

Rural Municipality of Beaver River No. 622
Regular Meeting held on March 18, 2016
RM Council Chambers, Pierceland, Sask.

Present:

Acting Reeve – Joe Rolfes

Councillors:

Div. 1 – Jason Vongrad

Div. 3 – Vacant

Div. 5 – Leslie Brunet

Div. 2 – Harley Nault

Div. 4 – Joe Rolfes

Div. 6 – Art Nault

Administrator: Morgan Kennedy

Administrative Assistant: Kristen Baker

Acting Reeve, Joe Rolfes, called meeting to order at 8:35 a.m.

Additions to Agenda

- 103-16 BRUNET: That water fees be added to the agenda.
Carried.

In Camera

- 104-16 NAULT, H.: That the meeting go in camera at 8:55 a.m. to discuss human resources.
Carried.

- 105-16 BRUNET: That the meeting come out of camera at 10:02 a.m.
Carried.

Human Resources

- 106-16 NAULT, A.: That Joanne Yates be hired as Administrator, making \$90,000/year and with an intended start date of April 1, 2016.
Carried.

- 107-16 BRUNET: That a Human Resources Committee meeting be set for April 7, 2016 at 7:30 p.m.
Carried.

- 108-16 NAULT, H.: That Jordan Ehnes be called back to work as a Maintenance Operator making \$22 per hour effective April 1, 2016.
Carried.

Advertising

- 109-16 BRUNET: That the RM look into pricing for newsletters; once costing has been determined, a conference call will be established to reach a decision.
Carried.

Yvonne Prusack, Community Planner, arrived at meeting at 10:09 a.m.

Rescind of Resolution

- 110-16 NAULT, A.: That resolution #89-16, regarding a change in taxation status on PT NE 35-61-26-W3, be rescinded until further review on the matter is completed.
Carried.

Minutes

- 111-16 NAULT, H.: That the minutes for the February 11, 2016 regular council meeting

be accepted as amended.

Carried.

112-16 BRUNET: That the minutes for the March 8, 2016 special council meeting be accepted as presented.

Carried.

Zoning Bylaw Amendments

Acting Reeve Joe Rolfes called the public meeting regarding the Zoning Bylaw Amendments to order at 10:30 a.m.

Fourteen (14) individuals attended the Public Hearing to discuss the proposed Zoning Bylaw amendment. Council also reviewed a summation package that overviewed the five (5) written letters that were submitted to the RM of Beaver River No. 622 regarding the proposed amendment. Consequently, the following items were discussed:

1. Propane Tank Sizes: Concerns were raised for the regulations of the use of propane tanks, and the limiting of the tanks to 250 gallons. Some ratepayers are permanent residents within the Lakeshore Development Areas and propane is the primary way of heating homes until natural gas is installed within this area of the municipality. After discussion about the terminology between tank sizes measured in pounds and gallons, ratepayers were satisfied with the regulation of the propane tanks and the requirement to have it installed by a licensed gas fitter. Suggestions were made to increase awareness and understanding in the annual newspaper to educate ratepayers on proper use of these gas tanks. It was determined by Council to retain this item within the amendment.
2. Private Utilities: Concerns were raised that the use of the terminology of “private” utilities denoted personal use of utilities on individual lots within the RM. Discussion was held that this was included in an attempt to better regulate free-standing communication towers within the RM to retain the natural beauty of the municipality. It was determined by Council that these items would be removed from the Zoning Bylaw Amendment to clarify the definition of private utilities and standardize communication tower evaluation criteria within the RM.
3. Recreational Vehicles (RV’s) within Lakeshore Development 1 District (LD1): Concerns were raised that many of the neighborhoods within the LD1 District have restrictive covenants prohibiting the use of RV’s upon subdivided lots. Written concerns were also reviewed regarding the appropriateness of RV’s within this zoning district. It was determined by Council that this item would be removed from the Zoning Bylaw Amendment until additional research and communication can be completed with Community Planning about the use of RV’s within certain neighborhoods in the LD1 District that do not have restrictive covenants and similar concerns.
4. Development Permit Application Exemptions – Structures under 100.0 square feet and under 13.0 feet: Concerns were raised about accessory buildings that are under the area requirement but over the height requirement, and whether this would require the submission of a Development Permit Application. Discussion arose around the need for permits, confusion of previous Zoning Bylaw implementation, and the procedure moving forward. It was determined by Council that this item would remain as advertised, and only structures that fall within these restrictions would not be required to submit a development permit application.
5. Accessory Building Height in Lakeshore Development 4 District (LD4): Concerns were raised that to make construction easier of accessory buildings to meet the National Building Code for standard roof pitch, the maximum height from grade to peak of accessory buildings should be increased to 14.6 feet,

instead of the proposed 14.0 feet. Architectural controls were discussed, alternative zoning districts that allow higher accessory buildings, as well as the original intent of the zoning district. Questions were raised whether the alteration of this number would negate the original notification completed by the RM, or if it would be considered a minor enough item to allow for the alteration. It was determined by Council that regardless of whether it is considered to be a minor change, at this time the proposed height alteration of 14.0 feet would remain, but increased heights may be considered in future Zoning Bylaw amendments.

6. Sewer System Connections within Lakeshore Development Districts: Concerns were raised that the many of the property owners purchased the properties under the pretenses that direct connection to the municipal lagoon through a sewer transmission line would be installed shortly after purchase. Discussion arose about the costs regarding the installation of this sewer line, impact of seasonal ratepayers, and complete connection of all properties at time of completion. Suggestions were presented that the costs of completing the sewer line to all properties within the Lakeshore Development Districts, and then this value should be divided by subdivision and presented to the ratepayers at a summer meeting held in the evening, as more ratepayers are likely to attend. At that time the ratepayers can have an updated cost of the upgrades and decide how to proceed. As this discussion did not pertain to the items included within the Zoning Bylaw Amendment, no resolutions or final comments were made by Council.
7. Limit of Accessory Buildings: Concerns were raised about the limit of accessory buildings allowed per lot, and whether it would be more appropriate to consider the use of lot coverage percentages. Discussions were held about the complications of lot coverage percentages, the need for very accurate development permit applications, and the size of the individual lots. It was decided by Council that this item would remain as advertised, and the limit of accessory buildings per lot would remain at three (3) structures.

Meeting was halted at 12:00 p.m. for lunch.

Meeting was called back to order at 12:50 p.m.

