

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, August 10, 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

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 general municipal maintenance operations

Colin Maruk - Graymont joined the meeting at 9:00 am to discuss signage installation at Graymont rail siding SJ24 crossing

Conflict of Interest Declaration

None

Agenda

01-08-2023 Little: That the agenda be accepted as presented.

Carried

Graymont Request

02-08-2023 Little: That Council instruct Superintendent Loewen to coordinate with Graymont to install the requested signage at SJ24 rail crossing, with all costs of the signage to be paid by Graymont.

Carried

Colin Maruk exited the meeting at 9:35 am

Jodi Henares (Planner) 9:35 am & Chad Watson (Urban Systems) 9:41 am joined the meeting to present the July Planning & Development Report

Farm and Ranch Water Infrastructure Program (FRWIP)

03-08-2023 Kielo: That Council authorize the raw water fill station project located on the southern west portion NW 20-35-07 W3; AND FURTHER THAT the Administrator apply for the Farm and Ranch Water Infrastructure Program for the potential to receive a maximum of \$150,000 in funding.

Carried

Superintendent Loewen exited the meeting at 9:42 am

Planning & Development Report

04-08-2023 Kiello: That the Planning & Development Report be accepted as presented.

Carried

Suspend Meeting

05-08-2023 Little: That Council suspend the regular council meeting for the purpose of opening the Public Hearings at 9:45 am.

Carried

Public Hearing for Discretionary Use – Home Based Business

Reeve Junop formally opened the Public Hearing at 9:45 am C.S.T. to receive any comments and submissions relating to the application submitted by the property owners, to operate a home based business consisting of an automotive repair shop

Attendees from the Public: Trisha Hoppe, Dona Berntsen, Diana Hoppe, Marg Larsen, Diane Mogenson, Burl Campbell, Wendall Campbell and Judy Easton

Intent of Application: The applicants have applied to operate an auto repair shop as a home-based business from an existing building on Parcel Blk/Par A-Plan 101469595 Ext 87, NW 34-34-07 W3. The application meets the Zoning Bylaw requirements for a home-based business.

Community Planner Jodi Henares presented the written report regarding the discretionary use application

Public Comments: Notice of application for the home based business was sent out to all landowners within 75 metres of the subject parcel. We have received no response from the owners of nearby properties but have received four feedback letters in support of Vanscoy Auto.

Dona Berntsen addressed Council with the following comments:

- *She believed that the communication with Trisha and Steven could have been better;*
 - *why not a phone call before the letter was sent;*

Administrator Mack explained the procedure on how bylaw infractions are dealt with as per the Nuisance Policy and also that when the office receives a change of ownership from SAMA that there are no phone numbers or emails listed, it is up to the property owner to contact the RM office and make sure their information is current;

- *If the hours of operation were to change should they approach Council?*

Chad Watson spoke to this question; Yes, Trisha and Steven would have to submit a request to Council if they are wanting to change the hours as the notice was sent out to the property owners within 75 metres stipulating the hours that were applied for on the discretionary use application

Burl Campbell addressed Council with the following comments:

- *valuable business to have in the neighborhood and they are an asset to the community*

Judy Easton addressed Council with the following comment:

- *stressed how valuable an asset Trisha & Steven are to the community*

Reeve Junop did explain that the RM is not against the business the property owner's just have to follow

the proper procedures in accordance with the Zoning Bylaw to apply for a home based business

Reeve Junop closed the discretionary use hearing at 9:56 am

Public Hearing for Proposed Bylaw 13-2023

Reeve Junop formally opened the Public Hearing at 9:57 am to receive any comments and submissions regarding proposed Bylaw 13-2023, 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 the Application: Proposed Bylaw No. 13-2023 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 Parcel A, Plan 88S01419 Ext 164, NE 18-34-06-W3 from CR2 – Medium Density Country Residential District to CR1 – Low Density Country Residential District.

Administrator Leanne Mack presented the written report regarding the proposed Bylaw, as submitted by Development Officer Jodi Henares

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

Reeve Junop closed this Public Hearing at 9:58 am

Reconvene Meeting

06-08-2023 Kiello: That the Regular Meeting of Council reconvene at 9:58 am.

Carried

Discretionary Use Application NW 34-34-07 Parcel A Plan No. 101469595

07-08-2023 Harvey: That the application submitted by the property owners to operate a home-based business consisting of an automotive repair shop on Parcel A 101469595 Ext 87, NW 34-34-07 W3 be APPROVED subject to the following conditions:

- I. The hours of operation are to be Mondays – Fridays: 5:00pm to 10:00pm; and 10:00am to 5:00pm on weekends;
- II. Excluding vehicles within the confines of the auto repair shop, the Council has established the allowable upper limit for non-owned vehicles that can be stored on the premises simultaneously as five (5);
- III. The number of 'junked' vehicles that can be stored on the premises simultaneously must not exceed three (3); and
- IV. The permit may be revoked at any time if, in the opinion of Council the above conditions are no longer met.

Carried

Bylaw No. 13-2023 – Zoning Bylaw Amendment - 2nd Reading

08-08-2023 Little: That Bylaw No. 13-2023 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be given second reading.

