

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, October 13, 2022*

Reeve: Leonard Junop (via electronic means)
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

Deputy Reeve James Harvey called the meeting to order at 9:00 am C.S.T.

Conflict of Interest Declaration

None

Agenda

01-10-2022 Michalowski: That the agenda be accepted as presented.

Carried

Approval of Minutes

02-10-2022 Kielo: That the minutes of the Regular Meeting of Council held on Thursday, September 8, 2022 be approved as presented.

Carried

Statement of Financial Activities

03-10-2022 Jorgenson: That the Statement of Financial Activities for the month of September 2022 be accepted as presented.

Carried

List of Accounts for Approval

04-10-2022 Kielo: That the accounts submitted for payment totaling \$8,038,705.44 as per attached listing of voucher Nos.10513-10556 and electronic transfer Nos. 277-316;
AND FURTHER THAT the September 5-October 2, 2022 & September 1-30, 2022 payroll transferred by direct deposit through Paymate in the amount of \$62,016.84, as attached here to and forming a part of these minutes, be approved for payment.

Carried

Monthly Bank Reconciliations

05-10-2022 Larson: That the Bank Reconciliations for the month of September 2022 be approved as presented.

Carried

Christmas Party 2022

06-10-2022 Rayburn: That Council approve a Christmas party for all Council, commission member's, past Chief of Police and past Reeve, employee's and spouses to be held at Smiley's on December 8, 2022 at 6:00 pm, at a quoted estimated price of \$28.00 per person and a room rate \$200.00.

Carried

Curtis Hemming – Agricultural Producers Association of Saskatchewan (APAS) joined the meeting at 9:30 am to discuss APAS benefits for producers and ratepayers

Curtis Hemming exited the meeting at 10:01 am

Chad Watson & Georgia Smith – Urban Systems joined the meeting 10:04 am to present the September Planning & Development Report

Planning & Development Report

07-10-2022 Jorgenson: That the Planning & Development Report be accepted as presented.

Carried

Bylaw No. 24-2022 - Zoning Bylaw Amendment – 1st Reading

08-10-2022 Rayburn: That Bylaw No. 24-2022, being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, section 4.12 Vehicle Storage and adding section 4.12.4, be introduced and read a first time.

Carried

Public Hearing - Bylaw No. 24-2022

09-10-2022 Kiolo: That Public Notice be given that the Council of the Rural Municipality of Vanscoy No. 345 intends to review and make a decision on a Bylaw to amend Bylaw No. 3/18 known as the Zoning Bylaw, at the December 8, 2022 council meeting at 10:30 am CST.

Carried

Subdivision Application LSD 1 SE 35-34-08 W3

10-10-2022 Larson: That the application of Frank & Beverly Vangool to subdivide an 11.23 ha (27.75 acre) parcel from LSD 1 SE 35-34-08 W3 shown as Parcel C on the Plan of Proposed Subdivision prepared by Webb Surveys dated September 13, 2022 be APPROVED subject to the applicant being responsible for all costs of the subdivision including the provision of the development fee and municipal reserve in the form of cash-in-lieu.

Carried

Suspend Meeting

11-10-2022 Jorgenson: That we suspend the regular council meeting for the purpose of opening the public hearings for Discretionary Use at 10:33 am.

Carried

Public Hearing Discretionary Use – Garden Suite LSD 16 NE 07-34-07 W3

Deputy Reeve James Harvey formally opened the Discretionary Use Hearing at 10:33 am C.S.T. to receive any comments and submissions relating to the Discretionary Use Application submitted by Damir Mulalic to move on a secondary residence to be used as a garden suite on LSD 16 NE 07-34-07 W3.

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

Intent of Application: The applicant has submitted an application to move a secondary residence to be used as a garden suite onto LSD 16 NE 07-34-07 W3. The application meets the Zoning Bylaw requirements for a garden suite.

Administrator Leanne Mack presented the written report regarding this application to have a garden suite, as submitted by Development Officer Chad Watson

Public Comments: Seven Public Notices were sent out to property owners within a 75 metre radius of the affected parcel, one written comment form was received having no concerns. No other written or verbal comments or telephone calls from the public were received at the municipal office.

Deputy Reeve Harvey closed the Discretionary Use Hearing at 10:36 am

Public Hearing Discretionary Use – Home based business Parcel D Plan no. 75S14460 Ext 0, NE 07-34-06 W3

Deputy Reeve James Harvey formally opened the Discretionary Use Hearing at 10:36 am C.S.T. to receive any comments and submissions relating to the Discretionary Use Application submitted by Blake Reddekopp to operate a home based business consisting of a plumbing, heating and electrical company on Parcel D Plan no. 75S14460 Ext 0, NE 07-34-06 W3.

