPORT/J. BOEHME**
 "THAT Council accept the verbal NQGP Report as presented."
CARRIED
- 26-105** **EGG LAKE AND C & D JOINT MEETING REPORT/N. WHALEN**
 "THAT Council accept the verbal Egg Lake C & D joint meeting Report as presented."
CARRIED
- 26-106** **OHTB REPORT/R. PALMER**
 "THAT Council accept the verbal OHTB Report as presented."
CARRIED
- 26-107** **REGULAR MEETING MINUTES /R. PALMER**
 "THAT the minutes of the regular meeting of Council held February 10, 2026, be adopted as presented."
CARRIED
- 26-108** **PUBLIC HEARING MEETING MINUTES /J. BOEHME**
 "THAT the minutes of the public hearing meeting of Council held February 10, 2026, be adopted as presented."
CARRIED
- 26-109** **PUBLIC HEARING MEETING MINUTES /B. CHURKO**
 "THAT the minutes of the public hearing meeting of Council held February 18, 2026, be adopted as presented."
CARRIED
- 26-110** **ADMINISTRATION REPORT/N. WHALEN**
 "That the RM of North Qu'Appelle No. 187 accept the written Administration Report and further that the report be attached to and form part of the official minutes."
CARRIED

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26-111 ACCOUNTS FOR PAYMENT/B. CHURKO

"THAT the RM of North Qu'Appelle No. 187 Council Approves the list of accounts for approval for payment as follows: Cheques **494 to 519** and online banking **OB74 to OB75** totaling **\$111,071.15** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is approved for payment."

CARRIED

26-112 RECESS BREAK/N. WHALEN

"THAT the RM of North Qu'Appelle No 187 Council breaks for a 10-minute recess at 10:27 a.m."

CARRIED

Reeve N. Whalen called the meeting back in session at 10:37 a.m.

26-113 NUISANCE WILDLIFE OFFICERS 2026/G. SPANIER

"THAT RM of North Qu'Appelle No. 187 designate the following persons as Nuisance Wildlife Officers under The Wildlife Regulations, 981, section 13:

1. Gerald (Jerry) Banks
2. Kelvin Czemerer
3. Richard (Ricky) Klyne
4. Devin Horsman."

CARRIED

26-114 TREATY FOUR HOLDING CORP/J. BOEHME

"THAT RM of North Qu'Appelle No 187 send a letter to the Implementation Officer, Additon to Reserve Claims Office that states the amount of property tax owing to the RM on lands the Treaty Four Holding Corp. wishes to change to Reserve Status; AND FURTHER THAT the RM of North Qu'Appelle No. 187 does not have any concerns with this change."

CARRIED

26-115 SARM TLE TRUST FUND/J. BOEHME

"THAT RM of North Qu'Appelle No. 187 acknowledge receipt and review of the 2025 TLE Trust Fund Statement AND FURTHER continue with the 50% TLE Percentage Factor for 2026."

CARRIED

26-116 DIVISION BOUNDARY REVIEW/N. WHALEN

"THAT RM of North Qu'Appelle No 187, having completed the public hearing process in accordance with the Division Boundary Review Policy and noting that no submissions were received, approve the proposed division boundary changes as presented and direct Administration to submit the application to the Ministry for review and approval."

CARRIED

26-117 MARCH 10, 2026 COUNCIL MEETING SCHEDULE/J. BOEHME

"THAT RM of North Qu'Appelle No 187 cancel the March 10, 2026, Regular Council Meeting due to a scheduling conflict with the 2026 SARM Convention."

CARRIED

26-118 STRAY HORSE NW 13-20-16 W2 NOTICE OF SALE/B. CHURKO

"THAT RM of North Qu'Appelle No 187 proceed with the public auction of the impounded black mare at NW 13-20-16 W2, to be held at XZ Custom Farms Ltd. on March 14, 2026, at 2:00 p.m., subject to expiry of the statutory holding period, with the poundkeeper permitted to purchase the horse for incurred costs."

CARRIED

26-119 HOUSE MOVE IN NE 25-20-13 W2/J. BOEHME


"THAT RM of North Qu'Appelle No 187 approve the application to move the dwelling identified on the PBI Pre-Move Inspection Report BC26002 onto NE 25-30-13 W2."

