

*RURAL  
MUNICIPALITY OF  
McKILLOP  
NO. 220*

**2015  
ANNUAL REPORT**

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# 1. Council Mandate

*The Municipalities Act* sets out the purpose of a municipality and the manner in which that purpose is to be achieved.

## **Legal status and capacity**

4(2) The purposes of municipalities are the following:

- (a) to provide good government;
- (b) to provide services, facilities and other things that, in the opinion of council, are necessary and desirable for all or a part of the municipality;
- (c) to develop and maintain a safe and viable community;
- (d) to foster economic, social and environmental well-being;
- (e) to provide wise stewardship of public assets.

## **Municipality to act through council**

5(1) Unless otherwise provided by any other provision of this or any other Act, a municipality is required to act through its council.

With the requirements of *The Municipalities Act* as their guide, the Council of the R. M. of McKillop No. 220 endeavors to establish policies relating to the activities that occur within the boundaries of the R. M. in a fashion that meets the needs of the majority of the property owners and residents of the R. M. Due to the great diversity of interests held by property owners and residents of the R. M. of McKillop No. 220, from seasonal resort properties to agricultural operations to commercial businesses, establishing broad-based policies that meet the needs of the majority is often very challenging and very time-consuming.

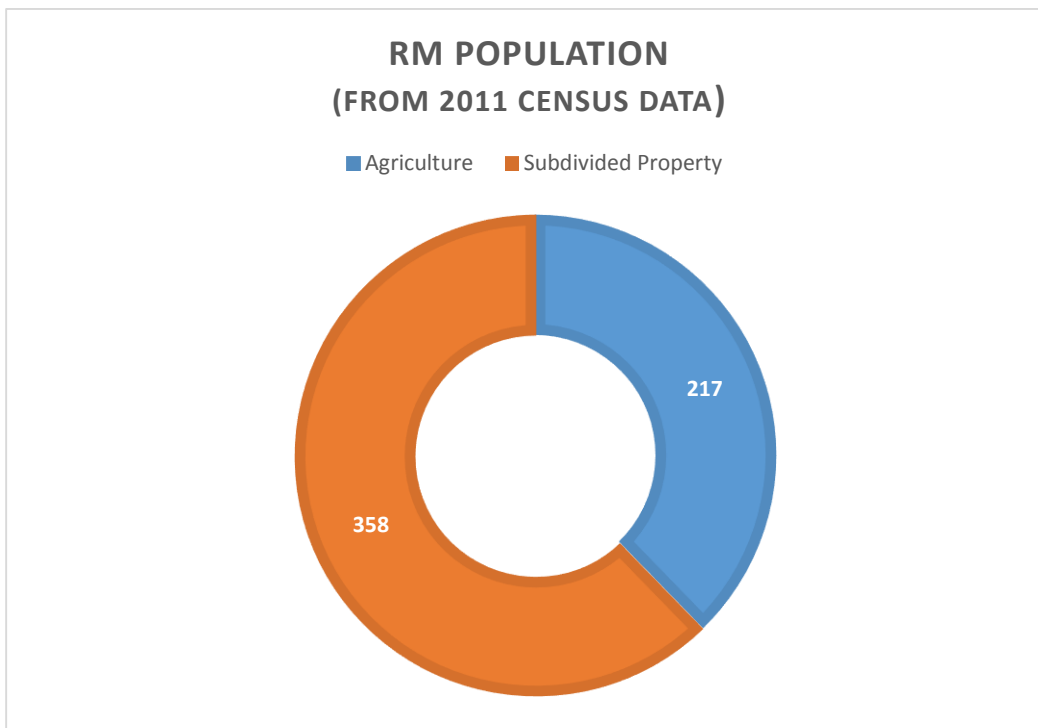
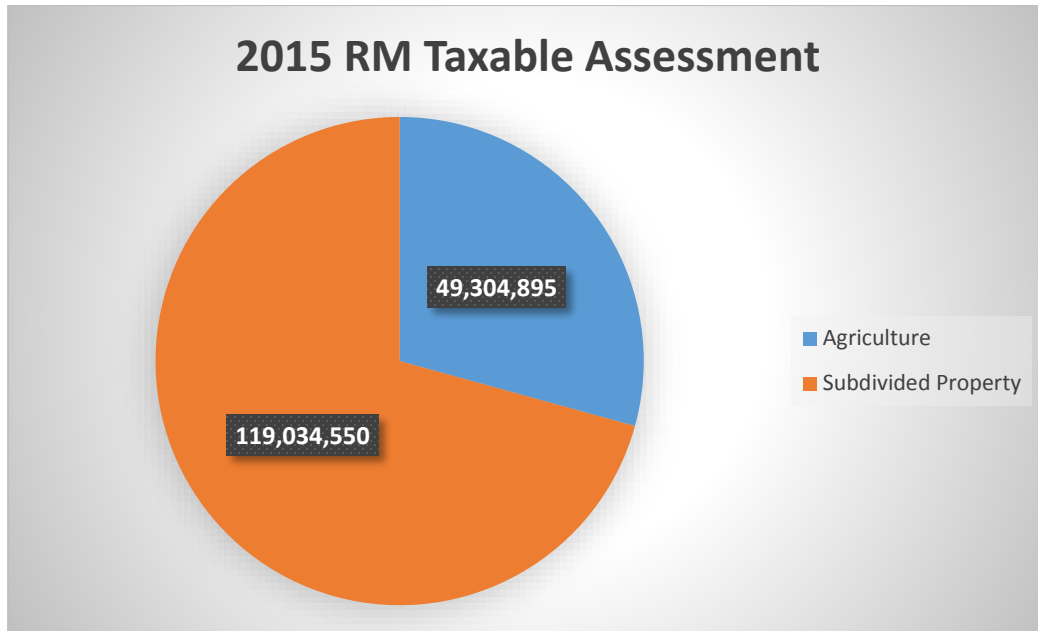
Once Council has established a policy relating to a particular topic, it is the job of the administration staff and outside maintenance staff to carry out their duties within the parameters of the policy established. Staff is not authorized or responsible to establish policy, unless that authorization or responsibility is provided by Council.

