

**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 21, 2024*

Reeve: Leonard Junop  
Councillors

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 9:03 am C.S.T.

**Conflict of Interest Declaration**

Councillor Harvey advised of a potential conflict of interest regarding section 6.c(iii) road work agreement

**Agenda**

01-03-2024 Kielo: That the agenda be accepted as presented.

*Carried*

**Approval of Minutes**

02-03-2024 Larson: That the minutes of the Regular Meeting of Council held on Thursday, February 8, 2024 be approved as presented.

*Carried*

**Statement of Financial Activities**

03-03-2024 Kielo: That the Statement of Financial Activities for the month of February 2024 be accepted as presented.

*Carried*

**List of Accounts for Approval**

04-03-2024 Little: That the accounts submitted for payment totaling \$948,990.93 as per attached listing of voucher Nos.11196 – 11243 and electronic transfer Nos. 829-872;

AND FURTHER THAT the February 1-29 & January 22 – February 18, 2024 payroll \$56,559.53 and Council indemnity \$4,224.59 transferred by direct deposit through Paymate, as attached here to and forming a part of these minutes, be approved for payment.

*Carried*

**Monthly Bank Reconciliation**

05-03-2024 Gregory: That the Bank Reconciliation for the month of January 2024 be approved as presented.

*Carried*

*Jodi Henares – Planner entered the meeting at 9:13 am  
To present the Planning & Development Report*



**Possible Zoning Bylaw Amendment - Residential Use in the Agricultural District**

06-03-2024 Harvey: That Council authorize Jodi Henares to prepare an amendment to the Zoning Bylaw section 6.2.3 and any other applicable sections, that would support existing residential properties zoned as A – Agricultural District. Currently section 6.2.3 confines residential use as a principal use to properties established before June 14, 2018, for the A – Agricultural District. The draft amending bylaw will be presented for the Council’s consideration at the May 9, 2024 regular meeting.

*Carried*

**Discretionary Use – Home Based Business Parcel G SW 17-34-06 W3**

07-03-2024 Harvey: That the application of the property owners to operate a home-based business consisting of a tree nursery on Parcel G, Plan G813 Ext, SW-17-34-06-3, be considered at the April 11, 2024 Council meeting and that a copy of a notice of the application be mailed to each assessed owner of property within 150 metres of the subject property.

*Carried*

**Property Non-Compliant with Zoning Bylaw – LSD 14 NW 35-34-08 W3**

08-03-2024 Little: That Council instruct Jodi to send correspondence to the property owners, regarding the letter sent dated March 11, 2024, for the unauthorized secondary suite located on LSD 14-35-34-08-W3 resulting in a contravention of the RM of Vanscoy Zoning Bylaw 3/18, stating that in order to be compliant with the Zoning Bylaw the kitchen must be removed from the secondary suite by April 30, 2024.

*Carried*

**Planning & Development Report**

09-03-2024 Junop: That the Planning & Development Report be accepted as presented.

*Carried*

**SEDA 2024 Paths to Prosperity Provincial Summitt**

10-03-2024 Larson: That Reeve Junop & Jodi Henares are authorized to attend the SEDA 2024 Paths to Prosperity Provincial Summitt on June 10-13, 2024 held at Saskatoon Inn, SK in the amount of \$475 per person plus GST.

*Carried*

*Jodi Henares exited the meeting at 9:32 am*

**Fire Service Agreement – City of Saskatoon**

*Tabled*

*Cody Spence – Brandt & Scott Loewen – Superintendent entered the meeting at 10:49 am to discuss grader lease options*

*Cody Spence & Scott Loewen exited the meeting at 11:39 am*

*Glen Burwell entered the meeting at 11:39 am to discuss the water pumping system for the raw water fill station*

*Glen Burwell exited the meeting at 11:51 am*

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**Recess**

11-03-2023 Junop: That this meeting recess at 12:10 pm for 30 minutes.

