

**RURAL MUNICIPALITY OF VANSCOY NO. 34**

*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, January 12, 2023*

Reeve: Leonard Junop  
Councillors

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 9:02 am C.S.T.

**Conflict of Interest Declaration**

None

**Agenda**

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

*Carried*

**Approval of Regular Meeting Minutes**

02-01-2023 Kielo: That the minutes of the Regular Meeting of Council held on Thursday, December 8, 2022 be approved as presented.

*Carried*

**Approval of Special Meeting Minutes**

03-01-2023 Little: That the minutes of the Special Meeting of Council held on Thursday, December 14 & 20, 2022 be approved as presented.

*Carried*

**Statement of Financial Activities**

04-01-2023 Little: That the Statement of Financial Activities for the month of December 2022 be accepted as presented.

*Carried*

**List of Accounts for Approval**

05-01-2023 Harvey: That the accounts submitted for payment totaling \$978,102.59 as per attached listing of voucher Nos.10637-10688 and electronic transfer Nos. 370-412; AND FURTHER THAT the November 28- December 25, 2022 & December 26, 2022-January 15, 2023 & December 1-31, 2022 payroll \$91,988.72 and Council Indemnity \$16,832.97 transferred by direct deposit through Paymate in the amount of \$108,821.69, as attached here to and forming a part of these minutes, be approved for payment.

*Carried*

**Monthly Bank Reconciliation**

06-01-2023 Kielo: That the Bank Reconciliations for the month of November/December 2022 be accepted as presented.

*Carried*

4m

*Superintendent Loewen entered the meeting at 9:20 am  
To discuss general municipal maintenance operations*

**Proposed Irrigation Development – SE 16-34-06 W3**

07-01-2022 Harvey: That following consultation with the Superintendent and receiving a response from the Ministry of Agriculture, Crops and Irrigation Branch, property owner Jason Kinzie’s request for the irrigation project located on the SE 16-34-06 W3 be approved, as Mr. Kinzie has received an Irrigation Certificate indicating the said lands are suitable for irrigation use.

*Carried*

*Superintendent Loewen exited the meeting at 9:22 am*

*Superintendent Loewen entered the meeting at 9:24 am*

**Road Construction Project**

08-01-2022 Harvey: That Council approve the road construction project located at the SE 13-35-09 W3, roughly 3 acres, the project will remedy snow drifting on the roadway by cutting the hill down. By way of compensation for the property owner allowing the RM to keep any materials from the road project, the RM will build two (2) approaches located at SW 21-34-07 W3 and NW 33-34-07 W3.

*Carried*

**Request for Quotes – One New 2022 Tractor**

09-01-2023 Kielo: That the RM of Vanscoy No. 345 requested quotes for one new 2022 or 2023 tractor and one used tractor, closing date was January 10, 2023 at 12:00 pm, and the following quotes were submitted:

**Company/Person:**

**Quotes:**

<b>Company/Person:</b>	<b>Quotes:</b>
Redhead Equipment (2022)	\$175,000 excluding tax
Prairie Mechanicals Corp. (2021)	\$215,250 including tax
Prairie Mechanicals Corp. (2023)	\$278,250 including tax
Kubota(2022)	\$191,150 excluding tax
Kubota (2022)	\$183,500 excluding tax
Brandt John Deere (2018)	\$255,000 excluding tax
Brandt John Deere (2017)	\$240,900 excluding tax
Brandt John Deere	\$204,000 excluding tax
Brandt John Deere	\$190,900 excluding tax

That Council award the request for quotes to Redhead Equipment for the submitted quote of \$175,000 excluding tax.

*Carried*

*Superintendent Loewen exited the meeting at 10:12 am*

*Chad Watson - Urban Systems  
joined the meeting at 10:13 am  
to present the January Planning & Development Report*

4m

**Development Permit Application LSD 9 NE 35-36-07 W3**

10-01-2023 Little: That Council consider the application of Devin Kennard to operate a storage compound as a home based business on LSD 9 NE 35-36-07 W3 Ext 19 at the February 9, 2023 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**

11-01-2023 Junop: That Council suspend the regular meeting for the purpose of opening the public hearing at 10:33 am

Carried

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**Public Hearing for Proposed Bylaw 27-2022**

*Reeve Junop formally opened the Public Hearing at 10:34 am to receive any comments and submissions regarding Proposed Bylaw 27-2022, 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. 27-2022 will amend the Zoning Bylaw No. 3/18 to accommodate the following changes:

1. Section 4.10 Regulations For Signs and Billboards is amended by adding the following as subsection 4.10.4 with the subsequent subsection being renumbered as 4.10.5.