Delegations

Ed Pacik from Evolution Training & Consulting arrived at the meeting at 12:50 p.m. to discuss what training programs are available for grader operators and the prices associated with the training.

Sergeant Curtis Pelzer from the Pierceland RCMP Detachment arrived at the meeting at 1:15 p.m. to discuss the Annual Performance Plan, problem areas and the objectives for the overall area.

Correspondence

113-16

NAULT, H.: That the following correspondence having been read be filed:

- a. North Central Transportation Planning Committee Annual Meeting
- b. Hudson Bay Route Association Annual Meeting
- c. 2016 Education Property Tax Mill Rates
- d. District 36 ADD Board Letter
- e. Beaver Dam Removal
- f. SARM Resolutions
- g. Woodland Caribou Habitat
- h. Lauman's Landing Light
- i. Blue Lights on Snow Removal Equipment
- j. Beaver River Agri-Environmental Group Plan Inc. Newsletter
- k. Advance Payments Program News Release

Carried.

Financial Statements

- 114-16 BRUNET: That the Bank Reconciliation for the month of January 2016 be accepted as presented.

Carried.

- 115-16 BRUNET: That the Statement of Financial Activities for the month of February 2016 be accepted as presented.

Carried.

Accounts Paid and Payable

- 116-16 BRUNET: That the list of accounts in the following amounts be approved as follows:

Cheque #19990 – 20026 – \$ 50,252.09

Cheque #20028 – 20037 - \$ 81,622.94

Other Payments – \$ 13,018.79

MasterCard Purchases – \$ 153.94

Payroll (February 1 - 29, 2016) – \$ 21,322.28

Carried.

SAMA Annual Meeting

- 117-16 NAULT, H.: That Joe Rolfes and Morgan Kennedy be appointed as voting delegates at the Saskatchewan Assessment Management Agency Annual meeting in Saskatoon on April 26, 2016.

Carried.

Doctor's House

- 118-16 NAULT, H.: That the RM agrees to sell the house owned by both the RM and the Village of Goodsoil and the proceeds be donated to the L. Gervais Memorial Health Centre located in Goodsoil.

Carried.

Employee Code of Conduct

- 119-16 NAULT, A.: That the Policy titled General Government 100 – 10: Municipal Employee Code of Conduct be read at this meeting and adopted and form part of these minutes attached as Schedule A.

Carried.

Taxes

- 120-16 NAULT, H.: That the tax arrears in the amount of \$86.22 be waived from parcels 01 04 01B15624 W3 and 05 04 01B15624 owned by Annette Little and Belinda Wandler.

Carried.

Grader Training

- 121-16 NAULT, H.: That the RM hire Evolution Training & Consulting to train four Maintenance Workers so that they are competent to operate the RM graders and two Councillors attend a one day Road Maintenance class.

Carried.

Road Use Agreement

- 122-16 NAULT, A.: That the RM authorize Joe Rolfes to sign the road use agreement with Brian and Loretta Sawatzky for access across N ½ 12-61-26 W3.

Carried.

Waste Disposal Correspondence

- 123-16 BRUNET: That the RM acknowledge the quote from Lamon Disposal Ltd.

regarding pricing for rental of an oil storage unit.

Carried.

Equipment Sale

124-16 NAULT, H.: That the RM sell the Xiangong XJ953J Loader through Kramer Auctions Ltd.

Carried.

Zoning Bylaw 57

125-16 VONGRAD: That Bylaw 04-16 being a bylaw to amend Bylaw 57 known as the zoning bylaw be read a second time at this meeting with the following amendments attached as Schedule B.

Carried.

126-16 NAULT, H.: That Bylaw 04-16 being a bylaw to amend Bylaw 57 known as the zoning bylaw be read a third time at this meeting and adopted.

Carried.

Offsite Fees

127-16 NAULT, A.: That the Policy titled Planning & Development 600 – 03: Offsite Servicing Fee Policy be read at this meeting and adopted and form part of these minutes attached as Schedule C.

Carried.

Development Permit 04-16

128-16 NAULT, H.: That development permit 04-16 for Communications Cold Lake regarding the installation of an internet tower located at NE 27-62-23 W3 be approved.

Carried.

Oil Disposal

129-16 VONGRAD: That the Administrator determine the most cost-efficient and effective option for disposing of motor oil from RM machinery.

Carried.

2016 Gravel Haul

130-16 VONGRAD: That the RM proceed with tendering for the 2016 gravel haul and advertise on SaskJobs, the RM website and a local newspaper.

Carried.

Purchase of Lease Lands

131-16 BRUNET: That upon receiving applications to purchase leased lands, the following quarters be checked for gravel:

- NE 22-62-26 W3, SW 23-62-26 W3, W ½ 26-62-26 W3, 27-62-26 W3, 28-62-26 W3, SW 29-62-26 W3, E ½ 29-62-26 W3
- SE 10-63-25 W3 & SW 11-63-25 W3
- NE 21-61-27 W3
- S ½ 14-61-26 W3, PT SE 13-61-26 W3, PT SW 13-61-26 W3, PT NW 14-61-16 W3, PT NE 15-61-26 W3, PT SE 15-61-26 W3, PT SW 15-61-26 W3
- S ½ 01-62-24 W3
- S ½ 26-61-21 W3 & N ½ 23-61-21 W3
- E ½ 02-62-23 W3, SW 01-62-23-W3

Carried.

Gurski Subdivision

132-16 VONGRAD: That the RM approve in principle the Gurski Subdivision of 10 acres located at NE 06-63-22 W3.

Carried.

Lakeshore Development Maintenance

- 133-16 VONGRAD: That the RM proceed with accepting tenders for the summer maintenance of Lac des Isles West, Lauman's Landing and the cleaning of the Fish Shacks and Bathrooms. Tenders will be accepted until April 29, 2016 at 4:00 p.m.

Carried.

Animal Control

- 134-16 NAULT, H.: That the Wolf and Beaver Control Programs be tabled until the April 15, 2016 regular Council meeting.

Carried.

Playground

- 135-16 NAULT, H.: That the playground to be built at the Shores subdivision be tabled until the April 15, 2016 regular Council meeting.

Carried.

Water Operator Report & Readings

- 136-16 NAULT, A.: That the Water Operator's water plant readings for January and February 2016 and the report for February 2016 be accepted as presented.

Carried.

Village of Pierceland Invoice

- 137-16 NAULT, H.: That the RM will not pay invoice #0633 for \$ 1,851.00 from the Village of Pierceland for 2015 water/sewer/garbage costs at the Community Hall and Arena.

