

RM of Rosthern #403

Agenda
Council Meeting
Tuesday, May 7, 2024 @ 7:00 AM

1. CALL MEETING TO ORDER

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.1. April 9/2024 - Regular Meeting

4. CORRESPONDENCE

4.1. Bylaw Enforcement

4.2. Town of Hague

4.3. Twin Rivers

4.4. Saskatchewan Municipal Hail Insurance - Withdrawal List

5. PUBLIC WORKS

5.1. 2024 Gravel Program / Tender Review

5.2. Foreman & Division Reports

5.3. Landfill Engineering Closure Scope

6. 10:00AM - PUBLIC HEARING

6.1. Discretionary Use - Home Based Business - NE 10-43-03-W3

6.2. Discretionary Use - Animal Kennel - SW 10-41-03-W3

6.3. Discretionary Use - Greenhouse - SE 09-41-04-W3

7. REPORTS OF ADMINISTRATION & COMMITTEE'S

7.1. Administrator Report

7.2. Council Indemnity

7.3. Affinity Credit Union Bank Account Renewal

7.4. Financials

8. UNFINISHED BUSINESS

8.1. 2024 Budget

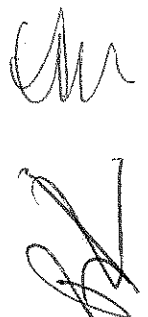
- 8.2. Bylaw 1.2024 - Council Code of Ethics Bylaw
 - 2 & 3 readings
- 8.3. AG Health and Safety Membership
- 8.4. Front Sign

9. NEW BUSINESS

- 9.1. Application for Shop - Evergreen Estates
- 9.2. Bylaw 3.2024 - Zoning Amendments
 - Introduction and first reading
- 9.3. Crown Land Sale of the following properties:
 - RL 51-42-01-W3
 - RL 50-42-01-W3
 - RL 49-42-01-W3
- 9.4. Organized Hamlet of Neuanlage
- 9.5. In Camera Session - Per Section 12 of The Council Procedures Bylaw - Legal Advice
- 9.6. Motion 390.2019 - Review

10. ADDITIONAL BUSINESS

11. ADJOURNMENT

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RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF MAY 7TH 2024

The Regular Meeting of the Council of the Rural Municipality of Rosthern No. 403 was held in the R.M Council Chambers located at 1001 6th Street Rosthern, SK on Tuesday May 7th 2024 commencing at 7:11AM.

ATTENDANCE

PRESENT:

REEVE - ROGER KINZEL

COUNCILLORS: RICK POCHIPINSKI – DIVISION 1, GLENN BRAUN – DIVISION 3, LEO PERRIN – DIVISION 4, CHARLES KRIKAU – DIVISION 6, TOM MADDEN – DIVISION 7

ABSENT: LARRY FEHR – DIVISION 2, CHAD KRIKAU – DIVISION 5, TOM MADDEN – DIVISION 7

ADMINISTRATOR: AMANDA MCCORMICK

VIA ZOOM MEETING ONLINE - OPEN TO PUBLIC WITH 4 IN ATTENDANCE (1 Municipal Employee K.F / 3 Gallery - G. B / J R / R.R as registered)

IN PERSON GALLERY – 1 RESIDENT (A.R)

Reeve read the Conduct of public to gallery – 7:11AM (Section 34- Bylaw 9.2023)

AGENDA

186.2024

DIVISION 1 / DIVISION 7:

That Council approve the agenda presented with the following additions:

- Additional Invoices
- Switch Section 5 & 4

CARRIED

MINUTES

187.2024

DIVISION 1 / DIVISION 3:

That the minutes from April 9th 2024 Regular Council Meeting be approved as presented.

CARRIED

2024 GRAVEL HAUL TENDER

188.2024

DIVISION 4 / DIVISION 6:

That Council accept the tender from Kustaski Enterprise Ltd. for the 2024 Gravel Haul Program as presented.

