

To: Mayor and Members of Council

June 21, 2010

Re: Mosquito Control Program

Background

Recently the Provincial Government announced it was committing \$1.1million in one-time Mosquito Control Program funding to municipalities. The program would provide per-capita funding to municipalities to support their existing mosquito control programs. The Town, however, has provided only limited mosquito control in recent years because of a lack of equipment and trained/qualified personnel. With the significant moisture levels to date and the risk of high mosquito population the Administration is looking at alternative ways to provide mosquito control in the community.

The purpose of this report is to provide Council with the status of the Town's mosquito control efforts and to present options for delivering this service this summer.

Discussion

The 2010 Operating Budget identified approximately \$10,000 for contracted services for mosquito control. The Administration recognized that we were not equipped to provide effective mosquito control except through contracted services. The Administration has contacted an individual that has been providing pest control services in the RM of Edenwold for several years. The Administration intends to enter into discussions with the person to determine if they would enter into a contract with the Town to provide mosquito control.

In preparation for the engagement of a third party service provider it will be necessary for the Administration to identify or map out all the standing water foodies in the Town. The Provincial Mosquito Control Grant may be a source of funding for this initiative. The Grant, which would be approximately \$1,200.00, is based on \$1.10 / capita and covers a broad range of mosquito control initiatives including public education.

Your Administration has posted information for the Town's web-site that advises White City residents of what they can do to protect themselves from what appears to be an active mosquito season. Once the Town develops it plan it would also be included on the web-site.

Budget Implications

The Town has approximately \$12,000 available for mosquito control in 2010. This includes funding through the Provincial Mosquito Control Grant.

Conclusion

The Town has provided a limited mosquito control over the last several years. Low mosquito populations, lack of appropriate equipment and unlicensed personnel were the major limiting factors. The Town has approximately \$12,000 available for mosquito control in 2010. This amount would be used to contract mosquito treatment services and to develop public education material.

Recommendation

Your Administration recommends that this report be received as information.

Respectfully submitted,



Bryan Dimen,
Town Manager

To: Mayor and Member of Council

June 21, 2010

Re: Business Application – Day Care; 64 Fairway Cres.

Background

The Administration received a Business Application, Attachment "A", for the operation of a home based business, Day Care at 64 Fairway Cres. The applicant wishes to provide care for two small children and 2 of school age.

The applicant request for a home-based business, is a Discretionary Use within this residential district as defined within the *Town of White City Zoning Bylaw No. 366-02*.

The purpose of this report is to advise Council of the outcome of the public notice portion of the discretionary use process and seek Council's decision on this initiative.

Discussion

The *Planning and Development Act, 2007*, prescribes the public notice process for Discretionary Use applications. In this case, and as prescribed in the Act, the Administration distributed information about the Business Application for a home based direct sales business to addressed property owners that were within 75 meters of the applicant's property boundary. A copy of the information provided to the property owners is attached as Appendix "B". The Act also prescribes that public notice must be provided at least 7 days before the application is to be considered by Council. The Administration has complied with all requirements of the public notice process pursuant to the Act.

There were sixteen notices about the Day Care application sent to property owners within the defined catchment area. The Administration received no responses. Based on receiving no responses, the Administration is taking the position that no one objects to the application.

Budget Implications

There are no budget implications associated with this report.

Conclusion

The Administration has received a Business Application to operate a Day care from the resident at 64 Fairway Cres. The applicant wishes to operate the Day Care out of their home.

The Administration has communicated with area residents about the proposed business as prescribed within *The Planning and Development Act, 2007* and has received no objections. The Administration supports the applicants request to operate a Day Care at 64 Fairway Cres.

Recommendations

Your Administration recommends that:

1. the Business Application received from Misty McConnell Roulston at 64 Fairway Cres. to operate a Day Care as a home based business be approved; and
2. the Administration provide the appropriate written notice to the applicant pursuant to the *Planning and Development Act, 2007*.

Respectfully submitted

Bryan Dimen
Town Manager

Attachments:

Appendix A – Application for Home based business – 64 Fairway Cres.
Appendix B – Notice to Residents

Town of White City
Home Based Business Application In a Residential Area

You are advised to check the regulations in the Town's Zoning Bylaws concerning the type of development prior to completing this application. Fill out only those sections of the application which are relevant to your proposal. Attach additional sheets where necessary.