# 2. 2015 Overview

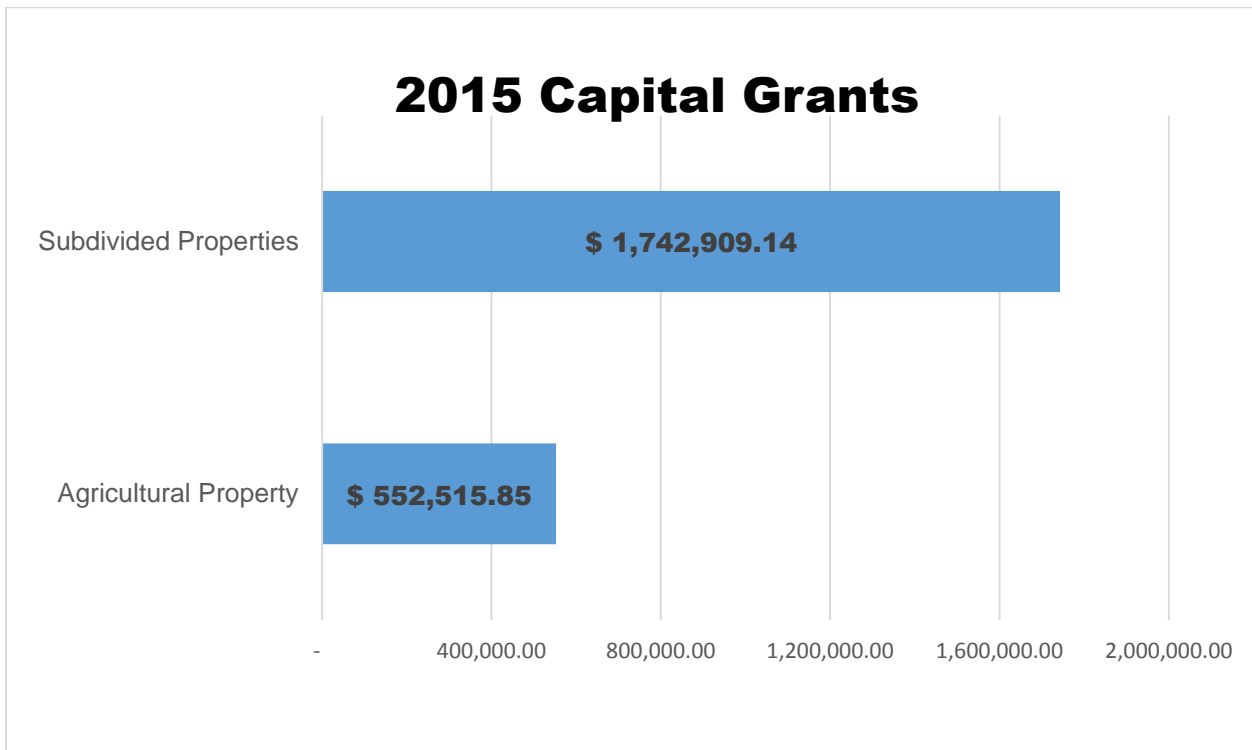
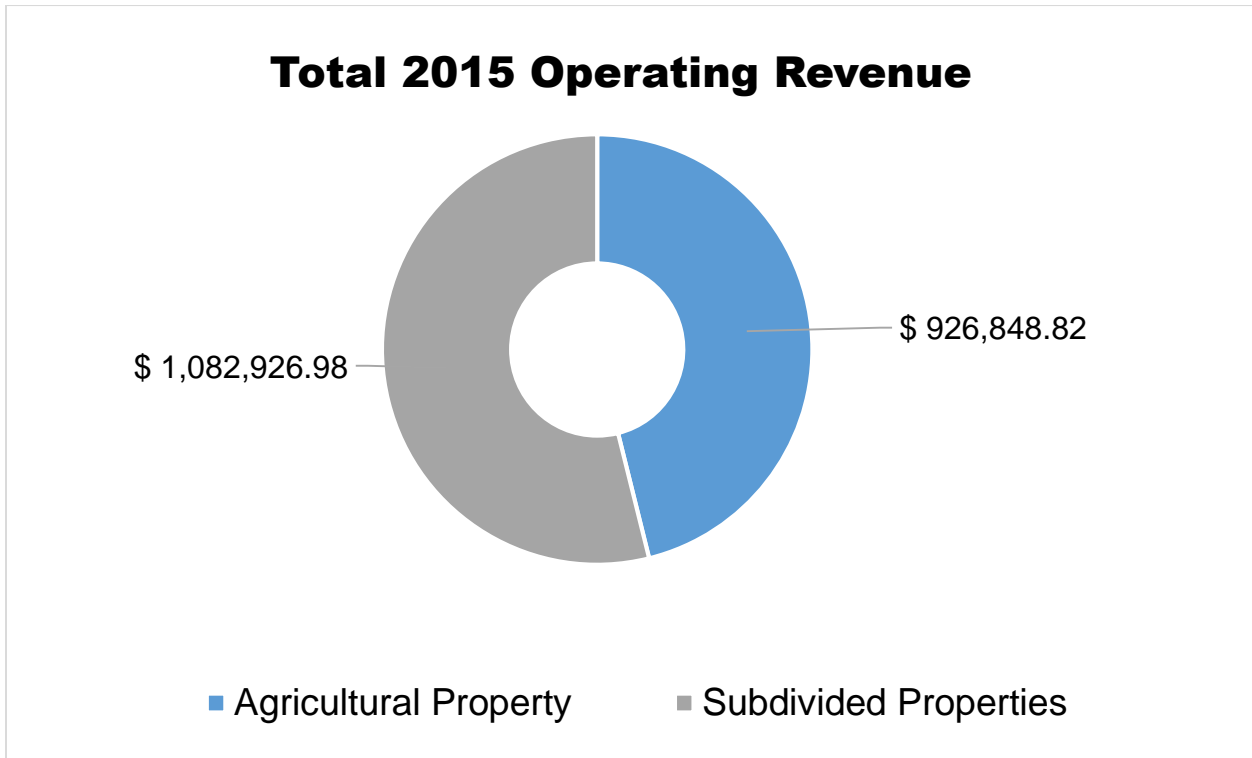
- ❖ A great amount of 2015 was spent addressing flooding issues, some of which carried over from 2014 and some of which were new in 2015. Staff and Council resources were focused on efforts to alleviate water over roads and drainage issues.
- ❖ The severe deterioration of Highway 220 and Highway 322 contributed to an extreme traffic increase on most of the roads in the R. M. west of Highway 20. This increase in traffic required substantial resources relating to road maintenance, gravel and signage.
- ❖ Fire services boundaries were changed within the R. M. of McKillop No. 220 in January, 2015. All properties lying in Township 21 and in Township 22 lying south of Fosterdale Road are now provided fire service by the Siltou Fire Department. All properties in Township 22 north of Fosterdale Road, in Township 23, and Township 24 continue to be provided fire service by the Strasbourg Fire Department