CARRIED

COUNCILLOR CHAD KRIKAU – DIVISION 5 - ENTERED MEETING – 7:25AM

TRUCK TIRES

189.2024

DIVISION 3 / DIVISION 1:

That Council purchase tires for the truck from Market Tire in Rosthern in the amount of \$877 installed.

CARRIED

DIVISION & FOREMAN REPORTS

190.2024

DIVISION 1 / DIVISION 4:

That Council accept the verbal Division & Foreman reports given.

CARRIED

LANDFILL CLOSURE SCOPE – TETRA TECH

191.2024

DIVISION 4 / DIVISION 1:

That Council table the closure scopes presented and request to have Tetra Tech attend the next Council meeting for review.

CARRIED

BYLAW ENFORCEMENT

192.2024

DIVISION 1 / DIVISION 5:

That Council accept the Bylaw Enforcement reports from the Month of April as presented.

CARRIED

TOWN OF HAGUE

193.2024

DIVISION 1 / DIVISION 3:

That the budget from the Town of Hague joint fire be accepted as presented for 2024.

CARRIED

POTENTIAL GRAVEL

194.2024

DIVISION 1 / DIVISION 5:

That the gravel committee and Councillor for the division attend the 3 proposed sites and meet with the owners for potential gravel. That they report back at the next meeting.

CARRIED

TWIN RIVERS

195.2024

DIVISION 6 / DIVISION 4:

That Council accept the minutes as presented from the Twin Rivers Group from the April meeting.

CARRIED

SASKATCHEWAN MUNICIPAL HAIL INSURANCE WITHDRAWAL LIST

196.2024

DIVISION 3 / DIVISION 5:

That Council accept the presented withdrawal listing from Saskatchewan Municipal Hail Insurance.

CARRIED

FILE CORRESPONDENCE

197.2024

DIVISION 1 / DIVISION 5:

That Council file correspondence.

CARRIED

MOVE TO ITEM

198.2024

DIVISION 5 / DIVISION 3:

That Council move to item 7 on the agenda.

CARRIED

ADMINISTRATOR REPORT

199.2024

DIVISION 1 / DIVISION 4:

That the verbal Administrator report be filed.

CARRIED

COUNCIL INDEMNITY

200.2024

DIVISION 1 / DIVISION 4:



RURAL MUNICIPALITY OF ROSTHERN NO. 403: REGULAR COUNCIL MEETING OF MAY 7TH 2024

That Council Indemnity be approved as presented in the amount of \$ 3,719.20.

CARRIED

BANK CONTRACT

201.2024

DIVISION 5 / DIVISION 1:

That Council table the contract presented and request Administration to get 2 other proposals from other banks.

CARRIED

DIRECT DEPOSIT PAYROLL

202.2024

DIVISION 3 / DIVISION 6:

That Council approve the Direct Deposit payroll for the month of April as verbally presented in the amount of \$ 60,808.96.

CARRIED

PERFORMANCE BONDS

203.2024

DIVISION 3 / DIVISION 6:

That Council approve the Performance Bonds to be released on permits 22.2023 and 29.2023 that final inspection has been completed by the building official and the files have been closed.

CARRIED

ACCOUNTS FOR APPROVAL

204.2024

DIVISION 3 / DIVISION 4:

That Council approve the list of accounts presented cheque number 17081 - 17125 and the manual online payment numbers 1809-MAN - 1834-MAN in the amount of \$ 109,857.80.

CARRIED

FINANCIAL STATEMENT

205.2024

DIVISION 6 / DIVISION 5:

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

CARRIED

BANK RECONCILIATION

206.2024

DIVISION 1 / DIVISION 6:

That Council approve the bank reconciliation for the month of March 2024.

CARRIED

BREAK FOR RECESS - 8:38AM - 8:46AM

2024 OPERATIONS BUDGET

207.2024

DIVISION 5 / DIVISION 1:

That Council table the 2024 operations budget until the other Councillors are in attendance later in the meeting.