**4.10.4 Signs in Commercial and Industrial Districts**

- (1) Signs and billboards that are located in any commercial or residential district, not including an approved highway sign corridor, that advertise the principal use of a site or the principal products offered for sale on a site, are subject to the following requirements:
  - a) No more than two (2) signs shall be permitted on the premises.
  - b) No sign shall be in excess of 19 m<sup>2</sup> in sign face area, but the two permitted signs may be combined and the total sign face area shall not exceed 38 m<sup>2</sup>. Each sign may be double faced.
  - c) No sign shall be illuminated unless the source of light is steady and suitably shielded
  - d) The maximum height of any sign shall be 14 metres.

- (2) Subsection 4.10.5(1) is amended with the following wording:

Signs and billboards that are not located in a highway corridor or a residential, commercial or residential district, and that advertise agricultural commercial uses, farm or home-based business, the principal use of a site or the principal products offered for sale on a site, are subject to the following requirements:

Subsections (a) through (d) remain unchanged.

*Handwritten signature in blue ink.*

*Handwritten initials '4m' in blue ink.*

*Administrator Leanne Mack presented the written report regarding this application to amend the Zoning Bylaw 3/18, 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 this Public Hearing at 10:36 am*

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### **Public Hearing Discretionary Use – Indoor Cannabis Grow Operation Parcel K Plan No. 94S38681 NW 25-36-08 W3**

*Reeve Leonard Junop formally opened the Discretionary Use Hearing at 10:36 am C.S.T. to receive any comments and submissions relating to the Discretionary Use Application submitted by Nathan Goy & Benjamin Cottrell to operate an indoor cannabis grow operation on Parcel K Plan no. 94S38681 NW 25-36-08 W3.*

**Attendees from the Public:** Nathan Goy & Ben Cottrell

**Intent of Application:** The applicants have submitted an application to build and operate a micro cannabis grow operation on Parcel K, Plan no. 94S38681 NW 25-36-08 W3. Cannabis grow operations are not listed as a permitted or discretionary use under the Agricultural Residential zoning. If approved the parcel should be rezoned to Agriculture, where it is a discretionary use. Under the Agriculture District, the application meets the Zoning Bylaw requirements for a cannabis grow operation. The grow operation would operate out of a proposed shop building on the above property. There would be no retail sales from the site.

*Administrator Leanne Mack presented the written report regarding this application to operate an indoor cannabis grow operation, 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, one written comment form was received having no concerns and one telephone call was received inquiring whether the owner of the property was applying for the permit. No other written or verbal comments or telephone calls from the public were received at the municipal office.

*Ben Cottrell spoke to the benefits of having the micro cannabis grow operation in the community.*

*Reeve Junop closed the Discretionary Use Hearing at 10:39 am*

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#### **Reconvene Meeting**

12-01-2023 Larson: That the regular meeting of Council reconvene at 10:39 am

*Carried*

#### **Bylaw No. 27-2022 – Zoning Bylaw Amendment - 2<sup>nd</sup> Reading**

13-01-2023 Kielo: That Bylaw No. 27-2022 being a Bylaw to amend the RM of Vanscoy Zoning Bylaw No. 3/18, be given second reading.

*Carried*

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**Bylaw No.27-2022 – Zoning Bylaw Amendment- 3<sup>rd</sup> Reading & Adoption**

14-01-2023 Larson: That Bylaw No. 27-2022 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 K NW 25-36-08 W3**

15-01-2023 Larson: That the application of Nathan Goy & Benjamin Cottrell to operate a cannabis grow operation on Parcel K Plan No. 94S38681 NW 25-36-07 W3 be APPROVED subject to the applicant:

- i. Submitting an application to rezone Parcel K from AR – Agricultural Residential to A – Agricultural and being responsible for all costs of the rezoning;
- ii. Applying for and receiving a building permit for the proposed building; and
- iii. Receiving approval from and operating in conformance with the requirements of Health Canada.

*Carried*

*Chad Watson exited the meeting at 10:42 am*

*Julie Deitsch entered the meeting at 10:59 am  
to discuss the Latecomer Agreement*

*Julie Deitsch exited the meeting at 11:15 am*

*Laura Bingham- Nutrien entered the meeting via Teams at 11:15 am*

*Mark McKee – Nutrien entered the meeting via Teams at 11:19 am  
to discuss the proposed mineral sale/lease*

*Laura Bingham & Mark McKee exited the meeting at 11:25 am*

*Public Notice was provided before Council initially considered the report on a proposed sale or lease of minerals owned by the Municipality in accordance with Public Notice Policy Bylaw No. 01-2022*

**Nutrien – Mineral Sale/Lease**

16-01-2023 Harvey: That Council accept the offer of \$600 on the sale of mineral rights located on Lot 1 Parcel 2 Plan G492 Ext 0 SE 35-36-08 W3, 0.031 hectares (0.08 acres); AND FURTHER THAT the Administrator is hereby authorized to sign the agreement on the Municipalities behalf.

