



RM OF MEADOW LAKE NO.588
REGULAR COUNCIL MEETING
FEBRUARY 13, 2023
9:00 AM
MINUTES

Present:

Acting Reeve – Dale Sheppard

Councillors:

Div. 1 –

Div. 4 – Garry Ratke

Div. 2 – Russ Jones

Div. 5 – Blair Mysko

Div. 3 – Ashley Russell

Div. 6 – Ernie Schwartz

Administrative Officer – Richard Levesque

Nic Zuck – Manager of Infrastructure & Operations

Judy Schroeder

Reeve Dale Sheppard called the meeting to order at 9:00am.

Agenda

37/23

Russell

That the Agenda be adopted as a guideline for the meeting as amended.

Carried.

Public Hearing – Amendment Bylaw 02/23 and 03/23

Public Hearing called to order by Dale Sheppard 9:01am.

No one appeared to speak concerning the Planning and Zoning bylaw amendments hearing.

Public Hearing closed by Dale Sheppard 9:05am.

Minutes

38/23

Russell

That the Minutes from the Regular Council Meeting dated January 16, 2023, be approved as circulated.

Carried.

Public Works Report

39/23

Schwartz

That Council accepts the Public Works Report as presented.

Carried.

RM of MEADOW LAKE No. 588

REGULAR COUNCIL MEETING

February 13, 2023

9:00AM

AGENDA

ADOPT AGENDA AS A GUIDELINE FOR THE MEETING

PUBLIC HEARING

1. Planning and Zoning Bylaw amendment no.'s 2/23 and 3/23 - accessory dwellings

APPROVE MINUTES

Approve minutes of the January 16, 2023 regular council meeting.

DELEGATIONS

REPORTS

1. Infrastructure and Operations Manager
2. CAO

CORRESPONDENCE

1. 2023 Municipal Revenue sharing estimate
2. Flaman
3. SARM liability Insurance

COUNCIL ENQUIRIES

PUBLIC ENQUIRIES

OLD BUSINESS

1. PDAP choose final design
2. Sasktel service billing adjustment
3. Western Municipal Consulting – Board of revision – contract renewal

NEW BUSINESS

1. Wayne Oleksuk – brush clearing
2. Policy #GG-009 Set polling stations and rates
3. Policy #GG-005 reduce CAO requirement to C certificate and three years
4. Approve Accounts Payable and Payroll
5. Approve January financial statement
6. Award Mowing tender
7. Award Culvert tender
8. Award Gravel tender
9. 1st, 2nd and 3rd reading of Bylaw 2/23
10. 1st, 2nd and 3rd reading of Bylaw 3/23

MOVE TO A CLOSED MEETING

1. That the RM council move to a closed meeting to consider items permitted under the Local Authority Freedom of Information and Privacy Act.

BUSINESS ARISING FROM CLOSED MEETING

ADJOURN



RM OF MEADOW LAKE NO.588
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- 40/23 **CAO Report**
Jones
That Council accepts the CAO Report as presented.
Carried.
- 41/23 **Half ton snow blade**
Schwartz
That the RM set a budget of \$5,000 for the purchase and installation of a detachable snow blade for the grey half ton.
Carried.
- 42/23 **Provincial Disaster Assistance Program – Final Design**
Russell
That Council approves using the final PDAP design estimate for the Nolin Creek culvert project with 1 - 4,300mm Type SPCSP culvert x 27.43m at an estimated cost of \$1,132,000 and approves the final design estimate for the Road 610 culvert project with twin 3,000 mm type CSP culverts x 29.0m at an estimated cost of \$1,017,970 and that PDAP be advised that the RM would prefer using the girder bridge option for the Nolin Creek project at an estimated cost of \$1,487,000 if extra funding is available.
Carried.
- 43/23 **SK Tel – Service Billing Adjustment**
Jones
That Council reduces the Sask-Tel snow clearing Invoice 2023-00025 by \$1,170.00 for trailering fees and \$450.00 for administration fees.
Carried.



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44/23

Western Municipal Consulting

Schwartz

That the RM of Meadow Lake no.588 appoints Western Municipal Consulting Ltd. To manage the Board of Revision process for the term January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew Demmans.

The chair shall be responsible for naming no fewer than (3) three members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

and

That the RM of Meadow Lake No. 588 appoints Liana Stepan with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term January 1, 2023, through to December 31, 2023: remuneration as set out in Western Municipal Consulting fee schedule. If Liana Stepan is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purpose of any hearing.