Carried.

Boat Slip Fees

- 138-16 VONGRAD: That the Administrator look into boat slip fees and provide findings to Council at the April 15, 2016 regular Council meeting.

Carried.

Sewage Hauling Fees

- 139-16 NAULT, H.: That a fee of \$20 per 1000 gallon load or part thereof of sewage effluent waste being hauled to the RM Lagoon be collected effective May 1, 2016.

Carried.

Grants

- 140-16 NAULT, H.: That the Building Canada Fund grant for the sewer and water lines at the lakeshore developments be suspended.

Carried.

Utilities Commission

- 141-16 NAULT, H.: That the RM pay \$5,000.00 to the Lac des Iles Utility Commission to be used for operating expenditures.

Carried.

Water Billing

- 142-16 NAULT, H.: That the RM increase the water fees at Lauman's Landing by 20%.

In Favor:

Opposed: L. Brunet

J. Vongrad

H. Nault

A. Nault

J. Rolfes

Defeated.

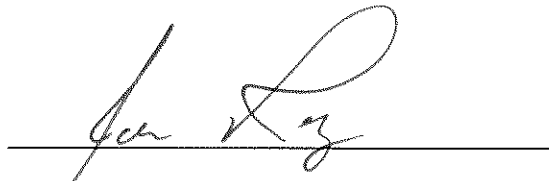
143-16 VONGRAD: That the Utility Commission review water costs and adjust the fee so that 100% of operating and capital costs and cash advances from the RM are recovered.

Carried.

Adjournment

144-16 NAULT, A.: That the meeting be adjourned at 6:45 p.m.

Carried.



Reeve



Administrator

BYLAW No. 04-16

A BYLAW OF THE R.M. OF BEAVER RIVER No. 622 TO AMEND BYLAW No. 57 KNOWN AS THE ZONING BYLAW

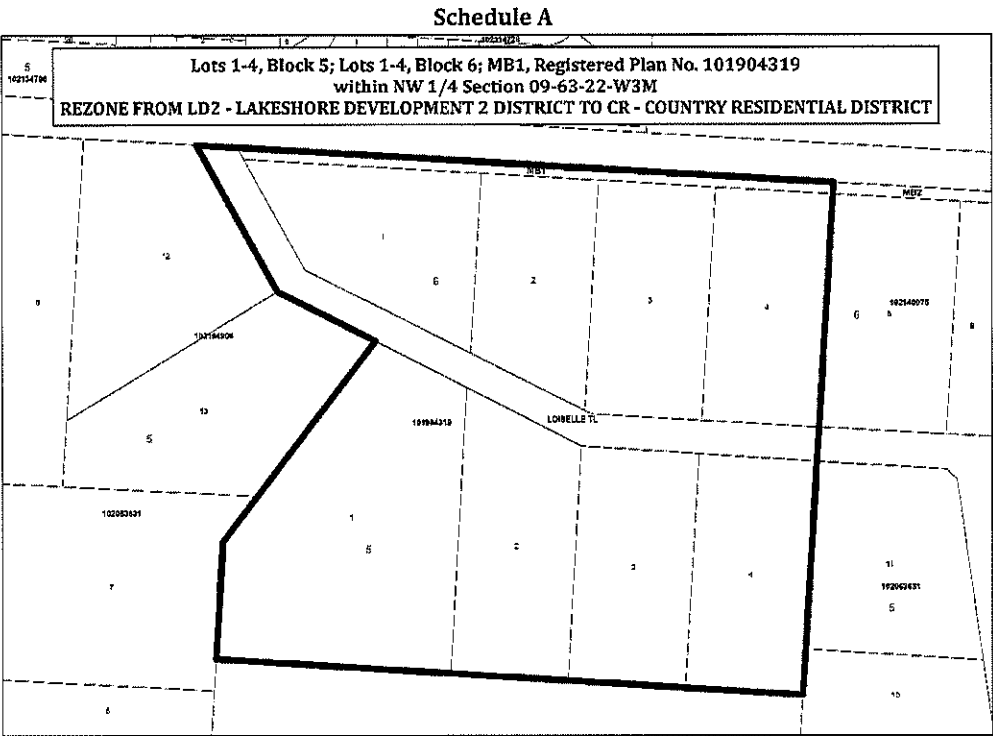
A bylaw to amend Bylaw No. 57 known as the Zoning Bylaw of the Rural Municipality of Beaver River No. 622.

The Council of the Rural Municipality of Beaver River No. 622, in the Province of Saskatchewan, enacts this bylaw to amend Bylaw No. 57 as follows:

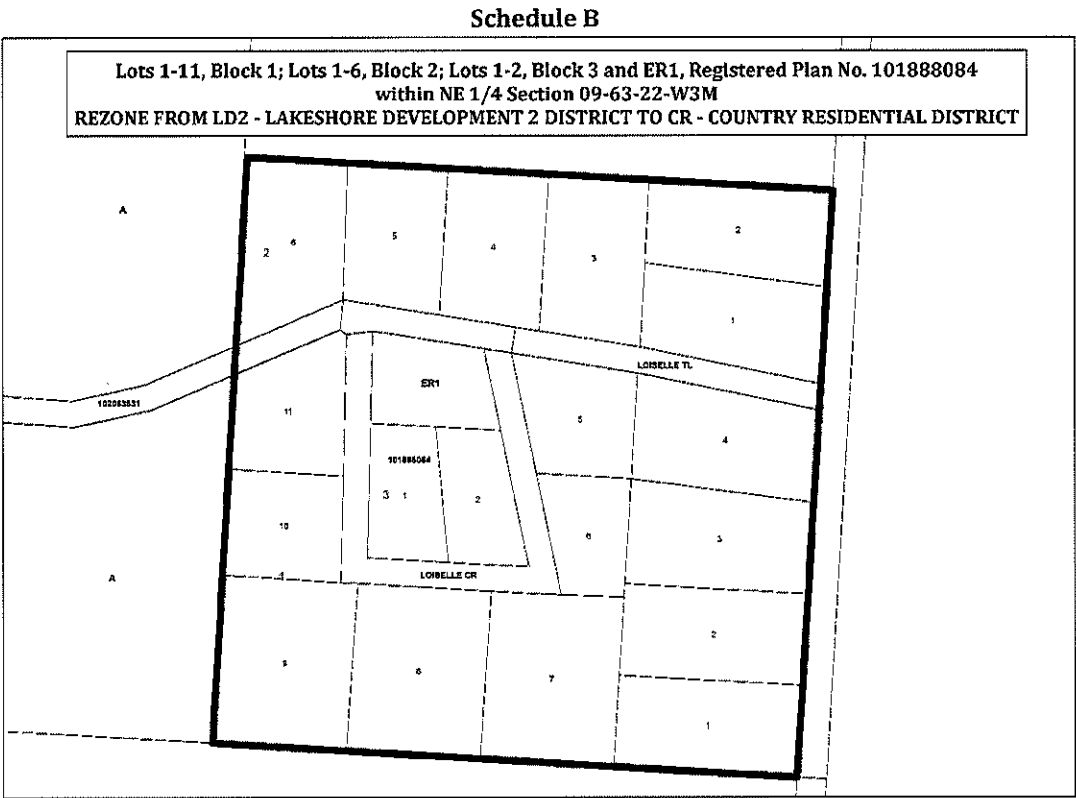
1. PART II – ADMINISTRATION, section (2) **APPLICATION FOR A DEVELOPMENT PERMIT** is amended by adding the following clauses after clause (b):
 - “(c) **Sheds and storage structures:** Any shed or storage structure that is 9.29 square metres (100.0 square feet) in area or less with a height of less than 4.0 metres (13.0 feet).
 - (d) **Fencing:** subject to all height restrictions of the zoning district.”
2. PART III – GENERAL REGULATIONS is amended by:
 - a. Section (2) **AREAS PROHIBITED FOR DEVELOPMENT** is amended by adding the following subsection:
 - “(a) **Residences proposed on potentially hazardous land:**