1. Applicant: Name: Misty McConnell Roulston
 Address: 64 Fairway Cres., White City (after Aug 15, it will be
 Phone: 584-9204 place of business.) Current address is
876 McCarthy Blvd, Regno, S4T6S7
2. Property Owner Name -- Same as Applicant; or
 Name: Brian Roulston
 Address: same as above
 Phone: 584-9204

3. Legal Land Description:

1/4 section; Township; Range; W 2nd M
Lot or Parcel Block Registered Plan No.
Civic Address: 64 Fairway Crescent

4. Type of Business/Home Occupation (detailed description):

I will be caring for children in my home (home daycare)
weekdays only, excluding holidays -- approximately from 7:15AM -
5:45pm (2 extra children; maybe a couple children
before and after school

5. a. Site Plan. Please provide a sketch showing:
- Dimensions of parcel and location of existing or proposed buildings. - (looked into Prov. reg.)
 - Adjoining land uses.
 - Size and location of easements or right-of-ways.
 - Location of streets, lanes, roads, and highways.

b. Area of site proposed for business use:

Buildings Existing New Land Use residential

6. Other Information:

Employees 0 Owner Misty McConnell Roulston Others

Area of Business Use Residence & yard

Existing Building 60 meters or less
 more than 60 meters

Accessory Building

Parking Number of Vehicles None related to business

Will the peace, quiet and dignity of the neighborhood be disturbed by dust, noise, smell, environmentally hazardous materials, smoke or traffic generated by the business/Home occupation?

Yes No

Will any accessory mechanical equipment be incompatible with the residential zoning of the area, and generate a nuisance, noise, odour, vibration or glare?

Yes No

Will any vehicle utilized to service the business/Home occupation exceed a gross weight of 3,000kg, being the combined weight of the vehicle and the load carrier thereon?

Yes No

Shall the business/Home occupation be conducted entirely within the dwelling or accessory building?

Dwelling Accessory Building

Any Signage? Yes No Size (if applicable) _____

Shall there be any interior display, exterior storage of material, and any variation from residential character of the building?

Yes No If yes, explain _____

7. Other comments in support of the application: Child care seems to be in high demand in White City and I am a qualified childcare provider.

8. I will notify the Town of any alteration or changes to the above.

9. Declaration of Applicant:

I, Misty McConnell Rowlston, of the Town of White City, in the Province of Saskatchewan, solemnly declare that the above statements contained within this application are true, and I make this solemn declaration conscientiously, believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act.

I understand that my application will be distributed (if business type is of a discretionary use) to all dwellings within 75 feet of the business address prior to being reviewed by Town Council according to Town of White City Bylaw No. 366-02.

May 27/10
Date

M McConnell
Signature

Note: The applicant is responsible for ensuring that all measurements, distances and information shown on the lot plan and indicated in this application is correct.



Town of White City

APPENDIX "B"

June 10, 2010

Dear Resident:

Re: Discretionary Use Application – Home Based Business

Please be advised that the Town of White City has received an application from Misty McConnell Roulston to operate a home daycare out of her home on 64 Fairway Cres. A copy of the application is attached for your reference.

A home-based business of this type is a discretionary use within this residential district as defined within the *Town of White City Zoning Bylaw No. 366-02*.

The *Planning and Development Act, 2007*, prescribes the public notice process for discretionary use applications. You are requested to please review the application and forward any comments in writing to the Town Office by 5:00 pm, June 17, 2009.

Yours truly

Debi Breuer

Development Officer

Att: Application for home base business

Misty McConnell Roulston

To: Mayor and Member of Council

June 21, 2010

Re: Business Application – Direct Sales of Organo Gold; 1 Wellington Bay

Background

The Administration received a Business Application, Attachment “A”, for the operation of a home based direct sales business (Organo Gold) at 1 Wellington Bay. Organo Gold is a direct sales business that distributes coffee, nutraceuticals and skin care products directly to the consumers homes.

The applicant request for a home-based business, is a Discretionary Use within this residential district as defined within the *Town of White City Zoning Bylaw No. 366-02*.

The purpose of this report is to advise Council of the outcome of the public notice portion of the discretionary use process and seek Council’s decision on this initiative.

Discussion

The *Planning and Development Act, 2007*, prescribes the public notice process for Discretionary Use applications. In this case, and as prescribed in the Act, the Administration distributed information about the Business Application for a home based direct sales business to addressed property owners that were within 75 meters of the applicant’s property boundary. A copy of the information provided to the property owners is attached as Appendix “B”. The Act also prescribes that public notice must be provided at least 7 days before the application is to be considered by Council. The Administration has complied with all requirements of the public notice process pursuant to the Act.

There were twenty five notices about the home based direct sales business application sent to property owners within the defined catchment area. The Administration received no responses. Based on receiving no responses, the Administration is taking the position that no one objects to the application.

Budget Implications

There are no budget implications associated with this report.

Conclusion

The Administration has received a Business Application to operate a home based direct sales business (Organo Gold) from the resident at 1 Wellington Bay. The applicant wishes to operate the direct sales business out of their home.

The Administration has communicated with area residents about the proposed business as prescribed within *The Planning and Development Act, 2007* and has received no objections. The Administration supports the applicants request to operate a home-based direct sales business at 1 Wellington Bay.

Recommendations

Your Administration recommends that:

1. the Business Application received from Mike & Jerrilyn Rebeyka at 1 Wellington Bay to operate a home based direct sales business (Organo Gold) be approved; and
2. the Administration provide the appropriate written notice to the applicant pursuant to the *Planning and Development Act, 2007*.

Respectfully submitted

Bryan Dimen
Town Manager

Attachments:

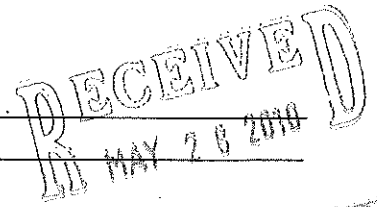
Appendix A – Application for Home based business – 1 Wellington Bay

Appendix B – Notice to Residents

Town of White City
Home Based Business Application in a Residential Area

You are advised to check the regulations in the Town's Zoning Bylaws concerning the type of development prior to completing this application. Fill out only those sections of the application which are relevant to your proposal. Attach additional sheets where necessary.

1. Applicant: Name: Mike + Terrilyn Rebyka
Address: 1 Wellington Bay
Phone: 789-6332



2. Property Owner Name - Same as Applicant, or
Name: _____
Address: _____
Phone: _____

3. Legal Land Description:
_____ 1/4 section; _____ Township; _____ Range; W 2nd M
Lot or Parcel 74 Block 15 Registered Plan No. 000002166693
Civic Address: 1 Wellington Bay White City 54L 0B6

4. Type of Business/Home Occupation (detailed description):
Home based, direct sales business; Organo Gold
Products include healthy coffee, nutraceuticals, skin
care and other ganoderma based products as developed.
(The products are shipped to consumers homes)

5. a. Site Plan. Please provide a sketch showing:
- Dimensions of parcel and location of existing or proposed buildings.
 - Adjoining land uses.
 - Size and location of easements or right-of-ways.
 - Location of streets, lanes, roads, and highways.

b. Area of site proposed for business use:
Buildings _____ Existing _____ New _____ Land Use _____

6. Other Information:
Employees 0 Owner Mike + Terrilyn Rebyka Others _____
Area of Business Use _____
Existing Building _____ 60 meters or less
_____ more than 60 meters
Accessory Building _____
Parking _____ Number of Vehicles _____



Town of White City

APPENDIX "B"

June 10, 2010

Dear Resident:

Re: Discretionary Use Application – Home Based Business

Please be advised that the Town of White City has received an application from Mike & Jerrilynn Rebeyka to operate a direct sale home based business, Organo Gold. A copy of the application is attached for your reference.

A home-based business of this type is a discretionary use within this residential district as defined within the *Town of White City Zoning Bylaw No. 366-02*.

The *Planning and Development Act, 2007*, prescribes the public notice process for discretionary use applications. You are requested to please review the application and forward any comments in writing to the Town Office by 5:00 pm, June 17, 2009.

Yours truly

A handwritten signature in cursive script that reads "Debi Breuer".

Debi Breuer

Development Officer

Att: Application for home base business

Mike & Jerrilynn Rebeyka

To: Mayor and Members of Council

June 21, 2010

Re: Memorandum of Agreement – White Butte Regional Planning Committee

Background

In May 2009, the Ministry of Municipal Affairs hosted an inter-municipal forum which included the municipalities of Balgonie, Pilot Butte, White City and the RM of Edenwold. The purpose of the forum was to determine if there was a need or interest to improve regional level cooperation and communication. The result of the forum was the creation of the White Butte Regional Planning Committee. The Committee has since engaged a consultant, HJ Linnen Associates, to assist with its development, structure and organization function. With the consultants guidance the Committee created a Vision and Mission statement which has been endorsed by all member municipalities. The Committee members would now like to formalize their commitment to the White Butte Regional Planning Committee by entering into a Memorandum of Agreement. The purpose of this report is to seek Council approval to enter into the Agreement.

