


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 July 23, 2024

1. Call to Order
2. Approval of Minutes
 - a. July 9, 2024, Regular Meeting of Council
 - b. July 9, 2024, Special Meeting of Council
3. Business Arising from Minutes
4. Delegation: Asset Strategy 9:15 am *No Show*
5. Correspondence
 - a. NVWMA Minutes, Jun 17, 2024
 - b. NVWMA Minutes, July 3, 2024
 - c. SAW July Newsletter
 - d. PBI July Newsletter
 - e. Larocque Estates Thank you
6. Reports
 - a. Foreman Public Works Report
 - b. Administrator Report
7. Bylaws
 - a. *2024-07* 
8. Accounts for Payment
9. Unfinished Business
 - a. Front Entrance Sidewalk Quotes
 - b. TransCanada Trail
 - c. Ratepayer BBQ
10. New Business
 - a. 2023 Financial Statement
 - b. RVPL – Final Payment
 - c. CCBF – Gas Tax Funds
 - d. Royal Cnd Legion Command – Funding
 - e. Community Outreach – Funding
 - f. RM Newsletter
 - g. Garbage Containers
 - h. Mower Parts
 - i. Move Permit Pre-Approve
 - j. Street Light Concerns
11. Other Business
12. Closed Session
 - a. LA FOIP s.16(1)(e) - Pending Policy and Budget Advice
 - i. Capital Purchases
 - ii. RFP Engineering Consultation
 - iii. Jasmin Budget
 - iv. Saskwater Lagoon-update
 - b. LA FOIP s.16(1)(c) - Legal – Alternative Measures
17. Adjournment

Me



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, July 23, 2024, 9:00 am

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

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

24-395 CHANGES TO THE AGENDA/G. SPANIER
 "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:
 7. a. Bylaw 2024-07" CARRIED

24-396 FOREMAN REPORT/G. SPANIER
 "THAT the verbal report be accepted as presented." CARRIED

Foreman L. Webster left Council Chambers at 9:24 a.m.

24-397 REGULAR MEETING MINUTES/R. PALMER
 "THAT the minutes of the regular meeting of Council held July 9, 2024, be adopted as presented." CARRIED

24-398 SPECIAL MEETING MINUTES/R. PALMER
 "THAT the minutes of the special meeting held June 9, 2024 at 8:00 a.m. be adopted as presented." CARRIED

24-399 CORRESPONDENCE/R. PALMER
 "THAT the following Correspondence be accepted as presented and filed:
 a. NVWMA Minutes June 17, 2024
 b. NVWMA Minutes July 3, 2024
 c. SAW July Newsletter
 d. PBI July Newsletter
 e. Laroque Estates Thank You." CARRIED

24-400 ADMINISTRATION REPORT/N. WHALEN
 "THAT the written report be accepted as presented." CARRIED

24-401 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 FIRST time." CARRIED

24-402 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

24-403 BYLAW NO. 2024-07 A BYLAW TO AMEND ZONING BYLAW 13-08/G. SPANIER
 "THAT Bylaw No. 2024-07, a Bylaw to amend Bylaw 13-08 known as the Zoning Bylaw have THREE readings at this meeting." CARRIED UNANIMOUSLY

