

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 May 12, 2022

Reeve: Leonard Junop
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

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 present the Superintendent Report

Conflict of Interest Declaration

None

Approval of Agenda

01-05-2022 Kielo: That the agenda be accepted as presented.

Carried

Kenworth Tandem Truck Tender

02-05-2022 Michalowski: That the RM of Vanscoy No. 345 tender for sale the 2002 Kenworth tandem truck vehicle ID # 1NKDLU0X12J966463 with the tender to be coordinated by the Superintendent, and that this tender be advertised on the SaskTenders website with tenders closing at 12:00 pm on Friday, June 24, 2022.

Carried

2022 Spray Foam Tender

03-05-2022 Jorgenson: Spray Foam Tender 2022-03RM345, closing date was May 10, 2022 at 12:00 pm, and the following tenders were submitted:

Company/Person:	Bid amount:
SaskCon Repair Service	\$133,500 plus taxes
Western Urethane	\$78,750 Thermal Barrier \$75,000 plus taxes
Greener Solutions	\$114,276.72 includes taxes.
Spartan Coating Systems	\$108,990 includes taxes.

That Council award the Spray Foam Tender 2022-03RM345 to Greener Solutions for the submitted bid of \$114,276.72 be required to provide proof of WCB Clearance and Liability Insurance to the Administration Office prior to commencement of the project.

Carried

2022 Seal Coat Tender

04-05-2022: Seal Coat Tender 2022-02RM345, closing date was May 10, 2022 at 12:00 pm, and the following tenders were submitted:

Company/Person:	Bid amount:
Raider Asphalt Services Ltd.	\$444,000 (\$2.857/SQM) includes taxes
Canadian Paving:	\$481,740 (3.10/SQM) includes taxes
West-Can Seal Coating Mobilization \$15,000.00 Seal Coat	\$390,600 (\$2.79/SQM) plus taxes
Diamond Asphalt Repair	\$364,000 (\$2.60/SQM) plus

That Council award the Seal Coat Tender 2022-02RM345 to Raider Asphalt Services Ltd for the submitted bid of \$444,000 including taxes and be required to provide proof of WCB Clearance and Liability Insurance to the Administration Office prior to commencement of the project. Council's decision is based on deficiencies of work completed from 2021.

Carried

Foreman Loewen exited the meeting 9:42 am

Resignation Letter

05-05-2022 Kielo: That we accept with regret the resignation letter submitted by Wyatt Gamble effective May 20, 2022.

Carried

Approval of Minutes

06-05-2022 Michalowski: That the minutes of the Regular Meeting of Council held on Thursday, April 14 2022 be approved as presented.

Carried

Statement of Financial Activities

07-05-2022 Jorgenson: That the Statement of Financial Activities for the month of April 2022 be accepted as presented.

Carried

List of Accounts for Approval

08-05-2022 Junop: That the accounts submitted for payment totaling \$203,391.97 as per attached listing of voucher Nos.10277-10322 and electronic transfer Nos. 111-146;
AND FURTHER THAT the April 4-May 1, 2022 & April 1-30, 2022 payroll transferred by direct deposit through Paymate in the amount of \$58,219.69, as attached here to and forming a part of these minutes, be approved for payment.

Carried

Monthly Bank Reconciliation

09-05-2022 Kielo: That the Bank Reconciliations for the month of April 2022 be approved as presented.

Carried

*Chad Watson - Urban Systems
joined the meeting at 10:06 am
to present the May Planning & Development Report*

Discretionary Use Application – Home-based business (Toews & Goossen) Parcel B NW 20-34-08 W3

10-05-2022 Kielo: That the application of Kelly Toews and Meletta Goossen to operate a home-based business consisting of bakery on Parcel B Plan 101981976 Ext 1 NW 20-34-08 W3 be considered at the June 9, 2022 Council 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, including the Town of Delisle.

Carried

Discretionary Use Application – Home-based business (Lee) Parcel B NW 19-34-06 W3

11-05-2022 Harvey: That the application of Lyndsay and Brian Lee to operate a home-based business consisting of a petting zoo on Parcel B Plan 79S07211 Ext 0 NW 19-34-07 W3 be considered at the June 9, 2022 Council 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

Suspend Meeting

12-05-2022 Rayburn: That we suspend the regular council meeting for the purpose of opening the Public and Discretionary Use Hearings.