Carried

Bylaw No.13-2023 – Zoning Bylaw Amendment- 3rd Reading & Adoption

09-08-2023 Colborn: That Bylaw No. 13-2023 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be read a third time and adopted.

Carried

Bylaw No. 14-2023 - Zoning Bylaw Amendment 1st Reading

10-08-2023 Harvey: That Bylaw No.14-2023, being a bylaw to amend Bylaw No. 3/18, known as the Zoning Bylaw, be introduced and read a first time.

Carried

Public Hearing - Bylaw No. 14-2023

11-08-2023 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 a Bylaw to amend Bylaw No. 3/18 known as the Zoning Bylaw, on Thursday, September 14, 2023 at 9:45 am CST.

Carried

Rezone Application Parcel B SW 36-36-08 W3

12-08-2023 Larson: That the application submitted by the property owners to rezone and subdivide a portion of Parcel B, Plan 101617006 Ext 145 in SW 36-36-08-W3 to be consolidated with Parcel C, Plan 101617017 Ext 146 to create Parcel D, as shown on the Plan of Proposed Subdivision prepared by Meridian Surveys Ltd. dated July 6, 2023, be approved subject to:

- i. The applicant being responsible for all costs associated with the subdivision and rezoning;
- ii. Bylaw No. 15-2023 receiving approval by the Ministry of Government Relations; and
- iii. The canvas car port shown to contravene the side yard setback requirement on the Plan of Proposed Subdivision being removed.

Carried

Bylaw No. 15-2023 - Zoning Bylaw Amendment 1st Reading

13-08-2023 Harvey: That Bylaw No.15-2023, being a bylaw to amend Bylaw No. 3/18, known as the Zoning Bylaw, be introduced and read a first time.

Carried

Public Hearing - Bylaw No. 15-2023

14-08-2023 Kiello: 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, September 14, 2023 at 9:45 am CST.

Carried

Cancellation of Subdivision LSD 9 33-37-07 W3

15-08-2023 Little: That Council rescind resolution #13-07-2023 and acknowledge the reversal of the \$7,500 development fee as the applicant has withdrawn the subdivision application effective July 20, 2023 as per correspondence received from Community Planning branch.

Carried

Reeve Junop permitted Jorgy Tenkink to address Council at 10:20 am to explain where they are in the building permit process

*Jodi Henares & Chad Watson
exited the meeting 10:25 am*

Bazil Facca – AGT & Mike Brown –Mobil Grain entered the meeting at 10:26 am to discuss the potential to purchase and the transportation of gravel. Council is requesting a price per yard to purchase gravel from Bazil Facca -AGT, Council is requesting a price from Mobil Grain for the transportation of gravel, discussed a potential trial run to see if the purchase and transportation would work for both parties

Bazil Facca & Mike Brown exited the meeting at 10:49 am

Approval of Minutes

16-08-2023 Larson: That the minutes of the Regular Meeting of Council held on Thursday, July 13, 2023 be approved as presented.

Carried

Statement of Financial Activities

17-08-2023 Colborn: That the Statement of Financial Activities for the month of July 2023 be accepted as presented.

Carried

List of Accounts for Approval

18-08-2023 Little: That the accounts submitted for payment totaling \$313,988.84 as per attached listing of voucher Nos.10935-10971 and electronic transfer Nos. 599-631;

AND FURTHER THAT the July 1-31 & June 26-August 6, 2023 payroll \$81,136.34 and June 1-30, 2023 Council Indemnity \$21,373.83 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

19-08-2023 Larson: That the Bank Reconciliations for the month of June 2023 be approved as presented.

Carried

Declaration of a Disaster Area

20-08-2023 Harvey: That the RM of Vanscoy No. 345 is encountering drought conditions on some crop areas and grasshoppers are also affecting feed supply on pasture lands, that requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the boundaries, declares that a local emergency exists, in accordance with section 20 of *The Emergency Planning Act* effective August 10, 2023 to September 14, 2023 at such time Council will decide to renew or cancel the declaration.

Carried

New Member Hire – Vanscoy RM Police

21-08-2023 Kielo: That Council accept the recommendation submitted by the Vanscoy RM Board of Police Commissioners (option 2) to hire an experienced member to join the Vanscoy RM Police Service. The Commission feels this will enable the Police Service to not only save time and money on training but also allow us to have a working Police Officer immediately in January 2024 as opposed to sending a new recruit to training for six months plus another six months of field training.

Carried

Recess

22-08-2023 Junop: That this meeting recess at 12:31 pm for 20 minutes.

Carried

Reconvene meeting

Reeve Junop called the meeting to order at 1:08 pm

Reports of Administration

23-08-2023 Junop: That the Reports of Administration and Council Committees and other Bodies be accepted as presented.

Carried

Webb Surveys – Raw Water Fill Station Subdivision of Land

24-08-2023 Larson: That Council engage Webb Surveys, Saskatoon SK, to prepare a plan of proposed subdivision on the southernmost west portion NW 20-35-07 W3; AND FURTHER THAT Jodi Henares be authorized to sign the subdivision application to Community Planning.

