

**RURAL MUNICIPALITY OF VANSCOY NO. 345**

*Minutes of the Regular Meeting of Council for the Rural Municipality of Vanscoy No. 345 held in the RM of Vanscoy Council Chambers, #300 Main Street Vanscoy, Saskatchewan Thursday, September 12, 2024*

Reeve: Leonard Junop (via conference call)  
Councillors

Division 1: James Harvey  
Division 2: Jeff Colborn  
Division 3: Jeff Kielo

Division 4: Brandon Little  
Division 5: Liana Larson  
Division 6: Dean Gregory

Administrator Leanne Mack  
Assistant Administrator Heather Fantie

Deputy Reeve Harvey chaired the meeting.

Deputy Reeve James Harvey called the meeting to order at 9:01 am C.S.T.

**Conflict of Interest Declaration**

None

**Agenda**

01-09-2024 Little: That the agenda be accepted as presented.

*Carried*

**Approval of Minutes**

02-09-2024 Kielo: That the minutes of the Regular Meeting of Council held on Thursday, August 8, 2024 be approved as presented.

*Carried*

**Statement of Financial Activities**

03-09-2024 Larson: That the Statement of Financial Activities for the month of August 2024 be accepted as presented.

*Carried*

**List of Accounts for Approval**

04-09-202 Colborn: That the accounts submitted for payment totaling \$1,237,570.29 as per attached listing of voucher Nos.11430-11462 and electronic transfer Nos. 1011-1046;  
AND FURTHER THAT the August 1-31, 2024 & July 22- August 18, 2024 payroll \$62,101.13 and Council indemnity \$3,907.02 July 1-31, 2024, transferred by direct deposit through Paymate, as attached here to and forming a part of these minutes, be approved for payment.

*Carried*

**Monthly Bank Reconciliations**

05-09-2024 Kielo: That the Bank Reconciliations for the month of July & August 2024 be approved as presented.

*Carried*

*Jodi Henares (Planner) 9:26 am joined the meeting to present the August Planning & Development Report*

**Suspend Meeting**

06-09-2024 Little: That Council suspend the regular council meeting for the purpose of opening the Public Hearings at 9:49 am.

*Carried*

**Public Hearing for Proposed Bylaw 19-2024**

*Deputy Reeve Harvey formally opened the Public Hearing at 9:49 am to receive any comments and submissions regarding proposed Bylaw 19-2024, being a Bylaw to amend Bylaw No. 2/18, known as the Official Community Plan*

**Attendees from the Public:** There were no attendees from the public

*Planner Jodi Henares presented the written report regarding the proposed Bylaw 19-2024.*

**Intent of the Application:** Proposed Bylaw No. 19-2024 will amend the Zoning Bylaw No. 2/18 to accommodate the following changes:

- 1. 3.4.2 Agriculture Land Use and Development – Policies is amended by replacing subsection (5) with the following:

*(5) Dwellings*

- (a) One single detached dwelling, manufactured dwelling or mobile home will be permitted as a principal use subject to site size requirements. A garage suite or garden suite may be permitted if accessory to a principal dwelling. A garden suite must be approved by a resolution of Council.*
- (b) One principal dwelling will be permitted for agricultural operations. Additional dwelling units may be permitted, by a resolution of Council, if accessory to a legitimate agricultural operation, if it is intended to accommodate farm workers or is a garden suite. A garage suite may be permitted if accessory to a principal dwelling.*
- (c) The granting of a dwelling development permit by Council for accessory dwelling units shall not be construed, in any way, as consent or approval for future subdivision.*

**Public Comments:** No written or verbal comments or telephone calls from the public were received.

*Deputy Reeve Harvey closed this Public Hearing at 9:50 am*

**Public Hearing for Proposed Bylaw 20-2024**

*Deputy Reeve Harvey formally opened the Public Hearing at 9:50 am to receive any comments and submissions regarding proposed Bylaw 20-2024, being a Bylaw to amend Bylaw No. 3/18, known as The Zoning Bylaw*