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

Intent of Application: The applicant has submitted an application to operate a plumbing, heating

and electrical company from within an existing shop building on Parcel D Plan no. 75S14460 Ext 0 NE 07-34-06 W3. The application meets the Zoning Bylaw requirements for a home based business.

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

Public Comments: Three Public Notices were sent out to property owners within a 75 metre radius of the affected parcel, one written comment form was received expressing no concerns regarding the application. No other written or verbal comments or telephone calls from the public were received at the municipal office.

Deputy Reeve Harvey closed the Discretionary Use Hearing at 10:38 am

Reconvene Meeting

12-10-2022 Jorgenson: That the Regular Meeting of Council reconvene at 10:38 am.

Carried

Discretionary Use Application – Garden Suite LSD 16 NE 07-34-07 W3

13-10-2022 Harvey: That the application of Damir Mulalic to move a secondary residence to be used as a garden suite onto LSD16, NE 07-34-07 W3 be APPROVED subject to:

- i. The applicant shall be responsible for all costs associated with the discretionary use application;
- ii. The use shall be valid for a maximum of four (4) years from the date of approval, at which time the use shall be discontinued, or a new application is applied for including any fees for the continued use of the Garden Suite;
- iii. The Garden Suite being moved off the site once it is no longer occupied by a person physically dependent on the residents of the principal dwelling; and
- iv. The applicant entering into a development agreement with the Municipality to ensure the Garden suite complies with all relevant requirements of the Zoning Bylaw. The agreement shall be registered by way of an interest upon the Certificate of Title to the land at the full expense of the landowner.

Carried

Discretionary Use Application – Home based business Parcel D Plan no. 75S14460 Ext 0, NE 07-34-06 W3

14-10-2022 Harvey: That the application of Blake Reddekopp to operate a home based business consisting of a plumbing, heating and electrical company on Parcel D Plan no. 75S14460 Ext 0, NE 07-34-06 W3 be APPROVED subject to:

- i. The applicant being responsible for all of the costs of the discretionary use application;
- ii. The permit shall only be valid during the period of time the property is occupied as a residence of the applicant for such permitted use; and
- iii. The permit may be revoked at any time if, in the opinion of Council, standards and regulations for a home based business are no longer met.

Carried

Chad Watson & Georgia Smith exited the meeting 10:40 am

VOID Cheque

15-10-2022 Kielo: That Council VOID cheque no. 10515 in the amount of \$1,840,093.30(incorrect amount).

Carried

Reports of Administration

16-10-2022 Larson: That the Reports of Administration and Council Committees and other Bodies, except for the Superintendent, Police & Fire Commission Reports, be accepted as submitted or as verbally presented.

Carried

November Council Meeting

17-10-2022 Jorgenson: That the November 10, 2022 regular scheduled Council meeting be cancelled; AND FURTHER THAT as per *The Local Government Election Act, 2015* the November Regular Council Meeting be called by the Administrator as legislated, following the November 9th General Municipal Election.

*David Fong – Catterall & Wright joined the meeting at 11:03 am
to discuss the raw water pumping station*

Investing in Canada Infrastructure Program (ICIP) Funding Application rescind resolution 19-11-2022

18-10-2022 Kielo: That the RM of Vanscoy No. 345 apply to the Investing in Canada Infrastructure Program (ICIP) for potential funding to construct a raw water pumping station, to be coordinated with Catterall & Wright, based on the provided summary which included building, mechanical, electrical, raw water storage tanks, utilities, roadway & site grading and geotechnical investigation; AND FURTHER THAT the Administrator be authorized to execute the agreement on the municipality's behalf.

Carried

David Fong exited the meeting at 11:58 am

Reports of Administration

19-10-2022 Rayburn: That the Reports of Administration and Council Committees and other Bodies, except for the Superintendent Report, be accepted as submitted or as verbally presented.

Carried

Order to Remedy – Extension Request Parcel C NE 23-36-07 W3

20-10-2022 Michalowski: That upon request for an extension until July 2023 from the landowner, regarding the Order to Remedy for the use of a camper or travel trailer as a residential use which is not a permitted use of land on Parcel C Plan no. 101665065, NE 23-36-07 W3 resulting in contravention of the RM of Vanscoy No. 345 Zoning Bylaw No. 3/18, the RM of Vanscoy No. 345 Council authorize the issuance of an extension to cease use of the camper or travel trailer as a residential use until July 30, 2023, and that the Order to Remedy remain in effect.

Carried

Bylaw No. 20-2022 –Expenditure Authorization Bylaw– 2nd Reading

21-10-2022 Kielo: That Bylaw No. 20-2022 being a Bylaw to authorize certain expenditures, be given second reading.