CARRIED

Rural Municipality of North Qu'Appelle No. 187
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136 Company Avenue, Fort Qu'Appelle, Saskatchewan
TUESDAY, February 24, 2026, 9:00 am

- 26-120** **RIRG ENGEINEERING CONTRACT/R. PALMER**
"THAT RM of North Qu'Appelle No 187 authorize the Administrator to sign the Agreement for Clifton Engineering Group Inc contract for professional Services File R6875." CARRIED
- 26-121** **CLOSED SESSION/N. WHALEN**
"THAT the RM Council, all members present in person, move into closed session at 11:30 a.m., as per *The Municipalities Act* clause 120 (2) and *LA FOIP* section 16." CARRIED
- 26-122** **RECONVENE/N. WHALEN**
"THAT the RM Council reconvenes to regular session at 11:53 a.m." CARRIED
- 26-123** **JOINT ADMINISTRATION SERVICES AGREEMENT/N. WHALEN**
"THAT RM of North Qu'Appelle No 187 authorize the Reeve and Administrator to sign the Joint Administration Services Agreement with the RM of Lipton No 217." CARRIED
- 26-124** **ADJOURNMENT/G. SPANIER**
"That the regular meeting of Council be adjourned at 11:54 a.m." CARRIED

Approved this 24th day of February 2026



Reeve

Administrator

Next regular meeting of Council, March 24, 2026 at 9:00 a.m.

Administration Report to Council

Tuesday, February 24, 2026



Financial Summary – As of February 19, 2026

Conexus Bank Balance: \$996,800.61
Reserve Account Balance: \$933,633.34
Taylor Beach Reserve: \$170,645.55
Jasmin on Echo Reserve: \$39,641.04

Permit & Regulatory Updates

Road & Infrastructure Concerns (RICs)

- 3 new RICs opened (blown in roads) – Completed

Permit Applications (2026)

- **Total Applications:** 1 (move)
 - **Status:**
 - 3 Pending approvals from 2025
 - 1 In Review (at Council to approve the house)
-

Key Administrative Updates

- **Meetings**
 - Joint Administration Services Committee Meeting – February 13, 2026
 - Public Hearing – February 18, 2026
 - RM of Lipton Meeting – February 17 & 23, 2026
 - February 18, 2026, Works meeting was cancelled due to weather
- **Building Permits:**
 - One move permit is on the agenda for Council to consider. This is not a new RTM and requires Council's approval.
- **Bylaw/Policy Drafting:**
 - In progress – Updates to RMA bylaw will be done following March meeting with RVs
 - Gravel licensing bylaw will be updated for the March Council meeting. All who had a license in 2025 will be mailed a copy of the new bylaw with the updated rates for 2026.
- **Bylaw Enforcement:**
 - No outstanding complaints to investigate.
- **Other:**
 - Joint Administration Services has been drafted. It will be presented to the RM of Lipton Council on February 23rd and is on the RM of North Qu'Appelle agenda for February 24th Council meeting.
 - RM of Lipton Assistant will attend the North Qu'Appelle office in the coming weeks for additional training. North Qu'Appelle Office Assistant will go to Lipton on those days to assist with setting up payroll and MuniSoft programs correctly.

- All office staff attended CAFT (direct deposit) system virtual training on February 18, 2026. Payroll direct deposit for those who opted in begins February 24th payroll processing.
- Website migration to a new server is causing issues with the website. The office assistant is working with the provider to get the issues resolved.

Operational Notes

- **Assistant Administrator:**
 - Working with Taxervice as required.
 - AP/AR
 - Hamlet and SSA Public Works spreadsheet reconciliation (monthly)
 - Ownership Changes
 - Sask Lotteries Grant Research
- **Office Assistant:**
 - Website/Facebook updates
 - Payroll
 - Payment collections
 - SEEDS training for Council – Completed (waiting on Council to complete)
 - No additional tasks assigned due to vacation leave.