**Attendees from the Public:** There were no attendees from the public

*Planner Jodi Henares presented the written report regarding the proposed Bylaw 20-2024.*

**Intent of the Application:** Proposed Bylaw No. 20-2024 will amend the Zoning Bylaw No. 3/18 to accommodate the following changes:

2. Section 2 Interpretation is amended by adding the following in alphabetical order:

*Contractor's Facility: A property used by businesses that provide off-site services such as construction, landscaping, road paving, and utility installation. It includes areas for the storage of materials, equipment, and vehicles, administrative offices for business operations, and facilities for the repair and maintenance of equipment and vehicles. Additionally, it may include indoor storage and employee facilities.*

*Grain bins: Cylindrical storage structures constructed from corrugated sheets or sheet metal, with a coned metal roof that includes vents. They have aeration systems in the floor to regulate air flow, temperature, and humidity, and feature tubed conveyors at the top for transporting grain. The bins are supported by a concrete base."*

3. Section 3.3.1 is amended by adding the following subsection:

(9) Grain Bins

4. Section 4.15 Setback from Centre Line of Roads is amended as follows:

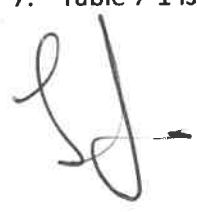
- (1) *The minimum setback of all buildings, except Municipal Facilities and sites that abut internal subdivision roads, from the centre line of a municipal road allowance, grid road, main farm access road or provincial highway on all sites shall be 46 metres (150 feet).*
- (2) *The minimum setback of Municipal Facilities, from the centre line of a municipal road allowance, grid road, main farm access road or provincial highway on all sites shall be 23 metres (75 feet).*
- (3) *The minimum setback of sites that abut internal subdivision roads shall observe the minimum front yard setbacks as identified in the specific regulation for those districts.*

5. 6.2.3 Residential Uses is amended by removing the following from subsection (1):  
*"that legally existed on June 14, 2018."*

6. Table 6-1 is amended by removing *"that legally existed on June 14, 2018."* from Single detached Dwellings, manufactured dwellings, and mobile homes as a principal use and changing the development standards to read as follows:

Principal Use	Minimum Site Area [ha (ac)]	Maximum Site Area [ha (ac)]	Minimum Site Frontage	Minimum Front Yard (m)	Minimum Rear yard (m)	Minimum Side Yard (m)
Single detached dwellings, manufactured dwellings, and mobile homes as a principal use	64.75 (160) <sup>(1)</sup>	no maximum	30	15	10	10

7. Table 7-1 is amended by replacing all Minimum Front Yard requirements to 3 metres.

YM  


8. 10.2.2 Commercial District – Light Industrial Uses is amended by adding the following:  
 (9) Contractor’s Facility

9. Table 10-1 shall be amended to add the following use and development standards:

Principal Use	Minimum Site Area [ha (ac)]	Minimum Site Frontage	Minimum Front Yard (m)	Minimum Rear yard (m)	Minimum Side Yard (m)
Contractor’s Facilities	0.4 (1.0)	30	7.6	(1)	3

10. 11.2.1 Industrial District –Industrial Uses is amended by adding the following:  
 (28) Contractor’s Facility

11. Table 11-1 shall be amended to add the following use and development standards:

Principal Use	Minimum Site Area [ha (ac)]	Maximum Site Area [ha (ac)]	Minimum Site Frontage	Minimum Front Yard (m)	Minimum Rear yard (m)	Minimum Side Yard (m)
Contractor’s Facilities	0.4 (1.0)	(1)	30	10	(2)	4

**Public Comments:** No written or verbal comments or telephone calls from the public were received. Council decided to remove the following portion of the Grain Bins definition after coned metal roof: “that includes vents. They have aeration systems in the floor to regulate air flow, temperature, and humidity, and feature tubed conveyors at the top for transporting grain. The bins are supported by a concrete base.”