Carried

Bylaw No. 20-2022 –Expenditure Authorization Bylaw – 3rd Reading & Adoption

22-10-2022 Jorgenson: That Bylaw No. 20-2022 being a Bylaw to authorize certain expenditures, be read a third time and adopted.

Carried

Asset Management Plan

23-10-2022 Junop: That the Asset Management Plan, be approved by Council as presented.

Carried

Public Notice was provided before Council initially considered the report on a proposed bylaw to close a municipal road in accordance with section 13 The Municipalities Act and Public Notice Bylaw No. 01-2022.

Road Closure 64S15891 – SW 03-35-09 W3

24-10-2022 Kielo: That Council confirms that the road located on the south and west section of Parcel A 64S15891, SW 03-35-09 W3 is no longer needed for use by the public.

Carried

Bylaw No. 23-2022 Road Closing and Selling 1st Reading

25-10-2022 Jorgenson: That Bylaw No. 23-2022 being a bylaw to provide for the closing of a

municipal road or street, be introduced and read a first time. *Carried*

Access to Information Policy

26-10-2022 Larson: That the Access to Information Policy 13-2022, be approved by Council as presented

Carried

Tangible Capital Asset Policy

27-10-2022 Michalowski: That the Tangible Capital Asset Policy 10-2022, be approved by Council as presented; AND FURTHER THAT Council rescind Tangible Capital Asset Policy from November 2008.

Carried

Bylaw No. 21-2022 – Rural Addressing Bylaw-1st Reading

28-10-2022 Rayburn: That Bylaw No. 21-2022, being a bylaw to regulate the establishment of a system for rural addressing, be introduced and read a first time.

Carried

Bylaw No. 22-2022 – Nuisance Abatement Bylaw-1st Reading:

That Bylaw No. 22-2022, being a bylaw to provide for the abatement of nuisances, be introduced and read a first time.

Tabled

Nuisance Abatement Policy

That the Nuisance Abatement Policy 14-2022, be approved by Council as presented.

Tabled

SARM 2022 Midterm Convention Delegates

29-10-2022 Jorgenson: That Reeve Junop and Councilor Larson be authorized as designated voting delegates for the 2022 SARM midterm Convention November 16-17, 2022 on behalf of the RM of Vanscoy No. 345, AND FURTHER THAT Councilor Harvey, Administrator and Assistant Administrator are authorized to attend the SARM midterm convention in accordance with Policy Manual 01-2022.

Carried

Rescind Resolution no. 16-09-2022

30-10-2022 Michalowski: That Council rescind resolution no. 16-09-2022.

Carried

Reeve Junop exited the meeting at 12:15 pm

List of Lands in Arrears/Remove Lands

31-10-2022 Larson: That the lands of which the amount of taxes in arrears does not exceed one half of the 2021 tax levy be removed from the List of Lands in Arrears in accordance with Policy Manual 01-2022 section 200.15.

Carried

List of Lands in Arrears

32-10-2022 Kiolo: That the list of land in arrears, as attached and forming part of these minutes, be accepted as presented, and that the listing of any unpaid arrears as of October 12, 2022 be advertised in the October 20, 2022 publication of The Clark's Crossing Gazette, and that unless arrears and advertising fees are paid in full within 60 days of advertising, that the Administrator proceed to register a tax lien, as legislated in *The Tax Enforcement Act*.

Carried

Tax Enforcement – Six Month Notices

33-10-2022 Harvey: That the municipality be authorized under s22 (1) *The Tax Enforcement Act* on or after October 13, 2022 to commence proceedings to request title with respect to the following described lands:

ROLL NUMBER	LEGAL LAND DESCRIPTION	AMOUNT OWING	TITLE NUMBER
1444	Parcel J Plan G813 Ext 0 SW 17-34-06 W3	\$5,032.42	151133497

Carried

Recess

34-10-2022 Michalowski: That this meeting recess at 12:36 pm for 20 minutes.

Carried

Reconvene meeting

Deputy Reeve Harvey called the meeting to order at 1:05 pm

*Superintendent Loewen entered the meeting at 1:05 pm
to discuss the Superintendent Report*

Tridem Axle Gravel Pup Trailer for Sale Tender

35-10-2022 Jorgenson: Tridem Axle Gravel Pup Trailer for Sale Tender 2022-07RM345 (VIN #1NKDLUOX12J966463), closing date was September 30, 2022 at 4:00 pm, and the following tenders were submitted:

Company/Person:	Bid amount:
Skynorth	\$5,100
Brown's Landscaping	\$12,000
J. Alexander Trucking Ltd	\$12,500

That Council award the Tridem Axle Gravel Pup Trailer for Sale Tender 2022-07RM345 to J. Alexander Trucking Ltd for the submitted bid of \$12,500 plus taxes. If J. Alexander Trucking Ltd declines the purchase Council than awards the tender to Brown's landscaping.