- ❖ In April, 2015, the Council of the R. M. of McKillop No. 220 entered into a service agreement with Commissionaires South Saskatchewan for the provision of bylaw enforcement services. This service agreement was focused on the resort areas within the R. M., with some enforcement also occurring in the agricultural areas. Despite a somewhat rocky beginning, the bylaw enforcement program was very successful in 2015 and many areas of concern have been addressed.
- ❖ In May, 2015 Council hosted a public ratepayers meeting for the purpose of receiving input from the ratepayers relating to future development and land use in the R. M. of McKillop No. 220. Feedback from this meeting was used and continues to be used in the formulation of Council policies.
- ❖ In October, 2015, Council entered into a service contract with J. D. Mollard and Associates (2010) Limited to complete a detailed LiDAR survey of the entire R. M. LiDAR is an aerial topographical survey of the R. M. which is able to detect surface and sub-surface information relating to soil stability, slump areas, drainage routes and a great amount of other details. The LiDAR survey analysis information will be available for use by the R. M. in 2016.
- ❖ In November, 2015, the R. M. administration office was relocated to Bulyea, Saskatchewan. This move provided our staff with a much larger office facility with more appropriate work spaces that is more central in the R. M. The cost of the office building purchased in Bulyea, Saskatchewan, was significantly less than the cost of renovating the former office space in Strasbourg, Saskatchewan, which was a significant factor in the decision to relocate the administration office.
- ❖ Work on the R. M. of McKillop No. 220 lagoon facility commenced in August, 2015. To the end of December, 2015, construction was approximately 66% completed.
- ❖ Office staff have been focused on bringing the R. M. into compliance with various provincial legislation and R. M. bylaws.
  - A major project has involved bringing building permits to current status. To the end of 2015, the project, which began with in excess of 240 open building permits, has successfully addressed over 220 of these open building permits and brought the permittees into compliance.
  - Significant work has also occurred with regard to bringing Organized Hamlet Board activities into compliance with provincial legislation.
  - Significant work has taken place to bring the RM into compliance with generally accepted accounting principles
  - Review and updating of many of the R. M.'s bylaws was completed
- ❖ Detailed exploration for gravel supplies commenced and some resources were identified and secured
- ❖ The leafy spurge spraying program continued over the summer, with assistance being provided by Wascana Upper Qu'Appelle Watersheds Agri-Environmental Group (WUQWATR) staff. Grant funding for the cost of the spray was applied for and received.
- ❖ Dutch elm trees were marked for spraying in the fall. Due to weather conditions and a number of other factors, spraying was unable to be completed in 2015.
- ❖ Rat control inspections occurred during the summer months throughout the R. M. Grant funding is received to cover a portion of the cost of this program