*Deputy Reeve Harvey closed this Public Hearing at 9:52 am*

**Reconvene Meeting**

07-09-2024 Gregory: That the Regular Meeting of Council reconvene at 9:50 am.

*Carried*

**Bylaw No. 19-2024 – Official Community Plan Bylaw Amendment - 2<sup>nd</sup> Reading**

08-09-2024 Junop: That Bylaw No. 19-2024 being a Bylaw to amend the RM of Vanscoy Official Community Plan Bylaw No. 2/18, be given second reading.

*Carried*

**Bylaw No.19-2024 – Official Community Plan Bylaw Amendment- 3<sup>rd</sup> Reading & Adoption**

09-09-2024 Colborn: That Bylaw No. 20-2024 being a Bylaw to amend the RM of Vanscoy Official Community Plan Bylaw No. 2/18, be read a third time and adopted.

*Carried*

**Bylaw No. 20-2024 – Zoning Bylaw Amendment - 2<sup>nd</sup> Reading**

10-09-2024 Little: That Bylaw No. 20-2024 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18 as amended, be given second reading.

*Carried*

**Bylaw No.20-2024 – Zoning Bylaw Amendment- 3<sup>rd</sup> Reading & Adoption**

11-09-2024 Gregory: That Bylaw No. 20-2024 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be read a third time and adopted.

*Carried*

4m  


*Councilor Larson exited the meeting at 10:05 am*

*Heather Fantie exited the meeting 10:20 am*

*Heather Fantie & Councilor Larson entered the meeting at 10:24 am*

*Jodi Henares exited the meeting at 10:26 am*

*Superintendent Loewen entered the meeting at 11:05 am  
To discuss general municipal maintenance operations*

**Inter-Municipal Hauling Policy**

12-09-2024 Harvey: That council adopt the Inter-Municipal Hauling Policy as presented.

*Carried*

**Proposed Irrigation Project**

13-09-2024 Harvey: That Council has no objections to the proposed irrigation development located SE 03-35-07 W3 and will allow the applicant to place the pipeline in the RM road allowance subject to the following conditions:

- i. The applicant enter into a road work agreement; and
- ii. Required permits be obtained from all approving authorities.

*Carried*

**Road Maintenance Agreement – Henry Klop**

14-09-2024 Little: That Council authorize entering into a road maintenance agreement with Henry Klop for the purpose of hauling approximately 1,860 tonnes of sand, in accordance with the conditions identified within the Road Maintenance Agreement.

*Carried*

**Clearing the Path Program**

*Tabled*

**Recess**

15-09-2024 Harvey: That this meeting recess at 12:14 pm for 30 minutes.

*Carried*

**Reconvene meeting**

Deputy Reeve Harvey called the meeting to order at 12:53 pm

*Superintendent Loewen did not return to the meeting after reconvene.*

*Police Chief Mochoruk entered the meeting at 12:56 pm*

**Grader Quotes**

16-09-2024 Junop: That Council approve the grader quote submitted by Brandt for a 2024 John Deere 670G, 5 year/7000hour comprehensive warranty with a trade in value of \$274,500 plus PST.

*Defeated*

**Closed Session**

17-09-2024 Larson: That this meeting be closed to the public as per *The Local Authority Freedom of Information and Protection of Privacy Act Part III* for discussion of Strategic Planning at 12:57 pm

*Carried*

4m 

Names of parties present during closed session: James Harvey, Jeff Kielo, Jeff Colborn, Brandon Little, Liana Larson, Dean Gregory, Leonard Junop, Leanne Mack, Heather Fantie and Police Chief Mochoruk.

**Closed Session Ends**

18-09-2024 Gregory: That Council move out of closed session and that the Public Meeting resume at 1:20 pm.

