

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, June 8, 2023

Reeve: Leonard Junop
Councilors

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

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

*Superintendent Loewen joined the meeting at 9:00 am
To discuss municipal maintenance operations*

Conflict of Interest Declaration

None

Agenda

01-06-2023 Little: That the agenda be accepted as presented.

Carried

Councilor Larson joined the meeting at 9:01 am

Approval of Minutes

02-06-2023 Kielo: That the minutes of the Regular Meeting of Council held on Thursday, May 11, 2023 be approved as presented.

Carried

Statement of Financial Activities

03-06-2023 Kielo: That the Statement of Financial Activities for the month of May 2023 be accepted as presented.

Carried

List of Accounts for Approval

04-06-2023 Larson: That the accounts submitted for payment totaling \$485,372.21 as per attached listing of voucher Nos.10853-10890 and electronic transfer Nos. 538-570;
AND FURTHER THAT the May 1-31, 2023 payroll \$56,207.56 and Council Indemnity \$6,467.01 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

05-06-2023 Colborn: That the Bank Reconciliations for the month of April 2023 be approved as presented.

Carried

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

06-06-2023 Harvey: That Bylaw No. 05-2023, being a Bylaw to amend the RM of Vanscoy Zoning Bylaw 3/18, by adding policy for the keeping of animals on Agricultural Residential parcels, be introduced and read a first time.

Carried

Public Hearing - Bylaw No. 05-2023

07-06-2023 Junop: 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. 05-2023, being a Bylaw to amend Bylaw No. 03/18 known as the Zoning Bylaw, on Thursday, July 13, 2023 at 9:45 am CST.

Carried

Bylaw No. 10-2023 - Zoning Bylaw Amendment – 1st Reading

08-06-2023 Kielo: That Bylaw No. 05-2023, being a Bylaw to amend the RM of Vanscoy Zoning Bylaw 3/18, to rezone the Delisle Coop site from Agricultural to Industrial to correct the parcel zoning after it was inadvertently changed on the newly adopted Zoning District Map., be introduced and read a first time.

Carried

Public Hearing - Bylaw No. 10-2023

09-06-2023 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 proposed Bylaw No. 10-2023, being a Bylaw to amend Bylaw No. 03/18 known as the Zoning Bylaw, on Thursday, July 13, 2023 at 9:45 am CST.

Carried

Suspend Meeting

10-06-2023 Harvey: That we suspend the regular council meeting for the purpose of opening the Public Hearings at 10:30 am.

Carried

Public Hearing for Proposed Bylaw No. 09-2023

Reeve Junop formally opened the Public Hearing at 10:30 am C.S.T. to receive any comments and submissions regarding Proposed Bylaw 09-2023, 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. 09-2023 will amend the Zoning Bylaw No. 3/18 to accommodate the following changes:

1. Section 12.3.1 Other Uses: is amended by adding the following subsection:

(11) One additional single detached dwelling, manufactured dwelling, or mobile home as an accessory use to a farm operation, intensive livestock operation or intensive agricultural operation on the remainder of the quarter section from which the AR parcel has been subdivided.

2. Section 12.6 Standards for Discretionary Uses is amended by adding the following subsection:

12.6.6 Dwelling units as accessory use to an agricultural operation on the remainder of the quarter section, which is operated by owners of the AR yard site, subject to Section 4.14.10 of this Bylaw and Section 3.4.2(5) of the Official Community Plan.

3. Dwelling accessory to agricultural operation is added to Table 12-1 having the same development standards as single detached dwellings.

Administrator Leanne Mack presented the written report regarding this application to, 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 Bylaw 09-2023 at 10:32 am to amend Bylaw No. 3/18, known as The Zoning Bylaw.

Public Hearing Discretionary Use Home Based Business

Reeve Leonard Junop formally opened the Discretionary Use Hearing at 10:32 am C.S.T. to receive any comments and submissions regarding the application to operate a home based business consisting of a sign printing company

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

Intent of Application: The applicant proposes to operate a Sign printing company on Parcel E, Plan 85S10089 Ext 1 SE 26-36-08 W3. The business would operate from an existing shop building on site. Public notice was sent to each assessed owner of property within 75 m of the subject property.