Carried.

45/23

Resolution 22/22

Mysko

That the final clause in Resolution 22/22 stating that “the R.M. will only contribute a current day value of a contribution of aggregate from the lands within SE-25-61-17-W3 and there is no alternate source.” be repealed.

Carried.



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Stantec Agreement – Cabana Road Culvert

46/23

Ratke

That the RM of Meadow Lake enter into an agreement with Stantec to do a cost estimate for the replacement of the Cabana Road Culvert Failure to aid in the statement of claim procedures for the amount of \$20,653.50.

Carried.

Policy GG-009 – Set Polling Stations and Rate

47/23

Jones

That the RM of Meadow Lake office be designated as the only polling station for the May 31, 2023 byelection.

Carried.

Policy GG-005 – Reduce CAO Requirements

48/23

Mysko

That policy GG-005 be amended to reduce the CAO qualifications from an A certificate to a C certificate with a minimum of three years experience.

Carried.

Building Sale proceeds

49/23

Ratke

That the funds made from the sale of the RM shop be placed in a separate GIC.

Carried.

Accounts Payable and Payroll

50/23

Jones

That Council approves the payments for Accounts Payable and Payroll with the total amount of \$283,024.83.

Carried.

Financial Statement

51/23

Jones

That the January 2023 Financial Statement be approved as presented.

Carried.

 4
Initial



RM OF MEADOW LAKE NO.588
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MINUTES

Mowing Tender

52/23

Mysko

That the Mowing tender be awarded to the low bid submitted by Brander Bros. for the total amount of \$153,670.00 per year.

Carried.

Culvert Tender

53/23

Jones

That the Culvert tender be awarded to the low bid submitted by Brander Bros. for the total amount of \$172,765.83 for 2023.

Carried.

Gravel Tender

54/23

Schwartz

That the Gravel tender be awarded to the low bid submitted by Brander Bros. for the total amount of \$650,300.00 for 2023.

Carried.

Bylaw 02/23 – A Bylaw to amend Community Plan Bylaw 09/18

55/23

Mysko

That Bylaw 02/23 a Bylaw to amend the Official Community Plan Bylaw 09/18 be introduced and read a first time.

Carried.

Bylaw 02/23 – A Bylaw to amend Community Plan Bylaw 09/18

56/23

Jones

That Bylaw 02/23 a Bylaw to amend Bylaw 09/18 be read a second time.

Carried.

Bylaw 02/23 – A Bylaw to amend Community Plan Bylaw 09/18

57/23

Ratke

That Bylaw 02/23 a Bylaw to amend Bylaw 09/18 be given three readings at this time.

Carried unanimously.



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- 58/23 **Bylaw 02/23 – A Bylaw to amend Community Plan Bylaw 09/18**
Jones
That Bylaw 02/23 a Bylaw to amend Bylaw 09/18 be read a third time and adopted.

Carried.
- 59/23 **Bylaw 03/23 – A Bylaw to amend Zoning Bylaw 10/18**
Schwartz
That Bylaw 03/23 a Bylaw to amend Zoning Bylaw 10/18 be introduced and read a first time.

Carried.
- 60/23 **Bylaw 03/23 – A Bylaw to amend Zoning Bylaw 10/18**
Jones
That Bylaw 03/23 a Bylaw to amend Bylaw 10/18 be read a second time.

Carried.
- 61/23 **Bylaw 03/23 – A Bylaw to amend Zoning Bylaw 10/18**
Russell
That Bylaw 03/23 a Bylaw to amend Bylaw 10/18 be given three readings at this time.

Carried unanimously.
- 62/23 **Bylaw 03/23 – A Bylaw to amend Zoning Bylaw 10/18**
Ratke
That Bylaw 03/23 a Bylaw to amend Zoning Bylaw 10/18 be read a third time and adopted.

Carried.



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MOTION TO MOVE TO A CLOSED MEETING

63/23

Ratke

That Council moves to a closed meeting to consider items relating to planning, budget, personnel or other matters permitted under the Local Authority Freedom of Information and Privacy Act at 11:35am.

Carried.

64/23

Mysko

That the regular meeting reconvenes at 12:14pm

Carried.

BUSINESS ARISING FROM THE CLOSED MEETING

66/23

Mysko

That the mileage rate for Councilors doing Division work be set at .60 cents per kilometer.

Carried.


Adjournment

67/23

Ratke

That the meeting be adjourned at 12:15pm.

Carried.



CAO



ACTING REEVE

RM of Meadow Lake #588
Statement of Financial Activities - Summary
For the Period Ending January 31, 2023

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>
Revenues			
Taxation	3,552.23	3,552.23	
Fees and Charges	9,516.90	9,516.90	
Grants	13,140.00	13,140.00	
Investment Income and Commissions	12,542.77	12,542.77	
Other Revenues	123.90	123.90	
Total Revenues:	38,875.80	38,875.80	0.00
Expenditures			
General Government Services	55,873.62	55,873.62	
Transportation Services	71,280.00	71,280.00	
Environmental Health Services	2,192.27	2,192.27	
Planning and Development Services	663.00	663.00	
Total Expenditures:	130,008.89	130,008.89	0.00
Change in Net Financial Assets	(91,133.09)	(91,133.09)	0.00
Operating Surplus/Deficit (Chg in Net Asst)	(91,133.09)	(91,133.09)	0.00
Account Balances	Current	Year to Date	Balance
Cash & Investments			
Cash			
Cash - On Hand - Petty Cash.	49,985.99	49,985.99	6,097,339.84
Municipal			
Municipal - Tax Receivable - Current	(148,465.36)	(148,465.36)	370,836.93
Loans Payable			
Loans			
Long Term Debt - General Government			(2,286.44)
Change in General Surplus	(189,612.46)	(189,612.46)	6,465,890.33

Certified correct and in accordance with the records

Presented to council on

Dec 12, 2022



Richard Levesque
Interim CAO



Dale Sheppard
Acting Reeve

Rural Municipality of Meadow Lake No.588

Bylaw No. 2/23

A bylaw to amend Bylaw No. 9/18 known as the Official Community Plan of the Rural Municipality of Meadow Lake No. 588.

The Council of the Rural Municipality of Meadow Lake No 588, in the Province of Saskatchewan, enacts this bylaw to amend Bylaw No. 9/18 as follows:

1. Section 3.5.2.2(c) is deleted and replaced with the following new Section 3.5.2.2(c):

"The principal farm dwelling and not more than two (2) accessory farm dwellings units shall be permitted for farm operations, intensive livestock operations and intensive agricultural operations. The granting of a development permit for an accessory dwelling shall not be construed, in any way, as consent or approval for future subdivision."

2. The following new section shall be inserted after Section 3.6.2.2(e):

"Policy (I) Number of Dwelling Units

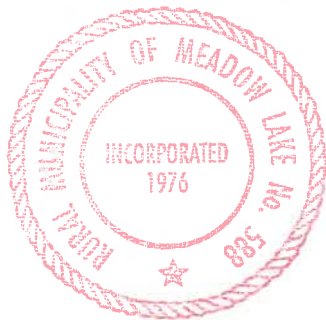
In addition to the principal dwelling, one (1) additional accessory dwelling unit shall be permitted on each residential site. The granting of a development permit for an accessory dwelling shall not be construed, in any way, as consent or approval for future subdivision."

3. This bylaw shall become effective on the date of approval of the Minister of Government Relations

Introduced and read a first time this 13th day of February 2023

Read a second time this 13th day of February 2023

Read a third time and adopted this 13th day of February 2023



SEAL



Reeve



Chief Administrator Officer

- (vii) it will accommodate a new railway or road right-of-way or a widening of an existing railway or road right-of-way.

Policy (c) *Farm Dwellings*

The principal farm dwelling and not more than two (2) accessory farm dwelling units shall be permitted for farm operations, intensive livestock operations and intensive agricultural operations. The granting of a development permit for an accessory dwelling shall not be construed, in any way, as consent or approval for future subdivision.

Policy (d) *Farm-Based Businesses*

- (i) It is recognized that farm-based businesses and on-farm employment opportunities, including but not limited to: bed and breakfast establishments and vacation farms, can provide a valuable contribution to the diversified economic base of the municipality. Farm based businesses shall be listed as discretionary uses in the Zoning Bylaw. Approvals will be based on the evaluation of individual operations relative to specific Zoning Bylaw criteria to ensure that the agricultural character or land value is not diminished.
- (ii) Farm-based businesses that include the provision of commercial accommodation, including but not limited to bed and breakfast establishments and vacation farms, shall maintain minimum separation distances from existing industrial and hazardous industrial uses as shown in Table 6-1.
- (iii) Farm-based businesses shall be restricted to a maximum of five (5) on-site, non-seasonal employees. Any business with more than five (5) on-site, non-seasonal employees shall be required to seek commercial or industrial zoning designation.

Policy (e) Agriculture and farm-residential building construction will be regulated by the Rural Municipality's Building Bylaw and *The National Building Code of Canada* and *The National Fire Code of Canada*.

Objective 3.5.2.3 Agricultural and Economic Diversification

To encourage agricultural and natural resource development which will improve the economic health of the Municipality; to provide opportunity for further development and land uses that will result in increased economic diversification, agricultural innovation and agriculture-related value-added activity in the Municipality; and to provide opportunity for farm-based business opportunities.

Policy (a) *Agricultural Related Commercial and Industrial Uses*

- (i) The Zoning Bylaw will list principal agricultural related commercial and industrial uses as discretionary uses.
- (ii) Approval for such commercial or industrial developments may be granted if their function is related to agriculture and only after a review by Council, to ensure that:
 - (a) Incompatibility with other land uses will be avoided, including consideration of proximity to urban centres, hamlets and multiple-parcel country residential subdivisions.

- (i) Single parcel country residential subdivision and development will be permitted only where direct all-weather public road access has been provided to the satisfaction of Council or the development of a direct all-weather public road is undertaken to the satisfaction of Council.
- (ii) Single parcel residential subdivision and development must accommodate a private, on-site supply of water and a sewage system (both of which must meet provincial standards) and have frontage on a developed municipal road.

Policy (d) *Development Standards*

- (i) The Zoning Bylaw will prescribe maximum and minimum site sizes and other appropriate development standards for single parcel country residential development, with the aim of limiting the amount of productive agricultural land taken out of production and ensuring that such development does not result in increased road hazards related to obstruction of sight lines, etc.
- (ii) Council may permit a large or smaller site size than what is outlined in the Zoning Bylaw to:
 - (a) Minimize prime agricultural land to be taken out of production;
 - (b) Accommodate existing developed farm yard sites;
 - (c) Accommodate sites fragmented from the balance of the quarter section by either natural (river, creek, coulee, etc.) or man-made (developed road, railway, etc.) barrier; or
 - (d) Accommodate larger sites that include extensive forested areas or poor agricultural land.

Policy (e) *General*

To facilitate the resolution of encroachment issues, Council will, in general, support applications for the subdivision of two or more residential sites that will result in a realignment of residential property lines intended to correct an encroachment.

Policy (e) *Additional Dwelling*

A single additional accessory dwelling unit (i.e. second dwelling) shall be permitted on each residential site.

Policy (l) *Number of Dwelling Units*

In addition to the principal dwelling, one (1) additional accessory dwelling unit shall be permitted on each residential site. The granting of a development permit for an accessory dwelling shall not be construed, in any way, as consent or approval for future subdivision.

March 2, 2023

Richard Levesque
RM of Meadow Lake No. 588
Box 668
MEADOW LAKE SK S7X 1Y5

Dear Richard Levesque:

RE: RM of Meadow Lake No. 588
Bylaw Nos 2/23; 03/23

This letter will acknowledge receipt of the above mentioned bylaws. They will be reviewed for compliance with *The Planning and Development Act, 2007* and *The Statements of Provincial Interest Regulations* as soon as possible.

If you have any questions, feel free to contact Derek Vangool at 306-933-6154.

Sincerely,



Administrative Support

Rural Municipality of Meadow Lake No.588

Bylaw No. 03/23

A bylaw to amend Bylaw No. 10/18 known as the Zoning Bylaw of the Rural Municipality of Meadow Lake No. 588.

The Council of the Rural Municipality of Meadow Lake No 588, in the Province of Saskatchewan, enacts this bylaw to amend Bylaw No. 10/18 as follows:

1. Section 4.14. 10. (6)(b) is deleted and replaced with the following new Section.

4.14.10. (6)(b):

"In the A-Agriculture District, in addition to the principal dwelling:

(a) No more than two (2) additional farm dwellings which are accessory to a farm operation, intensive livestock operation or intensive agricultural operation; or

(b) One additional accessory dwelling on a site in containing an existing single detached dwelling as a permitted use;

are permitted subject to the additional dwellings not being located more than 100 metres from the first dwelling."

