

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 July 14, 2022*

Reeve: Leonard Junop
Councillors

Division 1: James Harvey
Division 2: Don Rayburn
Division 3: Jeff Kielo

Division 4: Orest Michalowski
Division 5: Liana Larson
Division 6: Daryl Jorgenson

Administrator Leanne Mack
Assistant Administrator Heather Fantie

Reeve Leonard Junop called the meeting to order at 9:02 am C.S.T.

Conflict of Interest Declaration

None

Agenda

01-07-2022 Larson: That the agenda be accepted as presented.

Carried

Approval of Minutes

02-07-2022 Michalowski: That the minutes of the Regular Meeting of Council held on Thursday, June 9, 2022 be approved as presented.

Carried

Approval of Special Minutes

03-07-2022 Harvey: That the minutes of the Special Meeting of Council held on Friday June 17, 2022 be approved as presented.

Carried

Statement of Financial Activities

04-07-2022 Rayburn: That the Statement of Financial Activities for the month of June 2022 be accepted as presented.

Carried

List of Accounts for Approval

05-07-2022 Kielo: That the accounts submitted for payment totaling \$363,539.58 as per attached listing of voucher Nos.10373-10418 and electronic transfer Nos. 122&173-210;
AND FURTHER THAT the May 30 - June 12 & June 13-26 & June 27- July 10, 2022 & June 1-30, 2022 payroll transferred by direct deposit through Paymate in the amount of \$70,450.02, as attached here to and forming a part of these minutes, be approved for payment.

Carried

Monthly Bank Reconciliations

06-07-2022 Michalowski: That the Bank Reconciliations for the month of June 2022 be approved as presented.

Carried

Administrator Holiday Request

07-07-2022 Rayburn: That Council approve the request from the Administrator for holidays from July 18-21 and August 25, 2022.

Carried

Closed Session

08-07-2022 Jorgenson: 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 Employee Matters at 9:20 am.

Carried

Heather Fantie exited the meeting at 9:20 am

Names of parties present during closed session: Leonard Junop, James Harvey, Don Rayburn, Jeffery Kielo, Orest Michalowski, Liana Larson, Daryl Jorgenson & Leanne Mack.

Closed Session Ends

09-07-2022 Jorgenson: That Council move out of closed session and that the Public Meeting resume at 9:45 am.

Carried

Administrator Contract

10-07-2022 Harvey: That Council approve the contractual employment agreement between Administrator Leanne Mack and the RM of Vanscoy No. 345 with the amendment to section 2.4 effective November 9, 2022.

Carried

Heather Fantie entered the meeting at 9:47 am

Transfer Stations – Operations Plan & Emergency Response Plan

11-07-2022 Daryl: That Council instruct the Administrator to prepare an Operations Plan & Emergency Response Plan for both Transfer Station sites (Grandora & Pike Lake) for Council's consideration at the August 11, 2022 regular meeting.

Carried

Chad Watson- Urban Systems

joined the meeting at 9:57 am

To present the July Planning & Development Report

Subdivision Application LSD 4 & 5 SW 16-34-06 W3

12-07-2022 Harvey: That the application of Leslie Pippin and Harvey Pippin to subdivide LSD 4 & 5 in SW 16-34-06 W3 to alter the property boundary to remedy the encroachment of a residence on the property line, as shown on the Plan of Proposed Subdivision prepared by Meridian Surveys Ltd. dated June 7, 2022, be APPROVED subject to the applicant being responsible for all costs of the subdivision.

Carried

Urban Systems – Quote for Updated Zoning District Maps

13-07-2022 Kielo: That Council authorize Urban Systems to update the Zoning District Maps in section 5.2 of the Zoning Bylaw as requested by Community Planning to be attached to Bylaw 12-2022 with the approximate cost of \$500.00.

Carried

Rescind Resolutions Bylaw 12-2022

14-07-2022 Kielo: That Resolution Nos. 11-06-2022 & 12-06-2022 for 2nd and adoption Readings of Bylaw No. 12-2022, being a bylaw of the Rural Municipality of Vanscoy No. 345 to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be rescinded due to the addition of Schedule B.

Carried

Mediation Services Agreement

15-07-2022 Daryl: That Council sign the Mediation Agreement between the Village of Vanscoy, Fremont Mediation Services & the RM regarding the annexation.