Discussion

The White Butte Regional Planning Committee – Memorandum of Agreement attached hereto as Appendix “A”, recognizes the desire of the four member municipalities to work cooperatively in addressing regional level issues and to advise and direct actions that would lead to a shared regional vision of success. The Agreement contains the following key elements:

- The term of the Agreement would be from date of signature of all parties to June 30, 2011;
- The Committee would operate as a strategic planning, advisory, recommending and oversight committee of all sub-committees created by the Committee;
- The Committee would meet monthly;
- Membership would consist of 3 members from each participating municipality;
and
- Each municipality would contribute equally to the operating cost of the Committee.

Budget Implications

The White Butte Regional Planning Committee requires funding to carry out to its mandate. Each member municipality is expected to contribute equally for cost that the Committee is likely to incur for consultants, meeting space rental, printing, food and other incidentals. While it is expected that the Ministry of Municipal Affairs would assist in some financial form, the Administration has budgeted \$3,000 in the 2010 Budget under Memberships/Subscriptions for the Committee operation.

Conclusion

The formation of the White Butte Regional Planning Committee is an excellent tool for fostering inter-municipal cooperation in the region. Each of the member municipalities are experiencing significant growth which is creating many challenges and opportunities. The development of the Committee provides member municipalities with a forum to discuss common issues and determine solutions that may be cost effective and in the best interests of the region. The development of a Memorandum of Agreement commits each member municipality to participate on the Committee for at least a one year period.

Recommendation

Your Administration recommends that:

1. Council enters into the Memorandum of Agreement – White Butte Regional Planning Committee, as one of four member municipalities.

Respectfully submitted,



Bryan Dimen,
Town Manager

MEMORANDUM OF AGREEMENT

Regarding

**The White Butte Regional Planning
Committee**

Between

The Rural Municipality of Edenwold No. 158,

The Town of Pilot Butte,

The Town of Balgonie,

And

The Town of White City

WHEREAS, the Rural Municipality of Edenwold No. 158, the Town of Balgonie, the Town of Pilot Butte and the Town of White City wish to form an inter-municipal advisory committee to determine and address regional issues affecting the four municipalities; and to advise and direct actions leading to a shared regional vision of success; and

WHEREAS, the Rural Municipality of Edenwold No. 158, the Town of Balgonie, the Town of Pilot Butte and the Town of White City have jointly prepared a Terms of Reference for the White Butte Regional Planning Committee; and

WHEREAS, the Rural Municipality of Edenwold No. 158, the Town of Balgonie, the Town of Pilot Butte and the Town of White City desire to maintain an agreement between the municipalities for the operation of the White Butte Regional Planning Committee.

NOW THEREFORE, by mutual covenant of the parties hereto it is agreed as follows:

TERM OF AGREEMENT

- 1) The initial term of this Agreement shall be from the date that it is signed by all parties to June 30th, 2011. Thereafter the Agreement will automatically renew for a further 1 year term unless any party desires to amend the Agreement or attached Terms of Reference.
- 2) It is agreed by the parties that every year the White Butte Regional Planning Committee shall meet to review the terms and conditions of the Agreement and attached Terms of Reference.

INTER-MUNICIPAL COOPERATION

- 1) The Rural Municipality of Edenwold No. 158, the Town of Balgonie, the Town of Pilot Butte and the Town of White City agree to create a recommending body known as the White Butte Regional Planning Committee (the Committee).
- 2) The Committee will operate as a strategic planning, advisory, recommending and oversight committee of all sub-committees created by the committee.
- 3) The Committee will meet on a monthly basis and will develop recommendations to the member municipal Councils to promote and direct joint planning for cooperation between the member municipalities and relevant provincial agencies in accordance with the attached Term of Reference.

- 4) Each member municipality shall appoint 3 members to represent the municipality on the Committee, in accordance with the Terms of Reference.

COMMITTEE OPERATIONAL COSTS

- 1) Each municipality agrees to contribute equally to the operational costs of the Committee.
- 2) No honorarium, wage or other remuneration will be provided to Committee members out of the budget of the Committee, other than in regards to #3 below
- 3) The remuneration of the Secretariat and the Chair shall be determined by the Committee as needed.

Signed and witnessed in the Town of White City on this _____ day of June, 2010.

Reeve
RM of Edenwold No. 158

Administrator
RM of Edenwold No. 158

Mayor
Town of Balgonie

Administrator
Town of Balgonie

Mayor
Town of Pilot Butte

Administrator
Town of Pilot Butte

Mayor
Town of White City

Administrator
Town of White City