Carried

Bylaw 11-2023 – Fire Ban Bylaw – 2nd Reading

25-08-2023 Little: That Bylaw No.11-2023, being a bylaw to enact a fire advisory or fire ban, be read a second time.

Carried

Bylaw 11-2023 – Fire Ban Bylaw -3rd and adoption reading

26-08-2023 Larson: That Bylaw No. 11-2023 being a Bylaw to enact a fire advisory or fire ban, be read a third time and adopted.

Carried

Rescind Resolution

27-08-2023 Kielo: That Council rescind resolution #17-06-2023.

Carried

Offer to Purchase – NW 20-35-07 W3

28-08-2023 Harvey: That Council authorize the Administrator to present an offer to purchase letter to the property owner stating Council's intent to purchase ten (10) acres of land at \$3,500 per acre, located on the southernmost west corner of the NW 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; AND FURTHER THAT the Administrator is authorized to sign the acceptance letter on behalf of the municipality.

Carried

Rescind Resolution

29-08-2023 Kielo: That Council rescind resolution #23-05-2023.

Carried

Voyent Alert – Alert & Notification System

30-08-2023 Little: That council approve the service subscription with Voyent Alert– Alert and Notification System for a yearly fee of \$3,200, designed for message sending in accordance with the following options:

- Alert/message sending by SMS (text message)
- Alert/message sending by email
- Alert/message sending by automated phone call including:
 - Text-to-speech synthesis system (TTS);
 - Leave a message on the contact’s voice mail

AND FURTHER THAT the Administrator be authorized to sign the agreement on the municipality’s behalf.
Carried

Void Cheque

31-08-2023 Harvey: That Council VOID cheque Nos. 10903, 10906, 10931 (Incorrect Amounts).
Carried

Proposed Reserve Policy 04-2023

Tabled

Transfer from Development Fee Reserve

32-08-2023 Harvey: That Council approve the transfer from the Development Fee Reserve in the amount of \$10,000 to balance.
Carried

Transfer to Canada Community Building Fund Reserve

33-08-2023 Junop: That Council approve the transfer to the Canada Community Building Fund Reserve in the amount of \$224,578.24 from accumulated surplus.
Carried

Create the Municipal Police Reserve

34-08-2023 Colborn: That Council create the Municipal Police Reserve for the purpose of applicable Cost of capital assets/projects, upgrades, and renewals including equipment, fleet vehicles, not intended for operating.
Carried

Create the Development Fee Reserve

Tabled

Councilor Harvey declared a conflict of interest at 1:55 pm and exited Council chambers

Agreements with landowner’s – Gravel Piles

35-08-2023 Kiello: That Council approve the Gravel Storage Agreement as presented.
Carried

Councilor Harvey joined the meeting at 1:57 pm

Rental of RM Owned Land –Parcel D NW 24-36-08 W3

36-08-2023 Harvey: That the Rural Municipality of Vanscoy No. 345 approve the request submitted by Joe O’Hara to rent 19.42 acres of land located at Parcel D Plan 101616544 Ext 216 NW 24-36-08 W3, for a

term of five (5) years in the amount of \$50.00 per year; AND FURTHER THAT the Administrator is authorized to sign the agreement on the municipality's behalf.

Carried

Condolences- Chapple Family

37-08-2023 Junop: The RM of Vanscoy No. 345 values the contribution made by its past Council members and would like to extend their deepest condolences to the Chapple family, in light of this Council would like to donate \$100 to the organization designated by the Chapple family.

Carried

DDFC – Invoice

38-08-2023 Little: That Council request the Delisle & District Fire Commission to review invoice no. DFC23-22 dated July 20, 2023, at the next regular scheduled fire commission meeting, as the RM of Vanscoy No. 345 has concerns with the amount that is being invoiced to the property owner and would like clarification on why the amount was charged.

Carried

Interest Abatement– NW 34-34-07 W3

39-08-2023 Little: That Council authorize a partial abatement of taxes on Parcel C Plan 77S41028 Ext 0 SW 34-34-08 W3 in accordance with *The Municipalities Act* subsection 304 (3) in the following amount:

Municipal Taxes \$483.95
School Taxes \$333.30
Total \$817.25

Carried

Saskatchewan Assessment Management Agency (SAMA) Certificate of Confirmation

40-08-2023 Colborn: That Council acknowledge receipt of the Certificate of Confirmation from SAMA confirming the 2023 assessment roll for the Municipality as follows (percentage of values applied):

- Confirmed Exempt Assessment \$49,831,685
- Confirmed Taxable Assessment \$738,318,795
- Total \$788,150,480

Carried

RoaData – July Reports

41-08-2023 Larson: That the Overweight Permit Reports from July submitted by RoaData be accepted as presented.

Carried

Rescind Resolution

42-08-2023 Larson: That Council rescind resolution #46-04-2022.

Communications

43-08-2023 Kiello: That all communications be accepted as presented and filed as received.

Carried

Adjournment

44-08-2023 Larson: That this meeting adjourned at 2:26 pm.

Carried

Minutes adopted by resolution of Council on the 14th day of September, 2023.

Reeve

Administrator