Administrator Leanne Mack presented the written report regarding this application to operate a home based business, 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, two written comment forms were received with no concerns no other verbal or telephone calls from the public were received.

Reeve Junop closed the Discretionary Use Public Hearing at 10:33 am

Reconvene Meeting

11-06-2023 Little: That the Regular Meeting of Council reconvene at 10:33 am.

Carried

Bylaw No. 09-2023 – Zoning Bylaw Amendment - 2nd Reading

12-06-2023 Harvey: That Bylaw No. 09-2023, 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.09-2023 – Zoning Bylaw Amendment- 3rd Reading & Adoption

13-06-2023 Colborn: That Bylaw No. 09-2023 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be read a third time and adopted.

Carried

Discretionary Use Application Parcel E Plan 85S10089 SE 26-36-08 W3

14-06-2023 Larson: That the application to operate a home based business consisting of a sign printing company located at Parcel E Plan 85S10089 Ext 1 SE 26-36-08 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

Planning & Development Report

15-06-2023 Little: That the Planning & Development Report be accepted as presented.

Carried

Chad Watson exited the meeting at 11:58 am

Delisle & District Fire Commission Meeting Minutes

16-06-2023 Gregory: That the minutes of the Regular Meeting of the Delisle and District Fire Commission held on Tuesday, May 23, 2023 be approved as presented.

Carried

Offer to Purchase Land

17-06-2023 Little That Council authorize Jeff Colborn to present an offer to purchase letter to Dale Shockey stating Council's intent to purchase ten (10) acres of land at \$3,500 per acre, located at SW 20-35-07 W3. The purpose of the land purchase is to construct a raw water fill station for a storage and truck fill facility.

Carried

Urban Systems

18-06-2023 Harvey: That Council engage Urban Systems Saskatoon SK, to prepare a proposal to complete a preliminary review of a proposed raw water fill station for the RM of Vanscoy on the SW 20-35-07 W3.

Carried

Superintendent Loewen joined the meeting at 12:00 pm

Reports of Administration

19-06-2023 Little: That the Reports of Administration and Council Committees and other Bodies be accepted as presented.

Carried

Bylaw No. 08-2023 – Traffic Bylaw 2nd Reading

20-06-2023 Harvey: That Bylaw No. 08-2023, being a bylaw to regulate the operation & parking of vehicles, uncontrolled intersections and the use of the highways, be read a second time.

Carried

Bylaw No.08-2023 – Traffic Bylaw- 3rd Reading & Adoption

21-06-2023 Little: That Bylaw No. 08-2023, being a bylaw to regulate the operation & parking of vehicles, uncontrolled intersections and the use of the highways, be read a third time and adopted.

Carried

Order to Remedy

22-06-2023 Gregory: That Council authorize the Administrator in the capacity of Development Officer, with the assistance of the RM Solicitor, to draft, issue, and serve an Order To Remedy regarding unauthorized development and use of property located on SW 35-36-09 W3 resulting in contraventions of the RM of Vanscoy No. 345 the Zoning Bylaw No. 3-18.

Carried

Enforcement of Notice of Violation – NE 13-34-08 W3 Parcel A

23-06-2023 Colborn: That Council instruct the Administrator, in the capacity of the Development Officer, to contact legal counsel regarding proceeding with further enforcement on the property located at NE 13-34-08 W3 Parcel A.

Carried

Recess

24-06-2023 Little: That this meeting recess at 12:24 pm for 20 minutes.

Carried

Reconvene meeting

Reeve Junop called the meeting to order at 12:53 pm

2023 RM of Vanscoy No. 345 Scholarship Bursary – Asquith School

25-06-2023 Gregory: That Emily Josephine Kindt be awarded the 2023 RM of Vanscoy No. 345 \$500.00 Scholarship Bursary awarded to two (2) Grade 12 students at Asquith School, and that Council acknowledge that only one (1) applicant applied.