Key Dates & Deadlines (January 2026)

- ✓ **February 10** – School tax collections remitted to the province
- ✓ **February 10** – SMHI, C&D tax collections remitted
- ✓ **February 15** – Payroll deductions filed & remitted to CRA & MEPP
- ✓ **February 15** – BCP Grant Documents submitted to SARM
- ✓ **February 28** – WCB EPS
- ✓ **February 28** – T4's and T4A's
- ✓ **February 28** – Report building officials to the Ministry
- TBD** – Appoint Weed Inspector

Staff Leave Balances (2026)

Staff Member Remaining Leave Days

Devin	15.50 days
Lloyd	28.00 days
Gwen	25.00 days
Charmain	23.50 days
Rebecca	12.50 days
Brian	20.75 days

Respectfully submitted,

Charmain Wowk
Chief Administrative Officer



**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2026-00034 to 2026-00040**

Bank Code - AP Conexus - Conexus Chequing

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
494	02/15/2026	Miller Thomson LLP RM Motion25-582	NW352013W2 FileMTDMS-Legal.l	50,000.00	50,000.00
495- Man	02/10/2026	Lowe, Gwen Pay 02102026	PP Jan 28 - Feb 10, 2026	2,069.25	2,069.25
496- Man	02/10/2026	Webster. Lloyd Pay 02102026	PP Jan 28 - Feb 10, 2026	2,308.66	2,308.66
497- Man	02/10/2026	Horsman, Devin Pay 02102026	PP Jan 28 - Feb 10, 2026	1,682.42	1,682.42
498- Man	02/10/2026	Wowk, Charmain Pay 02102026	PP Jan 28 - Feb 10, 2026	2,433.04	2,433.04
499- Man	02/10/2026	Bergman, Brian Pay 02102026	PP Jan 28 - Feb 10, 2026	1,578.89	1,578.89
500- Man	02/10/2026	Zacharuk, Rebecca Pay 02102026	PP Jan 28 - Feb 10, 2026	1,457.96	1,457.96
501	02/10/2026	Myers, Leonard Pay 02102026	PP Jan 28 - Feb 10, 2026	370.80	370.80
502	02/10/2026	Lowe, Gwen Pay Retro	RETRO	257.47	257.47
503	02/10/2026	Webster. Lloyd Pay RETRO	RETRO	401.74	401.74
504	02/24/2026	Conexus Credit Union 6393Feb2026	Credit Card Charges to Feb 10	1,339.35	1,339.35
505	02/24/2026	Dionco Sales 33068	Packer Repairs	11,964.85	11,964.85
506	02/24/2026	Jackson Bros. Bobcat Services inv47 Jan 5 Inv12 Jan 13 Inv36 Jan 26 Inv40 Jan 28	Salt sand Salt sand Salt sand Salt sand	1,575.00 1,260.00 630.00 630.00	4,095.00
507	02/24/2026	MuniSoft 2026/27-00109	blank cheques printed	565.16	565.16
508	02/24/2026	North Valley Waste Scaleagreement	Q4 Contributions 2025 Scale House	17,132.00	17,132.00
509	02/24/2026	NSC Minerals SXP343738	Rocanville Standard 30.32MT	4,248.26	4,248.26
510	02/24/2026	Professional Building 26013155	BP Inspections/Reviews	1,076.25	1,076.25
511	02/24/2026	Peagam, Linda Jan 2026 Adm-01	Jan 2026 NQGPA Administration	750.00	750.00
512	02/24/2026	Profile Tire 32794 32770 32769 32771	ISO 32 Hudraulic fluid Repair leaking tire on 150 CAT repair leaking tire JD 772g repair leaking tire -772g	131.42 135.39 1,183.09 111.00	1,560.90
513	02/24/2026	SAMA - Saskatchewan Assessment 02102026	Registration Fee 2026 AGM	75.00	75.00
514	02/24/2026	Saskatchewan Health Authority 2216285	Well Testing-Jan	23.00	23.00
515	02/24/2026	Success Office Systems INV477850 INV477367	Photocopier January Toner Shipping	168.22 18.90	187.12
516	02/24/2026	TAXervice 2443922	TE -Process Service R-000564	152.25	152.25
517	02/24/2026	Valley Lawn & Tree LTD 5921	Office Snow Removal - January	157.50	157.50
518	02/24/2026	Vital Effect 13672	monthly network fees	386.80	386.80
519	02/24/2026	Yannikostas, Constantine Oct/NovBCP-	23 BCP program	1,380.00	1,380.00
				Total Computer Cheque:	107,653.67

ONLINE BANKING

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2026-00034 to 2026-00040

ONLINE BANKING

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
74	02/24/2026	HBI Office Plus Inc INV239355	Office Supplies	296.34	296.34
75	02/24/2026	Municipal Employees' File ID511705	PP ending Feb 10, 2026	3,121.14	3,121.14
				Total Online Banking:	3,417.48
				Total AP Conexus:	111,071.15

Certified Correct This February 19, 2026


Reeve


Administrator