CARRIED

BYLAW 1.2024 - COUNCIL CODE OF ETHICS BYLAW

208.2024

DIVISION 1 / DIVISION 4:

That Bylaw 1.2024, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan known as the Council Code of Ethics Bylaw be given its second reading.

CARRIED

209.2024

DIVISION 6 / DIVISION 3:

That Bylaw 1.2024 go to third reading this day.

CARRIED UNANIMOUSLY

210.2024

DIVISION 5 / DIVISION 4:

That Bylaw 1.2024 being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan Council Code of Ethics Bylaw be given its third and final reading and be adopted this day.

CARRIED

AGRICULTURAL HEALTH AND SAFETY NETWORK

211.2024

DIVISION 3 / DIVISION 4:

That Council accept the 2024 membership from the AG Health and Safety Network.

CARRIED

OUTSIDE OFFICE SIGN

212.2024

DIVISION 4 / DIVISION 1:

That Council table the outside sign until the June meeting - Councillor Braun to get final pricing.

CARRIED

REEVE STEPPED AWAY - 9:16AM - 9:17AM

COUNCILLOR BRAUN STEPPED AWAY - 9:18AM - 9:18AM

COUNCILLOR LARRY FEHR - DIVISION 2 - ENTERED MEETING - 9:23AM

EVERGREEN ESTATES - SHOP APPLICATION - PROPOSED ZONING AMENDMENT

213.2024

DIVISION 4 / DIVISION 3:

That Council moves forward with the recommendation to amend the zoning bylaw, that they approve the application for shop by O.G located within the Evergreen Estates, that it be based on the approval of the Zoning Bylaw amendment. That the permit be issued with the condition that if the applicant wishes to begin the construction before the approval of the Zoning amendment it's the responsibility of the applicant to comply with the site size.

CARRIED

BYLAW 3.2024 - TO AMEND THE ZONING BYLAW

214.2024

DIVISION 3 / DIVISION 4:

That Bylaw 3.2024, being a bylaw for the Rural Municipality of Rosthern No. 403 of Saskatchewan to amend the Zoning Bylaw be given its first reading.

CARRIED

CROWN LAND PURCHASE

215.2024

DIVISION 4 / DIVISION 1:

That Council approve the Crown Land Sale request for RL 51-42-01-W3, RL 50-42-01-W3, RL 49-42-01-W3.

CARRIED

ORGANIZED HAMLET OF NEUANLAGE

216.2024

DIVISION 1 / DIVISION 2:

That Council accept motion 27.2024 in the OH minutes.



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF MAY 7TH 2024**

- 217.2024 DIVISION 1 / DIVISION 3: CARRIED
That Council approve to grant the Hamlet \$10,000 from the Public Reserve (MR) Account for the gazebo.
- 218.2024 DIVISION 5 / DIVISION 2: CARRIED
That Council accept motion 30.2024 in the OH minutes.
- 219.2024 DIVISION 5 / DIVISION 4: CARRIED
That Council accept motion 31.2024 in the OH minutes.
- 220.2024 DIVISION 4 / DIVISION 2: CARRIED
That Council accept motions 32-35.2024 in the OH minutes.
- 221.2024 DIVISION 3 / DIVISION 4: CARRIED
That Council accept motion 36.2024 in the OH minutes.
- MOVE TO ITEM
222.2024 DIVISION 3 / DIVISION 6: CARRIED
That Council move to item 10 on the agenda.
- ADDITIONAL INVOICES CARRIED
223.2024 DIVISION 1 / DIVISION 2:
That Council approve the list of additional invoices:
1. Saskatchewan Education Property Tax \$ 5,953.36
2. Brandt \$ 995.00
3. Lyndell Trucking \$ 4,362.96
4. Town of Rosthern \$ 4,421.21
TOTAL \$ 15,732.53 CARRIED
- DIVISION 2 INDEMNITY
224.2024 DIVISION 5 / DIVISION 1: CARRIED
That Council approve Division 2 Indemnity in the amount of \$ 677.00
- BREAK FOR RECESS – 9:45AM – 9:59AM CARRIED
- 2 GALLERY MEMBERS ENTERED MEETING – S.W & N.W
- COUNCILLOR MADDEN ENTERED MEETING VIA TELECONFERENCE – 9:59AM
- PUBLIC HEARING – THE FOLLOWING DISCRETIONARY USE APPLICATIONS
225.2024 DIVISION 2 / DIVISION 1: CARRIED
That Council move to Public Hearing for the follow Discretionary Use Applications each will be discussed separately – 10:01AM:
1. Homebased Business – NE 10-43-03-W3
2. Animal Kennel – SW 10-41-03-W3
3. Greenhouse – SE 09-41-04-W3
- REGARDING APPLICATION #1 – HOME BASED BUSINESS – NE 10-43-03-W3
0 – verbal submission 0- written submissions
3 – in person - no comment
4- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)
- REGARDING APPLICATION #2 – ANIMAL KENNEL – SW 10-41-03-W3
0 – verbal submission 0- written submissions
3 – in person - no comment
4- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)
- REGARDING APPLICATION #3 – GREENHOUSE – SE 09-41-04-W3
0 – verbal submission 1- written submissions
3 – in person – Applicant gave further information
Currently dealing with the current people that have lease on the property, they would like to begin in fall construction for proposed to begin seeding in February 2025 for the 2025 season. Should things not get sorted with the lease they will move the location to the north quarter. They were informed by administration that application will be required because they will be moving sites.
4- online as noted in the above attendance (no comments – administrator requested online to unmute themselves should they wish to address the issue.)
Administration informed Council the office had received legal documents from the people with lease on the property and were forwarded to RM solicitor for comment. Recommended that the application be tabled until further information is received.
- 226.2024 DIVISION 1 / DIVISION 4: CARRIED
That Council close public hearing and return to regular Council meeting – 10:10AM
- DISCRETIONARY USE APPLICATION #3 – GREENHOUSE – SE 09-41-04-W3
227.2024 DIVISION 2 / DIVISION 6: CARRIED
That the application be tabled until further information has been received regarding the legal documents we received and notice of information regarding the lease on site.



**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF MAY 7TH 2024**

CARRIED

**DISCRETIONARY USE APPLICATION #1 – HOME BASED BUSINESS – NE 10-43-03-W3
228.2024**

DIVISION 4 / DIVISION 3:

That the application be approved per Discretionary Use Schedule A Section 1.1.8 of the Zoning Bylaw. That the following conditions be applied and once the office has received the information required a formal approval will be granted. The following conditions apply to the discretionary use:

1. The applicant be solely responsible for all of the costs associated with the discretionary use application
2. The application be reviewed every 5 years, if sold the new owner is to be informed of the conditions applied
3. Full compliance with the RM Zoning bylaw including but not limited to:
 - a. Developable area site plan
 - b. Signage and parking requirements
 - c. Lighting
4. The Homebased Business requirements per zoning
5. Building & Development permits be applied for inspection the site is operational for this business, proper assessment will be applied.