A development permit application for a proposed residence on potentially hazardous land as defined in this bylaw and the Basic Planning Statement or lands that have an interest registered on the title pursuant to section 130 of the Act, must be accompanied by a Real Property Surveyors Report prepared by a Saskatchewan Land Surveyor, which illustrates that the proposed elevation of the finished main floor is above the Safe Building Elevation as defined herein.
 - b. Section (9) **ATTACHED GARAGES AND CARPORTS** is removed and replaced as follows:
 - “9. **Attached Garages, Carports, and Extended Rooflines**
 - (a) Private garages and carports attached to the principal building or structure shall be considered part of the principal building or structure and subject to the regulations for the principal building or structure.
 - (b) The total area underneath an extended roofline (i.e., covered deck, porch, veranda, etc.) of a structure shall be considered within total area of the Residential Building Footprint.
 - c. Section (10) **PROJECTIONS INTO YARDS** is amended by removing clause (a).

3. PART IV – ZONING DISTRICTS, the “Zoning District Map” which forms part of Bylaw No. 57, is amended by:
- a. Rezoning from LD2 – LAKESHORE DEVELOPMENT 2 DISTRICT to CR – COUNTRY RESIDENTIAL DISTRICT, **Lots 1-4, Block 5, and Lots 1-4, Block 6, and MB1, Registered Plan No. 101904319** within **NW ¼ Section 09-63-22-W3M**. These lands, which are lying within the Rural Municipality of Beaver River No. 622 boundaries are shown within the bold lines in the attached reference map labelled “Schedule A”.



- b. Rezoning from LD2 – LAKESHORE DEVELOPMENT 2 DISTRICT to CR – COUNTRY RESIDENTIAL DISTRICT, **Lots 1-11, Block 1 and Lots 1-6, Block 2, and Lots 1-2, Block 3, and ER1, Registered Plan No. 101888084** within **NE ¼ Section 09-63-22-W3M**. These lands, which are lying within the Rural Municipality of Beaver River No. 622 boundaries are shown within the bold lines in the attached reference map labelled “Schedule B”.



4. PART IV – ZONING DISTRICTS, SCHEDULE A: A – AGRICULTURAL DISTRICT is amended by:

- a. Section (C) **REGULATIONS**, subsection (1) *Site Area Requirements*, clause (b) is removed and replaced with the following:

“(b) Single parcel country residential: Minimum – 0.81 ha (2.0 acres)
Maximum – Four (4) residential sites,
where the total land area per quarter
section for all Single Parcel Country
Residential lots shall be limited to a
maximum of 16.2 ha (40.0 acres).”

5. PART IV – ZONING DISTRICTS, SCHEDULE C: CR – COUNTRY RESIDENTIAL DISTRICT is amended by:

- a. Section (B) **REGULATIONS**, subsection (1) *Site Area*, clause (a) is amended by removing the minimum site area “0.8 hectares (2 acres)” and replacing it with “0.4 hectares (1.0 acres)”.
- b. Section (B) **REGULATIONS**, subsection (3) *Yard Requirements* is amended by adding the following clause after clause (b):

“(c) Decks:
(i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.
(ii) Any covered deck that is attached to the roof of either an accessory or principal building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.”

- c. Section (B) **REGULATIONS**, subsection (4) *Floor Area* is amended by removing the maximum floor area of detached accessory buildings “100 m² (1,076 ft²)” and replacing it with “111.5 m² (1,200 ft²)”.
- d. Section (C) **SPECIAL STANDARDS**, subsection (1) *Motor homes are subject to the following conditions*, clause (g) is removed and replaced with the following:

“(g) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

6. PART IV – ZONING DISTRICTS, SCHEDULE D: LD1 – LAKESHORE DEVELOPMENT 1 DISTRICT is amended by:

- a. Section (B) **REGULATIONS**, subsection (6) *Accessory Buildings and Structures* is amended by adding the following clause after clause (c):

“(d) Decks
(i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.
(ii) Any covered deck that is attached to the roof of either an accessory or principal building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.
(e) There shall be a maximum of three (3) accessory buildings or structures per lot, excluding uncovered decks.”

7. PART IV – ZONING DISTRICTS, SCHEDULE E: LD2 – LAKESHORE DEVELOPMENT 2 DISTRICT, section (C) **SPECIAL STANDARDS**, clause (g) is removed and replaced with the following:

“(g) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the

8. PART IV – ZONING DISTRICTS, SCHEDULE I: LD3 – LAKESHORE DEVELOPMENT 3 DISTRICT is amended by:

- "(ii) Building Height:

“(d) There shall be a maximum of three (3) accessory buildings or structures per lot, excluding uncovered decks.

- (i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.

- “(f) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

- "(ii) Building Height:

“(e) Decks

- (i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.

- (ii) Any covered deck that is attached to the roof of an accessory building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.

- (f) There shall be a maximum of three (3) accessory buildings or structures per lot, excluding uncovered decks.”