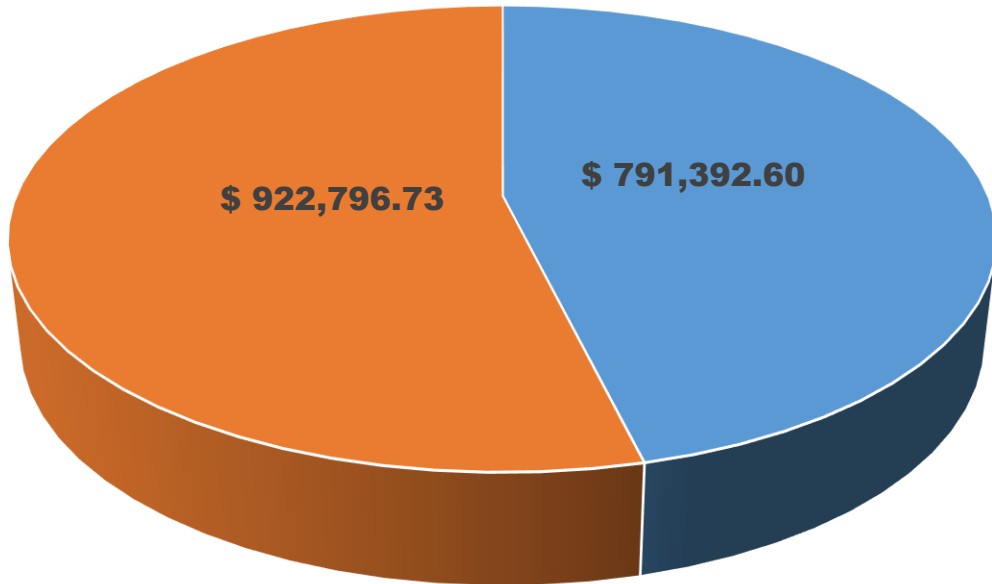
### 3. 2015 General Information



## 4. 2015 Financial Data

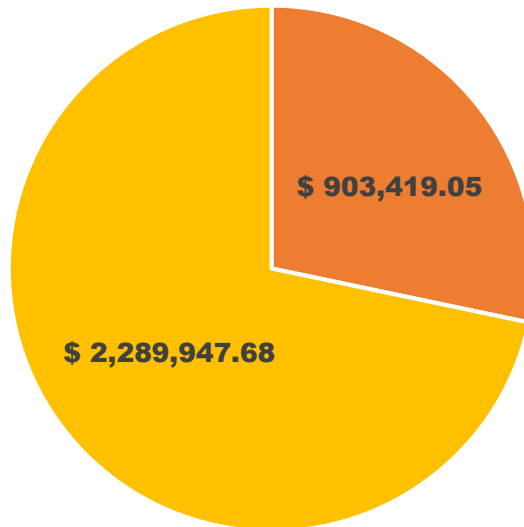


## Total 2015 Operating Expenditures



■ Agricultural Property    ■ Subdivided Properties

## 2015 Capital Expenditures



■ Agricultural Property    ■ Subdivided Properties

## 5. 2015 Remuneration Paid

### Council Remuneration

Name	Position	Meetings (\$)	Supervision (\$)	Office Attendance (\$)	Conventions (\$)	Travel, Accommodation and Benefits (\$)	Total Cost of Council Member (\$)
Gary Gilbert	Reeve	4,575.00	810.00	1,100.00	2,475.00	7,087.25	16,047.25
Murray Wild	Councillor – Division 1	3,675.00	75.00	-	-	650.86	4,400.86
Norman Smith	Councillor – Division 2	3,412.50	2,000.00	-	450.00	1,603.75	7,466.25
Olga Thompson	Councillor – Division 3	4,385.00	220.00	-	600.00	3,839.04	9,044.04
Andrew Kuderewko	Councillor – Division 4	2,752.50	1,720.00	-	-	1,625.86	6,098.36
Brent Johnson	Councillor – Division 5 / Deputy Reeve	3,075.00	280.00	-	-	1,159.86	4,514.86
Marilyn LaBatte	Councillor – Division 6	2,925.00	-	-	600.00	1,290.02	4,815.02
<b>Total</b>		24,800.00	5,105.00	1,100.00	4,125.00	17,256.64	52,386.64