Carried

Sand & Salt Spreader

36-10-2022 Rayburn: That the Council authorize the Superintendent to recycle the sand & salt spreader due to the condition of the equipment, at the place of his choosing.

Carried

Reeve Junop returned to the meeting at 1:18 pm

Seasonal Employment Layoff Notice

37-10-2022 Rayburn: That Council authorize the Superintendent to lay-off seasonal employees as required in accordance with section 2-60 of *The Saskatchewan Employment Act*.

Carried

Capital Purchase - Gravel

38-10-2022 Jorgenson: That the RM of Vanscoy No. 345 purchase 4,500 yards of gravel from Henry Klop, at a cost of \$14.50/yard, for the purpose of future projects, and that this inventory be hauled and stockpiled within the RM of Vanscoy during the 2022, 2023 winter season.

Carried

Capital Purchase – Mower & Flex Arm 2023

39-10-2022 Rayburn: That the RM of Vanscoy No. 345 invites quotes for two (2) 2023 Schulte 15' mower's and two (2) 2023 Schulte Flex Arm's or equivalent. The quote should include option for trade in of two (2) 2017 Schulte FLX1510 and one (1) 2020 Schulte XH1500-S4 mower; AND FURTHER THAT the request for quotations be advertised on the Sasktenders website with the request for quotations closing at 4:00 pm on Wednesday, October 26, 2022 for Council's review at the November meeting.

Carried

Capital Purchase – Drum Roller

40-10-2022 Kielo: That the RM of Vanscoy No. 345 purchase from SMS Equipment, Saskatoon SK, one (1) BOMAG 2019 model BW120SL-5, 287 hours, 7 year 3000 hour Armour warranty expiring May 3, 2027 at the quoted price of \$27,195.00 including taxes and trade in value; AND FURTHER THAT Council authorize the trade in of DYNAPAC Model CC122 serial no. 60113823 valued at \$8,000.00.

Carried

Civic Addressing – Road Segments

41-10-2022 Kielo: That Council authorize the Administrator and Superintendent to coordinate with Urban Systems regarding the naming of road segments previously unnamed in the RM of Vanscoy No. 345 in order to proceed with the civic addressing.

Carried

Superintendent Loewen exited the meeting at 2:05 pm

Superintendent Report

42-10-2022 Larson: That the Superintendent Report be accepted as submitted or verbally presented.

Carried

Letter of Support – RM of Blaine Lake

43-10-2022 Michalowski: That correspondence be forwarded to Premier Scott Moe that the Rural Municipality of Vanscoy No. 345 Council is in support of the Rural Municipality of Blaine Lake No. 434 regarding increased funding for the Provincial Disaster Assistance Program.

Carried

Apple iPad - Newly elected Councilors

44-10-2022 Michalowski: That Council authorize the purchase of three (3) Apple iPad's and cases at an estimated cost of \$450.00 each plus taxes.

Carried

Lieutenant Governor's Award - Nomination

45-10-2022 Kielo: That Council nominate Orest Michalowski to be recognized as the 2023 recipient of the Lieutenant Governor's Award for Outstanding Service to Rural Saskatchewan; AND FURTHER THAT we authorize the Administrator to sign the nomination form.

Carried

Tax Abatement

46-10-2022 Jorgenson: That Council authorize the tax abatement of the following properties due to an office error:

NW 13-36-09 W3 Roll 1264

Municipal Tax Levy: \$6.36

Prairie Spirit Tax Levy: \$4.18

Total \$10.54

NE 25-36-08 W3 Roll 2176

Municipal Tax Levy: \$9.93

Prairie Spirit Tax Levy: \$6.51

Total \$16.44

NW 33-36-08 W3 Roll 903

Municipal Tax Levy: \$11.09

Prairie Spirit Tax Levy: \$7.48

Total \$18.57

Carried

RoaData September Activity Report

47-10-2022 Larson: That the Overweight Permit Reports from September submitted by RoaData be accepted as presented.

Carried

Administrator Holiday Approval

48-10-2022 Harvey: That Council approve the holiday request from the Administrator on October 11, 2022.

Carried

Communications

49-10-2022 Larson: That all communications be accepted as presented and filed as received.

Carried

Adjournment

50-10-2022 Michalowski: That this meeting adjourned at 2:30 pm.

Carried

Minutes adopted by resolution of Council on the 21st day of November, 2022

Reeve

Administrator