*Carried*

*Police Chief Mochoruk exited the meeting at 1:30 pm*

*Superintendent Loewen entered the meeting at 1:36 pm*

**Grader Quotes**

19-09-2024 Junop: That Council approve the quote submitted by Brandt for a 2024 John Deere 770G 6 year/7000 hour comprehensive warranty with a trade in value of \$285,000 plus PST; AND FURTHER THAT Council authorize the trade in of the 2019 John Deere 770 GP serial number 1DW770GPCJF692243 valued at \$220,000.

*Carried*

*Reeve Junop exited the meeting at 1:42 pm*

*Superintendent Loewen exited the meeting at 1:54 pm*

**Transfer Station Buildings AC Units**

20-09-2024 Larson: That Council approve the purchase of two (2) air conditioning units, with one designated for each of the transfer station buildings. This acquisition aims to improve working conditions and ensure the comfort and safety of personnel operating in these facilities.

*Carried*

**Nomination Period/Advanced Polls – 2024 Municipal Elections**

21-09-2024 Kielo: The Council acknowledges that the Returning Officer will open nominations for the 2024 Municipal election on September 19, 2024, with a deadline of 4:00 pm on October 9, 2024, in accordance with section 66 of *The Local Government Elections Act, 2015*. The election will take place on November 13, 2024; AND FURTHER THAT Council acknowledges that an advance poll for the 2024 municipal election be held on Tuesday, October 29, 2024 from 1:00 pm – 7:00 pm at the RM office located at 300 Main Street or the Village of Vanscoy hall (alternate location) located at 103 1<sup>st</sup> Street West, Vanscoy SK.

*Carried*

**Reports of Administration**

22-09-2024 Little: That the Reports of Administration and Council Committees and other Bodies, be accepted as submitted or as verbally presented.

*Carried*

**Bylaw 17-2024 – Cemetery Bylaw 1<sup>st</sup> Reading**

*Tabled*

**Phase I – Office Renovation**

23-09-2024 Kielo: That Council approve up to \$12,000 plus taxes, for Phase I of the Office Renovation Project. This phase will encompass necessary electrical work, general renovations and the purchase of office furniture for both the Administrator and Planner.

*Carried*

4m  


**RoaData August Activity Report**

24-09-2024 Gregory: That the Overweight Permit Reports from August submitted by RoaData be accepted as presented.

*Carried*

**Bylaw 22-2024 – Repeal Bylaw 1<sup>st</sup> Reading**

25-09-2024 Little: That Bylaw No.22-2024, being a bylaw to repeal bylaws, be introduced and read a first time.

*Carried*

**Bylaw No. 22-2024 – Repeal Bylaw - 2<sup>nd</sup> Reading**

26-09-2024 Gregory: That Bylaw No. 22-2024 be given second reading.

*Carried*

**Three Readings at One Meeting**

27-09-2024 Larson: That Bylaw No. 22-2024 being a bylaw to repeal bylaws, be given three readings at this meeting

*Carried Unanimously*

**Bylaw No. 22-2024 – Repeal Bylaw- 3<sup>rd</sup> Reading & Adoption**

28-09-2024 Kielo: That Bylaw No. 22-2024 being a Bylaw to repeal bylaws, be read a third time and adopted.

*Carried*

**Proposed Parks & Recreation Appointment Policy**

29-09-204 Little: That Council adopt the Parks & Recreation Appointment Policy as presented.

*Carried*

**Building Officials Appointment**

30-09-2024 Harvey: That Council appoint the following as the building officials for the Rural Municipality of Vanscoy No. 345:

- Clayton Meier – BOL332
- Ryan Thiessen – BOL555
- Shenah Cartier - BOL622
- Clint Vargo – BOL798
- Kelsey Rebryna – BOL 818
- Matthew Stepp – BOL807
- of MuniCode Services Ltd.

Under the authority of section 16 of *The Construction Codes Act*.

