

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, August 19, 2025

1. Call to Order
2. Approval of Minutes
 - a. July 16, 2025, Regular Meeting of Council
 - b. August 5, 2025, Special Meeting of Council
 - c. August 14, Special Meeting of Council
3. Business Arising from Minutes
4. Delegation
 - a. Staff Sgt. L. Kurtenbach – *added by motion 25-373*
5. Correspondence
 - a. July 2025 Community Policing Report
 - b. Jasmin SSA Committee Minutes – July 8, 2025
 - c. NVWMA Minutes – June 16, 2025
6. Reports
 - a. Foreman Public Works Report
 - b. CLDPC Report
 - c. NVWMA Report
 - d. MLA Meeting Report
 - e. Administrator Report
7. Bylaws
 - a. 2025-08 Council Procedures Bylaw
 - b. 2025-10 Authorized Disbursement Bylaw
 - c. 2025-11 Administration Bylaw
8. Accounts for Payment, Bank Reconciliation, Financial Statement
9. Unfinished Business
 - a. CSO Program
10. New Business
 - a. Setback Variance Request Lot 20 Blk 1 Plan No. GC2504
 - b. Transfer of Funds – Conexus to CIBC
 - c. Invercauld Road – Black Cat Report
 - d. 2025 SARM Midterm – Resolution Deadline
 - e. SUBD-005019-2025
 - f. WSA Channel Clearing
 - g. Road Building – Mission Place
 - h. NVWMA Loraas Bins
 - i. Sea Container Request – Mission Place
 - j. Road Lease Request – B 101514350
 - k. Wide Awake Bridge Restriction
 - l. Invercauld Road
 - m. Well Road – Sea Containers for Commercial Use
 - n. Groome's Vista and Lakes End Community Committee
 - o. Tile Drainage – *Added by motion 25-373*
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
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, August 19, 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:		CAO	Charmain Wowk
		Assistant CAO	Gwen Lowe
		Public Works Foreman	Lloyd Webster

One resident in gallery, left chambers at 11:12am

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

- 25-373** **CHANGES TO THE AGENDA/B.CHURKO**
"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:
4. a. Delegate – Staff Sgt. L. Kurtenbach- present Black Cat Report 10:00 am
10. o. Tile drainage."
CARRIED
- 25-374** **FOREMAN REPORT/G. SPANIER**
"THAT the verbal report be accepted as presented."
CARRIED
- Foreman L. Webster left Council Chambers at 9:12 a.m.*
- 25-375** **REGULAR MEETING MINUTES /R. PALMER**
"THAT the minutes of the regular meeting of Council held July 16, 2025, be adopted as presented."
CARRIED
- 25-376** **SPECIAL MEETING MINUTES /N. WHALEN**
"THAT the minutes of the special meeting of Council held August 5, 2025, be adopted as presented."
CARRIED
- 25-377** **SPECIAL MEETING MINUTES /R. PALMER**
"THAT the minutes of the special meeting of Council held August 14, 2025, be adopted as presented."
CARRIED
- 25-378** **CORRESPONDENCE/B. CHURKO**
"THAT the following Correspondence be accepted as presented and filed:
a. July 2023 Community Policing Report
b. Jasmin SSA Minutes-July 8, 2025
c. NVWMA Minutes-June 16, 2025."
CARRIED
- 25-379** **CLDPC REPORT/N. WHALEN**
"THAT the verbal report be accepted as presented."
CARRIED
- 25-380** **MLA MEETING/N. WHALEN**
"THAT the verbal report be accepted as presented."
CARRIED
- 25-381** **ADMINISTRATION REPORT/N. WHALEN**
"THAT the written report be accepted as presented."
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, August 19, 2025, 9:00 am

- 25-382** **BYLAW 2025-10, A BYLAW AUTHORIZING THE DISBURSMENT OF FUNDS/R. PALMER**
"THAT Bylaw No. 2025-10, a Bylaw to authorize the disbursement of funds for routine and budgeted expenditures, be INTRODUCED and read a first time."
CARRIED
- 25-383** **BYLAW 2025-10 A BYLAW AUTHORIZING THE DISBURSMENT OF FUNDS/B. CHURKO**
"THAT Bylaw No. 2025-10, a Bylaw to authorize the disbursement of funds for routine and budgeted expenditures, be read a Second time."
CARRIED
- 25-384** **BYLAW 2025-10 A BYLAW AUTHORIZING THE DISBURSMENT OF FUNDS /G. SPANIER**
"THAT Bylaw No. 2025-10, a Bylaw to authorize the disbursement of funds for routine and budgeted expenditures, be given three reading at this meeting."
CARRIED UNANAMOUSLY
- 25-385** **BYLAW 2025-10 A BYLAW AUTHORIZING THE DISBURSMENT OF FUNDS/N. WHALEN**
"THAT Bylaw No. 2025-10, a Bylaw to authorize the disbursement of funds for routine and budgeted expenditures, be read a Third time and adopted."
CARRIED
- 25-386** **BYLAW 2025-11, A BYLAW TO ESTABLISH DUTIES AND POWERS OF THE ADMINISTRATOR/R. PALMER**
"THAT Bylaw No. 2025-11, a Bylaw to establish duties and powers of the administrator, be INTRODUCED and read a first time."
CARRIED
- 25-387** **BYLAW 2025-11 A BYLAW TO ESTABLISH DUTIES AND POWERS OF THE ADMINISTRATOR/B. CHURKO**
"THAT Bylaw No. 2025-11, a Bylaw to establish duties and powers of the administrator, be read a Second time."
CARRIED
- 25-388** **BYLAW 2025-11 A BYLAW TO ESTABLISH DUTIES AND POWERS OF THE ADMINISTRATOR/G. SPANIER**
"THAT Bylaw No. 2025-11, a Bylaw to establish duties and powers of the administrator, be given three reading at this meeting."
CARRIED UNANAMOUSLY
- 25-389** **BYLAW 2025-11 A BYLAW TO ESTABLISH DUTIES AND POWERS OF THE ADMINISTRATOR/N. WHALEN**
"THAT Bylaw No. 2025-11, a Bylaw to establish duties and powers of the administrator, be read a Third time and adopted."
CARRIED
- 25-390** **ACCOUNTS FOR PAYMENT/B. CHURKO**
"THAT the list of accounts for cheque number **02 to 83 totaling \$298,525.38** including Preauthorized payments and Payroll, attached hereto and forming a part of these minutes is hereby approved by RM Council for payment."
CARRIED
- Staff Sgt L. Kurtenbach entered chambers at 9:53 a.m.
Staff Sgt L. Kurtenbach attended chambers at 10:00 a.m. to present the Invercauld black cat report.
Staff Sgt L. Kurtenbach left chambers at 10:18 a.m.
- 25-391** **BANK RECONCILIATIONS/R. PALMER**
"THAT the Council accept the July 31, 2025, bank reconciliations."
CARRIED
- 25-392** **FINANCIAL STATEMENTS/ B. CHURKO**
"THAT the Council accept the July 31, 2025, financial statements."
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, August 19, 2025, 9:00 am