## Staff Salaries and Wages

<b>Name</b>	<b>Position</b>	<b>Hours Worked</b>	<b>Remuneration (\$)</b>	<b>Legislated Employer Contributions and Benefits Paid (\$)</b>	<b>Travel (\$)</b>	<b>Total Cost of Employee (\$)</b>
Michele Cruise-Pratchler, R. M. A. CPA, CGA BAccS	Administrative Financial Officer	1,644.25	104,925.80	8,847.17	385.13	114,158.10
Crystal Mytopher	Administrative Officer	1,800	46,686.00	8,666.95	171.50	55,524.45
Susan Hillier	Office Clerk	1,800	36,144.00	5,441.89	-	41,585.89
Travis Herman	Maintenance Foreman	2,214	72,930.67	9,938.84	11,319.00	94,188.51
Scott Simle	Maintenance Operator	2,083	57,411.78	8,491.02	852.02	66,754.82
Garry Kainz	Maintenance Operator	1,702	47,336.85	7,591.49	111.00	55,039.34
Angelina Stack	Maintenance Operator	1,651.5	32,106.93	5,341.92	654.00	38,102.85
Fred Stein	Maintenance Operator	736	18,122.46	3,193.97	-	21,316.43
Terrance Senger	Maintenance Operator	1,147.5	26,864.04	2,007.68	-	28,871.72
Cheryl Pirie	Janitor	-	4,800.00	-	-	4,800.00
<b>Total</b>			447,328.53	59,520.93	13,492.65	520,342.11

## 6. 2015 Capital Projects

<b>Capital Expenditure</b>	<b>Location (if applicable)</b>	<b>Cost</b>
Bulyea office building	103 Ashley Street Bulyea, SK	\$ 90,000.00
Office computers		\$ 3,328.13
Office network software		\$ 6,063.75
Water pump and hose		\$ 11,360.84
Rig mats		\$ 154,505.63
Dodge ¾ ton truck		\$ 35,715.95
John Deere grader		\$ 203,525.69
Loader forks		\$ 1,050.00
Water pump and hose	Organized Hamlet of Collingwood Lakeshore Estates	\$ 2,543.59
Brushcutter	Organized Hamlet of Mohr's Beach	\$ 503.95
Maintenance building	Organized Hamlet of Sorensen's Beach	\$ 31,225.00
Marina repairs (Work in progress)	Organized Hamlet of Alta Vista	\$ 75,000.00
Gazebo (Work in progress)	Organized Hamlet of Spring Bay	\$ 500.00
Well pump	Organized Hamlet of Colesdale Park North	\$ 4,199.97
Lagoon (Work in progress)	W ½ 25-23-23-W2nd	\$ 1,890,958.73*
Road construction	WSW 36-23-22-W2	\$ 56,472.50**
Road construction	WSW 3-24-22-W2	\$ 34,690.00**
Road construction	W 22-24-22-W2	\$ 22,890.00**
Road construction	WSW 35-22-22-W2	\$ 20,615.00**
Road construction	SW 3-24-21-W2	\$ 316,120.00**
Road construction	NE 32-23-21-W2	\$ 6,975.00

Road construction	WNW 5-24-21-W2	\$ 109,258.11**
Road construction	WNW 20-23-21-W2	\$ 26,695.00**
Road construction	SSE 5-23-21-W2	\$ 55,400.00**
Road construction	SSE 15-23-23-W2	\$ 10,150.00**
Road construction	WNW 19-23-21-W2	\$ 11,600.00**
Road construction	ESE 22-23-21-W2	\$ 11,750.00**

\* Building Canada Fund grant funding provided for 2/3 of the total cost of lagoon construction

\*\* Expenditure eligible for Provincial Disaster Assistance Program (PDAP) grant funding

## 7. Ongoing Projects

- ❖ Work relating to the development and finalization of a new Zoning Bylaw and Official Community Plan
- ❖ Creation of a new website for the R. M. of McKillop No. 220
- ❖ Bylaw enforcement services for the R. M.
- ❖ Gravel resource exploration
- ❖ Updating of R. M. bylaws
- ❖ Dutch Elm beetle spraying in shoreline areas
- ❖ Erosion control relating to roads with water to the edges of the road
- ❖ Correction of property descriptions in the R. M.'s records

## 8. 2015 Development Report

- The current Zoning Bylaw 234/11 was adopted February 13<sup>th</sup> 2012. A proposed new zoning bylaw is under development. The Council and staff are working with Urban Systems, Community Planners, to create a Zoning Bylaw that is specific to the unique needs and diversity within the RM of McKillop. If you have suggestions or concerns about the Zoning Bylaw, please contact your Division Councillor or the office. Council anticipates implementation of the proposed zoning bylaw in late 2016. There will be a public meeting in advance of the adoption of the bylaw. This date is yet unknown, please contact the office or check the website for updates.
- If you own property in any of the organized or unorganized hamlets, or are considered an acreage, please keep in mind that most development and improvements to your lot or residence require a development permit and possibly a building permit. Some examples of projects requiring permits include: moving a building into or out of the RM, building a dwelling or garage on site, adding a shed over 100 square feet, developing an approach or adding/replacing a culvert, demolishing a building as well as adding a retaining wall or rock riprap repair. Also, adding or repairing a retaining wall or rock riprap along the water boundary must include the Water Security Agencies Aquatic Habitat Permit. Council requires the WSA approval before they can consider the development process on these environmentally sensitive projects. Shoreline stabilization work cannot be approved on Environmental Reserves.
- If you own property in the Agricultural District and are planning to add improvements or buildings to your property, please contact the office. You may be required to apply for a development permit and building permit.
- A development permit package as well as the current zoning bylaw can be picked up at the RM office or printed off the RM website. Please visit [rmofmckillop220.com](http://rmofmckillop220.com) for more information.
- Most residential dwelling projects in organized and unorganized hamlets will require a current Engineer stamped site specific geo technical report or a stamped letter of geotechnical exclusion from a Saskatchewan Geo-technical Engineer. This report will be required if your development permit application is approved. As of September 2015, *projects that include any drilling or excavation for foundation construction* such as: digging a basement, excavating a walk out, crawl space, retaining walls, drilling screw piles etc. *require the site specific geo-tech report*. All development projects require a Real Property Report to be submitted to the RM office at the time of foundation completion. All costs associated with these reports remain with the applicant.

### **Please consider the following bylaw requirements in the Lakeshore Development, Hamlet District and Recreational Resort District:**

- There must be a residence or cabin (referred to as a principle use) on the property before you can build a garage or shed.
- *With the exception of Sun Dale where all campers are prohibited, there must be a residence or cabin (referred to as a principle use) on the property before a camper can be used. Only one camper is allowed.* There cannot be a camper used as the dwelling. The camper can only be used sporadically for guests (not exceeding 30 consecutive days) and cannot be rented out for hire. The camper cannot be connected to the water supply or waste disposal system. The camper cannot be any larger than 236 square feet.
- Single detached homes including modular homes (CSA A277 models) are allowed.
- Mobile homes (CSA Z240) are not allowed. Any mobile home that was permitted through a previous bylaw is permitted as long as it is currently anchored. No improvements can be made to the home (including additions, decks, windows etc.); the home cannot move for any reason. If

there are improvements made or the home is moved, it immediately becomes in contradiction of the current bylaw and must be removed.

- No accessory building such as a shed or garage can be constructed of fabric.
- A detached garage cannot be larger than 1,100 square feet and no taller than 20 feet.
- When developing the lot for dwellings and garages, the setbacks must be respected. Please contact the office or review the Zoning Bylaw on line. The setbacks vary depending on the District.

In 2015 the following development permits were issued:

- In total, 68 applications were received for projects that include residences, garages, landscaping, accesses, shoreline stabilization, intensive livestock operation, decks, demolitions
- 61 applications were received from Lakeshore Development, Hamlet and Recreation Resort District
- 7 applications were received from the AG District
- 4 applications (1 in AG and 3 in Lakeshore Development District) were denied as they did not meet the requirements of the Zoning Bylaw or the Planning and Development Act, 2007.
- 61 applications were received from Lakeshore Development, Hamlet and Recreation Resort District
- 8 applications were closed after approval as the property sold, the project idea changed or for personal reasons.

## 9. Contact Information

### ➤ R. M. of McKillop No. 220 Administration Office

Civic Address: 103 Ashley Street  
Bulyea, Saskatchewan

Mailing Address: P. O. Box 220  
Bulyea, Saskatchewan  
S0G 0L0

Telephone: 306-725-3230

Fax: 306-725-3206

Email: [rm220@sasktel.net](mailto:rm220@sasktel.net)

Website: [rmofmckillop220.com](http://rmofmckillop220.com)

### ➤ Last Mountain Regional Landfill

Telephone: 306-725-7010

### ➤ Fire Services

Telephone: 911

### ➤ Emergency Services

Telephone: 911

### ➤ Controlled Burn Notification

Telephone: 1-866-404-4911