*Carried*

**Accounts Receivable Abatement**

31-09-2024 Harvey: The Council rejects the ratepayer's request for a partial abatement of their accounts receivable invoice, as the ratepayer was duly notified in accordance with the Weed Control Order, which was sent by registered mail; AND FURTHER THAT the Administrator remind the property owners that a second cut is required in the fall.

*Carried*

**Tax Abatement Request**

32-09-2024 Little: That Council approve the tax abatement request submitted by the property owner located at SE 20-36-07 W3 Parcel A in accordance with *The Municipalities Act* section 293(2)(a) in the following amount:



4m

ROLL NO.	LEGAL LAND DESCRIPTION	MUNICIPAL TAX LEVY	PRAIRIE SCHOOL TAX LEVY	TOTAL
426 100	SE 20-36-07 W3 Parcel A	\$2,074.70	\$1,307.50	\$3,382.20

*Carried*

**Donation Request – Prairie Spirit School Division – Vanscoy School**

33-09-2024 Little: That Council instruct the administrator to send correspondence to the following:

- Vanscoy School

As Council navigates through the numerous donation requests that the RM of Vanscoy receives each year, the Council regrets that the RM is unable to accommodate requests at this time.

*Carried*

**Access Communications – New Contract Internet/Telephone/Fax Services**

34-09-2024 Gregory: That Council terminate the contract with SaskTel for telephone, internet, and fax services and enter into a five (5) year contract with Access Communications at a rate of \$507.00 per month. The services provided will include telephone, internet, and fax line, resulting in a monthly savings of \$234 for the RM.

*Carried*

**Canada Community Building Fund Agreement**

35-09-2024 Kiolo: That Council enter into the new Municipal Funding Agreement with the Government of Canada & Saskatchewan effective from April 1, 2024 until March 31, 2034. This funding is calculated on a per capita basis; AND FURTHER THAT the Deputy Reeve and Administrator are authorized to execute the agreement on the municipalities behalf.

*Carried*

**Stars Annual Donation**

36-09-2024 Gregory: That the RM of Vanscoy contribute to the Voluntary STARS Donation Program administered by SARM with a contribution of \$10,000.00 in accordance with the Grants & Contributions Policy.

*Carried*

**SARM 2024 Midterm Convention Delegates**

37-09-2024 Little: That Reeve Junop and Councilor Gregory be authorized as designated voting delegates for the 2024 SARM midterm Convention to be held at TCU Place in Saskatoon SK on November 20-21, 2024 on behalf of the RM of Vanscoy No. 345; AND FURTHER THAT Councilor Larson, Harvey, Little, Kiolo and the Administrator attend in accordance with the Policy Manual and the Administrator is authorized to attend the SARM Member purchasing workshop to be held on November 19, 2024 at TCU Place in the amount of \$150 plus tax.

*Carried*

**Administrator Holiday Request**

38-09-204 Harvey: That Council approve the holiday request submitted by the Administrator for October 11, 2024.

*Carried*

**Staff Appreciation**

39-09-2024 Little: The Council will hold a staff appreciation event on October 24, 2024, at 3:00 PM at the municipal shop. This event is designed to recognize and celebrate the hard work and dedication of all staff members.

*Carried*

**VOID Cheques**

40-09-2024 Harvey: That Council Void cheque #'s 11309 & 11312.

*Carried*

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**Communications**

41-09-2024 Larson: That all communications be accepted as presented and filed as received.

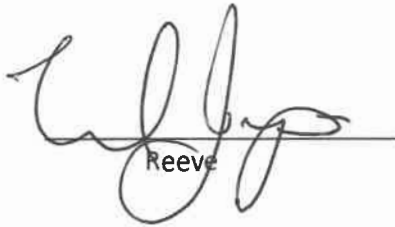
*Carried*

**Adjournment**

42-09-2024 Harvey: That this meeting adjourn at 3:03 pm.

*Carried*

Minutes adopted by resolution of Council on the 10<sup>th</sup> day of October, 2024.



Reeve



Mack  
Administrator