

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, December 8, 2022

Reeve: Leonard Junop
Councilors

Division 1: James Harvey
Division 2: Jeff Colborn ABSENT
Division 3: Jeff Kielo
Division 4: Brandon Little
Division 5: Liana Larson
Division 6: Dean Gregory

Administrator Leanne Mack

Reeve Leonard Junop called the meeting to order at 9:10 am C.S.T.

Conflict of Interest Declaration

None

Agenda

01-12-2022 Kielo: That the agenda be accepted as presented.

Carried

Approval of Minutes

02-12-2022 Larson: That the minutes of the Regular Meeting of Council held on Monday, November 21, 2022 be approved with the amendment to resolution no. 18-11-2022 by adding "of 10 links at \$75 per link" after That Council authorize the purchase.

Carried

Superintendent Loewen joined the meeting at 9:12 am to discuss general municipal maintenance operations

Request for Quotes – Fence and Gate at Pike Lake Transfer Station

03-12-2022 Harvey: That Council authorize Superintendent Loewen to obtain quotes on a chain link fence and gate for the perimeter of the Pike Lake Transfer Station

Carried

Request for Quotes 2023 One Tonne Truck

05-12-2022 Kielo: That the RM of Vanscoy No. 345 requested quotes for one (1) 2023 one tonne truck crew cab with a 8' box, 4-wheel drive, side steps, single rear wheels, all vinyl/rubber interior, pricing on both gas and diesel engines, white in color, closing date was December 6, 2022 at 4:00 pm, and the following quotes were submitted:

Company/Person:	Quotes:
Merlin Ford	\$73,274.00 excluding taxes
Merlin Ford	\$81,799.00 excluding taxes
Merlin Ford	\$86,865.00 excluding taxes
Merlin Ford	\$86,340.00 excluding taxes

That Council award the request for quotes to Merlin Ford for the 2023 F350 4X4 crew cab based on the submitted quote of \$73,274.00 excluding taxes & fees.

Carried

Superintendent Loewen exited the meeting at 9:39 am

Statement of Financial Activities

06-12-2022 Kielo: That the Statement of Financial Activities for the month of November 2022 be accepted as presented.

Carried

List of Accounts for Approval

07-12-2022 Kielo: That the accounts submitted for payment totaling \$149,382.11 as per attached listing of voucher Nos.10604-10636 and electronic transfer Nos. 355-563;
AND FURTHER THAT the November 14-27, 2022 & November 16-30, 2022 payroll \$30,824.48 and Council Indemnity \$10,337.24 transferred by direct deposit through Paymate in the amount of \$41,161.72, as attached here to and forming a part of these minutes, be approved for payment.

Carried

Monthly Bank Reconciliation

08-12-2022 Larson: That the Bank Reconciliations for the month of November be approved as presented.

Carried

*Chad Watson & Georgia Smith- Urban Systems
joined the meeting 10:08 am
to present the December Planning & Development Report*

Bylaw No. 27-2022 - Zoning Bylaw Amendment

09-12-2022 Harvey: That Bylaw No. 27-2022, being a bylaw to amend Bylaw No. 3/18, known as the Zoning Bylaw, be introduced and read a first time.

Carried

2023 Regular Meeting Date/Time

10-12-2022 Gregory: That the 2023 Monthly Regular Meetings of Council be scheduled for the 2nd Thursday of each month, with the meeting commencing at 9:00 am CST, and that all Regular Meetings be held in the RM of Vanscoy Chambers located within the Municipal Office at #300 Main Street, Vanscoy, Saskatchewan.

Public Hearing - Bylaw No. 27-2022

11-12-2022 Larson: 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, on Thursday, January 12, 2023 at 10:30 am CST.

Carried

Development Permit Application Parcel K NW 25-36-08 W3

12-12-2022 Larson: That Council consider the application submitted by the property owner's to build and operate an indoor cannabis grow operation on Parcel K Plan no. 94S38681 NW 25-36-08 W3 at the January 12, 2023 meeting and that a copy of a notice of the application be mailed to each assessed owner of property within 75 metres of the subject property.

Carried

Subdivision Application LSD 1 & LSD 8 SW 30-36-07 W3

13-12-2022 Little: That the application submitted by the property owner to remove the tie code from LSD 1 & LSD 8 SW 30-36-07 W3, creating a 3.91 ha (9.68 acre) and a 10.62 ha (26.24 acre) parcel as shown on the Plan of Proposed tie code removal prepared by Webb Surveys dated November 15, 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

14-12-2022 Kielo: That Council suspend the regular meeting for the purpose of opening the public hearing at 10:29 am

Carried

Public Hearing for Proposed Bylaw 24-2022

*Reeve Junop formally opened the Public Hearing at 10:29 am
to receive any comments and submissions regarding Proposed Bylaw 24-2022, 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. 24-2022 will amend the Zoning Bylaw No. 3/18 to accommodate the following changes:

1. Section 4.12 Vehicle Storage is amended by:
 - a. Replacing the existing wording in Section 4.12.1 with the following:

The parking or outdoor storage of an unlicensed vehicle or any vehicle that is in a rusted, wrecked, partly wrecked, dismantled, partly dismantled, inoperative or abandoned condition shall be addressed in accordance with the provisions of the Municipality's Nuisance Abatement Bylaw.

