



# RM of Rosthern #403

## Agenda

### Council Meeting

Tuesday, July 11, 2023 @ 9:00 AM

#### 1. CALL MEETING TO ORDER

#### 2. APPROVAL OF AGENDA

#### 3. BY-ELECTION RESULTS

- 3.1. Accept the Declaration of Results from the 2023 By-Election
- 3.2. Accept Candidate Oath to Office

#### 4. APPROVAL OF MINUTES

- 4.1. June 6/2023 Regular Meeting

#### 5. 10:00AM - PUBLIC HEARING - BYLAW FOR ZONING AMENDMENTS

- 5.1. Bylaw 10.2023 Zoning Amendments

#### 6. DISCRETIONARY USE PUBLIC HEARINGS

- 6.1. Mobile Home - A.W - SW 30-43-04-W3
- 6.2. Garden (granny) Suite - R.L - SE 15-43A-03-W3

#### 7. 10:15 DELEGATION - SUMMIT SAND & GRAVEL

- 7.1. Discretionary Use Review - Summit Sand & Gravel

#### 8. CORRESPONDENCE

- 8.1. Bylaw Enforcement Reports
- 8.2. Twin Rivers

#### 9. REPORTS OF ADMINISTRATION & COMMITTEE'S

- 9.1. Administrator Report
- 9.2. Special Occasion Permits - Electronic Approvals
  1. Saskatchewan Holsteins - June 29th Event
  2. Seager Wheeler - July 15th Event
- 9.3. Council Indemnity

9.4. Financials

**10. PUBLIC WORKS**

- 10.1. Clay Testing Results - Clifton in attendance
- 10.2. Fuel Tank
- 10.3. Future Gravel Discussion
- 10.4. Request for Hay
- 10.5. Roads Signs Bylaw Update
- 10.6. HJR Asphalt - Request for Road Use
- 10.7. 11:00AM - Foreman & Division Reports

**11. UNFINISHED BUSINESS**

- 11.1. Bylaw 8.2023 - Rural Addressing
- 11.2. Bylaw 9.2023 - Council Procedures Amendment
- 11.3. New Office Plans

**12. NEW BUSINESS**

- 12.1. Bylaw 12.2023 Uniform Mill Rate for 2023
- 12.2. Bylaw 13.2023 Mill Rate Factor
- 12.3. 2022 Drafted Financial Statement from Auditor
- 12.4. Organized Hamlet of Neuanlage

**13. ADDITIONAL BUSINESS**

**14. ADJOURNMENT**

*adm*  
*RF*



# RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF JULY 11<sup>TH</sup> 2023

The Regular Meeting of the Council of the Rural Municipality of Rosthern No. 403 was held in the R.M Council Chambers located at 2022 6<sup>th</sup> Street Rosthern, SK on Tuesday July 11<sup>th</sup> 2023 commencing at 8:59AM.

## ATTENDANCE

### PRESENT:

REEVE - ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI – DIVISION 1, LARRY FEHR – DIVISION 2, GLENN BRAUN – DIVISION 3, LEO PERRIN – DIVISION 4, CHAD KRIKAU – DIVISION 5, TOM MADDEN – DIVISION 7

ABSENT AT TIME OF ORDER: CHARLES KRIKAU – DIVISION 6

ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH 1 IN ATTENDANCE (1 Municipal Employee K.F)

IN PERSON GALLERY – 1 RESIDENT (A.R)

Reeve read the Conduct of public to gallery – 8:59AM (Section 34- Bylaw 1.2016)

## AGENDA

308.2023

### DIVISION 7 / DIVISION 5:

That Council approve the agenda presented with the following additions:

- Additional Invoices
- Remove 12.3 as the documents did not come in on time.
- In Camera Session – HR Matters

CARRIED

## ELECTION RESULTS

309.2023

### DIVISION 3 / DIVISION 4:

That Council accept the election results from the Division 6 By-Election held June 14<sup>th</sup> 2023.

CARRIED

## COUNCILLOR OATH TO OFFICE ACCEPTANCE

310.2023

### DIVISION 7 / DIVISION 2:

That Council accept the oath to office by Charles Krikau for Division 6 Councillor.