2. This bylaw shall become effective on the date of approval of the Minister of Government Relations.

Introduced and read a first time this 13th day of February 2023

Read a second time this 13th day of February 2023

Read a third time and adopted this 13th day of February 2023



SEAL



Reeve



Chief Administrator Officer

(iii) *Side Yard*: minimum - 1.5 metres

(b) Country Residential Districts:

Detached accessory buildings in country residential districts are subject to the following regulations:

(i) *Front Yard*: minimum-8 metres

(ii) *Rear Yard*: minimum - 3 metres

(iii) *Side Yard*: minimum - 3 metres

(c) Lakeshore Residential Districts

(i) All Yards - same as principal use

(d) Agricultural, Forest, Commercial and Industrial Districts:

Detached accessory buildings in any agricultural or commercial district are subject to the following regulations:

(i) *Front Yard*: minimum - same as principal use

(ii) *Rear Yard*: minimum - same as principal use, except trailer courts, campgrounds, outfitter base camps, and tourist camps where the minimum shall be 4.5 metres and mobile home courts where the minimum shall be 7.5 metres

(iii) *Side Yard*: minimum - same as principal use, except trailer courts, campgrounds and tourist camps where the minimum shall be 4.5 metres and mobile home courts where the minimum shall be 7.5 metres.

(6) *Accessory dwelling units shall only be permitted in these instances and subject to these regulations:*

(a) the first farm dwelling accessory to a farm operation, intensive livestock operation or intensive agricultural operation.

(b) In the A-Agriculture District, in addition to the principal dwelling:

(a) No more than two (2) additional farm dwellings which are accessory to a farm operation, intensive livestock operation or intensive agricultural operation; or

(b) One additional accessory dwelling on a site in containing an existing single detached dwelling as a permitted use;

Are permitted subject to the additional dwellings not being located more than 100 metres from the first dwelling.

(i) The additional dwelling must not be located greater than 100 metres from the first dwelling.

- (i) the dwelling unit must be physically attached to the primary building where commercial or industrial operations are underway;
 - (ii) the business dwelling shall have a main entrance separate from that of the commercial or industrial establishment; and,
 - (iii) an emergency exit must be provided in addition to the main entrance.
 - (d) accessory dwelling units located in a commercial zoning district, subject to the following provisions:
 - (i) the dwelling units may be physically attached to the primary building where commercial or industrial uses are underway;
 - (ii) if attached to the primary building, the business dwelling shall have a main entrance separate from that of the commercial or industrial use;
 - (iii) if attached to the primary building, an emergency exit must be provided in addition to the main entrance; and,
 - (iv) no more than 32 dwelling units shall be permitted on any one site.
 - (e) a temporary construction camp, tool shed, scaffold or other such building or other such temporary work camp which is incidental to construction and provided it is located on the site where such work is underway and provided that it shall be removed from the site within 60 days of completing the work.
 - (f) a garden suite, subject to the following provisions:
 - (i) garden suites shall only be permitted, subject to discretionary use approval, in the CR1 - Low Density Country Residential District.
 - (ii) the applicant has demonstrated to Council that the occupant(s) of the garden suite require care and support provided by the residents of the first farm dwelling, or are required to provide care and support to the residents of the first farm dwelling.
 - (iii) in the CR1 - Low Density Country Residential District, approvals for garden suites are valid for 2 years.
 - (iv) Prior to the expiration of the approval for a garden suite in the CR1 - Country Residential District, an applicant may apply to Council for discretionary use approval for an additional 2-year term.
 - (v) A garden suite must not be located greater than 100 metres from the principal dwelling.
 - (g) Council shall not approve a garden suite and an additional dwelling on the same site.
 - (h) sleeping quarters shall be permitted in one accessory building in a lakeshore residential district and may include plumbing for washroom facilities but may not contain cooking facilities.
- (7) *Rental Suites:*

A Rental Suite may be attached as a discretionary use to any Single Detached Dwelling in any zoning district, subject to approval of a Building Inspector hired or contracted by the Rural Municipality. Rental Suites are subject to the following requirements:

March 2, 2023

Richard Levesque
RM of Meadow Lake No. 588
Box 668
MEADOW LAKE SK S7X 1Y5

Dear Richard Levesque:

RE: RM of Meadow Lake No. 588
Bylaw Nos 2/23; 03/23

This letter will acknowledge receipt of the above mentioned bylaws. They will be reviewed for compliance with *The Planning and Development Act, 2007* and *The Statements of Provincial Interest Regulations* as soon as possible.

If you have any questions, feel free to contact Derek Vangool at 306-933-6154.

Sincerely,



Administrative Support