- b. Adding the following as Section 4.12.4:

A recreational vehicle may not be used as a dwelling unit or occupied structure for permanent, year-round use.

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 10:30 am

Reconvene Meeting

15-12-2022 Larson: That the regular meeting of Council reconvene at 10:30 am

Carried

Bylaw No. 24-2022 – Zoning Bylaw Amendment - 2nd Reading

16-12-2022 Harvey: That Bylaw No. 24-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be given second reading.

Carried

Bylaw No.24-2022 – Zoning Bylaw Amendment- 3rd Reading & Adoption

17-12-2022 Kielo: That Bylaw No. 24-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be read a third time and adopted.

Carried

Chad Watson & Georgia Smith exited the meeting at 10:37 am

Ray Unrau – Saskatchewan Public Safety Agency joined the meeting at 10:38 am to discuss fire department standards

Ray Unrau exited the meeting at 11:32 am

Kendra Ulmer – Agricultural Health & Safety Network joined the meeting at 11:35 am to discuss programs offered through Ag Health & Safety

Kendra Ulmer exited the meeting at 12:01 pm

Recess

18-12-2022 Larson: That this meeting recess at 12:02 pm for 20 minutes.

Carried

Reconvene meeting

Reeve Junop called the meeting to order at 12:26 pm

2022-2023 Appointment & Committee of Council - Irrigation Committee

19-12-2022 Kielo: That the following Council Committee and appointment be approved for the remainder of 2022 and the 2023 year:

Irrigation Committee

- James Harvey
- Leonard Junop
- Dean Gregory
- Alternate – Jeff Kielo

Carried

Agricultural Health & Safety Network Invoice

20-12-2022 Gregory: That Council authorize the payment of the Agricultural Health and Safety Network invoice dated May 1, 2022 in the amount of \$1,046 for the 2022 year.

*Cory Perkin & Ian McFarlane – Lorass
Joined the meeting at 1:03 pm to discuss the renewal of the Lorass contract for 2023*

Cory Perkin & Ian McFarlane exited the meeting at 1:18 pm

Reports of Administration

21-12-2022 Little: That the Reports of Administration and Council Committees and other Bodies, be accepted as submitted or as verbally presented.

Carried

Order to Remedy – Parcel D SE 03-35-08 W3

22-12-2022 Kielo: That the Council hereby declares the untidy/unsightly property & junked vehicles located on Parcel D Plan no. 102253957 (SE 03-35-08 W3) to be in contravention of the RM of Vanscoy No. 345 Nuisance Abatement Bylaw 5-2005, for the following reasons:

- has no valid license plate attached to it; or
- is in a rusted, wrecked, partly wrecked, dismantled, partly dismantled, inoperative or abandoned condition; and
- is located on private land, but that:
- is not within a structure erected in accordance with any Bylaw respecting the erection of buildings and structures in force within the Municipality; and
- does not form a part of a business enterprise lawfully being operated on that land.

That the Administrator acting in the capacity of the development officer, in consultation with the Municipal solicitor, is hereby authorized to issue an order to remedy to the owner(s) or occupant(s) of the said property requiring them to undertake the following work:

- To remove all junked vehicles; and
- Said work to be completed on or before the 15th day of May, 2023.

Carried

Order to apply for development/building permit for garage

23-12-2022 Gregory: That the Administrator acting in the capacity of the development officer, in consultation with Municode, is hereby authorized to issue an Order to apply for development/building permit for garage, relating to the building/development taking place on NW 36-36-09 W3 requiring the property owner to become compliant with said order on or before the 31st day of January, 2023.

Carried

Bylaw No. 22-2022 Nuisance Bylaw 1st Reading

Tabled

Nuisance Abatement Policy

Tabled

Appointing a Designated Officer – Nuisance Abatement Bylaw

Tabled

Government of Saskatchewan Correspondence acknowledging Letter of Support

24-12-2022 Harvey: That Council acknowledge the response received from the Government of Saskatchewan Minister of Correction, Policing and Public Safety regarding the Letter of Support dated on October 13, 2022 sent from the RM of Vanscoy for increased funding for natural disasters under the Provincial Disaster Assistance Program.

Carried

Lorass Contract Renewal

25-12-2022 Kielo: That we renew the contract with Lorass at the following contracted prices:

- monthly rental \$67.50 per 30 yard recycle bin
- pickup rate \$197.50 per 40 yard waste bin

AND FURTHER THAT the Reeve be authorized to sign the contract on the Municipalities behalf.

Carried

2023 RM Arrears Penalty Rate

26-12-2022 Kielo: That as per Bylaw No. 01-2008, the penalty rate for Outstanding Tax Arrears in 2023 remain at 1% per month.