Carried

Catterall & Wright

16-07-2022 Rayburn: That Council engage Catterall & Wright Consulting Engineers Saskatoon SK, to prepare a proposal to complete a preliminary review of a raw water fill station for the RM of Vanscoy on the future site of the Delisle Co-op at a quoted estimated cost of \$6,000.00 plus applicable taxes; AND FURTHER THAT the Administrator be authorized to sign the proposal on the municipalities behalf.

Carried

Suspend Meeting

17-07-2022 Larson: That we suspend the regular council meeting for the purpose of opening the Public Hearings at 10:29 am.

Carried

Public Hearing Discretionary Use Home Based Business

Reeve Junop formally opened the Discretionary Use Hearing at 10:29 am

to receive any comments and submissions relating to the Discretionary Use Application submitted by Maria Murray, to operate a home-based business consisting of massage clinic on Lot 7 Block 1 Plan 101970536 Ext 0 SW 01-36-07 W3.

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

Intent of Application: The applicants have submitted an application to operate a massage clinic as a home-based business Lot 7 Block 1 SW 01-36-07W3. The application meets the Zoning Bylaw requirements for a home-based business.

Administrator Leanne Mack presented the written report regarding this application for a home-based business, as submitted by Development Officer Chad Watson

Public Comments: Notice of application was sent to all landowners within 75 metres of the subject property. Eight notices were sent out, one comment form was received with no concerns.

Reeve Junop closed this Discretionary Use Hearing at 10:31 am

Reeve Junop formally opened the Public Hearing at 10:31 am to receive any comments and submissions regarding Proposed Bylaw 16-2022, 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.

Intent of Application: Proposed Bylaw No. 16-2022 will amend the Zoning Bylaw No. 3/18 to accommodate the following changes:

1. Section 13 – Maps, The Zoning District Map, is amended by rezoning from A-Agricultural District to AR-Agricultural Residential District, that portion of LSD 3 & 4 SW 30-35-07 W3 shown as Parcels A & B.

Administrator Leanne Mack presented the written report regarding this application to rezone, as submitted by Development Officer Chad Watson

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

Reeve Junop closed this Public Hearing at 10:32 am

Reconvene Meeting

18-07-2022 Larson: That the Regular Meeting of Council reconvene at 10:33 am.

Carried

Bylaw No. 16-2022 – Zoning Bylaw Amendment - 2nd Reading

19-07-2022 Michalowski: That Bylaw No. 16-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be given second reading.

Carried

Bylaw No.16-2022 – Zoning Bylaw Amendment- 3rd Reading & Adoption

20-07-2022 Larson: That Bylaw No. 16-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be read a third time and adopted at this meeting.

Carried

Discretionary Use Application – Home-based business – Massage Clinic Lot 7 Block 1 SW 01-36-07 W3

21-07-2022 Kielo: That the application of Maria Murray to operate a home based business consisting of a massage clinic on Lot 7 Block 1 Plan 101970536 Ext 0 SW 01-36-07 W3 be APPROVED subject to:

- i. The applicant being responsible for all costs of the discretionary use application;
- ii. Hours of operation are to be 10:00 am to 8:00 pm on Tuesdays and Sundays, and 3:00 pm to 8:00 pm on Thursday; and
- iii. The permit may be revoked at any time if, in the opinion of Council, the above conditions are no longer met.

Carried

Bylaw No. 12-2022 – Zoning Bylaw Amendment - 2nd Reading

22-07-2022 Kielo: That Bylaw No. 12-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be given second reading.

Carried

Bylaw No.12-2022 – Zoning Bylaw Amendment- 3rd Reading & Adoption

23-07-2022 Jorgenson: That Bylaw No. 12-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be read a third time and adopted at this meeting.

Carried

*Chad Watson - Urban Systems
exited the meeting 10:44 am*

Planning & Development Report

24-07-2022 Jorgenson: That the Planning & Development Report be accepted as presented.

Carried

MuniSoft – Pubworks Standard Extension Quote

25-07-2022 Harvey: That Council accept the quote submitted by MuniSoft for the purchase of the Standard Extension – Pubworks to customize the RM's asset management database by tracking activity and project costs for employees, task and locations as quoted at an estimated cost of \$3,000.00.