CARRIED

**DISCRETIONARY USE APPLICATION #2 – ANIMAL KENNEL – SW 10-41-03-W3
229.2024**

DIVISION 2 / DIVISION 4:

That the application be approved per Discretionary Use Schedule B Section 1.1.6 of the Zoning Bylaw. B That the following conditions be applied and once the office has received the information required a formal approval will be granted. The following conditions apply to the discretionary use:

1. The applicant be solely responsible for all of the costs associated with the discretionary use application
2. The application be reviewed every 5 years as council approved, if sold the new owner is to be informed of the conditions applied
3. Building and Development Permits be applied for, full compliance of the national building code for this type of operation
4. Full compliance with the RM Zoning bylaw including but not limited to:
 - a. Developable area site plan
 - b. Signage and parking requirements
 - c. Lighting
 - d. Animal kennel requirements
5. Obtaining the necessary approvals and providing evidence of compliance to the RM of Rosthern of the requirements and recommendations of all applicable federal and provincial governments ministries and agencies
6. If potable water is required – submission of potable water source approval be submitted by Sask Health
7. The applicant shall provide a letter of assurance from the Saskatchewan Health Authority that the existing septic can continue to be used for the purposes of the kennel, or upgrade the system as required. Should the upgrade be required the installation of any new plumbing and sewage system shall be permitted, inspected and approved but he Saskatoon Health Region
8. All fees associated with this application (mailing of notices, permit fees including bond) will be invoiced to the applicant.
 - a. As attached the fees for the mail outs for the public hearing.
 - b. Building and Development fees will be invoiced once the applications are submitted to the RM.
9. Final approval will be given once applications have been submitted within the Development Permit.
10. Canadian Kennel Operations as attached be followed to current editions, it is the applicant's responsibility to be up to date in the requirements.
11. The Animal Kennel requirements per zoning

CARRIED

**2 IN PEOPLE LEFT THE GALLERY (S.W & N.W)
2 ONLINE LEFT THE GALLERY (R.R & J.R)**

**MOVE TO ITEM
230.2024**

DIVISION 3 / DIVISION 5:

That Council move to item 8.1 on the agenda.

CARRIED

**2024 OPERATIONS BUDGET
231.2024**

DIVISION 3 / DIVISION 5:

That Council adopt the proposed budget with a 5% increase to the Municipal Levy. That bylaws for the Mill Rate and Factors be prepared and introduced at the June Meeting.

CARRIED

**IN CAMERA SESSION
232.2024**

DIVISION 1 / DIVISION 3:

That Council move to In Camera Session per Section 12 of the Council Procedures Bylaw 9.2023 – Legal Matters. 10:19AM

CARRIED

**ALL IN ATTENDANCE
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**RURAL MUNICIPALITY OF ROSTHERN NO. 403:
REGULAR COUNCIL MEETING OF MAY 7TH 2024**

COUNCILLOR GLENN BRAUN LEFT – 10:39AM – 10:40AM
COUNCILLOR CHAD KRIKAU LEFT THE MEETING – SEEDING – 11:05AM
OUT OF IN CAMERA – 11:29AM

233.2024 DIVISION 1 / DIVISION 3:
That Council resume regular meeting – 11:29AM

CARRIED

REVIEW MOTION 390.2019

234.2024 REEVE / DIVISION 2:

That all members of Council were asked to consider whether they were able to fairly and objectively adjudicate matters in relation to GB's ongoing restrictions.

CARRIED

235.2024 REEVE / DIVISION 2:

That G.B is permitted to the park, rink and access to the water station located in the Organized Hamlet of Neuanlage, that the terms and reasons for decision will be provided by legal to G.B's legal counsel.

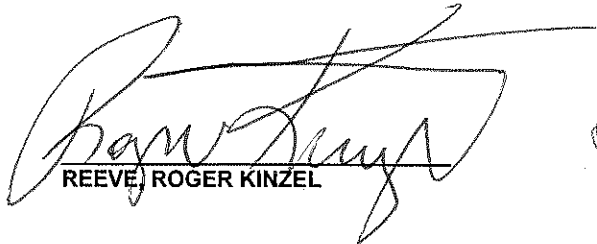
CARRIED

ADJOURNMENT

236.2024 DIVISION 1 / DIVISION 6:

That the Regular Council Meeting adjourn – 11:31AM

CARRIED


REEVE, ROGER KINZEL


ADMINISTRATOR, AMANDA MCCORMICK