*Carried*

**Reconvene meeting**

Reeve Junop called the meeting to order at 12:46 pm

*Superintendent Loewen entered the meeting at 12:46 pm to discuss general municipal maintenance operations*

**Road Work Agreement**

12-03-2024 Junop: That council approve the road work agreement submitted by James Harvey; AND FURTHER THAT the administrator is authorized to sign the agreement on the municipality's behalf.

*Carried*

**Sandblasting - Trailer**

13-03-2024 Kiolo: That Council approve the quote submitted by Jackson Sandblasting and Painting, Saskatoon SK, for the estimated amount of \$2,500 plus taxes for the sandblasting of the 1991 title trailer unit #23.

*Carried*

*Tony Finn entered the meeting at 1:05 pm to discuss the potential purchase of lot 24 Plan 101854548. Currently, the administration is working with the Ministry of Environment as this lot is an impact site*

*Tony Finn exited the meeting at 1:07 pm*

**Committees of Council Appointment**

14-03-2024 Little: That the following Council Committee be approved for the 2024 year:

- Raw WaterFill Station Project – Leonard Junop & Dean Gregory, Scott Loewen, and administration.

*Carried*

**New Development Access Construction**

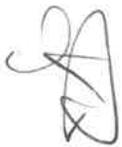
15-03-2024 Harvey: That Council instruct Jodi Henares to prepare recommendations regarding new development access construction principles that would guide council, administration and public works on who shall be responsible for upgrading or constructing any municipal right of way to an appropriate standard of service or access new subdivisions or yard sites.

*Carried*

**Reports of Administration**

16-03-2024 Harvey: That the Reports of Administration and Council Committees and other Bodies, be accepted as submitted or as verbally presented.

*Carried*

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**Ground Water Monitoring**

17-03-2024 Little: That Council instruct the Administrator to collect proposals and quotes to carry out the third annual ground water monitoring of the impact site located at Lot 24 Plan 101854548 Ext 0 NE 24-36-07 W3 for Council’s consideration.

*Carried*

**Cemetery Maintenance Quotes**

18-03-2024 Harvey: Cemetery Maintenance quotes RFQ 24-2, closing date was March 18, 2024 at 4:00 pm, and the following quotes were submitted:

<u>Company/Person:</u>	<u>Description:</u>	<u>Bid amount:</u>
Doug Kielo Family	per cut	\$300.00

That Council award the Cemetery Maintenance RFQ 24-2 for Avondale and Fron Lutheran Cemeteries to Doug Kielo Family for the submitted quote of \$300.00 per cut.

*Carried*

**2024 Municipal Budget**

*Tabled*

**Canada Community Building Fund**

19-03-2024 Little: That Council authorize the Administrator to submit applications for the following projects to the Canada Community Building Fund:

- Clay capping – TWP 345 RR 3091 ½ mile east
- ¼ mile NE 15-34-09 W3 Road Building
- ½ mile road building plus fence removal and replacement
- RR 3082 & TWP 364-11st Road Building
- RR 3080 1 mile south 766 TWP 342
- Various locations of seal coat 5 miles

*Carried*

**RoaData February Activity Report**

20-03-2024 Junop: That the Overweight Permit Reports from February submitted by RoaData be accepted as presented.

*Carried*

**Amend Policy Manual**

*Tabled*

**Tax Abatement Request**

21-03-2024 Little: The following tax abatements are requested due to an office error:

ROLL NO.	LEGAL DESCRIPTION	LAND	MUNICIPAL TAX LEVY	PRAIRIE SCHOOL TAX LEVY	TOTAL
640 300	SE 04 35 08 W3		49.47	29.25	78.72
1297	NE 21 36 09 W3		22.28	11.26	33.54
1299	SE 21 36 09 W3		7.33	2.32	9.65
947	NW 09 34 09 W3		29.61	9.34	38.95
949	SW 09 34 09 W3		25.76	8.14	33.90
978	SW 16 34 09 W3		39.98	12.61	52.59