Carried

Public Hearing for Proposed Bylaw No. 02-2022

*Reeve Junop formally opened the Public Hearing at 10:30 am C.S.T.
to receive any comments and submissions regarding Proposed Bylaw 02-2022, being a Bylaw to amend Bylaw No. 2/18, known as The Official Community Plan.*

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

Intent of Application: The proposed Bylaw No. 02-2022 will amend the Official Community Plan No. 2/18 to accommodate the following changes:

- i. Map 1: Future Land Use Concept is amended by redesignating from Residential Policy Area to Agricultural Policy Area the land described below.

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 the Public Hearing of Bylaw No. 02-2022 at 10:31 am

Public Hearing for Proposed Bylaw 11-2022

Reeve Junop formally opened the Public Hearing at 10:32 am C.S.T. to receive any comments and submissions regarding Proposed Bylaw 11-2022, being a Bylaw to amend Bylaw No. 03/18, known as The Zoning Bylaw.

Attendees from the Public: Meletta Goossen attended the public hearing at 10:32 am.

Intent of Application: The proposed Bylaw is to amend Section 4.14.1 Home Based Business and Farm Based Business is amended by replacing the wording of subsection (1)(b) with the following:

The operator of the business is a resident of the dwelling unit and, in the case of a farm based business or home based business located on parcels zoned Agricultural or Agricultural Residential District only, up to five (5) non-resident employees may be employed at the site. Any employee shall be directly under the hire and management of the operator of the business. Where the business is of a building or service contractor, additional employees may be involved only at the client building site.

Administrator Leanne Mack presented the written report regarding the proposed Bylaw to amend Section 4.14.1 Home Based Business and Farm Based Business 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 No. 11-2022 at 10:34 am

Public Hearing Discretionary Use Home Based Business

Reeve Junop formally opened the Discretionary Use Hearing at 10:34 am to receive any comments and submissions relating to the Discretionary Use Application submitted by Michael & Brooke Jewsbury, to operate a home-based business consisting of an auto repair shop on Parcel C Plan 101917469 Ext 0, SE 33-36-08 W3

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

Intent of Application: The applicants have submitted an application to operate an auto repair shop as a home-based business Parcel C SE 33-36-08 W3. The application meets the Zoning Bylaw requirements for a home-based business.

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

Public Comments: As per the Zoning Bylaw, six (6) notices of applications were mailed out to all landowners within 75 metres of the site, four (4) written responses were received. Three (3) responses received had no concerns and one (1) respondent had no concerns as long as they kept the site area clean and there is no garbage being blown by the wind no other verbal or written comments or telephone calls from the public were received.

Reeve Junop closed this Discretionary Use Hearing at 10:36 am

Public Hearing Discretionary Use Intensive Agricultural Operation

Reeve Junop formally opened the Discretionary Use Hearing at 10:36 am to receive any comments and submissions relating to the Discretionary Use Application submitted by Nicolette Duncan, to operate an Intensive Agricultural Operation on LSD 9 NE 07-34-07 W3 Ext 10.

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

Intent of Application: The applicants have submitted an application to operate a cut flower farm LSD 9 NE 07-34-07 W3, with the intention of growing specialty flowers for bouquets. This will involve building hoop houses and planted flower beds. The application meets the Zoning Bylaw requirements for an Intensive Agricultural Operation.

Administrator Leanne Mack presented the written report regarding this application for an Intensive Agricultural Operation, as submitted by Development Officer Chad Watson

Public Comments: As per the Zoning Bylaw, five (5) notices of applications were mailed out to all landowners within 75 metres of the site, no verbal or written comments or telephone calls from the public were received.

Reeve Junop closed this Discretionary Use Hearing at 10:37 am

Reconvene Meeting

13-05-2022 Larson: That the Regular Meeting of Council reconvene at 10:37 am.

Carried

Bylaw No. 02-2022 Official Community Plan Amendment 2nd Reading

14-05-2022 Kielo: That Bylaw No. 02-2022, being a bylaw of the Rural Municipality of Vanscoy No. 345 to amend Bylaw No. 2/18, known as the Official Community Plan, be given second reading.

Carried

Bylaw No. 02-2022 Official Community Plan Amendment 3rd Reading & Adoption

15-05-2022 Jorgenson: That Bylaw No. 02-2022, being a bylaw of the Rural Municipality of Vanscoy No. 345 to amend Bylaw No. 2/18, known as the Official Community Plan, as attached hereto and forming a part of these minutes, be read a third time and adopted.

Carried

Bylaw No. 11-2022 - Zoning Bylaw Amendment - 2nd Reading

16-05-2022 Harvey: That Bylaw No. 11-2022, being a bylaw to amend Bylaw No. 3/18, known as the Zoning Bylaw, be given second reading.

Carried

Bylaw No. 11-2022 - Zoning Bylaw Amendment - 3rd Reading & Adoption

17-05-2022 Larson: That Bylaw No. 11-2022, being a bylaw to amend Bylaw No. 3/18, known as the Zoning Bylaw, be given 3rd Reading and adopted at this meeting.

Carried

Discretionary Use Application – Home-based Business (Jewsbury) Parcel C SE 33-36-08 W3

18-05-2022 Larson: That the application of Michael & Brooke Jewsbury to operate a home based business consisting of an auto repair shop on Parcel C Plan 101917469 Ext 0, SE 33-36-08 W3 be APPROVED subject to:

- i. Hours of operation are to be 8:00 am to 5:00 pm Monday to Friday;
- ii. Notwithstanding vehicles that are enclosed in the auto repair shop, there shall be no more than two vehicles stored on site any one time;
- iii. At no such time shall unlicensed vehicles associated with the business be stored on site; and

- iv. The permit may be revoked at any time if, in the opinion of Council, the above conditions are no longer met.

Carried

Discretionary Use Application–Intensive Agricultural Operation–(Duncan) NE 07-34-07 W3
19-05-2022 Harvey : That the application of Nicolette Duncan to operate an Intensive Agricultural Operation consisting of cut flower farm on LSD 9 NE 07-34-07 W3 Ext 10 be APPROVED.

Carried

Subdivision Application SE 18-34-06 W3

20-05-2022 Harvey: That the application of 102141993 Saskatchewan Ltd. to subdivide 18 parcels from LSD 1, 2 & 7 in SE 18-34-06 W3 shown on the Plan of Proposed Subdivision prepared by CIMA+ Geomatics dated April 22, 2022 be APPROVED subject to:

- i. 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;
- ii. The applicant providing an updated hydrogeological report showing that the proposed lots can be serviced by wells; and
- iii. The applicant entering into a servicing agreement to address the installation of services, the construction of the proposed roadway, and any recommendations from the hydrogeological report.

Carried

Annexation of Land Agreement

21-05-2022 Harvey: That Council instruct the Administrator to update the annexation agreement as per council discussion and forward the updated agreement to the Village of Vanscoy.

Carried unanimously

Annexation of Land Village of Vanscoy– Letter of Support

22-05-2022 Kiolo: That correspondence be forwarded to the Village of Vanscoy that the Rural Municipality of Vanscoy No. 345 Council is in support of the annexation proposal for the following lands:

- Parcel A Plan 101582209 Ext 90 as described on Certificate of Title 90S43538 description 90;
- SE 17-35-07 W3 Plan E4207 Ext 1 as described on Certificate of Title 91S45113;
- SE 17-35-07 W3 Plan 65S02278 Ext 1 as described on Certificate of Title 65S02278;
- ORA 53-35-07 W3; and
- NE 08-35-07 W3 Plan 65S02278 Ext1 as described on Certificate of Title 65S02278.

Carried

Chad Watson - Urban Systems exited the meeting 10:59 am

Delisle Agricultural Co-op Cardlock

23-05-2022 Rayburn: That correspondence be forwarded to Delisle Agricultural Co-op Association in support of the development of a Co-op Cardlock to be located on NE 18-35-07 W3; AND FURTHER THAT Reeve Junop is authorized to coordinate a meeting with the Delisle Co-op board on behalf of Council.

Carried

Saskatoon Health Region Application to Establish a Public Water Supply

24-05-2022 Michalowski: That council apply to the Saskatoon Health Region for an application to establish, extend, renovate or alter a ground water public water supply; AND FURTHER THAT the Administrator be authorized to sign the application on the municipality's behalf.

Carried

Eagle Creek Regional Park Authority

25-05-2022 Jorgenson: That the Rural Municipality of Vanscoy No. 345 does not support the RM of Corman Park No. 344's request to withdraw from the Eagle Creek Regional Park Authority Board and does not support an amendment to the Minister's order establishing the Eagle Creek Regional Park Authority.

Carried

Councillor Kiolo exited the meeting at 11:36 am

Reports of Administration

26-05-2022 Harvey: That the Reports of Administration and Council Committees and other Bodies be accepted as presented.