- c. Section (C) **SPECIAL STANDARDS** is amended by removing clause (c) and replacing it with the following:

“(c) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

10. PART V – DEFINITIONS is amended by removing the definition “Building Footprint, Residential”.

11. PART V – DEFINITIONS, is amended by adding the following definitions in alphabetical order:

“Building Footprint, Residential: Shall mean the sum of the total area of the main floor of the residential structure, and including, but not limited to, any private garage, porch, veranda, sun lounge, and covered deck.

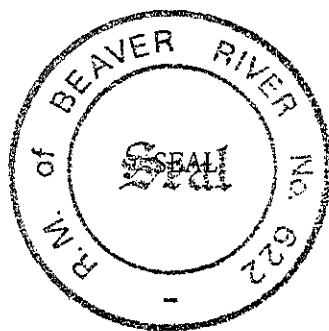
Building Height: Shall mean the vertical distance of a building measured from grade level to the highest point of the structures roof peak.

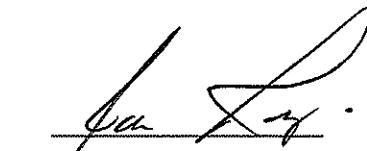
Estimated Peak Water Levels (EPWL): Shall mean the water level calculated by Water Security Agency to determine a flood hazard area. It is based on the 1:500 peak flow for rivers and the higher of the 1:500 peak calm level or the 1:100 peak calm level with a 1:5 wind from the most critical direction for most lakes.

Flood Proofing: Shall mean techniques or measures taken to permanently protect a structure or development from flood damage. These can include measures such as elevating buildings by building on fill or piers, constructing dykes, creating upstream storage, diversions and channelization.

Safe Building Elevation (SBE): Shall mean a level as defined by the Ministry of Government Relations at the time of subdivision to which flood proofing must be done for developments in the flood hazard area. The SBE is calculated as the EPWL plus a freeboard value to allow for uncertainties in calculations and other possible hazards such as ice push, ice jams, and erosion. The Water Security Agency usually recommends a freeboard of 0.5 metres for most situations by may be increased to 0.6 metres where dykes are used for flood proofing or 1.0 metre in lake or river areas with greater uncertainty in estimating hydrological response.”

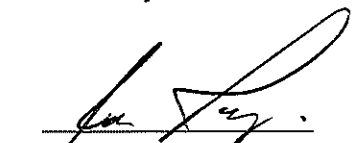
12. This bylaw shall become effective on the date of approval of the Minister of Government Relations.

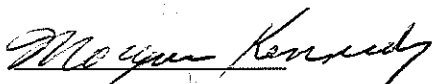



Reeve


Municipal Administrator

Certified a true copy of
Bylaw No. 04-16 adopted by
resolution of Council this
18th day of March, 2016


Reeve


Municipal Administrator





Rural Municipality of Beaver River #622

Policy: General Government 100

Policy Title: Municipal Employee Code of Conduct

Policy Objective:

To establish an employee code of conduct that coincides with recent amendments to *The Municipalities Act*.

Authority:

Section 111 of *The Municipalities Act*

Council Resolution #119-16

Dated: March 18, 2016

Background:

1. The Saskatchewan Provincial Government under Municipal Affairs passed in legislation the requirement, under Bill 186, for Council to pass a policy pertaining to employee code of conduct.

Principles:

1. Our employees must observe the highest standards of conduct in the performance of their duties, regardless of personal consideration. Employees must avoid situations in which their personal interest conflicts, or appears to conflict, with the interests of the municipality in their dealings with persons doing or seeking to do business with the municipality.
2. Employees must not engage in any conduct or activity that contravenes our by-laws or any law in force in Saskatchewan which might:
 - a. detrimentally affect the municipality's reputation;
 - b. make the employee unable to properly perform his or her employment responsibilities;
 - c. cause other employees to refuse or be reluctant to work with the employee; or
 - d. otherwise inhibit the municipality's ability to efficiently manage and direct its operations.

Purpose:

1. This Code of Conduct is intended to:
 - a. provide an understanding of the fundamental rights, privileges and obligations of municipal employees;
 - b. protect the public interest;
 - c. promote high ethical standards among municipal employees;
 - d. provide a means for municipal employees to obtain authorization for conduct in circumstances where they are uncertain as to the ethical appropriateness of that conduct;
 - e. set out the corrective measures for unethical conduct.

Confidentiality:

1. Every municipal employee must hold in strict confidence all information of a confidential nature acquired in the course of his or her employment with the municipality. Confidential information means information that is not part of the public domain and information designated by council

Policy Title: Municipal Employee Code of Conduct

Date in Effect: March 18, 2016

Reeve

as confidential, such as personal information, internal policies, items under any legal proceeding, etc.

2. Without restricting the scope of this principle, it is considered a breach of the Code of Conduct for an employee to use information that is obtained as a result of his or her employment and that is not available to the public to:
 - a. further, or seek to further, his or her private interests or those of his or her family; or
 - b. seek to improperly further another person's private interests.

Use of influence:

1. The municipality strives to ensure fairness and objectivity in its decision-making process.
2. Without restricting the scope of this principle, it is considered a breach of the Code of Conduct for an employee to use his or her position to seek to influence a decision of another person so as to:
 - a. further, or seek to further, his or her private interests or those of his or her family; or
 - b. seek to improperly further another person's private interests.

Procedures:

1. Employees are expected to comply with the Code of Conduct. Employees have a responsibility to request an interpretation of the Code from the municipality's senior administrative official (the Administrator) if they are unsure whether their behavior, circumstances, or interests contravene the Code.
2. Where an employee suspects that he or she is, or may potentially be, in conflict with any of the provisions of the Code, the employee must disclose the conflict or potential conflict in writing, to:
 - a. his or her direct supervisor, in the case of any employee; or
 - o the supervisor must immediately advise the Administrator.
 - b. council or the Personnel Committee in the case of the Administrator.
3. The disclosure should include a detailed description of the conflict or potential conflict.
4. Where a disclosure is made, the matter will be treated seriously and in confidence. The supervisor must review the disclosure within five (5) business days, from the date the disclosure is made, and determine an appropriate course of action to address the actual or potential conflict.

Policy Title: Municipal Employee Code of Conduct
Date in Effect: March 18, 2016


Reeve

BYLAW No. 04-16

A BYLAW OF THE R.M. OF BEAVER RIVER No. 622 TO AMEND BYLAW
No. 57 KNOWN AS THE ZONING BYLAW

A bylaw to amend Bylaw No. 57 known as the Zoning Bylaw of the Rural Municipality of Beaver River No. 622.

The Council of the Rural Municipality of Beaver River No. 622, in the Province of Saskatchewan, enacts this bylaw to amend Bylaw No. 57 as follows:

1. PART II – ADMINISTRATION, section (2) APPLICATION FOR A DEVELOPMENT PERMIT is amended by adding the following clauses after clause (b):

 “(c) **Sheds and storage structures:** Any shed or storage structure that is 9.29 square metres (100.0 square feet) in area or less with a height of less than 4.0 metres (13.0 feet).

 (d) **Fencing:** subject to all height restrictions of the zoning district.”
2. PART III – GENERAL REGULATIONS is amended by:
 - a. Section (2) AREAS PROHIBITED FOR DEVELOPMENT is amended by adding the following subsection:

 “(a) Residences proposed on potentially hazardous land:

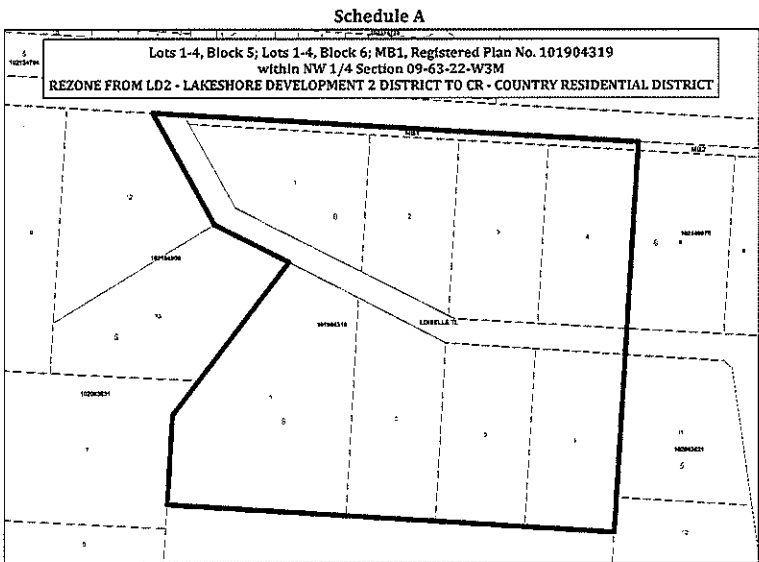
 A development permit application for a proposed residence on potentially hazardous land as defined in this bylaw and the Basic Planning Statement or lands that have an interest registered on the title pursuant to section 130 of the Act, must be accompanied by a Real Property Surveyors Report prepared by a Saskatchewan Land Surveyor, which illustrates that the proposed elevation of the finished main floor is above the Safe Building Elevation as defined herein.
 - b. Section (9) ATTACHED GARAGES AND CARPORTS is removed and replaced as follows:

 “9. Attached Garages, Carports, and Extended Rooflines

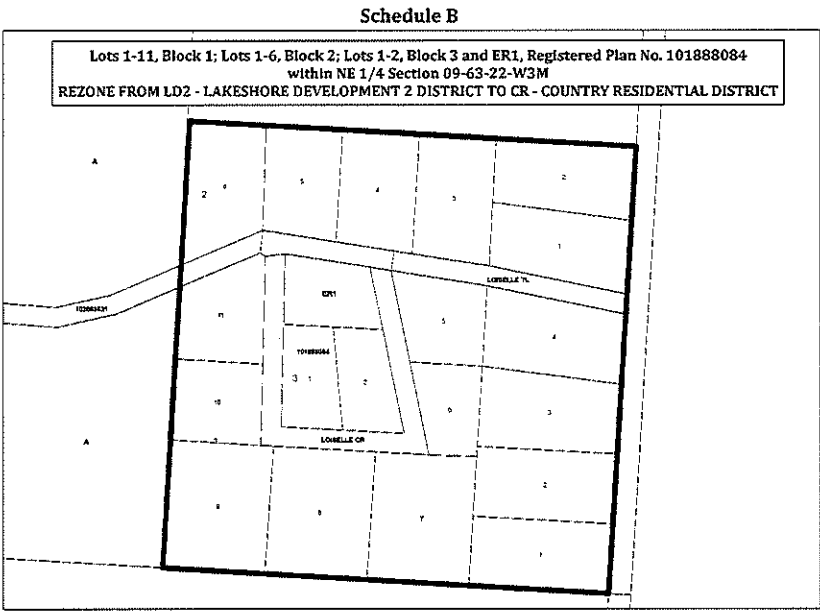
 (a) Private garages and carports attached to the principal building or structure shall be considered part of the principal building or structure and subject to the regulations for the principal building or structure.

 (b) The total area underneath an extended roofline (i.e., covered deck, porch, veranda, etc.) of a structure shall be considered within total area of the Residential Building Footprint.
 - c. Section (10) PROJECTIONS INTO YARDS is amended by removing clause (a).

3. PART IV – ZONING DISTRICTS, the “Zoning District Map” which forms part of Bylaw No. 57, is amended by:
- a. Rezoning from LD2 – LAKESHORE DEVELOPMENT 2 DISTRICT to CR – COUNTRY RESIDENTIAL DISTRICT, Lots 1-4, Block 5, and Lots 1-4, Block 6, and MB1, Registered Plan No. 101904319 within NW ¼ Section 09-63-22-W3M. These lands, which are lying within the Rural Municipality of Beaver River No. 622 boundaries are shown within the bold lines in the attached reference map labelled “Schedule A”.



- b. Rezoning from LD2 – LAKESHORE DEVELOPMENT 2 DISTRICT to CR – COUNTRY RESIDENTIAL DISTRICT, Lots 1-11, Block 1 and Lots 1-6, Block 2, and Lots 1-2, Block 3, and ER1, Registered Plan No. 101888084 within NE ¼ Section 09-63-22-W3M. These lands, which are lying within the Rural Municipality of Beaver River No. 622 boundaries are shown within the bold lines in the attached reference map labelled “Schedule B”.



4. PART IV – ZONING DISTRICTS, SCHEDULE A: A – AGRICULTURAL DISTRICT is amended by:

Item 4(a)
removed due to
concerns from
Community
Planning Branch
(CPB) regarding
alignment with
the PDA, 2007.

- a. ~~Section (B) **DISCRETIONARY USES** is amended by adding the following clause after clause (m):~~

~~“(n) Accessory dwelling unit.”~~
- b. Section (C) **REGULATIONS**, subsection (1) *Site Area Requirements*, clause (b) is removed and replaced with the following:

“(b) Single parcel country residential: Minimum – 0.81 ha (2.0 acres)

 Maximum – Four (4) residential sites,
 where the total land area per quarter
 section for all Single Parcel Country
 Residential lots shall be limited to a
 maximum of 16.2 ha (40.0 acres).

Item 4(c)
removed due to
further
clarification of
discretionary use
evaluation.

- c. ~~Section (C) **REGULATIONS**, subsection (3) *Development Standards for Discretionary Uses* is amended by adding the following clause after clause (c):~~

~~“(d) Accessory Dwelling Units:~~
 - ~~(i) The granting of residential development permits shall not be construed, in any way, as consent or approval for a future subdivision for the use.~~
 - ~~(ii) May be permitted, at the discretion of Council, to provide residences for agricultural workers employed by, or partners with, the owner of the site.~~
 - ~~(iii) May be permitted, at the discretion of Council, to provide one (1) residence when accessory to an existing commercial use.~~
 - ~~(iv) May be permitted for agricultural and non-agricultural operations for care-giving, estate or succession planning at the discretion of Council.”~~

5. PART IV – ZONING DISTRICTS, SCHEDULE C: CR – COUNTRY RESIDENTIAL DISTRICT is amended by:

- a. Section (B) **REGULATIONS**, subsection (1) *Site Area*, clause (a) is amended by removing the minimum site area “0.8 hectares (2 acres)” and replacing it with “0.4 hectares (1.0 acres)”.
- b. Section (B) **REGULATIONS**, subsection (3) *Yard Requirements* is amended by adding the following clause after clause (b):

“(c) Decks:
 - (i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.
 - (ii) Any covered deck that is attached to the roof of either an accessory or principal building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.”
- c. Section (B) **REGULATIONS**, subsection (4) *Floor Area* is amended by removing the maximum floor area of detached accessory buildings “100 m² (1,076 ft²)” and replacing it with “111.5 m² (1,200 ft²)”.
- d. Section (C) **SPECIAL STANDARDS**, subsection (1) *Motor homes are subject to the following conditions*, clause (g) is removed and replaced with the following:

“(g) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

6. PART IV – ZONING DISTRICTS, SCHEDULE D: LD1 – LAKESHORE DEVELOPMENT 1 DISTRICT is amended by:

- Item 6(a)
removed due to concerns from ratepayers about the allowance of RV's within certain areas that have restrictive covenants and necessary discretionary use evaluation criteria. Concerns from ratepayers and CPB regarding wording of "private utilities" and lack of discretionary use evaluation criteria.

Item 6(c)
removed due to the removal of item 6(a).

a. ~~Section (A) **PERMITTED USES**, subsection (3) *Discretionary uses* is amended by adding the following clause after clause (e):~~

~~"(f) Motor Home or Trailer Home, subject to special standards set out in Section C: Development Standards.~~

~~"(g) Private Utility."~~

b. Section (B) **REGULATIONS**, subsection (6) *Accessory Buildings and Structures* is amended by adding the following clause after clause (c):

"(d) Decks

(i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.

(ii) Any covered deck that is attached to the roof of either an accessory or principal building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.

(e) There shall be a maximum of three (3) accessory buildings or structures per lot, excluding uncovered decks."

c. ~~Section (C) **DEVELOPMENT STANDARDS** is amended by adding the following subsection:~~

~~"(1) Motor homes and trailer homes are subject to the following conditions:~~

~~(a) A motor home or trailer home must have an approved development permit prior to placing on a lot.~~

~~(b) A motor home or trailer home and all accessory buildings shall be removed before January 31, 2025 unless there is an approved development permit for a residential principle use.~~

~~(c) A motor home or trailer home cannot be older than 1990.~~

~~(d) The applicant shall sign a memorandum of understanding to acknowledge that the motor home or trailer home shall be removed by January 31, 2025.~~

~~(e) If the motor home or trailer home remains on the land after the period identified in 1(d) above has expired, Council will enforce the removal of the unit.~~

~~(f) A second temporary motor home or trailer home will be allowed as a visitor to the site for a period of no more than 21 consecutive days within a calendar year.~~

~~(g) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100-pound bottles shall be used at one time."~~

~~(h) The motor home or trailer shall not be modified to be made permanent through removal of axles and/or wheels.~~

~~(i) Home based businesses shall not be allowed on the site until the permanent residence has been constructed.~~

~~(j) The motor home or trailer home must be a self-contained unit and connected to the communal water and sewer facilities serving the subdivision. The motor home or trailer home must have a system for sewage and waste water disposal that has been approved by the development authority prior to the approval of a development permit.~~

~~(k) The motor home or trailer home is not to be kept for rent, lease or hire.~~

~~(l) The motor home or trailer home is not a mobile home.~~

- ~~(m) A copy of the bill of sale or registration and a photo must be submitted with each application.~~
- ~~(n) The replacement of a motor home or trailer home on a property requires a new development permit."~~

7. PART IV – ZONING DISTRICTS, SCHEDULE E: LD2 – LAKESHORE DEVELOPMENT 2 DISTRICT, section (C) **SPECIAL STANDARDS**, clause (g) is removed and replaced with the following:

- “(g) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

8. PART IV – ZONING DISTRICTS, SCHEDULE I: LD3 – LAKESHORE DEVELOPMENT 3 DISTRICT is amended by:

- Item 8(a) removed due to concerns from ratepayers and CPB regarding wording of “private utilities” and lack of discretionary use evaluation criteria.

a. ~~Section (A) **PERMITTED USES**, subsection (4) *Discretionary Uses* is amended by adding the following clause after clause (a):~~

~~“(b) Private Utility.”~~

b. Section (B) **REGULATIONS**, subsection (5) *Accessory Buildings and Structures*, clause (c) Building Size and Height is amended by removing subclause (ii) and replacing it with the following:

“(ii) Building Height:

“Private Garage

Maximum – 9.1 metres (30 feet).”

c. Section (B) **REGULATIONS**, subsection (5) *Accessory Buildings and Structures* is amended by removing clause (d) and replacing it with the following:

“(d) There shall be a maximum of three (3) accessory buildings or structures per lot, excluding uncovered decks.

(e) Decks

(i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.