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1027	SE 28 34 09 W3	49.96	15.76	65.72
1028	SW 28 34 09 W3	48.71	15.37	64.08
1031	SE 29 34 09 W3	50.05	15.79	65.84
1048	SE 33 34 09 W3	42.73	13.49	56.22
1049	SW 33 34 09 W3	49.76	15.70	65.46
1070	NE 03 35 09 W3	41.34	13.03	54.37
1071	NW 03 35 09 W3	49.50	15.61	65.11
1072	SE 03 35 09 W3	41.29	13.05	54.34
1103	SE 10 35 09 W3	41.76	13.18	54.94
1073	SW 03 35 09 W3	55.06	19.49	74.55

*Carried*

**Void Cheque**

22-03-2024 Larson: That Council void cheque #10957.

*Carried*

**General Election Bylaw**

23-03-2024 Little: That Council instruct the administrator to amend the General Election Bylaw by deleting section 35 for Council's consideration at the April 11, 2024 council meeting.

*Carried*

**GLC Maintenance – Contract**

24-03-2024 Kiello: That council approve the renewal of the contract between the RM of Vanscoy No. 345 and GLC Maintenance, Vanscoy SK, in the amount of \$40 per cut.; AND FURTHER THAT the administrator inquire with GLC if they would mow the Wildrose Cemetery for the 2024 season.

*Carried*

**Donation Requests**

25-03-2024 Little: That Council instruct the administrator to send correspondence to the following:

- Delisle Senior Citizens Club
- Vanscoy & District Agricultural Society
- Delisle Elementary School Playground Project
- Vanscoy School

As the Council navigates through the numerous donation requests that the RM of Vanscoy receives at the beginning of each year, the Council regrets that the RM is unable to accommodate all requests at this time. However, the Council encourages applicants to reach out to us again in the fall. During that period, we will reassess our capacity to support various initiatives.

*Carried*

**Sasktip Membership Request**

26-03-2024 Kiello: That council approve the annual membership with Sasktip Inc. in the amount of \$100.00 for the 2024 year.

*Carried*

**National Police Federation – Letter of Support**

YM 

27-03-2024 Kielo: That Council acknowledge the letter dated January 2024 from the National Police Federation but respectfully decline to send a letter of support.

*Carried*

**Business Cards – New Logo**

28-03-2024 Greogry: That Council approve the quote submitted by Globe Printers, Saskatoon SK, for the estimated amount of \$249.00 for new business cards. The necessity for new business cards arises due to recent changes in email addresses for both Council members and staff, as well as updates to the RM logo.

*Carried*

**Ratepayer Correspondence**

29-03-2024 Larson: That Council after thorough consideration and evaluation of the request, submitted by a ratepayer, Council has decided to respectfully deny the request for an interest abatement. The RM does not issue monthly statements on taxes, as they are considered levied as of January 1 of the current fiscal year in accordance with *The Municipalities Act*. Therefore, it is incumbent upon ratepayers to ensure that their taxes are paid in a timely manner.

*Carried*

**Administrator Holiday Request**

30-03-2024 Little: That Council approve the holiday request submitted by the administrator for February 16 June 26-27, and July 29 – August 1, 2024.

*Carried*

**2023 Audited Annual Financial Statements**

31-03-2024 Kielo: That the Reeve and the Administrator be authorized to sign the Audited Financial Statements Representation Letter and Management Responsibility Letter on behalf of the RM of Vanscoy No. 345 in order to finalize the 2023 Audited Annual Financial Statements.

*Carried*

**Communication**

32-03-2024 Larson: That all communications be accepted as presented and filed as received.

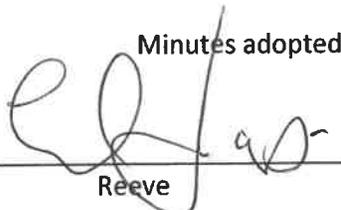
*Carried*

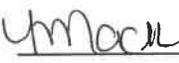
**Adjournment**

33-03-2024 Larson: That this meeting adjourn at 3:45 pm.

*Carried*

Minutes adopted by resolution of Council on the 11<sup>th</sup> day of April, 2024.

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator