



# RM of Rosthern #403

## Agenda

### Council Meeting

Tuesday, June 6, 2023 @ 9:00 AM

#### 1. CALL MEETING TO ORDER

#### 2. APPROVAL OF AGENDA

#### 3. APPROVAL OF MINUTES

- 3.1. May 2/2023 - Regular Meeting

#### 4. DELEGATION

- 4.1. 9:15AM - Jake Hamm - Civic Addressing Concerns

#### 5. PUBLIC HEARING - 10:00AM

- 5.1. Discretionary Use - J.W - Homebased Business - NE 31-41-04-W3  
5.2. Discretionary Use - Summit Sand & Gravel - Gravel Extraction Pit - NE 26-40-03-W3

#### 6. CORRESPONDENCE

- 6.1. Bylaw Enforcement  
6.2. R.C.M.P - Quarterly Report  
6.3. Rosthern AG Society  
    1. Special Occasion Permit  
    2. Electronic Approval - FCC (Farm Credit Corporation) AgriSpirit Grant Municipal Partnership for Grant  
6.4. Prince Albert Victoria Hospital

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

- 7.1. IN Camera - Per Section 12.1 of the Council Procedures Bylaw - Legal Advice  
7.2. Administrator Report  
7.3. Expired Building Permit - 34.2020  
7.4. Council Indemnity  
7.5. Financials  
7.6. Investments

**8. PUBLIC WORKS / FOREMAN & COUNCIL REPORTS**

- 8.1. Summer Student Update
- 8.2. Road Complaint
- 8.3. Foreman & Council Division Verbal Reports

**9. UNFINISHED BUSINESS**

- 9.1. 2023 Operations Budget
- 9.2. New Office Proceedings
- 9.3. Civic Addressing - Laird Access

**10. NEW BUSINESS**

- 10.1. Bylaw 8.2023 - Rural Addressing Bylaw  
(First reading)
- 10.2. Bylaw 9.2023 - Council Procedures Bylaw Amendments  
(First reading)
- 10.3. Bylaw 10.2023 - Zoning Amendments  
(First reading)
- 10.4. Bylaw 11.2023 - Financial Statement Extension
- 10.5. Twin Rivers - District Emergency Planning Committee

**11. ADDITIONAL BUSINESS**

**12. ADJOURNMENT**

*AP*

*BK*



# RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF JUNE 6<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 June 6<sup>th</sup> 2023 commencing at 9:08AM.

## ATTENDANCE

### PRESENT:

REEVE - ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI – DIVISION 1, GLENN BRAUN – DIVISION 3, LEO PERRIN – DIVISION 4, CHAD KRIKAU – DIVISION 5

ABSENT AT TIME OF ORDER: LARRY FEHR – DIVISION 2, TOM MADDEN – DIVISION 7

VACANT: DIVISION 6

ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH 2 IN ATTENDANCE (1 Municipal Employee K.F – 1 PUBLIC G."banned for life"B as registered online)

Reeve read the Conduct of public to gallery – 9:08AM (Section 34- Bylaw 1.2016)

## AGENDA

261.2023

### DIVISION 1 / DIVISION 4:

That Council approve the agenda presented with the following additions:

- Additional Invoices
- Wallyway Farms Crop Damage
- Cold Storage Revision

CARRIED

## MINUTES

262.2023

### DIVISION 3 / DIVISION 4:

That the minutes from May 2<sup>nd</sup> 2023 Regular Council Meeting be approved as presented.

CARRIED

DELEGATION JAMES HAMM – CIVIC ADDRESSING CONCERNS – 9:12AM  
COUNCILLOR FEHR ENTERED MEETING – 9:19AM  
DELEGATION COMPLETED – 9:25AM

## MOVE TO ITEM

263.2023

### DIVISION 5 / DIVISION 3:

Move to item 6 on the agenda.

CARRIED

## BYLAW ENFORCEMENT

264.2023

### DIVISION 2 / DIVISION 5:

That Council accept the bylaw reports for the month.

CARRIED

## R.C.M.P. QUARTERLY REPORT

265.2023

### DIVISION 4 / DIVISION 1:

That Council accept the 1<sup>st</sup> quarter report from the R.C.M.P.

