

RM of NORTH QU'APPELLE NO.187
RM Of North Qu'Appelle Office 136 Company Avenue South
Special Meeting of Council
Wednesday, April 4, 2018
Agenda 9:00 a.m.

1. Call to Order
2. Closed Session
 - a. To discuss office staffing
 - b. Complete Performance Review
3. 726 Pasqua Lake setback
4. Open Session
5. Adjournment



Rural Municipality of North Qu'Appelle No. 187
Special meeting of Council held in the R.M. Council Chambers
136 Company Avenue, Fort Qu'Appelle, Saskatchewan
Wednesday, April 4, 2018

Present:	Council Members:	Reeve	Lee Carlson
		Division 1	Ron Palmer
		Division 2	Leonard Horsman
		Division 3	George MacPherson
		Division 4	Gord Peagam
		Division 5	Marcel DeDecker
		Division 6	Garnet Spanier
		Division 7	Jim Toth

Staff: Acting Administrator – Nicole Keith

A quorum being present Reeve L. Carlson took the chair and called the meeting to order at 9:00 a.m.

18-175 CLOSED SESSION / R. PALMER

"THAT the special meeting of RM 187 Council move into closed session at 9:02 a.m. to discuss office staffing, with all members being present."

CARRIED

Councillor G. Peagam left Council chambers due to conflict of interest at 9:16 am.

Councillor G. Peagam came back to Council chambers at 9:30 am.

RM 187 Council move out of closed session at 10:35 am.

Councillor J. Toth left Council chambers due to conflict of interest at 10:45 am.

Councillor L. Horsman left Council chambers due to conflict of interest at 11:00 am.

Councillors J. Toth and L. Horsman returned to Council Chambers at 11:02 am.

18-176 726 PASQUA LAKE SETBACK REQUEST / R. PALMER

"THAT RM 187 Council uphold the RM 187 Zoning Bylaw as per Section 9.5.4 Subsection 3 regarding setbacks for 726 Pasqua Lake."

CARRIED UNANIMOUSLY

Councillor G. Peagam left Council chambers due to conflict of interest at 11:05 am.

18-177 OFFICE STAFFING / G. SPANIER

"THAT the RM 187 Council hire L. Peagam as Office Assistant on a contract basis at \$23.60 per hour."

CARRIED

Councillor G. Peagam came back to Council chambers at 11:06 am.

18-178 ACTING ADMINISTRATOR OVERTIME / G. PEAGAM

"THAT RM 187 Council pay overtime to Acting Administrator N. Keith for hours outside the regular 35 hours per week."

CARRIED

18-179 OFFICE KEYS / G. MACPHERSON

"THAT RM 187 Council authorize Acting Administrator N. Keith to order new outdoor locks for the office building and keyed the same."

CARRIED

18-180 ADJOURNMENT / M. DEDECKER

"That the special meeting of Council be adjourned at 11:10 am."

CARRIED

Approved this

10th

day of

April

, 2018.


Reeve


Acting Administrator

RE: Application for proposed garage construction at #726 Hamlet of Pasqua Lake.

As per resolution by R.M. #187 Council, (March 12th Council meeting), The Reeve and Public Works Chair was given a directive to visit the proposed site and assess the concerns and issue regarding the proposed development. One of the Hamlet Board members, Larry Bedel, was also in attendance at this time. The following is the information gathered and provided for Council review. Items have been placed in point form for brevity and readability.

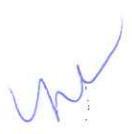
1. The initial site plans do not include all the required specifications, measurements and full context of the proposed structure.

As per R.M. #187 Building ByLaw #16-06: Section 5; subsection 5.1 - "every application shall be accompanied by two (2) sets of plans, one of which must be sent electronically, including site plan and specifications of the proposed building".

2. It is unknown, and not identified on the site plan as to the finished elevation level of the proposed garage in relation to ground level and attached building. This could impact access and egress from proposed structure to surrounding grade levels.

As per R.M. Building ByLaw #16-06: Section 2; subsection 2.5 - "Final Grade Elevation (as shown on the Elevation Certificate) - shall mean the post construction rough grade elevation of the surface of the ground. The rough grade level elevation of the ground will be the stage after the building has been constructed, but prior to landscaping. The elevations of the foundation of the building, mid point of the side lot lines and the four (4) corners of the lands will be shown on the Elevation Certificate after constructing the building. For clarity, the client or homeowner shall be responsible for ensuring that the post construction elevation of the surface of the ground is met.

3. There is currently a legal easement on the east side of the property of #726. This easement is with the R.M. #187, and allows R.M. staff and equipment access to maintain a drainage culvert. The easement is seven (7) feet in width extending from the property line west into #726 property. This drainage culvert flows water from the R.M. roadway in front of the properties down to an outlet at the lake level and has been in place for many years. The entry doorway of the proposed garage will be facing this easement and vehicles will be travelling over this area. Without knowing the exact dimensions of the proposed building, the distance between entry door of the garage to the east property line and the proximity of this easement, there is a concern regarding sufficient distance in this area leading to a negative impact on the requirements set forth in the easement agreement.



4. The adjoining resident to the east at #724, has expressed concern and identified issues both verbally and through written form to the R.M. office. His concerns are turning radius of vehicles entering / exiting this proposed garage and possible affect this new development could have on water flow from run off. There is a shared easement between the two (2) parties (#726 and #724) for use of driveway function. However, according to the property owner, the actual survey pin location is not known. It is only assumed. As such, the property owner of #724 will be having a legal survey of his property carried out by a certified, recognized provider. This is intended to identify the exact property line for clarification.

Recommendations:

The following would be some recommendations for Council to consider.

- a) Have the owner / developer provide required site plans showing all specifications as per R.M. Building ByLaw 16-06, subsection 5.1.
- b) Have owner / developer provide final grade elevation of garage floor as per R.M. 187 Building ByLaw 16-06; subsection 2.5
- c) Have written confirmation from owner / developer that construction and / or development will not adversely affect the R.M. easement in any way, shape or form. (Sec 3 Easement document)
- d) Considering that any development would impact adjoining property owners, the approval of any permit in matters relating to this issue be put on hold until the legal survey is completed as intended by the owner of property #724.

It is realized this report is not intended to adversely affect forward progress, is not intended to create undue harshness to any party involved and may temporarily delay the process. The R.M. Council has a responsibility to ensure that all ByLaws, any and all requirements of those ByLaws, for any proposed development are complied with. The aforementioned recommendations are intended to ensure consistency and understanding for all parties involved.