

**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, April 11, 2024*

Reeve: Leonard Junop  
Councillors

Division 1: James Harvey ABSENT  
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 9:06 am C.S.T.

**Conflict of Interest**

None

**Agenda**

01-04-2024 Little: That the agenda be accepted as presented.

*Carried*

**Approval Regular Meeting Minutes**

02-04-2024 Kielo: That the minutes of the Regular Meeting of Council held on Thursday, March 21, 2024 be approved as presented.

*Carried*

**Statement of Financial Activities**

03-04-2024 Colborn: That the Statement of Financial Activities for the month of March 2024 be accepted as presented.

*Carried*

**List of Accounts for Approval Amend Resolution #**

04-04-2024 Kielo: That the accounts submitted for payment totaling \$298,759.26 as per attached listing of voucher Nos.11244-11276 and electronic transfer Nos. 873-898;

AND FURTHER THAT the March 1-31 & February 19-March 17, 2024 payroll \$56,030.28 and Council indemnity \$5,256.26 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**

05-04-2024 Gregory: That the Bank Reconciliation for the month of February 2024 be approved as presented.

*Carried*

*Jodi Henares- Planner joined the meeting at 9:10 am  
To present the planning and development reports*

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**Proposed Amendment - Agricultural Residential District**

06-04-2024 Kielo: That Council authorize Jodi Henares to prepare an amendment to the Zoning Bylaw section 4.14.10 (4) – Area of Accessory Buildings and any other applicable sections, to expand the limitations within the Agricultural Residential District that accommodate properties that exceed the current AR limitations. Currently, section 4.14.10 (4) allows for 1,100 square metres (11,840 square feet). Council is proposing the following amendment based on acre size:

- 30.1 acres and over - 10,000 square meters
- 20.1 acres – 30 acres - 5,000 square meters
- 10.1 acres – 20 acres - 2,500 square meters
- 5 acres -10 acres - 1,100 square meters

*Carried*

07-04-2024 Junop: Whereas the Rural Municipality of Vanscoy initiated a mass-rezoning effort in April 2022, converting 1,030 residential properties zoned as Agricultural within the 5–50-acre range to Agricultural Residential (AR). While communication with the property landowners was conducted by letter and public notice, some properties were erroneously included due to non-responses. This mass rezoning has posed a challenge for landowners, notably one with an existing farm operation whose property does not comply with the AR District.

That the Rural Municipality of Vanscoy No. 345 incur the full costs of the rezone application fee and the public advertising in the estimated amount of \$1,000 for the property owner located on SW 22-36-09 W3.

*Carried*

**Suspend Meeting**

08-04-2024 Junop: That Council suspend the regular council meeting for the purpose of opening the Public Hearing 9:49 am

*Carried*

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**Public Hearing Discretionary Use – Home based Business Parcel G SE 17-34-06 W3**

*Reeve Junop formally opened the Discretionary Use Hearing at 9:49 am C.S.T. to receive any comments and submissions relating to the Discretionary Use Application to operate a tree nursery on Parcel G SE 17-34-06 W3.*

*Jodi Henares presented the written report regarding this application to operate a tree nursery*

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

**Intent of Application:** The applicants have applied to operate a tree nursery as a home-based business on Parcel G SE 17-34-06 W3. The business will only be open to customers from May until mid-June with an estimated 50-60 customers visiting the location during that time period and the hours of operation to be 5pm – 8pm during weekdays and 10am – 8pm on weekends. The property is zoned as H – Hamlet District.

**Public Comments:** 83 mail-out notifications were sent to all landowners within 150 metres of the subject property with eight responses, five of which stated no concerns with the proposed use, and

three with concerns relating to traffic volumes, no other written or verbal comments or telephone calls from the public were received at the municipal office.

*Reeve Junop closed the Discretionary Use Hearing at 9:54 am*

**Reconvene Meeting**

09-04-2024 Gregory: That the Regular Meeting of Council reconvene at 9:54 am.

*Carried*

**Proposed Discretionary Use – Home base Business Parcel G SE 17-34-06 W3**

10-04-2024 Colborn: That the application of submitted by 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 APPROVED subject to the following conditions:

- i. That the hours of operation to be 5pm – 8pm during weekdays and 10am – 8pm on weekends;
- ii. That the business will only be open to customers from May until mid-June; and
- iii. The permit may be revoked at any time if, in the opinion of Council, the above conditions are no longer met.

*Carried*

**Proposed Textual Amendment – Allow Secondary Suite/Dwelling**

11-04-2024 Kielo: That Council authorize Jodi Henares to prepare an amendment to the Zoning Bylaw No. 3/18 to permit secondary suites/dwellings within the RM for Council's consideration at the May 9, 2024 regular meeting.

*Carried*

**Proposed Rezone & Subdivision Application – NE 26-34-07 W3**

12-04-2024 Larson: That the application of the property owner to subdivide one 6 ha (14.84 acre) parcel from NE-26-34-07-3 as shown as Parcel A on the Plan of Proposed Subdivision completed by Meridian Surveys Ltd dated January 26<sup>th</sup>, 2024, and to rezone the new parcel from A – Agricultural District to AR – Agricultural Residential District be APPROVED subject to:

- i. The applicant being responsible for all costs of the subdivision and rezoning; and
- ii. Bylaw 07-2024 receiving ministerial approval by the Ministry of Government Relations.

*Carried*

**Bylaw No. 07-2024 – Zoning Bylaw Amendment – 1<sup>st</sup> Reading**

13-04-2024 Little: That Bylaw No. 07-2024, 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. 07-2024**

14-04-2024 Gregory: 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, May 9, 2024 at 9:45 am CST.

*Carried*

*Jodi Henares exited the meeting at 10:22 am*



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*Superintendent Loewen and Richard Hale – Headwater Equipment entered the meeting at 11:00 am to discuss Sany Graders*

*Richard Hale exited the meeting at 11:32 am*

*Superintendent Loewen exited the meeting at 11:35 am*

**Reports of Administration**

15-04-2024 Larson: That the Reports of Administration and Council Committees and other Bodies, be accepted as submitted or as verbally presented.

*Carried*

**Reports of Administration**

16-04-2024 Colborn: That the administrator report be accepted as submitted or as verbally presented.

*Carried*

**Bylaw 06-2024 – General Election – 1<sup>st</sup> Reading**

17-04-2024 Little: That Bylaw No.06-2024, being a bylaw to address the methods for providing public notice, the establishment of a mail-in ballot voting system; and to name one or more polling places within Saskatchewan for each division holding an election, be introduced, and read a first time.

*Carried*

**Bylaw No. 06-2024 – General Election - 2<sup>nd</sup> Reading**

18-04-2024 Larson: That Bylaw No. 06-2024 be given second reading.

*Carried*

**Three Readings at One Meeting**

19-04-2024 Colborn: That Bylaw No. 06-2024 be given three readings at this meeting.

*Carried Unanimously*

**Bylaw No. 06-2024 – General Election- 3<sup>rd</sup> Reading & Adoption**

20-04-2024 Gregory: That Bylaw No. 06-2024 being a Bylaw to address the methods for providing public notice, the establishment of a mail-in ballot voting system; and to name one or more polling places within Saskatchewan for each division holding an election, be read a third time, and adopted.

*Carried*

**Amend Policy Manual 01-2022**

21-04-2024 Little: That Council approve the amendments to the Policy Manual 01-2022, as presented.

*Carried*

**Local Government Certification Education Agreement – Office Assistant**

22-04-2024 Kielo: That Council approve the education proposal regarding the Local Government Administration Program offered through the University of Regina for Morginn Kennedy, Office Assistant; AND FURTHER THAT on behalf of the RM of Vanscoy No. 345 the Administrator be authorized to sign the education agreement between Morginn Kennedy and the RM of Vanscoy No. 345 to define employment stipulations and payment of course fees.

*Carried*

**Wildrose Cemetery Mowing Contract 2024**

23-04-2024 Junop: That Council approve the contract submitted by GLC Maintenance, Vanscoy SK, to

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mow the Wildrose Cemetery in the amount of \$65.00/hour to be invoiced at the end of each month for the year 2024.

*Carried*

**RoaData March Activity Reports**

24-04-2024 Gregory: That the Overweight Permit Reports from March submitted by RoaData be accepted as presented.

*Carried*

**2023 Potash Tax Sharing Mill Rate**

25-04-2024 Little: That Council acknowledge the direction of The Municipal Potash Tax Sharing Administration Board to apply a 2024 Mill Rate of 6.5831 to the Potash Mines within the RM of Vanscoy No. 345.

*Carried*

**Government of Saskatchewan 2023 Education Property Tax Mill Rates**

26-04-2024 Larson: That Council acknowledge the Education Property Tax Mill Rates for the 2024 tax year as set by the Government of Saskatchewan as follows:

- Agricultural Property: 1.42 mills
- Residential Property: 4.54 mills
- Commercial/Industrial: 6.86 mills
- Resource (oil, gas, mines, pipelines): 9.88 mills

*Carried*

**2024 RM of Vanscoy No. 345 Scholarship Bursaries**

27-04-2024 Larson: That the RM of Vanscoy No. 345 continue their Bursary program and offer two \$500.00 Scholarship Bursary to the Delisle Composite School and to the Lord Asquith School, open to applicants that are residents of the RM of Vanscoy No. 345.

*Carried*

**Municipal Revenue Sharing 2024-2025**

28-04-2024 Little: That Council acknowledge the Municipal Revenue Sharing for the 2024-2025 year in the amount of \$599,840 AND FURTHER THAT Council acknowledge the increase of 14%.

*Carried*

**Recess**

29-04-2024 Kiello: That this meeting recess at 12:16 pm for 20 minutes.

*Carried*

**Reconvene meeting**

Reeve Junop called the meeting to order at 12:51 pm

*Jodi Henares entered the meeting at 1:02 pm*

*Riley Burwell & Superintendent Loewen entered the meeting at 1:02 pm*

*To discuss the raw water fill station*

*Jodi Henares exited the meeting at 1:21 pm*



**Special Meeting**

30-04-2024 Junop: That Council set a special meeting for April 22, 2024 at 9:00 am to discuss the operating/capital budget, gravel/seal coat and reserves.

*Carried*

**Operating/Capital Budget**

*Tabled*

*Superintendent Loewen & Riley Burwell exited the meeting at 1:49 pm*

*Wayne Rodger – Saskatchewan Public Service Agency entered the meeting at 1:49 pm to discuss Saskatchewan Public Safety Agency, along with Suncrest College have partnered to form the Saskatchewan Emergency Response Institute to deliver firefighter training that leads to IFSAC certification.*

*Wayne Rodger exited the meeting at 2:33 pm*

**Adjournment**

31-04-2024 Larson: That this meeting adjourned at 2:37 pm.

*Carried*

Minutes adopted by resolution of Council on the 9<sup>th</sup> day of May, 2024.

  
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Reeve

  
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Administrator