Carried

2023 RM of Vanscoy No. 345 Scholarship Bursaries – Delisle School

26-06-2023 Colborn: That Nyah Kwasny & Ashlyn Gessell each be awarded the 2023 RM of Vanscoy No. 345 \$500.00 Scholarship Bursary awarded to two (2) Grade 12 students at Delisle School, and that Council acknowledge how difficult it was to select the applicants, as all applications received were very deserving.

Carried

Community Planner - New Hire

27-06-2023 Kielo: That Council acknowledge the hiring of Jodi-Alaynes Henares as the Community Planner for the RM of Vanscoy effective June 12, 2023, as per the terms set forward in the letter of employment offer, and subsequent contractual employment agreement, in accordance with Policy Manual 01-2022; AND THAT Jodi-Alaynes Henares be appointed as the Development Officer in accordance with The Zoning Bylaw 3/18 section 3.1; AND FURTHER THAT the wage be set at \$65,000 per annum.

Carried

Munisoft Quote for New Computer System

28-06-2023 Harvey: That Council approve the quote from Munisoft to purchase two (2) computer monitors, one (1) ASUS desktop, one (1) battery backup system and all applicable license and software fees at the quoted price of \$4,713.00 plus taxes and shipping for the Community Planner position.

Carried

Amendment to Policy Manual 01-2022

29-06-2023 Junop: That Council approve the amendment to section 200.19 Policy Manual 01-2022, by adding the Community Planner job description under section 200.19.3.

Carried

Capital Purchase – 2024 John Deere Grader

30-06-2023 That Council approve the purchase of John Deere 872G AWD Motor Grader in 2024 in the amount of \$640,000 including 5 year/7,000 hour comprehensive warranty with a trade in value of \$255,000 on 2018 John Deere 872G AWD Motor Grader totaling \$385,000 plus taxes.

Carried

Rescind Resolution #21-04-2023

31-06-2023 Little: That Council rescind resolution #21-04-2023.

Carried

Quote – Janzen Steel Buildings

32-06-2023 Little: That Council approve the quote from Janzen Steel Buildings to renovate the back office by adding a window and adding a separation wall between the Municipal Police offices and the rest of the building for security purposes at the quoted price of \$5,827.50 including taxes.

Carried

RoaData May Activity Reports

33-06-2023 Kiello: That the Overweight Permit Reports from May submitted by RoaData be accepted as presented.

Carried

Pitney Bowes – Postage Machine Contract Renewal

34-06-2023 Larson: That Council approve the contract renewal with Pitney Bowes for the postage machine with no change to the cost, \$84.77 monthly payment, for a 36 month term; AND FURTHER THAT the Administrator be authorized to execute the agreement on the municipalities behalf.

Carried

Special Event Permit NE 01-35-07 W3

35-06-2023 Colborn: That Council acknowledge the special event permit issued for the NE 01-35-07 W3.

Carried

Request from Ratepayer

36-06-2023 Kiello: That Council approve the request submitted by a ratepayer to carry liquor from the Pike Lake hall to the rink area for a function to be held on July 8, 2023 from 12:00 pm to 12:00 am at the Pike Lake Community Association; subject to the ratepayer obtaining a liquor permit through Saskatchewan Liquor and Gaming Authority and purchasing liability insurance, with no repercussions or liability incurred by the RM.

Carried

Communications

37-06-2023 Harvey: That all communications be accepted as presented and filed as received.

Carried

Town of Asquith - Correspondence

38-06-2023 Gregory: That correspondence be forward to the Town of Asquith in reply to the letter dated May 3, 2023 stating that the RM of Vanscoy Council are unable to continue discussions regarding a fire agreement until mediation has been completed between the fire commission members.

Carried

Adjournment

39-06-2023 Larson: That this meeting adjourned at 1:33 pm.

Carried

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

Reeve

Administrator