*Carried*

**Reports of Administration**

17-01-2023 Little: That the Reports of Administration and Council Committees and other Bodies, be accepted as submitted or as verbally presented.

*Carried*

**Recess**

18-01-2023 Junop: That this meeting recess at 12:10 pm for 20 minutes.

*Carried*

**Reconvene meeting**

Reeve Junop called the meeting to order at 12:37 pm

*Amend Res  
No.  
27-04-2023*

*4m*



**Amend Resolution 08-11-2022/Amend Latecomer Agreement** amend resolution no. 25-02-2023  
19-01-2023 Harvey: That Council amend resolution no. 08-11-2022 by striking out “date of approval of subdivision” and replacing with “the date of engineered stamped drawings”; AND FURTHER THAT section 5 of the Latecomer Agreement be amended by striking out “All Administrative charges incurred by the RM” and adding “An administrative charge of \$250 shall be charged by the RM in administering this Agreement and collecting/remitting the Latecomer Charges shall be paid by the Latecomer to the RM.”

Carried

**Fidelity Bond**

20-01-2023 Colborn: That we renew the fidelity bond B0N23345R through Saskatchewan Association of Rural Municipalities (SARM) in accordance with section 113 of *The Municipalities Act* in the amount of \$164.30.

Fidelity Bond Insurance \$50,000 (coverage) \$155.00 (premium) plus PST  
Registered Mail \$50,000 (coverage included)  
Money & Securities \$2,500 (coverage included)

Carried

**2023 Plant Health Officers –Appointment** amend resolution no. 26-02-2023

21-01-2023 Kielo: That as requested by The Ministry of Agriculture and SARM the RM of Vanscoy appoint the following six Plant Health Officers as Pest Control Officers 2023:

- Katey Makohoniuk
- Joanne Kwasnicki
- Betty Johnson
- Lynne Roszell
- Chelsea Neuberger
- Colleen Fennig

Carried

**2023 Water Key Rates**

22-01-2023 Colborn: That the following fees remain unchanged for Water Rates/Keys in 2023:

**Water Key per Year 2023**

<b>Residential Rate</b>	<b>\$100.00</b>
<b>Agricultural/Commercial Rate</b>	<b>\$500.00</b>

Carried

**Office Service Fee’s**

23-01-2023 Little: Fee schedule and procedures for various office services:

Assessment information / field sheets - may be provided to owners free of charge

Building Permits – Municode sets the fee plus administration fee 20% plus \$25.00 SAMA fee (Bylaw 13-2022)

Development Permits \$125.00 (Bylaw 18-2020)

Discretionary Use Permit \$400.00 (Bylaw 18-2020)

Fax service - \$1.00/page/fax

Land Sales Information - Individuals seeking information regarding land sales are to be referred to the Land Titles office with the exception of the Farm Debt Review Board who shall be charged the \$5.00 fee for each transfer copy.

Maps - \$20.00 each (includes taxes) plus \$5.00 for mailing (amended August 11, 2022 res no. 07-08-2022)

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Notary or Commissioner Services - provided at no charge during office hours for residents of the RM  
Photo Copying - \$1.00/page  
Tax Certificates - \$15.00 per certificate (Bylaw 19-2021)  
Title searches- To be conducted at cost for owners only.

*Carried*

**Road Maintenance Agreement – Rice Lake Sand & Gravel**

24-01-2023 Larson: That the Council of the Rural Municipality of Vanscoy No. 345 grants an extension on the Road Maintenance Agreement to Rice Lake Sand and Gravel until March 15, 2023.

*Carried*

**Correspondence – Village of Vanscoy**

25-01-2023 Little: That Council instruct the Administrator to send a letter to the Village of Vanscoy requesting an informal meeting between Council’s to discuss inter-municipal cooperation, prior to April 30, 2023.

*Carried*

**Proposed Assistant Administrator Contract**

26-01-2023 Larson: That Council approve the amendment to the Assistant Administrator’s contract section 12 & 13 increasing the vacation leave to four weeks effective January 1, 2023

*Carried*

**Proposed Saskatchewan Lotteries Grant Policy**

27-01-2023 Gregory: That the Saskatchewan Lotteries Grant Policy 01-2023, be approved by Council as presented.

