

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, March 9, 2023

Reeve: Leonard Junop
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

Reeve Leonard Junop called the meeting to order at 9:00 am C.S.T.

Conflict of Interest Declaration
None

Agenda

01-03-2023 Little: That the agenda be accepted as presented.

Carried

Approval of Minutes

02-03-2023 Larson: That the minutes of the Regular Meeting of Council held on Thursday, February 9, 2023 be approved as presented.

Carried

Statement of Financial Activities

03-03-2023 Colborn: That the Statement of Financial Activities for the month of February 2023 be accepted as presented.

Carried

List of Accounts for Approval

04-03-2023 Kielo: That the accounts submitted for payment totaling \$410,597.82 as per attached listing of voucher Nos.10730-10758 and electronic transfer Nos. 442-471;
AND FURTHER THAT the February 6 to March 5, 2023 & February 1-28, 2023 payroll transferred by direct deposit through Paymate in the amount of \$45,392.86, as attached hereto and forming a part of these minutes, be approved for payment.

Carried

Monthly Bank Reconciliation

05-03-2023 Colborn: That the Bank Reconciliations for the month of February 2023 be approved as presented.

Carried

*Superintendent Loewen joined the meeting at 9:16 am
To discuss general municipal maintenance operations*

Fuel Lock System

06-03-2023 Gregory: That Council approve the quote submitted by Flaman Sales Ltd, Saskatoon SK to purchase a fuel lock system to be installed at the shop on the diesel fuel tank at the estimated quoted price of \$4,599.84 including taxes plus \$358 annual data fee.

Carried

Superintendent Loewen exited the meeting at 10:07 am

*Chad Watson & Georgia Smith - Urban Systems
joined the meeting 10:07 am
to present the March Planning & Development Report*

Application to Subdivide Proposed Parcel A from LSD 9 NE 33-36-07 W3

07-03-2023 Little: That the application submitted by the property owners to subdivide a 4.06 hectare (10.04 acre) parcel from LSD 9 NE 33-36-07 W3 shown as Parcel A on the Plan of Proposed Subdivision prepared by 20/20 Geomatics dated December 2, 2022, be APPROVED subject to:

- i. The applicant being responsible for all costs of the subdivision including the provision of the development fee, no municipal reserve is required.

Carried

Bylaw No. 05-2023 - Zoning Bylaw Amendment – 1st Reading

Tabled

Public Hearing - Bylaw No. 05-2023

Tabled

Suspend Meeting

08-03-2023 Junop: That we suspend the regular council meeting for the purpose of opening the Public Hearing at 10:38 am.

Carried

Public Hearing for Proposed Bylaw No. 03-2023

*Reeve Junop formally opened the Public Hearing at 10:38 am C.S.T.
to receive any comments and submissions regarding Proposed Bylaw 03-2023, 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. 03-2023 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 AR – Agricultural Residential District to A – Agricultural District, Parcel K, Plan No. 94S38681 Ext 2 located in NW 25 36 08-W3.

*Administrator Leanne Mack presented the written report regarding this application to amend
the Zoning Bylaw, 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 the Public Hearing of Proposed Bylaw No. 03-2023 at 10:39 am

Reconvene Meeting

09-03-2023 Kielo: That the Regular Meeting of Council reconvene at 10:39 am.

Carried

Bylaw No. 03-2023 Zoning Bylaw Amendment 2nd Reading

10-03-2023 Harvey: That Bylaw No. 03-2023, being a bylaw of the Rural Municipality of Vanscoy No. 345 to amend Bylaw No. 3/18, known as the Zoning Bylaw, be given second reading.

Carried

Bylaw No. 03-2023 Zoning Bylaw Amendment 3rd Reading & Adoption

11-03-2023 Little: That Bylaw No. 03-2023, being a bylaw of the Rural Municipality of Vanscoy No. 345 to amend Bylaw No. 3/18, known as the Zoning Bylaw, be read a third time and adopted.

Carried

Subdivision Application Approval – SE 18-36-09 W3

12-03-2023 Kielo: That the application submitted by the property owner to remove the tie code between LSD 7 & LSD 2 and create a new tie code between LSD 7 & LSD 8 within SE 18-36-09 W3 shown on the Plan of Proposed subdivision prepared by Webb Surveys dated January 13, 2023 be APPROVED subject to:

- i. The applicant being responsible for all costs of the subdivision and rezoning;
- ii. LSD 1 remaining tied to LSD 8;
- iii. LSD 2 being rezoned from A- Agricultural to AR- Agricultural Residential; and
- iv. Bylaw 06-2023 receiving ministerial approval by the Ministry of Government Relations.

Carried

Bylaw No. 06-2023 - Zoning Bylaw Amendment – 1st Reading

13-03-2023 Gregory: That Bylaw No. 06-2023, being a Bylaw to amend the RM of Vanscoy Zoning Bylaw 3/18, by rezoning LSD 2 SE 18-36-09 W3 from A- Agricultural to AR- Agricultural Residential District, be introduced and read a first time.

Carried

Public Hearing - Bylaw No. 06-2023

14-03-2023 Colborn: That Public Notice be given that the Council of the Rural Municipality of Vanscoy No. 345 intends to review and make a decision on proposed Bylaw No. 06-2023, being a Bylaw to amend Bylaw No. 03/18 known as the Zoning Bylaw, on Thursday, April 13th, 2023 at 10:30 am CST.

Carried

Chad Watson & Georgia Smith exited the meeting 10:59 am

Jenna Rolston on behalf of the Vanscoy Recreation Board joined the meeting at 11:00 am to discuss the RM donating to the skating club & Vanscoy Chiefs

Jenna Rolston exited the meeting at 11:23 am

Wayne, Brian and Kevin Olson joined the meeting at 11:33 am to discuss the potential of purchasing gravel from the Olson's. The RM is looking for 25,000 tonne road gravel (spec 108) per year & 5,000 yards seal coat (spec 117) every 3 years. Discussed 106 & 108 road

gravel the difference between the spec's, do not have access to the gravel very tentative right now have to do some work on their end, timeline to get back to the RM unknown at this time. The discussion of gravel is very preliminary at this time.

Superintendent Loewen joined the meeting at 11:38 am

Wayne, Brian and Kevin Olson exited the meeting at 12:03 pm

Superintendent Loewen exited the meeting at 12:05 pm

Recess

15-03-2023 Kiello: That this meeting recess at 12:05 pm for 20 minutes.

Carried

Reconvene meeting

Reeve Junop called the meeting to order at 12:38 pm

Reports of Administration

16-03-2023 Little: That the Reports of Administration and Council Committees and other Bodies agenda item #5.d – f (iii), be accepted as submitted or as verbally presented.

Carried

Reeve Junop exited the meeting at 1:15 pm

Reeve Junop joined the meeting at 1:19 pm

Special Meeting

17-03-2023 Little: That Council schedule a special meeting on March 17, 2023 at 9:00 am at the RM of Vanscoy Council chambers, located at 300 Main Street, Vanscoy SK, regarding general discussion Fire Commission.

Carried

Pike Lake Fire Hall

18-03-2023 Junop: That Council approve the quote submitted by Gold'n' Doors, Saskatoon SK to repair an overhead door at the Pike Lake Fire Hall at the estimated quoted price of \$333.00 including taxes.

Carried

Councilor Colborn exited the meeting at 1:30 pm

Councilor Colborn joined the meeting at 1:36 pm

Delisle & District Health Council

19-03-2023 Kiello: That the Council of the RM of Vanscoy No. 345 authorize the Administrator to send correspondence to the Delisle & District Health Council requesting that a minimum of \$30,000 be kept in the savings account to be used towards capital improvements; AND FURTHER THAT as the Delisle & District Health Council is a non-profit Council does not support the health council using levies collected for donations.

Carried

Reports of Administration

20-03-2023 Little: That the Reports of Administration and Council Committees and other Bodies agenda item #5.g-k, be accepted as submitted or as verbally presented.

Carried

2023 Seal Coat Tender

21-03-2023 Little: Seal Coat Tender 2023-01RM345, closing date was March 6, 2023 at 4:00 pm, and the following tenders were submitted:

Company/Person:	Bid amount:
Raider Asphalt Services Ltd.	\$199,800(\$3.00 SQM) includes taxes
Acp applied products	\$432,900 (\$6.10/SQM) excludes taxes
West-Can Seal Coating Mobilization	\$3.60/SQM plus taxes
Diamond Asphalt Repair	\$171,000 (\$3.00/SQM) plus taxes

That Council award the Seal Coat Tender 2023-01RM345 to Raider Asphalt Services Ltd for the submitted bid of \$199,800 including taxes and Raider Asphalt be required to provide proof of WCB Clearance and Liability Insurance to the Administration Office prior to commencement of the project. Council's decision to award the tender to Raider Asphalt Services Ltd is based on the quantity of 60,000 SQM submitted by Raider as opposed to 57,000 SQM submitted by Diamond Asphalt.

Carried

2023 Municipal Budget

22-03-2023 Kielo: That the 2023 Final Municipal Budget be adopted and annexed hereto and form a part of these minutes.

Carried

Canada Community Building Fund

23-03-2023 Kielo: That Council authorize the Administrator to withdraw the following two (2) historical projects 2021-006012 & 0708-000724 from the Canada Community Building Fund; AND FURTHER THAT the Administrator submit a new application under the Infrastructure Investment Plan to allocate the funds from the above two (2) withdrawn projects to construct/rebuild approximately 4.5 miles of range road 3072 south of Twp rd 352 to 344 (SW 11-35-07 W3 & SW 26-35-07 W3) to a primary weight corridor.

Carried

Cyber Liability Insurance

24-03-2023 Harvey: That the RM of Vanscoy No. 345 apply for Cyber Liability Insurance as offered through AON for \$2,000,000.00 Coverage for the quoted price of \$6,630.00 for the 2023 year.

Carried

Pest Control Purchase

25-03-2023 Little: That Council approves the purchase of pest control supplies in the amount of \$15,000 for the 2023 year.

Carried

Returning Officer - Appointment

26-03-2023 Larson: That Leanne Mack be appointed as the Returning Officer for the 2023 year.

Carried

Appoint Polling Station

27-03-2023 Gregory: That Council appoint the municipal office located at 300 Main Street Vanscoy SK as the polling station if required to have a by-election in 2023.

Carried

Division Boundary Review

Council discussed options regarding the Division Boundary Review required by the Ministry of Government Relations, following this review, the below recommendations have been submitted based on the Division Boundary Review Policy 12-2022:

At this time council is not altering the division boundary lines based on the following:

- *Council is not aware of any significant population distribution in the RM that affects the overall operations of the RM.*

Division Boundary Review Recommendation

28-03-2023 Gregory: That the Council of the RM of Vanscoy recommend no changes to the existing municipal division boundaries.

Carried

Building Valuation Appraisal Project

29-03-2023 Gregory: That Council participate in the Building Valuation Appraisal Project offered through Saskatchewan Association of Rural Municipalities Property Self-Insurance Program to determine the current value of the RM's buildings, at no cost to the RM; AND FURTHER THAT the Reeve and Administrator are authorized to execute the agreement on behalf of the municipality.

Carried

Rescind Resolution

30-03-2023 Little: That Council rescind Resolution 150/15.

Carried

Payroll Bank Account

31-03-2023 Kielo: That Council authorize the closure of the Royal Bank payroll account as the payroll submitted through Paymate will be processed through the general chequing account.

Carried

Saskatchewan Command Legion Annual Military Recognition Book

32-03-2023 Kielo: That Council decline to donate to the Saskatchewan Command Legion Annual Military Recognition book as the RM of Vanscoy contributes to the Royal Canadian Legion, Delisle Branch #184.

Carried

Councilor Kielo declared a conflict of interest at 3:10 pm and exited Council Chambers.

Cemetery Maintenance Quotes

33-03-2023 Harvey: Cemetery Maintenance quotes RM -02-2023, closing date was March 6, 2023 at 4:00 pm, and the following quotes were submitted:

Company/Person:	Description:	Bid amount:
Grave Prairie Care	per cut	\$335.00 plus tax
Doug Kielo Family	per cut	\$300.00

That Council award the Cemetery Maintenance RM-02-2023 to Doug Kielo Family for the submitted quote of \$300.00 per cut.

Carried

Councilor Kielo entered the meeting at 3:11 pm

RoaData February Activity Report

34-03-2023 Larson: That the Overweight Permit Reports from February submitted by RoaData be accepted as presented.

Carried

Destruction of Documents

35-03-2023 Little: That Council approve the Destruction of Documents listing submitted by the Administrator in accordance with Bylaw 05-2022, as attached hereto and forming apart of these minutes.

Carried

Vanscoy & District Agricultural Society

36-03-2023 Little: That Council approves the event sponsorship package request received from Vanscoy & District Agricultural Society in the amount of \$300.00.

Carried

New Accounts Payable Webinar & Rural Municipal Administrators Convention

37-03-2023 Colborn: That Council approve the virtual training offered through Munisoft for the new accounts payable extension in the amount of \$109; AND FURTHER THAT the Administrator and Assistant Administrator are authorized to attend the Rural Municipal Administrators Convention on May 15-18, 2023 in Saskatoon SK with the registration fee of \$50 per person to be paid by the RM in accordance with Policy Manual 01-2022.

Carried

Tax Abatement Request

38-03-2023 Kielo: The following tax abatements are requested due to an office error:

Agrium Potash Ltd

Roll #'s: 654-660, 654-660,-666, 682-685, 688-693, 704-709, 711-715, 741-746, 754, 2220-2258 & 2338

Municipal Taxes: \$672.06

School Taxes: \$1,095.54

Total: \$1,767.60

Carried

Communication

39-03-2023 Little: That all communications be accepted as presented and filed as received.

Carried

Adjournment

40-03-2023 Larson: That this meeting adjourned at 3:22 pm.

Carried

Minutes adopted by resolution of Council on the 13th day of April, 2023.

Reeve

Administrator