Carried

Collective Bargaining Agreement

27-05-2022 Harvey: That we ratify the collective bargaining agreement; AND FURTHER THAT the Reeve and the Administrator be authorized to execute the agreement on the municipality's behalf.

Carried

Municipal Office Front entrance/Administrator Office Quote

28-05-2022 Junop That Council approve the quote submitted by Action Office Saskatoon SK, to construct the reception desk in the RM office at the quoted price of \$6,398 plus \$150 delivery & installation fee and McMillan Works Contracting to install two (2) windows in the Administrator's office at the quoted price of \$1,874.05 which includes the cost of windows, drywall repair and paint touch ups.

Carried

Municipal Office Renovations

29-05-2022 Rayburn: That Council request a quote from McMillan Works Contracting to remove the wall between the two (2) offices in the municipal building that the Police Commission are utilizing as the current space is not large enough for both officer's.

Carried

Avondale Woodlawn Cemetery – Proposed Plot Layout

30-05-2022 That Council approve the proposed plot layout for the Avondale Woodlawn Cemetery, Parcel A SW 03-35-09 W3, submitted by Webb Surveys Saskatoon SK at the approximate quoted price of \$2,475 plus GST.

Carried

District #22 ADD Board – 2022 Annual Levy & Annual Meeting Minutes

31-05-2022 Michalowski: That Council approve the 2022 Annual Levy for the RM of Vanscoy No. 345 totaling \$2,377.25 submitted by the District #22 ADD Board.

Carried

Bylaw No. 13-2022 – Building Bylaw

32-05-2022 Harvey: That Bylaw No. 13-2022, being a bylaw to provide for the administration and enforcement of the Act, the regulations, the National Building Code of Canada, the National Energy Code of Canada for Buildings, ministerial interpretations and Saskatchewan Construction Standards Appeal Board orders and building official orders within the local authority, be introduced and read a first time.

Carried

Bylaw No. 13-2022 – Building Bylaw - 2nd Reading

33-05-2022 Rayburn: That Bylaw No. 13-2022 be given second reading.

Carried

Three Readings at One Meeting

34-05-2022 Larson: That Bylaw No. 13-2022 being a bylaw to provide for the administration and enforcement of the Act, the regulations, the National Building Code of Canada, the National Energy Code of Canada for Buildings, ministerial interpretations and Saskatchewan Construction Standards Appeal Board orders and building official orders within the local authority, be given three readings at this meeting

Carried Unanimously

Bylaw No. 13-2022 – Building Bylaw- 3rd Reading & Adoption

35-05-2022 Jorgenson That Bylaw No. 13-2022 being a Bylaw to provide for the administration and enforcement of the Act, the regulations, the National Building Code of Canada, the National Energy Code of Canada for Buildings, ministerial interpretations and Saskatchewan Construction Standards Appeal Board orders and building official orders within the local authority be read a third time and adopted at this meeting.

Carried

Recess

36-05-2022 Michalowski: That this meeting recess at 12:08 pm for 20 minutes.

Carried

Reconvene meeting

Reeve Junop called the meeting to order at 12:32 pm

Rescind Resolutions

37-05-2022 Harvey: That Resolution Nos. 61-03-2022, 50-04-2022 and 51-04-2022 for 1st, 2nd and 3rd Reading of Bylaw No. 08-2022, being a bylaw of the Rural Municipality of Vanscoy No. 345 to provide for the closing and selling of a municipal road or street, be rescinded due to amendment in section 1 municipal road description being incorrect.

Carried

Bylaw No. 14-2022 – Road Closing and Selling Bylaw 1st Reading

38-05-2022 Rayburn: That Bylaw No. 14-2022, being a bylaw to provide for the closing and selling of a municipal road or street, be introduced and read a first time.

Carried

Bylaw No. 14-2022 – Road Closing and Selling Bylaw - 2nd Reading

39-05-2022 Larson: That Bylaw No. 14-2022 be given second reading.

Carried

Three Readings at One Meeting

40-05-2022 Michalowski: That Bylaw No. 14-2022 being a bylaw to provide for the closing and selling of a municipal road or street, be given three readings at this meeting

Carried Unanimously

Bylaw No. 14-2022 – Road Closing and Selling Bylaw- 3rd Reading & Adoption

41-05-2022 Harvey That Bylaw No. 14-2022 being a Bylaw to provide for the closing and selling of a municipal road or street be read a third time and adopted at this meeting.

Carried

Development Appeal Policy

42-05-2022 Junop: That the Development Appeals Policy No. 08-2022 that details the term of office, remuneration and duties for the board members and secretary be approved by Council as presented; AND FURTHER THAT Council appoint Jack Morris as secretary of the Development Appeals Board in accordance with *The Planning and Development Act, 2007*.

Carried

Delisle Sports Celebrity Dinner – Fundraising Event

43-05-2022 Michalowski That Council declines on behalf of the Rural Municipality of Vanscoy No. 345 the 2022 sponsorship request submitted by the Delisle Sports Celebrity Dinner group, while the event is good for the community Council has decided that each individual can support the dinner at their own cost.

Carried

Rural Integrated Roads for Growth (RIRG) Funding Application

44-05-2022 Harvey: That the RM of Vanscoy No. 345 withdraw the application submitted after February 11, 2021 regular meeting of Council resolution no. 80/2021, land locations of the project included Range Road 3072 from highway #7 to highway #14 east sections NE 27 and 34-35-07 W3 and east sections of 3, 10, 15, 22, 27-36-07 W3;
AND FURTHER THAT the RM of Vanscoy No. 345 apply to the RIRG Grant Program for potential funding 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 within the RM designated for heavy loads and the Administrator be authorized to execute the agreement on the municipality's behalf.

Carried

Financial Statements 2021 – Distribution to Ratepayers

45-05-2022 Michalowski: That with regard to publication of the Annual Financial Statement as required by section 185(3) *The Municipalities Act* we instruct the Administrator to have a Financial Statement Abstract published on the RM website and a copy to be mailed to all ratepayers with the annual tax notice.

Carried

Ministry of Agriculture – Crown Lease Renewal

46-05-2022 Harvey That Council renew the crown lease on the NE 12-34-07 W3 with the Ministry of Agriculture Lands Branch with a renewal fee of \$200 due when the new lease is signed.

Carried

Purchase of Capital Equipment – Gravel Reclaimer

47-05-2022 Michalowski: That we authorize the Superintendent to obtain a quote for a gravel reclaimer with the quote to include the cost of delivery.

Carried

RoaData Services – Fee Schedule

48-05-2022 Rayburn: That Council approve the "Schedule of Service" Fee Schedule that forms part of the General Agreement to Provide Services submitted by RoaData Services Ltd., to define the fees charged for overweight permit fees to a maximum of \$40.00 for single loads and \$51.50 for multiple loads; AND FURTHER THAT the Administrator be authorized to execute the agreement on the municipality's behalf.

Carried

Communications

49-05-2022 Jorgenson: That all communications be accepted as presented and filed as received.

Carried

Councillor Rayburn exited the meeting at 1:02 pm

Sterling Switzer from Saskatchewan Public Safety Agency entered the meeting at 1:10 pm to discuss the Emergency Management Plan

Dawn Steeves & Mayor Odnokon from the Village of Vanscoy entered the meeting at 1:17 pm

Reeve Curren from the RM of Montrose entered the meeting at 1:26 pm

Sterling Switzer exited the meeting at 2:04 pm

Dawn Steeves, Mayor Odnokon & Reeve Curren exited the meeting at 2:05 pm

Melissa Bewer & Tyler Olafson entered the meeting at 2:05 pm to present the 2021 Audited Financial Statements

Melissa Bewer & Tyler Olafson exited the meeting at 2:28 pm

2021 Audited Financial Statements

50-05-2022 Jorgenson: That Council approve the audited Financial Statements for the year 2021 prepared by Jensen Stromberg.

Carried

2022 Municipal Mill Rate

51-05-2022 Larson: That Council set the Municipal Mill Rate at 4.25 for the year 2022, this remains unchanged from 2021.

Carried

2022 Municipal Budget

52-05-2022 Jorgenson: That the 2022 Final Municipal Budget be adopted and annexed hereto and form a part of these minutes.

Carried

Overpayment of Development Fees

53-05-2022 Michalowski: That Council approve the refund of \$275.00 to Muhammed Tauseef cheque #010321 for the overpayment of development permit fees.

Carried

VMAD

54-05-2022 Jorgenson That Council is re-considering their decision to withdraw from VMAD based on their discussion with Sterling Switzer from Saskatchewan Public Safety Agency regarding Emergency Response Planning for the RM of Vanscoy.

Carried

Adjournment

55-05-2022 Michalowski: That this meeting adjourned at 2: 36 pm.

Carried

Minutes adopted by resolution of Council on the 9th day of June, 2022.

Reeve

Administrator