Carried

*John Sundquist – Nutrien Vanscoy entered the meeting at 11:14 am
To provide an update on the potash mine*

John Sundquist exited the meeting at 11:27 am

*Scott Golding – Gold Standard Engineering entered the meeting at 11:28 am
To discuss the Asset Management Plan*

Scott Golding exited the meeting at 12:18 pm

Recess

26-07-2022 Michalowski: That this meeting recess at 12:22 pm for 20 minutes.

Carried

Reconvene meeting

Reeve Junop called the meeting to order at 12:42 pm

*Brandon Little entered the meeting at 12:42 pm
To meet Council as the appointee to the Development Appeals Board*

Brandon Little exited the meeting at 12:48 pm

NSF Policy

27-07-2022 Larson: That the NSF Policy 09-2022 that details the procedures and fees for NSF cheques, be approved by Council as presented.

Carried

Minister responsible for Water Security Agency

28-07-2022 Kielo: That Council acknowledge the response received from the Minister responsible for Water Security Agency regarding the Letter of Support dated June 3, 2022 sent from the RM of Vanscoy for the Lake Diefenbaker Irrigation Project.

Carried

Bylaw No. 17-2022 – Business Tax Incentive Bylaw-1st Reading

29-07-2022 Junop: That Bylaw No. 17-2022, being a bylaw to promote commercial and industrial development, be introduced and read a first time.

Carried

Bylaw No. 17-2022 – Business Tax Incentive Bylaw - 2nd Reading

30-07-2022 Larson: That Bylaw No. 17-2022 be given second reading.

Carried

Three Readings at One Meeting

31-07-2022 Harvey: That Bylaw No. 17-2022 being a bylaw to promote commercial and industrial development, be given three readings at this meeting

Carried Unanimously

Bylaw No. 17-2022 – Business Tax Incentive Bylaw- 3rd Reading & Adoption

32-07-2022 Jorgenson: That Bylaw No. 17-2022 being a Bylaw to promote commercial and industrial development, be read a third time and adopted at this meeting.

Carried

Void Cheque

33-07-2022 Kielo: That Council VOID cheque No. 10381 in the amount of \$500.00(Incorrect Name).

Carried

*Superintendent Loewen entered the meeting at 1:02 pm
To present the superintendent report*

Tandem for Sale Tender

34-07-2022 Kielo: Tandem for Sale Tender 2022-04RM345 (VIN #1NKDLUOX12J966463), closing date was June 24, 2022 at 12:00 pm, and the following tenders were submitted:

Company/Person:	Bid amount:
Neway Driving School	\$5,500
Skynorth	\$16,878
Brown's Landscaping	\$25,001
Maxim	\$35,000

That Council award the Tandem for Sale Tender 2022-04RM345 to Brown's Landscaping for the submitted bid of \$25,001 plus taxes. Council's decision to award the tender to Brown's Landscaping was based on Maxim's bid being conditional.

Carried

Tires for Sale Tender

35-07-2022 Rayburn: Tires for Sale Tender 2022-05RM345, closing date was July 5, 2022 at 4:00 pm, and the following tender was submitted:

Company/Person:	Bid amount:
Skynorth	\$255 per tire total \$2,040 plus tax

That Council award the Tires for Sale Tender 2022-05RM345 to Skynorth for the submitted bid of \$2,040 plus tax. Council only received one bid on tender 2022-05RM345.

Carried

Rural Integrated Roads for Growth (RIRG) Funding Application Amendment

36-07-2022 Harvey: That Council amend resolution no. 44-05-2022 by striking out "4.5 Miles of Range Road 3072 south of twp rd 352 to 344 (SW 11-35-07 W3 & SW 26-35-07 W3) " and adding "1 mile of range road 3072 & approximately 4 miles of range road 3074 & twp rd 350 (South SW 11-35-07 W3 to SW 21-34-07 W3)."

Carried

Equipment Purchase- Tri Axle Pony Pup

37-07-2022 Michalowski: That Council approve the purchase of 2023 Midland XL3100 Tri Axle Pony Pup (VIN #2MFA2R7D6PR010148) from Fort Garry Industries Ltd, Lloydminster AB for

\$66,665.40 including taxes; AND FURTHER THAT the RM of Vanscoy No. 345 tender for sale the 2009 Tri Axle gravel pup trailer (VIN #2S9NE36979702140) with the tender to be coordinated by the Superintendent, and that this tender be advertised on the Sasktenders website with tenders closing at 4:00 pm on September 5, 2022.