- 25-393** **CSO PRESENTATION/G. SPANIER**
"THAT RM of North Qu'Appelle No. 187 acknowledge the response letters from the Town of Fort Qu'Appelle and the Resort Village of B-Say-Tah."
CARRIED
- 25-394** **CSO PROGRAM/N. WHALEN**
"THAT RM of North Qu'Appelle No. 187 proceed with the CSO application."
DEFEATED
- 25-395** **SET-BACK VARIENCE REQUEST LOT 20 BLK 1 PLAN NO GC2504/R. PALMER**
"THAT RM of North Qu'Appelle No 187 approve the variance request for Lot 20 Blk/Par 1 Plan No. GC2504 to reduce the required east side yard setback for the proposed boat shelter structure from 1.5 meters (5 feet) to 1.22 metres (4 feet) at the southeast corner and 0.81 metres (32 inches) at the northeast corner, as per the site plan submitted, pending a letter of no objection from the East neighbour."
CARRIED
- 25-396** **TRANSFER OF FUNDS CONEXUS TO CIBC/G. SPANIER**
"THAT RM of North Qu'Appelle No 187 authorize the administrator to transfer \$100,000 from the Conexus Credit Union account to the CIBC account to ensure available funds for the final grader loan payment and interest due by September 30, 2025."
CARRIED
- 25-397** **INVERCAULD BLACK CAT REPORT/N. WHALEN**
"THAT RM of North Qu'Appelle No 187 acknowledge the Traffic Services Black Cat report dated July 21, 2025."
CARRIED
- 25-398** **SUBD-005019-2025/B. CHURKO**
"THAT RM of North Qu'Appelle No 187 approve the subdivision application for NE 35-21-14-W2 (File No. SUBD-005019-2025) as presented, permitting the remaining agricultural parcel to be less than 160 acres in accordance with Bylaw No. 2024-02, allowing the existing vegetation to remain in place in accordance with the Calling Lakes District Plan, and requiring that any new vegetation comply with the RM's Zoning Bylaw setbacks; **FURTHER** that Council accept cash-in-lieu of municipal reserve amount of \$4,337.78; **AND FURTHERMORE** that no off-site fee be charged, as there is no new residential development associated with this subdivision."
CARRIED
- 25-399** **RECESS/N. WHALEN**
"THAT this meeting be recessed at 11:13 a.m."
CARRIED


Reeve N. Whalen asked that the meeting reconvenes at 11:30 a.m.
- 25-400** **RECONVENE/N. WHALEN**
"THAT this meeting reconvenes at 11:32 a.m."
CARRIED
- 25-401** **ROAD BUILDING – MISSION PLACE/R. PALMER**
"THAT RM of North Qu'Appelle No 187 approve engaging Wyatt Engineering for preliminary road and drainage planning for Mission Place."
CARRIED
- 25-402** **NVWMA LORAAS BINS/N. WHALEN**
"THAT RM of North Qu'Appelle No 187 offer a land lease to NVWMA to utilize the RM land at Lot 5 Blk 7 Plan AN4277 for the NVWMA Loraas bins with conditions."
CARRIED
- 25-403** **SEA CONTAINER REQUEST-MISSION PLACE/G. SPANIER**
"THAT RM of North Qu'Appelle No 187 extend the date of removal of the sea container at Lot 5-6 Blk 3 Plan No. 73R13727, to September 1, 2026."
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, August 19, 2025, 9:00 am

- 25-404 ROAD LEASE REQUEST -B 101514350/G. SPANIER**
“THAT RM of North Qu’Appelle No 187 direct Administration to proceed with negotiating a potential road lease agreement for the west road allowance between NW 09-21-14 W2M and NE 09-21-14 W2M, based on the recommendation split lease option, contingent upon adjacent landowner interest.”
CARRIED
- 25-405 WIDE AWAKE BRIDGE RESTRICTION/N. WHALEN**
“THAT RM of North Qu’Appelle No 187 remove the restriction on Wide Awake Bridge and review road condition October 28, 2025.”
CARRIED
- 25-406 WELL ROAD – SEA CONTAINERS AND LOT CONSOLIDATION REQUEST/N. WHALEN**
“THAT RM of North Qu’Appelle No 187 authorize the Administrator to permit the sea containers to remain until summer 2026 pending successful rezoning, and approach widening.”
CARRIED
- 25-407 HAMLET COMMUNITY COMMITTEE POLICY/R. PALMER**
“THAT RM of North Qu’Appelle No 187 instruct the administrator to draft a policy for hamlet community committees.”
CARRIED
- 25-408 RECESS/N. WHALEN**
“THAT this meeting be recessed at 1:58 p.m.”
CARRIED

Reeve N. Whalen asked that the meeting reconvenes at 2:05 p.m.
- 25-409 RECONVENE/N. WHALEN**
“THAT this meeting reconvenes at 2:10 a.m.”
CARRIED
- 25-410 CLOSED SESSION/N. WHALEN**
“THAT the RM Council, all members present in person, move into closed session at 2:10 p.m., as per The Municipalities Act clause 120(2)(b) and LA FOIP section 16(1)(b) &(c).”
CARRIED
- 25-411 RECONVENE/N. WHALEN**
“THAT the RM Council reconvenes to regular session at 3:09 p.m.”
CARRIED
- 25-412 ADJOURNMENT/G. SPANIER**
“That the regular meeting of Council be adjourned at 3:09 p.m.”

Approved this  day of September, 2025

 Administrator

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

Administration Report to Council

Tuesday, August 19, 2025

Financial Summary – As of August 15, 2025

CIBC Bank Balance: \$36,279.74
Conexus Bank Balance: \$746,493.79
Reserve Account Balance: \$441,001.55
Taylor Beach Reserve: \$176,775.59

Permit & Regulatory Updates

Road & Infrastructure Concerns (RICs)

- **11 new RICs opened** (tall grass, garbage, grading/wash board, gravel, patching)

Permit Applications (2025)

- **Total Applications:** 30 (5 move, 4 demo, 21 development/build)
 - **Status:**
 - 1 Denied
 - 5 Require More Information (RMI)
 - 0 In Review
 - 0 At PBI
 - 24 Approved (4 move, 4 demo, 16 dev/build)
-

Key Administrative Updates

- **Meetings**
 - Status meeting with MNP on August 7, 2025. MNP to review draft financial model. Meeting with Council on August 14, 2025, to review outcomes of that meeting.
 - **Building Permits:**
 - Files are progressed as far as possible at this time.
 - Currently no new applications.
 - Expecting more applications to be received this month from dialogue with property owners and developers.
 - **Assessment:**
 - 1 Assessment appeal outstanding. Hearing scheduled for September 3, 2025. Nothing required from the RM for the hearing.
 - **Taxation:**
 - Handling taxation concerns from ratepayers as received.
 - **Bylaw Drafting:**
 - Administration will begin on traffic bylaws with consultation from Council.
 - **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.
-



Operational Notes

- **Assistant Administrator:**
 - Working with Taxervice 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
- **Office Assistant:**
 - Working with MuniSoft to fix report concerns
 - Website updates
 - Payroll
 - Document destruction project
 - Payment collections
 - General Ledger Analysis

Key Dates & Deadlines (July 2025)


- ✓ **August 1** – Deadline to send financial statement to Minister of Gov. Relations
- ✓ **August 10** – School tax collections remitted to the province
- ✓ **August 10** – SMHI, C & D tax collections remitted
- ✓ **August 15** – Payroll deductions filed & remitted to CRA & MEPP
- ✓ **August 15** – Deadline for completion of the Mill Rate Return
- ✓ **August 15** – Deadline for preparing tax roll.
- ✓ **August 31** – Deadline to send tax notices
- ✓ **August** – Deadline to adopt budget.
- ✓ **August** – Deadline to levy education property taxes.
- ✓ **August** – Deadline to levy taxes and send notices in the month which offers the greatest discount (August).

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



RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00128 to 2025-00152

Bank Code - AP - AP GENERAL

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025-0008	08/01/2025	De Lage Landen Financial	01202508		196.47	196.47
					Total Other:	196.47
					Total AP:	196.47