24-404 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

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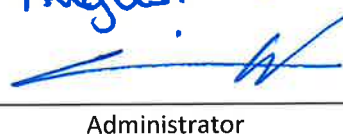
- 24-405** **BYLAW 2024-07 A BYLAW TO AMEND ZONING BYLAW 13-08 PUBLIC HEARING/ N. WHALEN**
 "THAT RM Council acknowledge that Bylaw 2024-07, does not require a public hearing as this requirement has previously been met." CARRIED
- 24-406** **ACCOUNTS FOR PAYMENT/N. WHALEN**
 "THAT the list of accounts for cheque numbers **12442 to 12472 totaling \$214,475.34** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment." CARRIED
- 24-407** **TRANSCANADA TRAIL QUOTE/B. CHURKO**
 "THAT RM Council approve the quote from Valley Lawn & Tree Ltd. to complete stage one and stage two maintenance on the walking trail along highway 56 from Fort Qu'Appelle to Lebret." CARRIED
- 24-408** **RATEPAYER BAR-B-QUE/R. PALMER**
 "THAT RM Council instruct the Administration to organize a ratepayer bar-b-que to be held at the public works shop on September 28, 2024 AND FURTHERMORE, provide municipal staff with optional attendance, be paid at the applicable rate." CARRIED
- 24-409** **RECESS/N. WHALEN**
 "THAT this meeting be recessed at 10:12 a.m." CARRIED
- Reeve N. Whalen asked that the meeting reconvenes at 10:24 a.m.*
- 24-410** **RECONVENE/N. WHALEN**
 "THAT this meeting reconvenes at 10:24 a.m." CARRIED
- 24-411** **AUDITED FINANCIAL STATEMENTS 2023/B. CHURKO**
 "THAT Council approve the 2023 audited financial statements, as audited and presented by Dudley & Company LLP." CARRIED
- 24-412** **RESORT VILLAGE OF PASQUA LAKE FINAL TRANSITION PAYMENT/N. WHALEN**
 "THAT RM Council authorizes the final transition payment in the amount of \$100,772.64 be made to the Resort Village of Pasqua Lake as per Wayne Zerff, Settler of Assets and Liabilities and Travis Herback, auditor of Dudley & Company." CARRIED
- 24-413** **CCBF-GAS TAX FUNDS SUMMARY AND BALANCE/R. PALMER**
 "THAT Council instruct the Administrator to submit the necessary information and documentation to the Canada Community Building Fund for the projects presented." CARRIED
- 24-414** **ROYAL CANADIAN LEGION COMMAND FUNDING REQUEST/R. PALMER**
 "THAT RM Council acknowledge the request for advertising." CARRIED
- 24-415** **COMMUNITY OUTREACH FUNDING REQUEST/N. WHALEN**
 "THAT RM Council acknowledge the request for donation." CARRIED
- 24-416** **RM NEWSLETTER 2024/G. SPANIER**
 "THAT RM Council authorize Administration to include a copy of the newsletter presented with the 2024 tax notices." CARRIED
- 24-417** **PRE-APPROVAL OF 2- STORY HOUSE MOVE LAROQUE ESTATES/R. PALMER**
 "THAT RM Council authorize the applicant to move the 2- story 1020 square foot dwelling to Parcel D Plan 83R45287 based upon a PBI approved pre-move inspection, AND FURTHERMORE they apply for the move and building permits, ensuring all municipal, provincial and federal regulations are followed, and that the RM office receives a copy of the pre-move inspection report prior to any permits being issued." CARRIED

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- 24-418** **STREET LIGHT CONCERNS LAROQUE ESTATES/N. WHALEN**
"THAT RM Council acknowledge the request for streetlights in Larocque Estates."
CARRIED
- 24-419** **CLOSED SESSION/N. WHALEN**
"THAT the RM Council, all members present in person, move into closed session at 11:18 a.m., as per LA FOIP section 16(1) and (c) for pending policy, budget and legal advice."
CARRIED
- 24-420** **RECONVENE/N. WHALEN**
"THAT the RM Council reconvenes to regular session at 12:05 p.m."
CARRIED
- 24-421** **SKIDSTEER PURCHASE/B. CHURKO**
"THAT RM Council approve the Finance Committee Recommendation as follows:
"24F-021 SKID STEER PURCHASE/R. PALMER
*"THE Finance Committee recommends the purchase of a skid steer, AND FURTHERMORE the funds come out of the existing reserve fund."*CARRIED
- 24-422** **SKIDSTEER PURCHASE/G. SPANIER**
"THAT RM Council accept the quote from Bobcat to purchase the T770 T4 Track Skid Steer for \$117,712.55 including taxes and extended warranty."
CARRIED
- 24-423** **ADJOURNMENT/G. SPANIER**
"That the regular meeting of Council be adjourned at 12:08 p.m."

Approved this 13th day of August, 2024


Reeve


Administrator

Next regular meeting of Council, August 13, 2024 at 9:00 am.



Administration Report to Council
 Tuesday July 9, 2024

Bank Balance \$686,241.03 as of July 19, 2024
Taylor Beach Reserve \$157,046 as at Dec. 31/2022

Complaints 5 new RIC's opened (Road Condition, Garbage, beaver, grass)

Permit Applications:
 Development & Building: 7 permits approved; 0 at PBI in review, 3 waiting for more information, 1 in office awaiting review, 0 cancelled by owner.
 Move/Demo: 1 move permit, 1 demo permit.

	July 2024	<p>ITEMS FOR COUNCIL TO NOTE: Administrative Duties with Deadlines coming up:</p> <p>July 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 competed June 11th Emailed to the Ministry June 18th 29th Deadline to submit our financial statement.</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 -Subdivision- 2203-2023 & 2576-2024 Approved. - Website updates – Rebecca- as needed - Facebook notices – Rebecca, Charmain, Gwen as needed. - 2023 Financial Statements - Information for Auditor – Delay due to RVPL Transition requirements – Draft Now Ready for Council. - Zoning bylaw amendments and rezoning application – Gwen Zoning Bylaws Amendments 2024-01, 2024-02, 2024-03, 2024-06 Approved. -Bylaws, policy – Gwen, Charmain -Grant programs – Rebecca, Charmain -SMHI hail levy Balanced- Gwen -Working on the 2024 Tax Levy-Charmain, Mentor -Will be mailed before end of July. Stuffing envelopes-all