CARRIED

## MINUTES

311.2023

### DIVISION 2 / DIVISION 4:

That the minutes from June 6<sup>th</sup> 2023 Regular Council Meeting be approved as presented.

CARRIED

## MOVE TO ITEM

312.2023

### DIVISION 3 / DIVISION 5:

Move to item 8.1 on the agenda.

CARRIED

## BYLAW ENFORCEMENT

313.2023

### DIVISION 1 / DIVISION 2:

That Council accept the bylaw reports for the month.

CARRIED

## CORRESPONDENCE

314.2023

### DIVISION 7 / DIVISION 2:

That the Correspondence be filed.

CARRIED

## ADMINISTRATOR REPORT

315.2023

### DIVISION 1 / DIVISION 5:

That the verbal Administrator report be filed.

CARRIED

## ELECTRONIC APPROVAL – SPECIAL OCCASION PERMITS

316.2023

### DIVISION 3 / DIVISION 4:

That Council accept the electronic approvals for Special Occasion Permits for the following:

- Saskatchewan Holsteins – June 29<sup>th</sup> 2023 Event
- Seager Wheeler – July 15<sup>th</sup> 2023 Event

CARRIED

## SPECIAL OCCASION PERMIT – ROSTHERN AG SOCIETY

317.2023

### DIVISION 1 / DIVISION 5:

That Council approve a Special Occasion Permit for the Rodeo in July.

CARRIED

## COUNCIL INDEMNITY

318.2023

### DIVISION 7 / DIVISION 2:

That Council Indemnity be approved as presented in the amount of \$ 3,600.80.

CARRIED



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JULY 11<sup>TH</sup> 2023**

**DIRECT DEPOSIT PAYROLL**

**319.2023**

**DIVISION 2 / DIVISION 4:**

That Council approve the Direct Deposit payroll for the month of June as verbally presented in the amount of \$ 70,406.85.

**CARRIED**

**PERFORMANCE BONDS**

**320.2023**

**DIVISION 4 / DIVISION 3:**

That Council approve the Performance Bond to be released on permits 24.2022, 26.2022, 3.2023 and 11.2023 that final inspection has been completed by the building official and the files have been closed.

**CARRIED**

**ACCOUNTS FOR APPROVAL**

**321.2023**

**DIVISION 2 / DIVISION 1:**

That Council approve the list of accounts presented cheque number 16598 - 16650 and the manual online payment numbers 1540-MAN - 1565-MAN in the amount of \$320,245.14.

**CARRIED**

**FINANCIAL STATEMENT**

**322.2023**

**DIVISION 7 / DIVISION 2:**

That Council accept the Financial Statement Summary as presented for the month of June.

**CARRIED**

**BANK RECONCILIATION**

**323.2023**

**DIVISION 3 / DIVISION 4:**

That Council accept the presented Bank Reconciliation for months of May and June as presented.

**CARRIED**

**DYCK ROAD**

**324.2023**

**DIVISION 7 / DIVISION 1:**

That Council approve to have the last few miles of Dyck Road cored to see what is on the road, that the work be completed by Clifton.

**CARRIED**

**BASF CLAY**

**325.2023**

**DIVISION 3 / DIVISION 7:**

That Council pursue the clay offer from BASF property, that we inquire about a possible lease of property for storage. Information on prices etc. will be brought to the next meeting.

**CARRIED**

**MOVE TO ITEM**

**326.2023**

**DIVISION 5 / DIVISION 3:**

Move to item 5 on the agenda.

**CARRIED**

**PUBLIC HEARING – ZONING BYLAW AMENDMENTS – BYLAW 10.2023**

**327.2023**

**DIVISION 7 / DIVISION 2:**

That Council move to Public Hearing for Bylaw 10.2023 Zoning Amendments – 10:01AM.

**CARRIED**

0 – verbal submission

0- written submissions

1 – in person - no comment

1- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)

**328.2023**

**DIVISION 1 / DIVISION 3:**

That Council close public hearing and return to regular Council meeting – 10:05AM

**CARRIED**

**BYLAW 10.2023 – ZONING AMENDMENTS**

**329.2023**

**DIVISION 4 / DIVISION 2:**

That Bylaw 10.2023, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan being a bylaw to amend the Zoning Bylaw 5.2008 be given its second reading.

**CARRIED**

**330.2023**

**DIVISION 3 / DIVISION 7:**

That Bylaw 10.2023 go to third reading this day.

**CARRIED UNANIMOUSLY**

**331.2023**

**DIVISION 1 / DIVISION 5:**

That Bylaw 10.2023 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to amend the zoning bylaw be given its third and final reading and be adopted this day.

**CARRIED**

*Handwritten signatures and initials, including 'WMA' and 'RK'.*



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JULY 11<sup>TH</sup> 2023**

**PUBLIC HEARING – DISCRETIONARY USE – MOBILE HOME – SW 30-43-04-W3**

332.2023

**DIVISION 1 / DIVISION 2:**

That Council move to Public Hearing Discretionary Use application for Mobile Home located at SW 30-43-04-W3. – 10:05AM.

**CARRIED**

0 – verbal submission

0- written submissions

1 – in person no comment

1- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)

333.2023

**DIVISION 1 / DIVISION 3:**

That Council close public hearing and return to regular Council meeting – 10:09AM

**CARRIED**

**DISCRETIONARY USE – MOBILE HOME – SW 30-43-04-W3**

334.2023

**DIVISION 3 / DIVISION 2:**

That Council approve the Discretionary Use Application Mobile Home located at SW 30-43-04-W3, with the following conditions:

1. RM of Rosthern Zoning bylaw be followed regarding Accessory Agricultural Residences – Mobile Homes for Farming operations
2. Building and Development Permits be pulled for the Mobile Home being put on the property
3. Sask Health connections for sewer and Potable water be supplied.
4. Be reviewed in the 5 years.
5. Invoice be sent for the costs of the mail outs to the area for the public hearing.
6. Any other costs associated with the discretionary use is the responsibility of the applicant.

**CARRIED**

**PUBLIC HEARING – DISCRETIONARY USE – GARDEN (GRANNY) SUITE – SE 15-43A-03-W3**

335.2023

**DIVISION 1 / DIVISION 7:**

That Council move to Public Hearing Discretionary Use application for Garden (Granny Suite located at SE 15-43A-03-W3. – 10:11AM.

**CARRIED**

0 – verbal submission

1- written submissions (as attached to the minutes)

1 – in person no comment

1- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)

\*\*Council would like the Administrator to send response to the written submission informing them that the Garden (granny) Suite was not approved in the zoning until recently, that should they wish to apply again they are welcome to. \*\*

336.2023

**DIVISION 7 / DIVISION 2:**

That Council close public hearing and return to regular Council meeting – 10:15AM

**CARRIED**

**DISCRETIONARY USE – GARDEN (GRANNY) SUITE – SE 15-43A-03-W3**

334.2023

**DIVISION 3 / DIVISION 2:**

That Council approve the Discretionary Use Application for Garden (granny) Suite located at SE 15-43A-03-W3, with the following conditions:

1. RM of Rosthern Zoning bylaw be followed regarding Garden (Granny) Suites
2. Building and Development Permits be pulled
3. Sask Health connections for sewer and potable water be supplied.
4. Be reviewed in the 5 years.
5. Invoice be sent for the costs of the mail outs to the area for the public hearing.
6. Any other costs associated with the discretionary use is the responsibility of the applicant.

**CARRIED**

**DELEGATION – SUMMIT SAND AND GRAVEL – 10:17AM – 10:30AM**

**BREAK FOR RECESS – 10:31AM – 10:40AM – NO NEW ZOOM ATTENDEES**

**DISCRETIONARY USE – GRAVEL EXTRACTION STORAGE SITE/PIT – NE 26-40-03-W3**

335.2023

**DIVISION 4 / DIVISION 2:**

That Council accept the draft presented for the approval for the Discretionary Use application for Gravel Extraction / Storage Pit/Site. That additions be made to incorporate the comments from Ministry of Highways and current Haul agreements be submitted from the RM of Corman Park.

**CARRIED**

**FUTURE GRAVEL**

336.2023

**DIVISION 5 / DIVISION 1:**

That when Council tender for the purchase of gravel it be stockpiled at the South end of the landfill.

**CARRIED**



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JULY 11<sup>TH</sup> 2023**

- 337.2023 DIVISION 7 / DIVISION 5:**  
That Council tender to purchase 25,000 cubic yards of gravel, that 20,000 be hauled to the landfill site and 5,000 be hauled to the Carlton site. That the desired spec of gravel be 105. The tender deadline will be set for August 3<sup>rd</sup> at 4:00PM and open right after for Administrator to chart for awarding at the August 8<sup>th</sup> Regular meeting.  
**CARRIED**
- LANDFILL SITE HAY**  
**338.2023 DIVISION 3 / DIVISION 2:**  
That Council approve J.W to bale the hay at the landfill site for 2023.  
**CARRIED**
- 785 WEST HAUL REQUEST**  
**339.2023 DIVISION 4 / DIVISION 2:**  
That Council approve the request from HJR Asphalt to use the 785 West grid from the Laird boundary to the construction site at Highway 11. That a Road Haul Agreements be signed.  
**CARRIED**
- FOREMAN HOLIDAYS**  
**340.2023 DIVISION 3 / DIVISION 4:**  
That Council approve holidays for Foreman for July 24-28 and July 31-August 4 2023.  
**CARRIED**
- COUNCILLOR BRAUN LEFT THE MEETING – 11:43AM**  
**CARRIED**
- FOTH VENTURES BACK ROAD CONSTRUCTION REQUEST**  
**341.2023 DIVISION 2 / DIVISION 4:**  
That Council approve Foth Ventures request to have Lyndell Trucking do some road work on the back road near the dairy. Foreman will go and check before and after completion this will be at Foth Ventures expense.  
**CARRIED**
- BREAK FOR LUNCH – 11:58AM – 1:00PM**  
**NO NEW ATTENDEES ON ZOOM**  
**COUNCILLOR KRIKAU DECLARED INTEREST LEFT THE MEETING – 1:12PM**  
**CARRIED**
- CULVERT INSTALLATION AND WIDEN ROAD AT CORNER**  
**342.2023 DIVISION 4 / DIVISION 1:**  
That Council approve to have the culvert replaced and widen the road at T.R corner.  
**CARRIED**
- COUNCILLOR KRIKAU RETURNED TO MEETING – 1:13PM**
- DIVISION & FOREMAN REPORTS**  
**343.2023 DIVISION 4 / DIVISION 3:**  
That Council accept the verbal Division and Foreman reports given.  
**CARRIED**
- MOVE TO ITEM**  
**344.2023 DIVISION 3 / DIVISION 2:**  
That Council move to In Camera item on additional business at this time.  
**CARRIED UNANIMOUSLY**
- 345.2023 DIVISION 3 / DIVISION 4:**  
That Council move to In Camera Session – Per Section 12 of Council Procedures Bylaw 1.2016 –HR Matters – 1:26PM  
**CARRIED**
- ALL IN ATTENDANCE – 9:41AM**  
**FOREMAN IN ATTENDANCE**  
**OUT OF IN CAMERA – 2:18PM**
- 346.2023 DIVISION 5 / DIVISION 3:**  
That Council resume regular meeting – 2:19PM  
**CARRIED**
- NO NEW ATTENDEES**
- OUTSIDE STAFF / COUNCIL BBQ**  
**347.2023 DIVISION 7 / DIVISION 3:**  
That Council entertain to have an Outside Staff / Council BBQ.  
**CARRIED**
- BYLAW 8.2023 – RURAL ADDRESSING BYLAW**  
**348.2023 DIVISION 7 / DIVISION 5:**  
That Bylaw 8.2023 be given second reading.  
**CARRIED**