Carried

Equipment Purchase- Gravel Reclaimer

38-07-2022 Jorgenson: That Council approve the purchase a Gravel Reclaimer from Capital I not to exceed \$70,000 for delivery in April 2023.

Carried

Superintendent Loewen exited the meeting at 1:41 pm

*Annette Smith – Sask Watershed entered the meeting at 1:41 pm
To discuss funding for Prairie Watersheds Climate Program*

Annette Smith exited the meeting at 1:56 pm

Bylaw No. 18-2022 – Cemetery Bylaw – 1st Reading

39-07-2022 Rayburn: That Bylaw No. 18-2022, being a bylaw to maintain, regulate and control the RM of Vanscoy's cemeteries, be introduced and read a first time.

Carried

Councilor Larson exited the meeting at 2:11 pm

Bylaw No. 19-2022 Repeal Bylaw – 1st Reading

40-07-2022 Kielo: That Bylaw No. 19-2022, being a bylaw to repeal bylaws, be introduced and read a first time.

Carried

Bylaw No. 19-2022 Repeal Bylaw – 2nd Reading

41-07-2022 Harvey: That Bylaw No. 19-2022 be given second reading.

Carried

Three Readings at One Meeting

42-07-2022 Michalowski: That Bylaw No. 19-2022 being a bylaw to repeal bylaws, be given three readings at this meeting

Carried Unanimously

Bylaw No. 19-2022 – Repeal Bylaw- 3rd Reading & Adoption

43-07-2022 Jorgenson: That Bylaw No. 19-2022 being a bylaw to repeal bylaws, be read a third time and adopted at this meeting.

Carried

Appointment Building Inspector – Municode

44-07-2022 Kielo: That Council appoint Clayton Meier, Ryan Thiessen, Travis Elkin, Shenah Cartier, Clint Vargo and Jordon Hoffort of Municode Services Ltd as the building officials for the RM of Vanscoy No. 345 in accordance with section 16 of the *Construction Codes Act*.

Carried

Letter of Support – RM of Biggar- Municipal Drought Conditions

45-07-2022 Harvey: That correspondence be forwarded to the Minister of Agriculture and Federal Minister of Agriculture that the Rural Municipality of Vanscoy No. 345 Council is in support of the Rural Municipality of Biggar No. 347 regarding municipal drought conditions in the prairies.

Carried

Legion Delisle Branch #184 –Donation Request

46-07-2022 Kielo: That Council authorizes a donation to the Royal Canadian Legion Delisle branch in the amount of \$2,000 in order to support repairs/maintenance to the Cenotaph in Delisle.

Carried

RoaData – June Reports

47-07-2022 Harvey: That the Overweight Permit Reports from June submitted by RoaData be accepted as presented.

Carried

Engineering Costs for Rural Integrated Roads for Growth (RIRG) application – Urban Systems

48-07-2022 Jorgenson: That Council authorize Urban Systems to prepare an estimate project cost in regards to the RIRG funding application to rebuild/upgrade on 1 mile of range road 3072 & approximately 4 miles of range road 3074 & twp rd 350 (South SW 11-35-07 W3 to SW 21-34-07 W3).

Carried

Personal Target Range

49-07-2022 Kielo: That Council deny the request from Dylan Aadland to have a personal target range due to the proximity to the Town of Delisle and the concern for the safety of the residents in the area.

Carried

Road Maintenance Agreement – Excel Excavating

50-07-2022 Junop: That Council authorize the execution to enter into a Road Maintenance Agreement with Excel Excavating for the purpose of hauling approximately 800 tonne of recycled concrete and base gravel, from June 30 to July 31, 2022, and that approval of this bulk haul be subject to all provisions of the Road Maintenance Agreement.

Carried

Communications

51-07-2022 Michalowski: That all communications be accepted as presented and filed as received.

Carried

Reports of Administration

52-07-2022 Jorgenson: That the Reports of Administration and Council Committees and other Bodies be accepted as presented.

Carried

Adjournment

53-07-2022 Michalowski: That this meeting adjourned at 2:23 pm.

Carried

Minutes adopted by resolution of Council on the 11th day of August, 2022.

Reeve

Administrator