CARRIED

## ROSTHERN AG SOCIETY

266.2023

### DIVISION 1 / DIVISION 4:

That Council approve the special occasion permit request from the Rosthern AG Society for the Rodeo held on July 28-30 2023.

CARRIED

267.2023

### DIVISION 3 / DIVISION 5:

That Council approve the electronic approval for being municipal partner for the FCC (Farm Credit Corporation) grant.

CARRIED

## CORRESPONDENCE

268.2023

### DIVISION 1 / DIVISION 2:

That the Correspondence be filed.

CARRIED

269.2023

### DIVISION 1 / DIVISION 3:

That Council move to In Camera Session – Per Section 12 of Council Procedures Bylaw 1.2016 –Legal Advice – 9:41AM

CARRIED

ALL IN ATTENDANCE – 9:41AM  
OUT OF IN CAMERA – 9:58AM

270.2023

### DIVISION 1 / DIVISION 3:

That Council resume regular meeting – 9:58AM

CARRIED



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JUNE 6<sup>TH</sup> 2023**

**MOVE TO ITEM**

**271.2023**      **DIVISION 1 / DIVISION 5:**  
Move to item 5 on the agenda.

**PUBLIC HEARING – DISCRETIONARY USE – HOME BASED BUSINESS – NE 31-41-04-W3**      **CARRIED**  
**272.2023**      **DIVISION 3 / DIVISION 5:**

That Council move to Public Hearing Discretionary Use application for Home Based Business NE 31-41-04-W3. – 10:00AM.

- 0 – verbal submission**      **0- written submissions**      **CARRIED**  
**1 – in person no comment**  
**2- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)**  
- Councillor Krikau asked question he had received from a ratepayer – will there be extra traffic on the road? Administrator responded no as noted in the letter of intent from the applicant.

**273.2023**      **DIVISION 4 / DIVISION 3:**  
That Council close public hearing and return to regular Council meeting – 10:02AM

**DISCRETIONARY USE – HOME BASED BUSINESS – NE 31-41-04-W3**      **CARRIED**  
**274.2023**      **DIVISION 2 / DIVISION 4:**

That Council approve the Discretionary Use Application Home Based Business located at NE 31-41-04-W3, with the following conditions:

1. RM of Rosthern Zoning bylaw be followed Section 4.1
2. Be reviewed in the 5 years.
3. Invoice be sent for the costs of the mail outs to the area for the public hearing.
4. Any other costs associated with the discretionary use is the responsibility of the applicant.

**PUBLIC HEARING – DISCRETIONARY USE – GRAVEL EXTRACTION STORAGE SITE/PIT – NE 26-40-03-W3**      **CARRIED**  
**275.2023**      **DIVISION 1 / DIVISION 2:**

That Council move to Public Hearing Discretionary Use application for Gravel Extraction Storage pit/site NE 26-40-03-W3. – 10:04AM.

- 0 – verbal submission**      **1- written submissions**      **CARRIED**  
**1 – in person no comment**  
**2- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)**  
- Council had discussion about this application with concerns and requested clarity on some issues. (As attached to these minutes).

**276.2023**      **DIVISION 3 / DIVISION 4:**  
That Council close public hearing and return to regular Council meeting – 10:25AM

**DISCRETIONARY USE – GRAVEL EXTRACTION STORAGE SITE/PIT – NE 26-40-03-W3**      **CARRIED**  
**277.2023**      **DIVISION 3 / DIVISION 4:**

That Council table the application until the next meeting to review the draft approval and get more information on a few additional questions.

**BREAK FOR RECESS – 10:26AM – 10:37AM**      **CARRIED**

**MOVE TO ITEM**  
**278.2023**      **DIVISION 1 / DIVISION 5:**  
Move to item 8.3 on the agenda.

**2023 GRAVEL HAUL**      **CARRIED**  
**279.2023**      **DIVISION 3 / DIVISION 2:**

That Council extend the gravel haul agreement to July 31/2023 with Kustaski.

**REEVE STEPPED AWAY FROM TABLE – 10:53AM – 10:53AM**      **CARRIED**

**CLAY TESTING**  
**280.2023**      **DIVISION 2 / DIVISION 5:**  
That Council get the clay tested by Clifton from the 3 sites as discussed.      **CARRIED**



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
REGULAR COUNCIL MEETING OF JUNE 6<sup>TH</sup> 2023**

**DIVISION & FOREMAN REPORTS**

**281.2023 DIVISION 5 / DIVISION 1:**  
That Council accept the verbal Division and Foreman reports given.

**CARRIED**

**MOVE TO ITEM**

**282.2023 DIVISION 3 / DIVISION 2:**  
Move to item 7.2 on the agenda.

**CARRIED**

**ADMINISTRATOR HOLIDAYS**

**283.2023 DIVISION 3 / DIVISION 1:**  
That Council approve holidays for Administrator McCormick being June 9<sup>th</sup>, June 22-23 and July 24<sup>th</sup> -28<sup>th</sup> 2023.

**CARRIED**

**ADMINISTRATOR REPORT**

**284.2023 DIVISION 1 / DIVISION 2:**  
That the verbal Administrator report be filed.

**CARRIED**

**EXPIRED BUILDING PERMIT 34.2020**

**285.2023 DIVISION 1 / DIVISION 4:**  
That building permit 34.2020 has expired, the performance bond will be revoked and the applicant must renew the permit with minimum fees and another performance bond.

**CARRIED**

**COUNCIL INDEMNITY**

**286.2023 DIVISION 1 / DIVISION 4:**  
That Council Indemnity be approved as presented in the amount of \$ 4,105.80.

**CARRIED**

**DIRECT DEPOSIT PAYROLL**

**287.2023 DIVISION 5 / DIVISION 1:**  
That Council approve the Direct Deposit payroll for the month of May as verbally presented in the amount of \$ 70,813.95.

**CARRIED**

**PERFORMANCE BONDS**

**288.2023 DIVISION 3 / DIVISION 4:**  
That Council approve the Performance Bond to be released on permit 6.2023 that final inspection has been completed by the building official and the files have been closed.

**CARRIED**

**ACCOUNTS FOR APPROVAL**

**289.2023 DIVISION 4 / DIVISION 3:**  
That Council approve the list of accounts presented cheque number 16539 - 16597 and the manual online payment numbers 1516-MAN – 1539-MAN in the amount of \$298,979.41.

**CARRIED**

**FINANCIAL STATEMENT**

**290.2023 DIVISION 1 / DIVISION 5:**  
That Council accept the Financial Statement Summary as presented for the month of May.

**CARRIED**

**BANK RECONCILIATION**

**291.2023 DIVISION 1 / DIVISION 2:**  
That Council accept the presented Bank Reconciliation for month of April as presented.

**CARRIED**

**INVESTMENTS**

**292.2023 DIVISION 3 / DIVISION 4:**  
That Council approve to invest the following funds for 1 year investment as presented by the Affinity Credit Union at a rate of 4.60%:

|                                     |              |
|-------------------------------------|--------------|
| - Foth Road sub account             | \$83,979.24  |
| - Hospital Foundation sub account   | \$839,221.67 |
| - Landfill Decommission sub account | \$237,845.29 |

**CARRIED**

**BREAK FOR RECESS – 11:58AM – 12:07PM**

**2023 OPERATIONS BUDGET**

**293.2023 DIVISION 4 / DIVISION 5:**  
That Council approve the presented budget that form part of these minutes. That the mill rate, mill rate factors minimum tax, base taxes and discounts for 2023 remain the same as last year being:

- Mill Rate 5.7
- Mill rate factors
  - o AG 1.07



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
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- o Residential 1.38
- o Commercial 2
- Base tax
  - o AG = \$60 for future gravel and \$15 for hospital funds - total \$75
  - o Residential = \$85 for hospital funds
- Minimum Tax
  - o Commercial - \$1,000
  - o Residential - \$1,000
- Discount Rates
  - o End of July – August 5%
  - o End of September 4%
  - o End of October 3%
  - o End of November 2%

That bylaws be prepared by administration reflecting these rates and presented at the next Council meeting in July.

**NEW OFFICE PROCEEDINGS**

**CARRIED**

**294.2023**

**DIVISION 3 / DIVISION 1:**

That Council have Zak's building draft plans for the office renovations so tendering can be put out. That options be presented at the next meeting.

**MINISTRY OF HIGHWAYS**

**CARRIED**

**295.2023**

**DIVISION 1 / DIVISION 4:**

That Council support the Ministry of Highways in naming the highway accessing the Village of Laird.

**BYLAW 8.2023 – RURAL ADDRESSING BYLAW**

**CARRIED**

**296.2023**

**DIVISION 1 / DIVISION 3:**

That Bylaw 8.2023, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan for Rural Addressing be given its first reading.

**BYLAW 9.2023 – COUNCIL PROCEDURES BYLAW - AMENDMENTS**

**CARRIED**

**297.2023**

**DIVISION 4 / DIVISION 5:**

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 first reading.

**BYLAW 10.2023 – ZONING AMENDMENTS**

**CARRIED**

**298.2023**

**DIVISION 1 / 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 first reading.

**BYLAW 11.2023 – FINANCIAL STATEMENT EXTENSION**

**CARRIED**

**299.2023**

**DIVISION 3 / DIVISION 4:**

That Bylaw 11.2023, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Extend the time required for the completion of the 2022 Financial Statement be given its first reading.

**300.2023**

**DIVISION 5 / DIVISION 1:**

That Bylaw 11.2023 be given second reading.

**CARRIED**

**301.2023**

**DIVISION 1 / DIVISION 4:**

That Bylaw 11.2023 go to third reading this day.

**CARRIED**

**302.2023**

**DIVISION 3 / DIVISION 2:**

That Bylaw 11.2023 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to Extend the time required for the completion of the 2022 Financial Statement be given its third and final reading and be adopted this day.

**CARRIED UNANIMOUSLY**

**TWIN RIVERS – DISTRICT EMERGENCY PLANNING COMMITTEE**

**CARRIED**

**303.2023**

**DIVISION 1 / DIVISION 2:**

That Council accept the presented agreement from the Twin Rivers District Planning Committee.

**ADDITIONAL INVOICES**

**CARRIED**

**304.2023**

**DIVISION 4 / DIVISION 2:**

That Council pay the following additional invoices:

- Martha Krahn - \$481.00
- New Way Yard Care - \$1,565.10 & \$460.65

*RK*  
*cdw*



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:  
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- Mark Giesbrecht \$ 4,085.89

**CARRIED**

**WALLYWAY FARMS – CROP DAMAGE**

**305.2023**

**DIVISION 4 / DIVISION 3:**

That Council pay Wallyway Farms invoice that was submitted for crop damage from the winter ridging.

**CARRIED**

**COLD STORAGE REVISION**

**306.2023**

**DIVISION 3 / DIVISION 4:**

That Council approve the revision to reinforce the beams for the cold storage to stagger the overhead doors for better accommodation of equipment from L&S Lumber in the amount of \$1,500 plus applicable taxes.

**CARRIED**

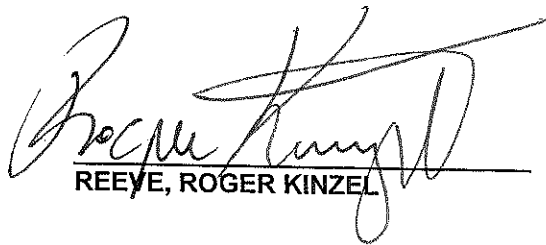
**ADJOURNMENT**

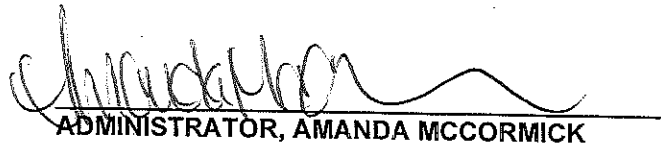
**307.2023**

**DIVISION 1 / DIVISION 2:**

That the Regular Council Meeting adjourn – 12:56PM

**CARRIED**

  
REEVE, ROGER KINZEL

  
ADMINISTRATOR, AMANDA MCCORMICK