Bank Code - AP Conexus - Conexus Chequing

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
2- Man	07/15/2025	Lowe, Gwen Pay 07152025	PP July 2-July 15, 2025	1,857.94	1,857.94
3- Man	07/15/2025	Webster. Lloyd Pay 07152025	PP July 2-July 15, 2025	2,118.36	2,118.36
4- Man	07/15/2025	Horsman, Devin Pay 07152025	PP July 2-July 15, 2025	1,847.95	1,847.95
5- Man	07/15/2025	Bowes, Todd Pay 07152025	PP July 2-July 15, 2025	1,786.80	1,786.80
6- Man	07/15/2025	Wowk, Charmain Pay 07152025	PP July 2-July 15, 2025	2,083.80	2,083.80
7- Man	07/15/2025	Bergman, Brian Pay 07152025	PP July 2-July 15, 2025	1,683.69	1,683.69
8- Man	07/15/2025	Zacharuk, Rebecca Pay 07152025	PP July 2-July 15, 2025	1,395.90	1,395.90
9- Man	07/15/2025	Czemerer, Nicole Pay 07152025	PP July 2-July 15, 2025	268.47	268.47
10- Man	07/15/2025	Ross, Natasha Pay 07152025	PP July 2-July 15, 2025	40.84	40.84
11	07/15/2025	Myers, Leonard Pay 07152025	PP July 2-July 15, 2025	1,566.00	1,566.00
12- Man	07/22/2025	Zacharuk, Rebecca Advnace	Advance	500.00	500.00
13- Man	07/29/2025	Whalen, Nikolas 07292025	Reeve Council Indemnity & Expen	978.68	978.68
14- Man	07/29/2025	Palmer, Ron 07292025	Div 2 Council Indemnity & Expen	750.00	750.00
15- Man	07/29/2025	Boehme, Joshua 07292025	Div 3 Council Indemnity & Expen	743.55	743.55
16- Man	07/29/2025	Churko, Bernard 07292025	Div 4 Council Indemnity & Expen	750.00	750.00
17- Man	07/29/2025	Spanier, Garnet 07292025	Div 6 Indemnity & Expenses	750.00	750.00
18- Man	07/29/2025	Lowe, Gwen Pay 07292025	PP July 16-July 29, 2025	1,924.74	1,924.74
19- Man	07/29/2025	Webster. Lloyd Pay 07292025	PP July 16-July 29, 2025	2,118.36	2,118.36
20- Man	07/29/2025	Horsman, Devin Pay 07292025	PP July 16-July 29, 2025	1,888.33	1,888.33
21- Man	07/29/2025	Bowes, Todd Pay 07292025	PP July 16-July 29, 2025	25.00	25.00
22- Man	07/29/2025	Wowk, Charmain Pay 07292025	PP July 16-July 29, 2025	2,240.92	2,240.92
23- Man	07/29/2025	Bergman, Brian Pay 07292025	PP July 16-July 29, 2025	1,865.20	1,865.20
24- Man	07/29/2025	Zacharuk, Rebecca Pay 07292025	PP July 16-July 29, 2025	1,212.64	1,212.64
25- Man	07/29/2025	Czemerer, Nicole Pay 07292025	PP July 16-July 29, 2025	204.82	204.82
26- Man	07/29/2025	Schill, Rylan Pay 07292025	PP July 16-July 29, 2025	1,004.67	1,004.67
27	07/29/2025	Myers, Leonard Pay 07292025	PP July 16-July 29, 2025	1,728.00	1,728.00
28- Man	07/31/2025	Wowk, Charmain Adv07312025	Charmain Advance	800.00	800.00
29	08/07/2025	Alsco LSAS1640164 LSAS1641701 LSAS1643280 LSAS1644866	Coverall Rental Coverall Rental Coverall Rental Coverall Rental	69.22 69.22 69.22 69.22	276.88
30	08/07/2025	Balfour, Allan Appealfeex4	Assessment Appeal refund	300.00	300.00
31	08/07/2025	Brandt Tractor Ltd. 4173141 4173053	772GP Repair/Parts 772GP Repair/Parts	-1,182.72 1,321.09	138.37
32	08/07/2025	Conexus Credit Union			





RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00128 to 2025-00152

COMPUTER CHEQUE

Payment #	Date	Vendor Name		Invoice Amount	Payment Amount
		Invoice #	Reference		
		25972jun-jul-01	Mastercard Jun 12-Jul 13	1,515.85	1,515.85
33	08/07/2025	Cupar C & D Area Authority			
		July 2025	July Payment	142.10	142.10
34	08/07/2025	HBI Office Plus INC			
		INV205273-01	Office Supplies	142.86	142.86
35	08/07/2025	Jackson Bros. Bobcat Services			
		Jun statemen-01	June 2025 Statement	2,824.50	2,824.50
36	08/07/2025	Limelight Signs & Design Ltd.			
		3307-01	Traffic Signs	1,803.75	1,803.75
37	08/07/2025	Erica McChesney			
		RVPLTax error01	Reimburse tax- wrong municipality	2,466.69	2,466.69
38	08/07/2025	Minister of Finance			
		RP-2025-239	Police Service	55,605.40	55,605.40
39	08/07/2025	Ministry of Finance			
		Issued Minister of Finance			
		PVSD-07312025	Remittance	32,995.64	32,995.64
40	08/07/2025	MNP LLP			
		12604149	LRFP work/service to July 29	6,982.50	6,982.50
41	08/07/2025	Municipal Employees'			
		07162025	PP ending Jul 15, 2025	3,392.92	
		07312025	PP ending Jul 29, 2025	3,064.14	6,457.06
42	08/07/2025	MuniSoft			
		2025/26-01978	utility notices	67.26	67.26
43	08/07/2025	Provincial Assoc of Resort Com			
		Conference beyo	Conference Beyond the Shores -S	275.00	275.00
44	08/07/2025	PC Place			
		CW-60948	Monthly Licensing	143.69	143.69
45	08/07/2025	Receiver General			
		07162025	PP ending Jul 15,2025	6,199.91	
		07292025	PP ending Jul 29,2025	5,539.90	
		Jul council-01	council Jul Remittance	55.54	11,795.35
46	08/07/2025	RMAA			
		RMAA Fall Meet	RMAA Fall Meeting	60.00	60.00
47	08/07/2025	Saskatchewan Health Authority			
		2210907	Well Testing	23.00	23.00
48	08/07/2025	Sask Energy			
		755233-Offic-02	SaskEnergy Office	54.95	
		177 Com ave jul	SaskEnergy Shop	56.25	111.20
49	08/07/2025	SaskTel			
		7679378July	RM office services	242.49	242.49
50	08/07/2025	Sask Power			
		5480-000-0002	SaskPower Invoice	1,544.57	1,544.57
51	08/07/2025	Sask Tel Cmr			
		07312025-05	Foreman Cell	91.66	91.66
52	08/07/2025	SGI Auto Fund Division			
		878NDC-02	Peterbilt Registration and Insuranc	1,346.14	1,346.14
53	08/07/2025	Smith, Michael John			
		Assess Appeal	Assesement Appeal Refund	75.00	75.00
54	08/07/2025	TAXervice			
		2436804-810	Tax Enforcement- professional ser	3,763.20	3,763.20
55	08/07/2025	UMAAS			
		07312025	2024 UMAAS Fall Workshop	210.00	210.00
56	08/07/2025	Valley Lawn & Tree LTD			
		July 2025-01	Garbage Collection -July services	6,597.42	6,597.42
57	08/07/2025	Yannikostas, Constantine			
		07302025	19 Beaver @ \$60	1,140.00	1,140.00
58	08/07/2025	Yeryk, Kenneth F.			
		Assessappeal01	Refund assessment appeal fee	75.00	75.00
59	08/07/2025	Receiver General			
		07312025	EI 2024 balance owing	80.61	80.61
60- Man	08/12/2025	Lowe, Gwen			
		Pay 08122025	PP July 30-Aug 12, 2025	1,977.85	1,977.85
61- Man	08/12/2025	Webster. Lloyd			
		Pay 08122025	PP July 30-Aug 12, 2025	2,118.36	2,118.36
62- Man	08/12/2025	Horsman, Devin			
		Pay 08122025	PP July 30-Aug 12, 2025	1,923.55	1,923.55
63- Man	08/12/2025	Wowk, Charmain			

RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00128 to 2025-00152

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			Pay 08122025	PP July 30-Aug 12, 2025	1,743.07	1,743.07
64- Man	08/12/2025	Bergman, Brian				
			Pay 08122025	PP July 30-Aug 12, 2025	1,907.87	1,907.87
65- Man	08/12/2025	Zacharuk, Rebecca				
			Pay 08122025	PP July 30-Aug 12, 2025	1,216.72	1,216.72
66- Man	08/12/2025	Ross, Natasha				
			Pay 08122025	PP July 30-Aug 12, 2025	158.55	158.55
67- Man	08/12/2025	Schill, Rylan				
			Pay 08122025	PP July 30-Aug 12, 2025	1,365.82	1,365.82
68	08/12/2025	Myers, Leonard				
			Pay 08122025	PP July 30-Aug 12, 2025	1,188.00	1,188.00
69	08/19/2025	BG Prairie Distributors Ltd.				
			PI0036237	Diesel exhaust fluid	443.99	443.99
70	08/19/2025	Conexus Credit Union				
			25972Jul-Aug	Mastercard Ju3 14-Aug 13	1,528.87	1,528.87
71	08/19/2025	Crown Shred & Recycling				
			27484	bin rental	12.60	
			28901	bin rental	12.60	
			28052	extra material shred	150.12	175.32
72	08/19/2025	Czemerer, Nicole				
			SarmHonorarium	SARM Honorarium -Mentor Progra	3,000.00	3,000.00
73	08/19/2025	Dionco Sales				
			31159	503500 Mower base	39,635.88	
			INV-31160	502300 Mower sidearm base	32,620.51	72,256.39
74	08/19/2025	Loraas Disposal				
			8209245	Garbage Collection- Container Rei	1,003.18	1,003.18
75	08/19/2025	Modern Propane Ltd.				
			20763	Propane -May	82.66	82.66
76	08/19/2025	Peagam, Linda				
			July 2025-05	July NQGPA Administration	510.00	510.00
77	08/19/2025	Prairie Co-operative Ltd.				
			july74757--02	July Statement	11,107.71	11,107.71
78	08/19/2025	Profile Tire				
			31092	Oil 5w30 blend and filter wix	101.61	
			31116	Equipment Repair/Parts	36.63	
			31346	Mount/install 4 tires on 150 CAT	11,924.13	12,062.37
79	08/19/2025	RoBo Sales				
			Jul stat. #37	fuel -husgavarn 2 stroke whipper s	88.78	
			Jul stat # 39	Chainsaw Repair/Parts	39.56	
			Jul stat # 30	Chainsaw Repair/Parts	24.85	153.19
80	08/19/2025	SaskWater				
			SW092717	Fixed Charge	5,728.98	5,728.98
81	08/19/2025	Success Office Systems				
			INV459834	Photocopier July	452.13	452.13
82	08/19/2025	C.L. Tulik Excavation LTD.				
			2336	Division 4 6 Gravel	1,046.48	1,046.48
83	08/19/2025	Dwayne Heimlich				
			co-op 2137	Taylor Beach Gift Cards	1,750.00	1,750.00
Total Computer Cheque:						298,328.91

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1	08/07/2025	REV - De Lage Landen Financial				
Total Automatic Withdrawal:						0.00
Total AP Conexus:					298,328.91	
Grand Total:					298,525.38	

Certified Correct This August 15, 2025



Date Printed
08/15/2025 3:49 PM

RM of North Qu'Appelle
List of Accounts for Approval
Batch: 2025-00128 to 2025-00152



Reeve

Administrator

Date Printed
08/11/2025 2:40 PM

RM of North Qu'Appelle
Bank Reconciliation - Detailed

Page 1

Conexus RM Reserve Account
For Statement Date 07/31/2025

110-110-180 - Cash - Bank - Reserves

Previous GL Balance (06/30/2025):	439,936.66
Debits:	0.00
Credits:	0.00

GL Balance to 07/31/2025: 439,936.66

Service Charge:	0.00
Interest Charge:	0.00
Interest Revenue:	1,064.89

Adjusted Book Balance 441,001.55

Previous Statement Balance (06/30/2025):	439,936.66
Transactions in statement period:	1,064.89

Bank Statement Balance: 441,001.55

Deposits in Transit

Subtotal:

Outstanding Payments

Subtotal:

Total Uncleared: 0.00

Adjusted Bank Balance 441,001.55

Notes



Date Printed
08/11/2025 2:41 PM

RM of North Qu'Appelle
Bank Reconciliation - Detailed

Page 1

RM Conexus Cheqing Account
For Statement Date 07/31/2025

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

Previous GL Balance (06/30/2025):	282,033.13
Debits:	127,338.23
Credits:	-122,665.49
GL Balance to 07/31/2025:	286,705.87
Service Charge:	-47.25
Interest Charge:	0.00
Interest Revenue:	709.07

Adjusted Book Balance287,367.69

Previous Statement Balance (06/30/2025):	282,033.13
Transactions in statement period:	13,929.81

Bank Statement Balance:295,962.94

Deposits in Transit

Subtotal:

Outstanding Payments

Count	Date	Type	Source	Transaction Description	Amount
1	07/29/2025	AP	Ch 13	Whalen, Nikolas	-978.68
2	07/29/2025	AP	Ch 14	Palmer, Ron	-750.00
3	07/29/2025	AP	Ch 15	Boehme, Joshua	-743.55
4	07/29/2025	AP	Ch 16	Churko, Bernard	-750.00
5	07/29/2025	AP	Ch 17	Spanier, Garnet	-750.00
6	07/29/2025	AP	Ch 21	Bowes, Todd	-25.00
7	07/29/2025	AP	Ch 23	Bergman, Brian	-1,865.20
8	07/29/2025	AP	Ch 25	Czemerer, Nicole	-204.82
9	07/29/2025	AP	Ch 27	Myers, Leonard	-1,728.00
10	07/31/2025	AP	Ch 28	Wowk, Charmain	-800.00
Subtotal:					-8,595.25
Total Uncleared:					-8,595.25
Adjusted Bank Balance					287,367.69

Notes



Date Printed
08/11/2025 2:40 PM

RM of North Qu'Appelle
Bank Reconciliation - Detailed

Page 1

SAVINGS CIBC
For Statement Date 07/31/2025

110-110-130 - Cash - Bank - Savings

Previous GL Balance (06/30/2025):	178,857.48
Debits:	0.10
Credits:	0.00
GL Balance to 07/31/2025:	178,857.58
Service Charge:	0.00
Interest Charge:	0.00
Interest Revenue:	231.20

Adjusted Book Balance 179,088.78

Previous Statement Balance (06/30/2025):	178,857.48
Transactions in statement period:	231.30

Bank Statement Balance: 179,088.78

Deposits in Transit

Subtotal:

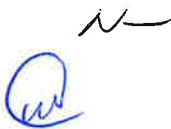
Outstanding Payments

Subtotal:

Total Uncleared: 0.00

Adjusted Bank Balance 179,088.78

Notes



Date Printed
08/11/2025 2:38 PM

RM of North Qu'Appelle
Bank Reconciliation - Detailed

Page 1

CIBC - *****-01118
For Statement Date 07/31/2025

110-110-120 - Cash - Bank - CIBC

Previous GL Balance (06/30/2025):	136,830.61
Debits:	0.00
Credits:	-102,901.64
GL Balance to 07/31/2025:	33,928.97
Service Charge:	0.00
Interest Charge:	0.00
Interest Revenue:	804.31

Adjusted Book Balance 34,733.28

Previous Statement Balance (06/30/2025):	177,413.32
Transactions in statement period:	-140,718.66

Bank Statement Balance: 36,694.66

Deposits in Transit

Subtotal:

Outstanding Payments

Count	Date	Type	Source	Transaction Description	Amount
1	05/29/2025	AP	Ch 13194	Churko, Bernard	-750.00
2	06/24/2025	AP	Ch 13256	Churko, Bernard	-750.00
3	07/16/2025	AP	Ch 13293	Echo Ridge Golf Course	-85.00
4	07/16/2025	AP	Ch 13307	Rural Municipal	-350.00
5	07/16/2025	AP	Ch 13314	Valley Pumps & Softners	-26.38
Subtotal:					-1,961.38