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JULY 11<sup>TH</sup> 2023**

- 349.2023**      **DIVISION 1 / DIVISION 7:**  
That Bylaw 8.2023 go to third reading this day. **CARRIED UNANIMOUSLY**
- 350.2023**      **DIVISION 4 / DIVISION 1:**  
That Bylaw 8.2023 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan for Rural Addressing be given its third and final reading and be adopted this day. **CARRIED**
- BYLAW 9.2023 – COUNCIL PROCEDURES BYLAW - AMENDMENTS** **CARRIED**
- 351.2023**      **DIVISION 1 / DIVISION 4:**  
That Bylaw 9.2023 be given second reading. **CARRIED**
- 352.2023**      **DIVISION 5 / DIVISION 7:**  
That Bylaw 9.2023 go to third reading this day. **CARRIED UNANIMOUSLY**
- 353.2023**      **DIVISION 1 / DIVISION 4:**  
That Bylaw 9.2023 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to amend the Council Procedures Bylaw be given its third and final reading and be adopted this day. **CARRIED**
- NEW OFFICE RENOVATIONS TENDER** **CARRIED**
- 354.2023**      **DIVISION 4 / DIVISION 1:**  
That Council tender the renovations for the new office from the plans that were presented, that the tender close August 3/2023 at 4:00PM and open right after for Administrator to chart for awarding at the August 8<sup>th</sup> Regular meeting. **CARRIED**
- 355.2023**      **DIVISION 1 / DIVISION 4:**  
That the completion date be set for March 31/2024. **CARRIED**
- BYLAW 12.2023 – UNIFORM MILL RATE** **CARRIED**
- 356.2023**      **DIVISION 7 / DIVISION 2:**  
That Bylaw 12.2023, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Set the Uniform Mill Rate for 2023 be given its first reading. **CARRIED**
- 357.2023**      **DIVISION 5 / DIVISION 4:**  
That Bylaw 12.2023 be given second reading. **CARRIED**
- 358.2023**      **DIVISION 3 / DIVISION 1:**  
That Bylaw 12.2023 go to third reading this day. **CARRIED UNANIMOUSLY**
- 359.2023**      **DIVISION 7 / DIVISION 4:**  
That Bylaw 12.2023 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Set the Uniform Mill Rate for 2023 be given its third and final reading and be adopted this day. **CARRIED**
- BYLAW 13.2023 –MILL RATE FACTOR / MINIMUM TAX** **CARRIED**
- 360.2023**      **DIVISION 3 / DIVISION 1:**  
That Bylaw 13.2023, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Set Mill Rate Factors and Minimum Tax for 2023 be given its first reading. **CARRIED**
- 361.2023**      **DIVISION 2 / DIVISION 4:**  
That Bylaw 13.2023 be given second reading. **CARRIED**
- 362.2023**      **DIVISION 5 / DIVISION 7:**  
That Bylaw 13.2023 go to third reading this day. **CARRIED UNANIMOUSLY**
- 363.2023**      **DIVISION 4 / DIVISION 1:**  
That Bylaw 13.2023 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Set Mill Rate Factors and Minimum Tax for 2023 be given its third and final reading and be adopted this day. **CARRIED**
- ORGANIZED HAMLET OF NEUANLAGE** **CARRIED**
- 364.2023**      **DIVISION 3 / DIVISION 4:**  
That Council agree to pay the % split of the consultants regarding the status change for information on becoming a Village the split being the same percentage of tax allocation of 42% (RM share), 58% (Hamlet share). **CARRIED**



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JULY 11<sup>TH</sup> 2023**

**365.2023**      **DIVISION 3 / DIVISION 4:**  
That Council approve motion 36.2023 in the OH minutes.

**CARRIED**

**367.2023**      **DIVISION 1 / DIVISION 2:**  
That Council approve motion 37.2023 in the OH minutes.

**CARRIED**

**ADDITIONAL INVOICES**

**368.2023**      **DIVISION 7 / DIVISION 2:**  
That Council pay the following additional invoices:  
- RedAsh Printing - \$38.85  
- Brad's Towing 2 Invoices - \$372.71 / ea.  
- Korpan Tractor - \$3,330.00  
- Lyndell Trucking \$ 33,920.34  
- Glen Burlack - \$378.00

**CARRIED**

**ADJOURNMENT**

**369.2023**      **DIVISION 4 / DIVISION 1:**  
That the Regular Council Meeting adjourn – 3:03PM

**CARRIED**

  
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**REEVE, ROGER KINZEL**

  
\_\_\_\_\_  
**ADMINISTRATOR, AMANDA MCCORMICK**