*Carried*

**Appointment of Board of Revision**

28-01-2023 Little: That the RM of Vanscoy Council appoint ADR Institute of Saskatchewan as the Centralized Board of Revision for 2023 in accordance with section 221.1 of *The Municipalities Act*. The annual retainer fee is \$250 plus any expenses incurred throughout the appeal process; AND FURTHER THAT the Administrator be authorized to sign the agreement on the Municipalities behalf; AND FURTHER THAT Council amend resolution no. 17-11-2022 by striking out “Board of Revision Committee Leonard Junop, James Harvey, Jeff Kielo, Brandon Little & Liana Larson (2 year term), and Secretary Heather Fantie”.

*Carried*

**Tax Abatement**

29-01-2023 Kielo: That Council approve the tax abatement on the following properties due to receipts being posted in 2023 that should be posted in 2022:

1. The requested tax abatement NW 36-36-09 W3:

**Municipal Tax Levy: \$3.58**

**School Tax Levy: \$2.20**

**Total: \$5.78**

2. The requested tax abatement SE 35-36-08 W3:

**Roll 1404**

**Municipal Tax Levy: \$13.34**

**School Tax Levy: \$8.90**

**Total: \$22.24**

**Roll 1418 100**

**Municipal Tax Levy: \$0.96**

**School Tax Levy: \$0.64**

**Total: \$1.60**

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3. The requested tax abatement NE 36-36-08 W3:

**Roll 2072**  
**Municipal Tax Levy: \$16.23**  
**School Tax Levy: \$10.69**  
**Total: \$26.92**

4. The requested tax abatement NE 15-34-08 W3:

**Roll 546**  
**Municipal Tax Levy: \$17.23**  
**School Tax Levy: \$11.24**  
**Total: \$28.47**

5. The requested tax abatement SW 31-34-06 W3:

**Roll 65**  
**Municipal Tax Levy: \$23.79**  
**School Tax Levy: \$15.88**  
**Total: \$39.67**

6. The requested tax abatement NW/NE 18 34 09 W3, NE 07 35 09 W3 & NE/NW 10 35 09 W3:

**Roll 983**  
**Municipal Tax Levy: \$6.85**  
**School Tax Levy: \$2.29**  
**Total: \$9.14**

**Roll 984**  
**Municipal Tax Levy: \$6.81**  
**School Tax Levy: \$2.27**  
**Total: \$9.08**

**Roll 1086**  
**Municipal Tax Levy: \$7.28**  
**School Tax Levy: \$2.43**  
**Total: \$9.71**

**Roll 1086 100**  
**Municipal Tax Levy: \$0.05**  
**School Tax Levy: \$0.02**  
**Total: \$0.07**

**Roll 1087**  
**Municipal Tax Levy: \$7.32**  
**School Tax Levy: \$2.45**  
**Total: \$9.77**

**Roll 1101**  
**Municipal Tax Levy: \$6.50**  
**School Tax Levy: \$2.17**  
**Total: \$8.67**

**Roll 1102**  
**Municipal Tax Levy: \$6.60**  
**School Tax Levy: \$2.20**  
**Total: \$8.80**

*Carried*

**RoaData December Activity Report**

30-01-2023 Colborn: That the Overweight Permit Reports from December submitted by RoaData be accepted as presented.

*Carried*

4m



**2023 SARM Annual Convention**

31-01-2023 Harvey: That Reeve Junop and Councilor Harvey be authorized as designated voting delegates for the 2023 SARM Annual Convention held on March 14-16, 2023 on behalf of the RM of Vanscoy No. 345, AND FURTHER THAT Councilor Kiolo, Little, Gregory, Larson and the Administrator are authorized to attend the SARM annual convention in accordance with Policy Manual 01-2022.

*Carried*

**Respect in the Workplace Training**

32-01-2023 Gregory: That Council approve the Respect in the Workplace training offered through Saskatchewan Association of Rural Municipalities (SARM) at a cost of \$20 per person for all staff and Council.

*Carried*

**Transfer from Community Building Fund Reserve**

33-01-2023 Little: That Council authorize the 2022 year end transfer from the Community Building Fund Reserve in the amount of \$950,007.02 to account for the completion of historical projects that were submitted in 2021.

*Carried*

**Communications**

34-01-2023 Larson: That all communications be accepted as presented and filed as received.

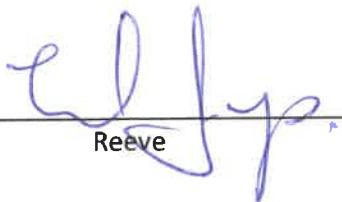
*Carried*

**Adjournment**

35-01-2023 Larson: That this meeting adjourned at 1:53 pm.

*Carried*

Minutes adopted by resolution of Council on the 9<sup>th</sup> day of February, 2023.

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator