Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, January 12, 2021, in the Council Chamber of the Municipal Building, located at 100 Hutchence Road, Emerald Park, Saskatchewan, the following were present:
Reeve Mitchell Huber
Councillors: Division #1 Craig Strudwick
Division #2 Stan Capnerhurst
Division #3 Wayne Joyce
Division #4 Karen Kotylak
Division #5 Dwayne Radmacher
Division #6 Tim Brodt
Division #7 Rod Tuchscherer
Assistant Administrator: Karen Zaharia
Emerald Park & Utilities Public Works Manager: Wade Hoffman
Rural Manager of Public Works: Derek Hradecki

Quorum — With a quorum present, Reeve Huber called the meeting to order at 9:00 a.m.

2021/001 Regular Meeting Minutes — **Councillor Brodt:** THAT the minutes of the regular meeting held on December 15, 2020 be approved as circulated and presented.

Carried.

2021/002 Public Meeting Minutes — **Councillor Joyce:** THAT the minutes of the public meeting held on December 15, 2020 be approved as circulated and presented.

Carried.

2021/003 Dec. 2020 Accounts — **Councillor Kotylak:** THAT the list of accounts for approval consisting of cheques #10205 to #10274 plus 13 EFT payments totalling $955,323.48 for the month of December 2020, be approved for payment.

Carried.

2021/004 Jan. 2021 Accounts — **Councillor Capnerhurst:** THAT the list of accounts for approval consisting of cheques #10275 to #10296 totalling $227,424.62 for the month of January, 2021 be approved for payment.

Carried.

Rural Public Works 9:10 a.m. to 9:32 a.m. — *Rural Manager of Public Works: Derek Hradecki* presented his report to Council which included updates on the following topics:

- Railway right-of-way bush clearing
- Snow clearing update
- Proposed bridge repairs for 2021
- Equipment operations and maintenance updates

Public Works Emerald Park & Utilities 9:32 to 9:42 a.m. — *Manager of Public Works Emerald Park & Utilities: Wade Hoffman* presented his report to Council which included updates on the following topics:

- Snow dump location request
- 2020 Water Usage report

2021/005 Financial Activities — **Councillor Tuchscherer:** That we approve the Financial Activities Statement for December 2020 as circulated, reviewed in detail and presented.

Carried.

PW Managers Excused — Manager of Public Works Emerald Park & Utilities Wade Hoffman and Rural Manager of Public Works: Derek Hradecki were excused from the meeting at 9:45 a.m.

2021/006 Recess — **Reeve Huber**: THAT the time being 9:45 a.m., we hereby take a 15 minute recess.
Carried.

2021/007 Reconvene — **Reeve Huber:** THAT the time being 10:00 a.m. we reconvene our regular meeting of Council.
Carried.

Council Reports — Council roundtable reports from 10:00 a.m. to 10:15 a.m. Topic discussed was:

- CAO search

2021/008 Bylaw #2021-01 1st Reading — **Councillor Brodt:** THAT Bylaw No. 2021-01, being a bylaw to Repeal Previous Bylaws, be given first reading.
Carried.

2021/009 Bylaw #2021-01 2nd Reading — **Councillor Joyce:** THAT Bylaw No. 2021-01, being a bylaw to Repeal Previous Bylaws, be given second reading.
Carried.

2021/010 Bylaw #2021-01 3 Readings — **Councillor Capnerhurst:** THAT Bylaw No. 2021-01, be given three readings at this meeting.
Carried Unanimously.

2021/011 Bylaw #2021-01 3rd Reading — **Councillor Kotylak:** THAT Bylaw No. 2021-01, being a bylaw to Repeal Previous Bylaws, be given third and final reading.
Carried.

2021/012 Cancel Cheque — **Councillor Capnerhurst:** THAT we approve the cancellation of cheque #9960 and for it to be reissued.
Carried.

2021/013 SK Public Safety Agency CSO Dispatch Contract — **Councillor Joyce:** THAT we authorize the Reeve and Administrator to sign the Saskatchewan Public Safety Contract for the Community Safety Officer Dispatch Contract and approve the amount of $25,704.00 for payment for the 2021 calendar year, as presented.
Carried.

2021/014 Fidelity Bond — **Councillor Tuchscherer:** THAT we acknowledge the Assistant Administrator has presented the 2021 SARM fidelity bond self-insurance plan to Council in accordance to section 113 of *The Municipalities Act.*
Carried.

2021/015 Rock Pointe/ Boggy Creek Remediation Change Order No.2 — **Councillor Strudwick:** THAT we approve the Walker Projects Scope Change Order No. 2 for Walker Projects to perform the necessary monitoring requirements of the Aquatic Habitat Protection Permit (AHPP) for construction, post construction and annual monitoring for 2 years; we therefore approve the increase of $17,400.00 plus applicable taxes be approved for payment as detailed and qualified by Walker Projects Consulting Engineers.
Carried.

2021/016 Certified Waterworks Technician Agreement Rates — **Councillor Joyce :** THAT we increase the standard rate charged in all our Agreements to Provide a Certified Waterworks Technician to be $66.00 per hour; and further; THAT the rate for mileage will remain the same at $0.60/km.
Carried.

2021/017 Certified Waterworks Technician Agreement — **Councillor Strudwick:** THAT we approve Administration to sign the Agreement to Provide a Certified Waterworks Technician with the SEL 33 Public Utility Board.
Carried.

2021/018 Fire Pumper Truck Cost Share with Town of Balgonie	**Councillor Tuchscherer:** THAT to honour our original commitment from our February 26, 2019 motion #155/2019, we hereby approve the contribution of $63,000.00 to the Town of Balgonie for a new Liberator Pumper Truck. **Carried.**
2021/019 Edenwold Memorial Rink	**Councillor Radmacher**: THAT we hereby agree to donate $200.00 to the Edenwold Memorial Rink for signage advertising for 2021. **Carried.**
2021/020 Canada Summer Jobs Program Application	**Councillor Joyce:** THAT Administration be directed to submit applications to the Canada Summer Job (CSJ) Program 2020 for the following summer student positions: 2 Public Works and 1 Administrative Assistant. **Carried.**
Planners Join Meeting	Manager of Planning and Development Jana Jedlic, Planner II Jessica Mitchell & Development Officer/Planner I Susan Stevenson joined the council meeting at 11:00 a.m.
Delegation	Jasvir Singh Sidhu and Ranjit Singh Gill with 2057943 Alberta Ltd. joined the council meeting at 11:01 a.m.
2021/021 In Camera	**Councillor Capnerhurst:** THAT we recess and deliberations continue In Camera as a *Committee of the Whole* at 11:01 a.m. as per section 120 (2)(a) of *The Municipalities Act* and 17(1)(g) of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss their property assessment and taxes. **Carried.**
2021/022 Out of Camera	**Councillor Joyce:** THAT we move out of Camera as a *Committee of the Whole* and reconvene the regular meeting of Council at 11:15 a.m. **Carried.**
	Delegation left the council meeting at 11:15 a.m.
Planner Excused	Planners were excused from the council meeting at 11:15 a.m.
2021/023 December Water Report	**Councillor Strudwick:** THAT we accept the December 2020 Monthly Water Report with a water usage of 4,197,840 gallons, acceptable turbidity levels & chlorine levels with no upset condition noted. **Carried.**
2021/024 Coyote & Beaver Bounty Program	**Councillor Brodt:** THAT we continue with the Municipal Coyote & Beaver Control Program in 2021 with a $10.00 bounty of coyotes and $50.00 bounty on beavers, with it noted Councillors Brodt & Radmacher be designated as liaisons with the hunters and trappers for submission of payment invoices to the Municipality. **Carried.**

2021/025
2022 Sask Lotteries Community Grant Program

Councillor Strudwick: THAT the Municipality's population of 4,490 for funding under the 2022 Saskatchewan Lotteries Community Grant Program be allocated as follows:

RM of Edenwold No. 158	-	1,322 x $6.35/capita = $8,394.70
Town of Balgonie	-	1,322 x $6.35/capita = $8,394.70
Town of Pilot Butte	-	1,322 x $6.35/capita = $8,394.70
Village of Edenwold	-	523 x $6.35/capita = $3,321.05
Hamlet of Crawford Estates	-	1 x $6.35/capital = $6.35*

(*minimum applies of $250.00)

Carried.

2021/026
Recess

Reeve Huber: THAT the time being 12:05 p.m. we hereby recess for lunch.

Carried.