(ii) Any covered deck that is attached to the roof of either an accessory or principal building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.”

d. Section (C) **SPECIAL STANDARDS** is amended by removing clause (f) and replaced with the following:

“(f) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

9. PART IV – ZONING DISTRICTS, SCHEDULE J: LD4 – LAKESHORE DEVELOPMENT 4 – MOTOR HOME DISTRICT is amended by:

Item 9(a) removed due to concerns from ratepayers and CPB regarding wording of “private utilities” and lack of discretionary use evaluation criteria.

a. ~~Section (A) **PERMITTED USES**, subsection (4) *Discretionary Uses* is amended by adding the following clause after clause (a):~~

~~“(b) Private Utility.”~~

- b. Section (B) **REGULATIONS**, subsection (4) *Accessory Buildings and Structures*, clause (c) Building Size and Height is amended by removing subclause (ii) and replacing it with the following:
- “(ii) Building Height:
- | | |
|------------------------------|-----------------------------------|
| Detached accessory buildings | Maximum – 4.3 metres (14.0 feet)” |
|------------------------------|-----------------------------------|
- c. Section (B) **REGULATIONS**, subsection (4) *Accessory Buildings and Structures* is amended by removing clause (e) and replacing it with the following:
- “(e) Decks
- (i) Open decks shall be required to be a minimum of 1.5 metres (5.0 feet) from any site line.
- (ii) Any covered deck that is attached to the roof of an accessory building shall be considered a part of said building footprint, and subject to the yard requirements of that structure.
- (f) There shall be a maximum of three (3) accessory buildings or structures per lot, excluding uncovered decks.”
- d. Section (C) **SPECIAL STANDARDS** is amended by removing clause (c) and replacing it with the following:
- “(c) Sites may contain a maximum of 250 gallons of propane total, and any tank size over 100 pounds shall require the landowner to complete appropriate gas-fitting permits and have the tank inspected by a licensed gas-fitter. Within the 250 gallons, only a maximum of two (2) 100 pound bottles shall be used at one time.”

10. PART V – DEFINITIONS is amended by removing the definition “Building Footprint, Residential”.

11. PART V – DEFINITIONS, is amended by adding the following definitions in alphabetical order:

“Building Footprint, Residential: Shall mean the sum of the total area of the main floor of the residential structure, and including, but not limited to, any private garage, porch, veranda, sun lounge, and covered deck.

Building Height: Shall mean the vertical distance of a building measured from grade level to the highest point of the structures roof peak.

Estimated Peak Water Levels (EPWL): Shall mean the water level calculated by Water Security Agency to determine a flood hazard area. It is based on the 1:500 peak flow for rivers and the higher of the 1:500 peak calm level or the 1:100 peak calm level with a 1:5 wind from the most critical direction for most lakes.

Flood Proofing: Shall mean techniques or measures taken to permanently protect a structure or development from flood damage. These can include measures such as elevating buildings by building on fill or piers, constructing dykes, creating upstream storage, diversions and channelization.

Definition removed due to concerns from CPB of the wording of “private utilities”.

~~**Private Utility:** Shall mean a system, works, plant equipment or service that is owned privately or operated by a private corporation, which furnishes services and facilities including but not limited to:~~

(a) communication or telecommunications by way of telephone or microwave; and,

(b) production, transmission, delivery or furnishing of water, gas or electricity to the public at large.

Safe Building Elevation (SBE): Shall mean a level as defined by the Ministry of Government Relations at the time of subdivision to which flood proofing must be done for developments in the flood hazard area. The SBE is calculated as the EPWL plus a freeboard value to allow for uncertainties in calculations and other possible hazards such as ice push, ice jams, and erosion.

The Water Security Agency usually recommends a freeboard of 0.5 metres for most situations by may be increased to 0.6 metres where dykes are used for flood proofing or 1.0 metre in lake or river areas with greater uncertainty in estimating hydrological response."

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

Reeve

SEAL

Municipal Administrator

Certified a true copy of
Bylaw No. ____ adopted by
resolution of Council this
____ day of _____, 20__

Reeve

SEAL

Municipal Administrator

Schedule C

Policy Type:	600 Planning and Development
Policy Title:	Offsite Servicing Fee Policy

Authority:	
Resolution 127-16	

Description:

The following regulations have been established to apply to all applicants requesting subdivision approval within the R.M. of Beaver River No. 622:

1. An Off-Site Servicing Fee per newly created parcel shall be payable on all subdivision applications approved by council as per the following table:

	The Shores/Crystal Beach/Lac Des Isles/Meadowlands/Lauman and adjacent areas*	Rural Areas	Northern Meadows and adjacent areas*
Roads	1000	300	1000
Fire Protection	200	200	200
Sewage Lagoon	800	0	800
Solid Waste	1000	1000	1000
Potable Water	1000	0	1000
Totals	4000	1500	4000

* adjacent areas means within 2 miles of existing hamlet/recreational properties.

The purpose of the Off-Site Servicing Fee is to defray the municipality’s long-term capital and maintenance costs for municipal roads, fire protection, equipment, sewage lagoon expansion, solid waste management and potable water supply.

Subdivision applications where no additional parcels will be created are included and will be calculated based on the number of units instead of parcels.

2. The Off-Site Servicing Fees collected in any year shall be distributed in December of each year at the discretion of Council and based on the following:

Municipal Roads - fees collected as per the above schedule from each parcel shall:

- a) be transferred to a Reserve Fund and designated for use towards any future capital costs associated with Municipal Roads; or
- b) be used to defray any capital costs associated with Municipal Roads in that year.

Fire Protection Equipment - fees collected as per the above schedule from each parcel shall:

- a) be transferred to a Reserve Fund and designated for use towards any future capital costs associated with Fire Protection Equipment; or
- b) be used to defray any capital costs associated with Fire Protection Equipment

Sewage Disposal – fees collected as per the above schedule from each parcel shall:

- a) be transferred to a Reserve Fund and designated for use towards any future capital costs associated with sewage disposal; or
- b) be used to defray any capital costs associated with sewage disposal in that year.

Solid Waste Management - fees collected as per the above schedule from each parcel shall:

- c) be transferred to a Reserve Fund and designated for use towards any future capital costs associated with solid waste management; or
- d) be used to defray any capital costs associated with solid waste management in that year.

Potable Water Supply - fees collected as per the above schedule from each parcel shall:

- e) be transferred to a Reserve Fund and designated for use towards any future capital costs associated with Potable Water Supply; or
 - f) be used to defray any capital costs associated with Potable Water Supply in that year.
-