Total Uncleared: -1,961.38

Adjusted Bank Balance 34,733.28

Notes



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

Printed: 2025-08-14 12:57:02 PM

Page 1 of 6

End date: 2025-07-31 Start Date: 2025-01-01

Account Nu		Current	Year to Date	Budget
Revenues				
Taxation				
Municipal Taxes				
410-110-100	General Municipal Levy - Rural	987,179.05	987,179.05	987,179.05
410-110-110	General Municipal Levy - Urban	940,380.20	940,380.20	946,666.36
410-110-120	General Municipal Levy - Taylor Be	112,349.50	112,349.50	98,686.68
410-110-125	General Municipal Levy - Jasmin S	97,058.69	97,058.69	97,058.69
410-120-100	Abatements and Adjustments	-94.25	-94.25	0.00
410-130-100	Discount on Municipal Tax - Rural	-1,001.28	-1,044.15	-29,000.00
410-130-110	Discount on Municipal Tax - Urban	-1,348.33	-1,600.41	-25,000.00
410-130-120	Discount on Municipal Tax - Taylor	-73.91	-99.30	-3,625.75
410-130-125	Discount on Municipal Tax - Jasmin	0.00	-9.29	-4,000.00
Total Municipal Taxes:		2,134,449.67	2,134,120.04	2,067,965.03
Penalties on Taxes				
410-400-200	Penalty on Mun Taxes Arrears - Rur	752.12	6,482.78	2,000.00
410-400-210	Penalty on Mun Taxes Arrears - Urb	607.27	6,298.88	2,000.00
410-400-220	Penalty on Mun. Taxes Arrears - T.B	0.71	130.31	100.00
410-400-250	Penalty on Mun. Taxes - Tax Enforc	92.83	1,058.31	250.00
Total Penalties on Taxes:		1,452.93	13,970.28	4,350.00
Total Taxation:		2,135,902.60	2,148,090.32	2,072,315.03
Fees & Charges				
420-100-100	F&C - Custom Work	1,036.00	19,167.02	28,590.00
420-100-115	F&C - A/R Interest	7.75	66.07	300.00
420-100-120	F&C - CW- TB Hamlet clearing acc.	2,226.00	4,552.13	63,892.01
420-100-125	F&C - CW - Jasmin Clearing Acct.	605.63	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	0.00	0.00	6,210.00
420-200-300	F&C - Sale of R.M. Maps	12.00	578.07	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	5,870.00	17,740.00	16,480.00
420-710-210	F&C - Development Permits	200.00	1,100.00	2,110.00
420-710-215	F&C - Planning & Development	0.00	0.00	710.00
420-800-100	F&C - Tax Certificate	210.00	1,690.00	2,710.00
420-800-200	F&C - General Office Services Provi	112.50	2,954.25	9,420.00
420-800-220	F&C - Appeal Fees	525.00	525.00	0.00
420-850-130	F&C - Sewage Lagoon Fees	0.00	0.00	50,690.00
Total Fees & Charges:		10,804.88	52,954.31	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
430-400-100	M&D- Zoning Amendment Request	0.00	409.30	0.00
Total Maintenance & Development:		0.00	7,709.30	20,702.00
Utility Revenue				
440-110-100	Water - Water Sales	1,034.50	5,308.75	8,460.00
Total Utility Revenue:		1,034.50	5,308.75	8,460.00
Grants & Contributions				
450-110-100	Unconditional - (Revenue Sharing)	0.00	60,445.50	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
450-230-120	Gas Tax Taylor Beach	0.00	0.00	3,052.80

Handwritten signature

Handwritten signature

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

Printed: 2025-08-14 12:57:02 PM

Page 2 of 6

End date: 2025-07-31 Start Date: 2025-01-01

Account Nu		Current	Year to Date	Budget
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	1,416.63	11,666.65	15,250.00
Total Grants & Contributions:		1,416.63	113,563.01	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	2,809.57	25,606.85	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:		2,809.57	27,523.76	69,880.00
Total Revenues:		2,151,968.18	2,359,676.54	2,833,919.24
Expenditures				
General Government Services				
510-110-110	GG - Council - Ind. Meeting - Reeve	650.00	4,550.00	8,400.00
510-110-112	GG - Council Ind. Meeting - Div. 2	400.00	2,800.00	4,800.00
510-110-113	GG - Council Ind. Meeting - Div. 3	400.00	2,800.00	4,800.00
510-110-114	GG - Council Ind. Meeting - Div. 4	400.00	2,800.00	4,800.00
510-110-116	GG - Council Ind. Meeting - Div. 6	400.00	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	16,922.39	120,919.88	220,000.00
510-120-110	GG - Council - Payroll Benefits	27.77	5,273.78	4,000.00
510-130-110	GG - Admin - Wage Liability	1,044.37	7,716.34	0.00
510-130-230	GG - Benefits - Administration	2,732.77	41,192.63	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	0.00	22,821.00	18,306.00
510-200-152	GG - Cont - Assessment SAMA TB	0.00	0.00	2,990.00
510-200-155	GG - Cont - Assessment SAMA Jas	0.00	0.00	1,525.00
510-200-170	GG - Cont. - Advertising	30.00	117.75	2,600.00
510-200-180	GG - Cont. - Building Permits	2,418.00	8,379.00	30,000.00
510-200-190	GG - Cont. - Photocopying	289.50	2,423.67	4,500.00
510-200-192	GG - Shred- Record Destruction	150.80	1,072.74	2,050.00
510-210-110	GG - Reeve - Travel & Meals	200.00	1,400.00	2,400.00
510-210-112	GG - Division 2 - Travel & Meals	200.00	1,400.00	2,400.00
510-210-113	GG - Division 3 - Travel & Meals	200.00	1,550.00	2,400.00
510-210-114	GG - Division 4 - Travel & Meals	200.00	1,603.00	2,400.00
510-210-116	GG - Division 6 - Travel & Meals	200.00	1,400.00	2,400.00
510-210-121	GG - Cont. - Professional Services	6,450.00	27,874.16	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	146.90	1,249.80	3,000.00
510-210-170	GG - Admin. - Travel & Meals	1,735.23	3,394.55	3,500.00
510-210-180	GG - Admin. Training	350.00	3,567.05	4,000.00
510-215-110	GG- Reeve- Office/Phone	150.00	1,050.00	1,800.00

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

Printed: 2025-08-14 12:57:02 PM

Page 3 of 6

End date: 2025-07-31 Start Date: 2025-01-01

Account Nu		Current	Year to Date	Budget
510-215-112	GG- Division 2 - Office/Phone	150.00	1,050.00	1,800.00
510-215-113	GG- Division 3- Office/Phone	150.00	900.00	1,800.00
510-215-114	GG- Division 4 - Office/Phone	150.00	900.00	1,800.00
510-215-116	GG- Division 6 - Office/Phone	150.00	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	0.00	13,012.46	13,820.00
510-240-120	GG - Cont - Memberships/Subscript	0.00	452.79	350.00
510-240-150	GG - Cont. - Conference Fees	0.00	71.43	150.00
510-240-151	GG-Cont- Council Mtg Location Ch	100.00	100.00	0.00
510-250-100	GG - Cont. - Comm. website	75.00	153.74	560.00
510-260-100	GG - Cont. - Tax Enforcement/Colle	-3,584.00	-3,584.00	440.00
510-270-100	GG - Cont. - Maintenance office yar	0.00	1,224.72	1,000.00
510-270-150	GG - Cont. - Repairs	0.00	954.90	0.00
510-280-100	GG - Cont. - ISC	0.00	200.00	500.00
510-280-130	GG - Cont. - Bylaw Enforcement	324.10	433.70	3,000.00
510-290-100	GG - Cont. - Bank Charges	47.25	414.19	110.00
510-290-120	GG - Cont - Penny Rounding	-0.01	4.95	50.00
510-300-110	GG - Utility - Heat	0.00	1,474.26	2,560.00
510-300-120	GG - Utility - Power	0.00	990.38	1,940.00
510-300-130	GG - Utility - Water & Sewer	327.45	636.30	1,100.00
510-300-140	GG - Utility - Telephone	282.14	1,768.32	3,570.00
510-400-110	GG - Maint. - Stationery	0.00	909.20	0.00
510-400-120	GG - Maint. - Postage	0.00	4,662.50	4,500.00
510-410-140	GG - Maint. - Office Supplies	149.45	2,283.71	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	3,741.59	4,000.00
510-410-160	GG - Maint. - Other #1	0.00	-9,669.41	0.00
510-420-100	GG - Maint. - Janitor Supplies	0.00	20.60	0.00
510-490-100	GG - Maint. - Office Repairs & Main	0.00	1,202.04	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	0.00	252.63	5,000.00
510-900-120	GG -Taylor Beach - expenses	0.00	0.00	1,000.00
Total General Government Services:		34,156.33	333,921.19	585,342.01
Protective Services				
520-210-100	PS - Police - Justice Requisition	0.00	0.00	30,575.00
520-210-120	PS - Police - Justice Requisition TB	0.00	0.00	4,875.00
520-210-125	PS - Police - Justice Requisition Ja	0.00	0.00	2,550.00
525-210-100	PS - Fire - EMS Contract - 911	0.00	1,927.80	1,550.00
525-210-110	PS - Fire - Contracted Services RM	8,805.98	34,059.08	20,290.00
525-210-120	PS - Fire - Contracted Service TB	0.00	0.00	3,533.51
525-210-125	PS - Fire - Contracted Services Jas	0.00	0.00	1,815.00
525-450-100	PS - Fire - Other	0.00	0.00	380.00
Total Protective Services:		8,805.98	35,986.88	65,568.51
Transportation Services				
530-110-120	TS - Maint. - Salaries	22,550.12	142,800.71	258,140.00
530-120-120	TS - Maint. - Benefits	3,259.38	55,999.27	61,200.00
530-160-100	TS - Maint - Clothing/Boot Allowanc	400.00	696.79	1,600.00
530-160-110	TS - Maint. - Wage Liability	1,284.79	8,192.80	0.00
530-210-100	TS - Maint. - Contract - Dust Contro	0.00	134.96	10,000.00
530-210-110	TS - Maint. - Contract - Surfacing	78,954.23	78,954.23	0.00
530-210-121	TS - Maint. - Contract Professional	3,294.00	12,633.04	27,500.00
530-210-122	TS - Maint. - Contract RM Crew - O	2,226.00	2,226.00	7,000.00
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

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

Printed: 2025-08-14 12:57:02 PM

Page 4 of 6

End date: 2025-07-31 Start Date: 2025-01-01

Account Nu		Current	Year to Date	Budget
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	0.00	2,865.70	9,500.00
530-290-100	TS - Maint. - Contracted Repairs	0.00	0.00	1,500.00
530-300-110	TS - Maint. - Utility - Heat	112.22	2,233.22	3,330.00
530-300-120	TS - Maint. - Utility - Power	0.00	1,924.71	1,940.00
530-300-130	TS - Maint. - Utility - Water & Sewer	327.45	636.30	1,110.00
530-300-140	TS - Maint. - Utility - Telephone	187.53	1,100.18	2,410.00
530-310-100	TS - Maint. - Utility - Street Lights	0.00	4,478.32	10,610.00
530-310-200	TS - Utility - Street Lights - T.B.	0.00	827.33	1,550.00
530-310-205	TS - Utility - Street Lights Jasmin S	0.00	970.79	1,950.00
530-400-130	TS - Maint. - Materials - Fluids	0.00	26.67	350.00
530-400-150	TS - Maint. - Supplies	0.00	0.00	1,340.00
530-410-100	TS - Maint. - Small Tools	102.77	102.77	3,000.00
530-410-120	TS - Maint. - Shop Supplies	613.90	3,166.52	10,390.00
530-410-140	TS - Maint. - Equipment Rental	0.00	1,210.01	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	0.00	13.24	300.00
530-420-108	TS - Maint. - Repair/Parts - Champi	0.00	415.63	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	128.63	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	298.99	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	0.00	0.00	1,500.00
530-420-127	TS - Main - Repair/Parts - 15 GMC	0.00	-6,190.33	400.00
530-420-129	TS- Main - Repair/Parts JD Grader	1,129.44	3,049.12	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	10,529.32	53,018.82	120,000.00
530-430-120	TS - Maint. - Machine - Grader Blad	1,214.04	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	0.00	920.08	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	0.00	31,630.00	0.00
530-440-114	TS - Maint. Gravel/Sand Div. 4	14,580.13	17,545.86	0.00
530-440-116	TS - Maint. - Gravel/Sand Div. 6	2,863.70	35,798.18	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	2,763.55	2,763.55	15,000.00
530-460-110	TS - Maint. - Dust Control	0.00	18,200.00	0.00
530-470-100	TS - Maint. - Road/Street Signs	472.08	1,411.58	4,550.00
530-600-150	TS - Purchase of Cap Asset - Infras	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	3,018.81	6,000.00
537-210-100	TS - Snow - Contracted Removal	0.00	2,120.00	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	605.63	605.63	1,250.00
537-430-100	TS - Snow - Salt Sand	0.00	5,700.00	18,500.00
Total Transportation Services:		148,326.40	644,633.68	1,128,057.00




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

Printed: 2025-08-14 12:57:02 PM

Page 5 of 6

End date: 2025-07-31 Start Date: 2025-01-01

Account Nu		Current	Year to Date	Budget
Environmental Health Services				
540-200-110	EH - Waste Collection/Disposal - co	5,819.05	31,590.65	60,550.00
540-200-120	EH - Waste Collection/Disposal -co	813.05	4,878.30	9,802.00
540-200-125	EH - Waste Collect/Disposal Cont J	419.72	2,518.32	5,050.00
540-200-140	EH - Waste Disposal Site NVWM R	0.00	20,483.80	40,970.00
540-200-142	EH - Waste Disposal Site NVWM T	0.00	0.00	5,325.84
540-200-145	EH - Waste Disposal Site NVWM Ja	0.00	0.00	2,750.00
540-200-150	EH - Waste Disposal - Lagoon SK	5,456.17	32,737.02	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	0.00	0.00	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	4,280.20	6,666.36	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	147.80	0.00
540-900-120	EH - Other TB - Defibrulator	0.00	954.00	250.00
Total Environmental Health Services:		16,935.99	112,050.89	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	0.00	387.50	70,000.00
560-240-100	P&D - Cont. - Memberships/Subscri	1,062.21	1,062.21	1,700.00
560-250-102	P&D- Contract- OHTB - Calling Lak	0.00	0.00	227.50
560-250-105	P&D - Cont. - Jasmin Calling Lakes	0.00	0.00	120.00
Total Planning & Development Services:		1,062.21	1,449.71	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	0.00	10,398.75	10,400.00
570-290-120	R&C - Cont. - Library Requisition T	0.00	0.00	1,352.00
570-290-125	R&C - Cont. - Library Requisition Ja	0.00	0.00	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	0.00	120.70	120.00
580-300-120	UT - Water - Power	0.00	779.77	1,410.00
Total Utility Expenditures:		0.00	900.47	6,710.00
Total Expenditures:		209,286.91	1,139,341.57	2,123,447.86
Change in Net-Financial Assets		1,942,681.27	1,220,334.97	710,471.38
Change in Non-Financial Assets		0.00	-3,058.24	0.00
Change in Net Assets		1,942,681.27	1,223,393.21	710,471.38
Transfer to Capital Fund		0.00	0.00	0.00
Transfer to Reserves		0.00	0.00	493,490.00
Transfer from Reserves		0.00	0.00	0.00
Change in Surplus		1,942,681.27	1,223,393.21	216,981.38



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


Printed: 2025-08-14 12:57:02 PM


Page 6 of 6

End date: 2025-07-31 Start Date: 2025-01-01

Account Nu	Current	Year to Date	Budget
------------	---------	--------------	--------

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


Nik Whalen
Reeve

August 19, 2025
(Date)

Charmain Wowk
Administrator

RM of North Qu'Appelle
Jasmin on Echo Financial Statement

Printed: 08/11/2025 2:54:21 PM

Page 1 of 1

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

Account Numb	Account Description	Balance	Total for Date	Budget
Revenue				
410-110-125	General Municipal Levy - Jasmin	97,058.69	97,058.69	97,058.69
410-130-125	Discount on Municipal Tax - Jasmi	-482.61	-482.61	-4,000.00
450-120-125	Unconditional Rev Share - Jasmin	0.00	0.00	4,853.00
450-230-125	Conditional Gas Tax - Jasmin SS	0.00	0.00	1,526.40
Total Revenue:		96,576.08	96,576.08	99,438.09
Expenses				
510-210-124	GG - Cont - Jasmin SSA Admin S	0.00	0.00	25,000.00
510-210-129	GG - Cont - Jasmin SSA Governa	0.00	0.00	3,900.00
510-200-155	GG - Cont - Assessment SAMA J	1,503.47	1,503.47	1,525.00
520-210-125	PS - Police - Justice Requisition J	3,714.44	3,714.44	2,550.00
525-210-125	PS - Fire - Contracted Services Ja	1,815.69	1,815.69	1,815.00
530-220-130	TS - Maint. - Jasmin SSA Rd Cre	0.00	0.00	5,000.00
537-210-305	TS - Snow - Winter Maint. Jasmin	605.63	605.63	1,250.00
530-310-205	TS - Utility - Street Lights Jasmin	1,129.63	1,129.63	1,950.00
530-220-135	TS - Maint. - Contract Mowing Jas	0.00	0.00	500.00
540-200-125	EH - Waste Collect/Disposal Cont	2,938.04	2,938.04	5,050.00
540-200-145	EH - Waste Disposal Site NVWM	1,368.32	1,368.32	2,750.00
540-200-157	EH - Waste Disposal Lagoon Jas	1,575.63	1,575.63	1,670.00
540-200-158	EH - Landfill/Lagoon Road Haul J	0.00	0.00	400.00
540-210-305	EH - Cont. - Jasmin Trees/Weed	0.00	0.00	500.00
540-210-125	EH - Cont. - Jasmin Pub. Reserve	0.00	0.00	500.00
570-290-125	R&C - Cont. - Library Requisition	694.64	694.64	700.00
570-500-125	R&C - Grants & Cont. Town Rec J	0.00	0.00	270.00
560-250-105	P&D - Cont. - Jasmin Calling Lake	70.96	70.96	120.00
570-270-205	R&C - Cont - Rec/Community Eve	0.00	0.00	500.00
Total Expenses:		15,416.45	15,416.45	55,950.00
Revenue Excess/(Shortfall)		81,159.63	81,159.63	43,488.09
Reserves				
Total Reserves:		0.00	0.00	0.00



RM of North Qu'Appelle
Taylor Beach Financial Statement

Printed: 08/15/2025 8:08:49 AM

Page 1 of 1

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

Account Numb	Account Description	Balance	Total for Date	Budget
Revenue				
410-110-120	General Municipal Levy - Taylor B	112,349.50	112,349.50	98,686.68
410-130-120	Discount on Municipal Tax - Taylor	-1,111.26	-1,111.26	-3,625.75
410-400-220	Penalty on Mun. Taxes Arrears - T	131.02	131.02	100.00
450-120-120	Unconditional Rev Shar OH - T.B.	9,705.00	9,705.00	9,705.00
450-230-120	Gas Tax Taylor Beach	0.00	0.00	3,052.80
470-900-122	Other Revenue - OHTB Donation	26.49	26.49	0.00
Total Revenue:		121,100.75	121,100.75	107,918.73
Expenses				
510-110-120	GG - Hamlet Board Indemnity - T.	0.00	0.00	750.00
510-200-152	GG - Cont - Assessment SAMA T	3,040.70	3,040.70	2,990.00
510-210-122	GG - Cont - TB Admin Services	0.00	0.00	47,852.01
510-210-125	GG- Cont - Governance Share O	0.00	0.00	7,540.00
510-240-120	GG - Cont - Memberships/Subscri	727.79	727.79	350.00
510-900-120	GG -Taylor Beach - expenses	0.00	0.00	1,000.00
520-210-120	PS - Police - Justice Requisition T	7,512.29	7,512.29	4,875.00
525-210-120	PS - Fire - Contracted Service TB	3,672.14	3,672.14	3,533.51
530-210-122	TS - Maint. - Contract RM Crew -	2,226.00	2,226.00	7,000.00
530-210-126	TS - Cont - Paving/Cold Mix OHT	0.00	0.00	15,000.00
530-210-128	TS - TB Rip Rap - Taylor Culvert	0.00	0.00	10,000.00
530-310-200	TS - Utility - Street Lights - T.B.	963.29	963.29	1,550.00
537-210-303	TS- Snow- Snow Removal OHTB	2,326.13	2,326.13	1,500.00
540-200-120	EH - Waste Collection/Disposal -c	3,868.99	3,868.99	9,802.00
540-200-142	EH - Waste Disposal Site NVWM	2,767.36	2,767.36	5,325.84
540-200-152	EH - Waste Disposal Lagoon Kate	11,220.00	11,220.00	11,220.00
540-200-156	EH - Sewage Lagoon road Taylor	0.00	0.00	1,852.00
540-900-120	EH - Other TB - Defibrulator	954.00	954.00	250.00
560-250-102	P&D- Contract- OHTB - Calling La	143.50	143.50	227.50
570-270-200	R&C - Cont. - Community cleanup	0.00	0.00	100.00
570-290-120	R&C - Cont. - Library Requisition	1,404.87	1,404.87	1,352.00
570-420-142	R&C-Supplies-OHTB Social/Sport	0.00	0.00	500.00
570-500-120	R&C - Grants & ContributionsTow	0.00	0.00	520.00
Total Expenses:		40,827.06	40,827.06	135,089.86
Revenue Excess/(Shortfall)		80,273.69	80,273.69	-27,171.13
Reserves				
310-110-200	Organized Hamlet Taylor Beach R	176,775.59	0.00	0.00
Total Reserves:		176,775.59	0.00	0.00



RURAL MUNICIPALITY OF NORTH QU'APPELLE NO. 187

BYLAW NO. 2025-10

A BYLAW TO AUTHORIZE THE DISBURSEMENT OF FUNDS FOR ROUTINE AND BUDGETED EXPENDITURES

The Council of the Rural Municipality of North Qu'Appelle No. 187, in the Province of Saskatchewan, enacts as follows:

1. Title

This Bylaw may be cited as the *"Authorized Disbursement Bylaw"*.

2. Purpose

The purpose of this Bylaw is to provide clear authorization for the disbursement of funds for wages and other routine or budgeted expenses without requiring individual council resolutions for each payment.

3. Authority to Disburse Funds

3.1 Authorized Expenditures Without Council Resolution

The Administrator, together with the Reeve or other designated signing authority, is authorized to issue payment for the following expenditures without prior council resolution, provided the expenditure is:

- (a) included in the annual operating or capital budget adopted by council; or
- (b) required by legislation; or
- (c) approved through a contract or agreement previously authorized by council.

3.2 Examples of Authorized Payments

Authorized expenditures may include, but are not limited to:

- Employee wages, salaries, and statutory payroll deductions (e.g., CPP, EI, income tax)
- Employer contributions to pension and benefit plans
- Utility bills and service charges
- Insurance premiums
- Contracted services authorized by council
- Recurring monthly expenses within the approved budget

4. Signing Authority

All cheques and electronic payments shall be signed or authorized by:

- The Administrator; and
- The Reeve or another council member.
- The Administrator and Assistant Administrator in the absence of a council member.

5. Reporting to Council

All payments made under this Bylaw shall be reported to council at the next regular meeting by means of a payment register or list of accounts for approval for information purposes.

6. Emergency Expenditures

In accordance with section 159 (b) of *The Municipalities Act*, in the event of an emergency where immediate expenditure is necessary for the protection of life, property, or the environment, the Administrator is authorized to make such expenditures, with the approval of the Reeve, and shall report the expenditure to council at the earliest opportunity.

7. Repealed

Bylaw 1-90 is hereby repealed.



8. Coming into Force

This Bylaw shall come into force and take effect on the date of its final passing.

Municipal Adoption

1st Reading:

2nd Reading:

3rd Reading:



Reeve

{Seal}



Administrator

RURAL MUNICIPALITY OF NORTH QU'APPELLE NO. 187

BYLAW NO. 2025-11

A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE DUTIES AND POWERS OF THE ADMINISTRATOR AND DESIGNATED OFFICERS

The Council of the Rural Municipality of North Qu'Appelle No. 187 in the Province of Saskatchewan enacts as follows:

PART I – PURPOSE AND DEFINITIONS

1. Short Title

This Bylaw may be cited as the "Administration Bylaw".

2. Purpose

The purpose of this Bylaw is to:

- Establish the powers, duties, and functions of the Administrator and other designated officers;
- Clarify roles in signing municipal documents, agreements, and disbursements;
- Support continuity in municipal operations and management.