Carried

2022 Outstanding Invoices

27-12-2022 Larson: That as per *The Municipalities Act* any outstanding applicable invoices unpaid as of December 31, 2022 be added to the tax roll as arrears on January 5, 2023.

Carried

Leanne Mack exited the meeting at 2:07 pm

Leanne Mack returned to the meeting at 2:15 pm

2023 Annual Salary Out of Scope Employees

28-12-2022 Little: That the annual out of scope employee wages effective January 1, 2023 be paid as follows:

- Administrator, Leanne Mack \$114,400;
- Superintendent, Scott Loewen \$99,042.07 with three lieu days in recognition of service years above the 6 weeks-vacation;
- Assistant Administrator, Heather Fantie 70,720.16; and
- Office Clerk, Aleysha Pratchler \$42,806.40

Carried

2023 Janitorial Wages

29-12-2022 Gregory: That the 2023 Office and Shop Office Janitorial Wages be paid as follows:

- Office Janitorial – Teryn McBain: \$520.00/month
- Shop Janitorial – Laurie Wilson - \$364.00/month

Carried

2023 Waste Transfer Site Attendants Annual Wages

30-12-2022 Larson: That the 2023 Transfer Station Attendants wages be paid as follows:

- Marjorie Crockett - \$2,386.80/month
- Toni Chorney - \$2,227.68/month

Carried

Municipal Revenue Sharing Grant – Declaration of Eligibility

31-12-2022 Junop: The Council of the Rural Municipality of Vanscoy No. 345 confirms the Municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- The municipality does not run a Municipal Waterworks System;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;

- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

Transfer to Public Reserve

32-12-2022 Kielo: That Council authorize the 2022 year end transfer to Public Reserve in the amount of \$37,120; AND FURTHER THAT the 2022 Cash in Lieu of Public Reserve accumulated by the RM of Vanscoy totaling \$46,912 be distributed equally between the four Recreation Associations within our community as follows, and \$1,000.00 be forwarded to the Eagle Creek Park :

Asquith Recreation Board: \$11,428

Delisle Recreation Board: \$11,428

Pike Lake Recreation Board: \$11,428

Vanscoy Recreation Board: \$11,428

Carried

Tax Abatement

33-12-2022 Little: That Council authorize the tax abatement of the following property due to a successful appeal from 2019 on the SE 25-36-07 W3:

The requested tax abatement for 2019:

Municipal Tax Levy: 0

School Tax Levy: \$49,548.68

Total: \$49,548.68

The requested tax abatement for 2020:

Municipal Tax Levy: \$63,164.77

School Tax Levy: \$48,653.95

Total: \$111,818.72

The requested tax abatement for 2021:

Municipal Tax Levy: \$58,408.46

School Tax Levy: \$47,329.79

Total: \$105,738.25

Carried

Bylaw No. 26-2022 Snow Piling Bylaw 1st Reading

34-12-2022 Larson: That Bylaw No. 26-2022, being a bylaw to restrict the placement of snow cleared from private land on roadways, be introduced and read a first time.

Carried

Bylaw No. 26-2022 – Snow Piling Bylaw - 2nd Reading

35-12-2022 Harvey: That Bylaw No. 26-2022 be given second reading.

Carried

Three Readings at One Meeting

36-12-2022 Little: That Bylaw No. 26-2022 being a bylaw to restrict the placement of snow cleared from private land on roadways, be given three readings at this meeting

Carried Unanimously

Bylaw No. 26-2022 – Snow Piling Bylaw- 3rd Reading & Adoption

37-12-2022 Gregory: That Bylaw No. 26-2022 being a Bylaw to restrict the placement of snow cleared from private land on roadways, be read a third time and adopted.

Carried

RoaData November Activity Report

38-12-2022 Harvey: That the Overweight Permit Reports from November submitted by RoaData be accepted as presented.

Carried

Tax Abatement

39-12-2022 Kielo: That Council authorize the tax abatement of the following property due to the annexation of land into the Village of Vanscoy SE 17-35-07 W3:

The requested tax abatement for 2022:

Municipal Tax Levy: \$120.29

School Tax Levy: \$40.19

Total: \$160.48

Carried

Delisle Library Annual Donation

40-12-2022 Larson: That the Delisle Library be forwarded the Annual Donation of \$1,500.00.

Carried

Saskatchewan Assessment Management Agency (SAMA) Certificate of Confirmation

41-12-2022 Junop: That Council acknowledge receipt of the Certificate of Confirmation from SAMA confirming the 2022 assessment roll for the Municipality as follows (percentage of values applied):

- Confirmed Exempt Assessment \$49,943,680
- Confirmed Taxable Assessment \$735,061,130
- Total \$785,004,810

Carried

Communications

42-12-2022 Harvey: That all communications be accepted as presented and filed as received.

Carried

Adjournment

43-12-2022 Larson: That this meeting adjourned at 2:46 pm.

Carried

Minutes adopted by resolution of Council on the 12th day of January, 2023

Reeve

Administrator