Devin	10.50	days remaining 2024
Lloyd	8.75	days remaining 2024
Gwen	25	days remaining 2024
Charmain	10.50	days remaining 2024
Rebecca	10.75	days remaining 2024
Todd	0	days remaining 2024
Brian	9.75	days remaining 2024

Respectfully submitted,
 Gwen Lowe

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2024-00124 to 2024-00131**

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
12442- Man Pay 07162024-C	7/16/2024	Lowe, Gwen 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	2,231.88	2,231.88
12443- Man Pay 07162024-C	7/16/2024	Webster, Lloyd 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	1,905.50	1,905.50
12444- Man Pay 07162024-C	7/16/2024	Horsman, Devin 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	1,646.94	1,646.94
12445- Man Pay 07162024-C	7/16/2024	Bowes, Todd 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	1,596.94	1,596.94
12446- Man Pay 07162024-C	7/16/2024	Wowk, Charmain 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	1,858.96	1,858.96
12447- Man Pay 07162024-C	7/16/2024	Bergman, Brian 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	1,658.13	1,658.13
12448- Man Pay 07162024-C	7/16/2024	Rebecca Zacharuk 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	1,211.43	1,211.43
12449- Man 07162024-08	7/16/2024	Obleman, Jack 210-400-910 - Paymate suspen:	PP July 3-July 16 2024	985.51	985.51
12450 Pay 07162024-C	7/16/2024	Myers, Leonard 530-210-121 - TS - Maint. - Conti	PP July 3-July 16 2024	1,837.50	1,837.50
12451 LSAS1545287	7/23/2024	AlSCO 530-410-120 - TS - Maint. - Sho 110-340-110 - GST Receivable 900-110-110 - GST Paid	Coverall Rental Both Tax Code Both Tax Code	62.31 2.94 2.94 NL	65.25
12452 07182024	7/23/2024	CIBC Credit Card 510-900-110 - GG - RM Celebra 510-400-120 - GG - Maint. - Pos 510-410-140 - GG - Maint. - Offi 530-425-110 - TS - Maint. - Equip 530-420-124 - TS Maint. - 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	Candy for Canada Day Registered Mail Office Supplies Fuel Pete Parts Shop Supplies Both Tax Code Both Tax Code GST Tax Code GST Tax Code	125.77 12.59 49.17 144.42 12.19 96.73 11.22 11.22 NL 0.63 0.63 NL	452.72
12453 0008947	7/23/2024	Crown Shred & Recycling 510-200-192 - GG - Shred- Rec 110-340-110 - GST Receivable 900-110-110 - GST Paid	June Document Destructor GST Tax Code GST Tax Code	141.53 7.08 7.08 NL	148.61
12454 SO#110045	7/23/2024	Echo Valley Motor Products Ltd 530-420-134 - TS - Main - Repa 110-340-110 - GST Receivable 900-110-110 - GST Paid	New GMC repairs Both Tax Code Both Tax Code	457.20 21.57 21.57 NL	478.77
12455 8093725	7/23/2024	Loraas Disposal 540-200-110 - EH - Waste Colle 110-340-110 - GST Receivable 900-110-110 - GST Paid	June Gaebage Both Tax Code Both Tax Code	642.46 31.97 31.97 NL	674.43
12456 3702006	7/23/2024	McAsphalt Industries Limited 530-460-110 - TS - Maint. - Dus 110-340-110 - GST Receivable 900-110-110 - GST Paid	SS-1 Emulsion 4.04 MT Both Tax Code Both Tax Code	3,158.55 148.98 148.98 NL	3,307.53
12457	7/23/2024	REV - Minister of Finance			
12458 07162024	7/23/2024	Municipal Employees' 210-200-230 - MEPP Payable	MEPP Remit 03 to 16 July	3,493.64	3,493.64
12459 07172024	7/23/2024	G. Pavelich 510-250-100 - GG - Cont. - Corr	2nd Quarter Billing	25.00	25.00
12460 24063055	7/23/2024	Professional Building 510-200-180 - GG - Cont. - Buik	BP Inspections/Reviews	1,201.00	

**RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2024-00124 to 2024-00131**

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
			110-340-110 - GST Receivable	GST Tax Code	60.05	
			900-110-110 - GST Paid	GST Tax Code	60.05 NL	1,261.05
12461	7/23/2024	Prairie Co-operative Ltd.				
07172024-01			510-410-140 - GG - Maint. - Offi	Office Supplies	12.63	
			530-410-120 - TS - Maint. - Sho	Shop Supplies	1,361.70	
			510-210-110 - GG - Reeve - Tra	Meeting Lunch	22.11	
			510-210-112 - GG - Division 2 -	Meeting Lunch	22.11	
			510-210-113 - GG - Division 3 -	Meeting Lunch	22.11	
			510-210-114 - GG - Division 4 -	Meeting Lunch	22.11	
			510-210-116 - GG - Division 6 -	Meeting Lunch	22.11	
			510-210-170 - GG - Admin. - Tra	Meeting Lunch	44.21	
			530-425-110 - TS - Maint. -Equip	June Fuel	9,408.11	
			110-340-110 - GST Receivable	Both Tax Code	68.84	
			900-110-110 - GST Paid	Both Tax Code	68.84 NL	
			110-340-110 - GST Receivable	GST Tax Code	470.42	
			900-110-110 - GST Paid	GST Tax Code	470.42 NL	11,476.46
12462	7/23/2024	Profile Tire				
27554			530-425-110 - TS - Maint. -Equip	DEF Conditioner grease stic	142.55	
			110-340-110 - GST Receivable	Both Tax Code	6.72	
			900-110-110 - GST Paid	Both Tax Code	6.72 NL	149.27
27437-01			530-425-110 - TS - Maint. -Equip	DEF Conditioner	191.56	
			110-340-110 - GST Receivable	Both Tax Code	9.04	
			900-110-110 - GST Paid	Both Tax Code	9.04 NL	200.60
				Payment Total:		349.87
12463	7/23/2024	REV - Resort Village of Pasqua Lake				
12464	7/23/2024	SaskTel				
7679378-1			510-300-140 - GG - Utility - Tele	June RM office	227.03	
			110-340-110 - GST Receivable	Both Tax Code	10.71	
			900-110-110 - GST Paid	Both Tax Code	10.71 NL	237.74
12465	7/23/2024	SaskWater				
SW087405			540-200-150 - EH - Waste Dispr	June 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
12466	7/23/2024	SGI Auto Fund Division				
878NDC			530-260-100 - TS - Maint. - Insu	Peterbilt Registration and In	1,346.14	1,346.14
12467	7/23/2024	Supreme Office Supplies				
67060792			510-410-140 - GG - Maint. - Offi	Office Supplies	65.48	
			110-340-110 - GST Receivable	Both Tax Code	3.09	
			900-110-110 - GST Paid	Both Tax Code	3.09 NL	68.57
12468	7/23/2024	Town of Fort Qu'Appelle				
0127000 0000			530-300-130 - TS - Maint. - Utilit	Acc: 127000 Shop Water	266.10	266.10
0124700 000			510-300-130 - GG - Utility - Wate	Acc: 124700 Office Water	266.10	266.10
				Payment Total:		532.20
12469	7/23/2024	C.L. Tulik Excavation LTD.				
2116			530-440-114 - TS - Maint. Grav	Division 4 Gravel	20,871.37	
			530-440-116 - TS - Maint. - Grav	Division 6 Gravel	39,105.15	
			110-340-110 - GST Receivable	Both Tax Code	2,924.82	
			900-110-110 - GST Paid	Both Tax Code	2,924.82 NL	62,901.34
12470	7/23/2024	Voeltz, Ronnie				
07172024-05			540-210-100 - EH - Cont. - Pest	Pest Control	4,598.00	
			110-340-110 - GST Receivable	GST Tax Code	206.25	
			900-110-110 - GST Paid	GST Tax Code	206.25 NL	4,804.25
12471	7/23/2024	Sask Power				
07182024			530-300-120 - TS - Maint. - Utilit	Shop Power	128.95	
			510-300-120 - GG - Utility - Pow	Office Power	42.43	
			580-300-120 - UT - Water - Pow	Well Power	106.17	
			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	59.26	
			900-110-110 - GST Paid	Both Tax Code	59.26 NL	
			110-340-110 - GST Receivable	GST Tax Code	6.93	
			900-110-110 - GST Paid	GST Tax Code	6.93 NL	1,417.36

RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2024-00124 to 2024-00131

COMPUTER CHEQUE

<u>Payment #</u> <u>Invoice #</u>	<u>Date</u>	<u>Vendor Name</u> <u>GL Account</u>	<u>GL Transaction Description</u>	<u>Detail Amount</u>	<u>Payment Amount</u>
12472 07222024	7/23/2024	Resort Village of Pasqua Lake 510-210-128 - GG- Cont- Village	Pasqua Lake Final Settlement	100,772.64	100,772.64
			Total Computer Cheque:		<u>214,475.34</u>
			Total AP:		<u>214,475.34</u>

Certified Correct This Monday, July 22, 2024


Reeve


Administrator