3. Definitions

(a) "Act" means *The Municipalities Act*;

(b) "Municipality" means the Rural Municipality of North Qu'Appelle No. 187;

(c) "Administrator" means the Administrator appointed pursuant to section 110 of *The Municipalities Act*;

(d) "Assistant Administrator" means the municipal employee assigned to assist the Administrator and designated under this Bylaw;

(e) "Foreman" means the Public Works Foreman employed by the Municipality.

PART II – ADMINISTRATOR

4. Establishment of Position

The position of Administrator is hereby established in pursuant to section 110 of the Act. Council shall, by resolution, appoint an individual to the position qualified under *The Rural Municipal Administrators Act*. The Administrator is the Chief Administrative Officer of the Municipality.

5. General Responsibilities

The administrator shall perform the duties and exercise the powers and functions that are assigned by *The Municipalities Act*, any other acts, this bylaw, or any other bylaw or resolution of council.

6. Specific Duties

Without limiting the generality of section 5 of this bylaw, the administrator shall:

- (a) Take charge of and safely keep all books, documents and records of the municipality that are committed to his or her charge;
- (b) Produce, when called for by the council, auditor, minister or other competent authority, all books, vouchers, papers and moneys belonging to the municipality;



- (c) On ceasing to hold office, deliver all books, vouchers, papers and moneys belonging to the municipality to their successor in office or to any other person that the council may designate;
- (d) Ensure all minutes of council meetings are recorded;
- (e) Record the names of all council members present at council meetings;
- (f) Ensure the minutes of each council meeting are given to the council for approval at the next regular council meeting;
- (g) Ensure the safe keeping of the corporate seal, bylaws, minutes, funds, securities and any other records or documents of the municipality;
- (h) Advise the council of its legislative responsibilities pursuant to *The Municipalities Act* or any other act;
- (i) Provide the minister with any statements, reports or other information that may be required by *The Municipalities Act* or any other act;
- (j) Ensure that the official correspondence of council is carried out in accordance with council's directions;
- (k) Maintain an indexed register containing certified copies of all bylaws of the municipality;
- (l) Deposit cash collections that have accumulated to ten thousand dollars (\$10,000.00), at least once a month, but not more than once a day, in the bank or credit union designated by council;
- (m) Disburse the funds of the municipality in the manner and to those directed by law or by the bylaws or resolutions of council;
- (n) Maintain an accurate account of assets and liabilities and all transactions affecting the financial position of the municipality in accordance with generally accepted accounting principles;
- (o) Ensure that the financial statements and information requested by resolution are submitted to council;
- (p) Complete a financial statement for the preceding financial year in accordance with the generally accepted accounting principles for municipal governments recommended from time to time by the Chartered Professional Accountants of Canada by June 15 of each year;
- (q) Be responsible for the hiring, suspension and dismissal of all employees of the municipality;
- (r) Witness any oaths or affirmations required pursuant to *The Municipalities Act*;
- (s) Send copies of bylaws for closing roads and closing and leasing roads to the Minister of Highways;
- (t) Bring to council's attention any resignation(s) of elected officials;
- (u) Record each abstention in the meeting minutes that may occur at the time of voting;
- (v) At the first meeting in January of each year, provide all bond or equivalent insurance of employees to council;
- (w) Sign minutes of council and committee meetings;
- (x) Sign bylaws;
- (y) Sign cheques and other negotiable instruments;
- (z) Provide copies of public documents upon request or payment of fee;
- (aa) Provide notice of first meeting of council;
- (bb) Call a special meeting when lawfully requested to do so;
- (cc) Determine the sufficiency of a petition for a public meeting of voters;
- (dd) Determine the sufficiency of a petition for a referendum;
- (ee) Note any change reported on a council member's annual declaration to the member's public disclosure statement, including the date that change was noted;
- (ff) Make each public disclosure statement and declaration available for public inspection during regular business hours;
- (gg) Provide copies of public disclosure statements to any designated officials when directed to do so by council;
- (hh) Record in the minutes every declaration of conflict of interest, including the general nature and material details of the disclosure and any abstention or withdrawal;



- (ii) Provide information to the auditor;
- (jj) Send amended tax notices when required and make necessary adjustments to the tax roll;
- (kk) Provide for payment of writ of execution against the municipality; and
- (ll) Produce certain records upon request of inspector appointed by the minister.

7. Additional Duties

The administrator shall:

- (a) Act as the returning officer for all elections under *The Local Government Election Act, 2015*.
- (b) Ensure that public notice is given as required in the Act, any other act, and/or as required by council in this bylaw, any other bylaw or resolution.
- (c) Ensure the policies and programs of the municipality are implemented, maintained and enforced.
- (d) Advise, inform and make recommendations to council on the:
 - i. Operations and affairs of the municipality;
 - ii. Policies and programs of the municipality; and
 - iii. The financial position of the municipality.
- (e) Supervise all operations of the municipality, ensuring appropriate internal controls are in place and followed.
- (f) Be responsible for the preparation and submission of the annual budget.
- (g) Monitor and control spending within the budget established by council.
- (h) Make routine expenditures until the annual budget is adopted by council.
- (i) Call for tenders in accordance with the RM of North Qu'Appelle No. 187's established purchasing policy, and ensuring consistency with any provincial, national or international trade agreements related to municipal procurement.
- (j) Purchase goods, services or work in accordance with the RM of North Qu'Appelle No. 187's established purchasing policy, and ensuring consistency with any provincial, national or international trade agreements related to municipal procurement.
- (k) Award contracts in accordance with the RM of North Qu'Appelle No. 187's established purchasing policy, and ensuring consistency with any provincial, national or international trade agreements related to municipal procurement.
- (l) Conduct negotiations for land purchases, annexations, etc.
- (m) Attend meetings of council and other meetings as council directs.

PART III – OTHER POSITIONS AND DUTIES

8. Signing Authority

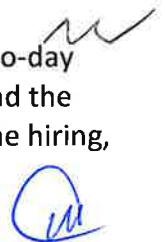
In accordance with the Bylaw authorizing disbursement of funds for routine and budgeted expenditures, the Assistant Administrator is authorized to sign disbursements in the absence of all members of Council, jointly with the Administrator.

9. Establishment of Position

If the administrator is unable to act for any reason, council will appoint a person within 30 days to fill the position of administrator in an acting capacity. This appointment will be for a period of no longer than three months. Should council require to extend the appointment of the acting administrator beyond three months, they will obtain permission from the Board of Examiners.

10. Foreman

The Public Works Foreman is an employee of Council and is responsible for the day-to-day operations of the public works department in consultation with the Administrator and the Public Works Committee. The Foreman will work jointly with the Administrator on the hiring, discipline, and dismissal of public works employees.



11. Establishment of Positions

The administrator is permitted to hire employees necessary for the operations of the municipality subject to the approved municipal budget.

12. Duties

The administrator will determine the job description and list of duties for each position established. Council and/or council committees may provide suggestions regarding municipal operations and duties to the administrator.

PART IV – DELEGATION OF AUTHORITY

13. Delegation

The Administrator is authorized to delegate any of their duties or functions to another employee of the Municipality, except those that must be performed personally under legislation.

PART V – SIGNING AUTHORITY

14. Agreements

All agreements to which the Municipality is a party shall be signed by the Reeve and the Administrator. In the absence of either, the Deputy Reeve or Assistant Administrator, respectively, may sign.

15. Cheques and Disbursements

Cheques and other negotiable instruments must be signed by the Administrator and a member of Council. In the absence of a designated Council member, the Assistant Administrator is authorized to sign jointly with the Administrator for routine and budgeted expenditures.

PART VI – COMING INTO FORCE

15. Repealed

Bylaw 2021-007 is hereby repealed.

16. Coming into Force

This Bylaw shall come into force and take effect on the date of its final passing.

Municipal Adoption

1st Reading:

2nd Reading:

3rd Reading:

{Seal}



A handwritten signature in black ink, appearing to be "M. L. L.", written over a horizontal line.

Reeve

A handwritten signature in blue ink, appearing to be "J. L.", written over a horizontal line.

Administrator