2021/027
Reconvene

Reeve Huber: THAT the time being 12:56 p.m. we hereby reconvene our regular meeting of Council.

Carried.

Council Reports (continued)

Council roundtable reports continued from 12:56 p.m. to 1:10 p.m. Topics discussed were:

- Snowmobilers in Emerald Park, other residential subdivisions and in rural areas
- Emerald Park solar light outages
- Upcoming EMO meeting on January 21, 2021 and the municipality's contacts

Administration Report

Assistant Administrator Karen Zaharia presented her report at 1:10 p.m. to Council on the following topic:

- Personnel matters

Gallery

Quad Town Forum reporter Keith Borkowsky was in attendance in the gallery at 1:15 p.m.

2021/028
Manager of P&D & Assistant Administrator Interim Salary Increase

Councillor Joyce: THAT due to the vacant Chief Administrative Officer position we hereby approve the monthly salary increase in accordance with the Municipality's 2021 Salary Schedule attached to and forming part of theses minutes for Manager of Planning & Development Jana Jedlic and Assistant Administrator Karen Zaharia effective January 1, 2021 until the Chief Administrative Officer position is filled; and further THAT we extend this increase an additional two weeks once the Chief Administrative Officer position has been filled.

Carried.

Planners & Communications Officer Joined Meeting

Manager of Planning and Development Jana Jedlic, Planner II Jessica Mitchell & Communications Officer Jason Vinck joined the council meeting at 1:19 p.m.

Communications Report
1:19 p.m. to 1:37 p.m.

Communications Officer Jason Vinck presented his report to Council which included the following topics:

- proposal for feature articles on businesses in the municipality
- communications regarding snowmobiling issues occurring in the municipality

Communications Officer Excused

Communications Officer Jason Vinck was excused from the council meeting at 1:40 p.m.

2021/029 Bylaw #2021-05 1st Reading	**Councillor Strudwick:** THAT Bylaw No. 2021-05 being a bylaw to amend bylaw 2019-19 known as the Official Community Plan to add requirements pertaining to Cost-Benefit Analysis studies for future development projects and address other minor deficiencies be given first reading; and further, authorize the Planning Department to proceed with the public notification requirements. . **Carried.**
2021/030 Bylaw #2021-06 1st Reading	**Councillor Capnerhurst:** THAT Bylaw No. 2021-06 being a bylaw to amend bylaw 2019-20 known as the Zoning Bylaw to add requirements pertaining to Cost-Benefit Analysis studies for future development projects be given first reading; and further, authorize the Planning Department to proceed with the public notification requirements. **Carried.**
2021/031 Bylaw #2020-45 Repeal 2nd & 3rd Readings	**Councillor Brodt:** THAT we hereby repeal second and third readings of Bylaw 2020-45 being a zoning bylaw text amendment to address recreational uses in the AR – Agricultural Resource Zone and to prohibit "cover-all" style accessory buildings due to a minor error in wording in the bylaw. **Carried.**
2021/032 Bylaw #2020-45 2nd Reading	**Councillor Strudwick:** THAT Bylaw 2020-45 being a zoning bylaw text amendment to address recreational uses in the AR – Agricultural Resource Zone and to prohibit "cover-all" style accessory buildings, with the minor error within the wording of the bylaw corrected be given second reading. **Carried.**
2021/033 Bylaw #2020-45 3rd Reading	**Councillor Kotylak:** THAT Bylaw 2020-45 being a zoning bylaw text amendment to address recreational uses in the AR – Agricultural Resource Zone and to prohibit "cover-all" style accessory buildings, with the minor error within the wording of the bylaw corrected be given third and final reading. **Carried.**
2021/034 Bylaw #2021-02 1st Reading	**Councillor Strudwick:** THAT Bylaw 2021-02 being a bylaw to amend the OCP Future Land Use Map to re-designate Par B, NW ¼ 33-18-17 W2M from Agricultural to Residential be given first reading; and further, authorize the Planning Department to proceed with the public notification requirements. **Carried.**
2021/035 Bylaw #2021-03 1st Reading	**Councillor Radmacher:** THAT Bylaw 2021-03 being a bylaw to amend the Zoning Bylaw by rezoning Par B, NW ¼ 33-18-17 W2M from AR – Agricultural Resource to CR1 – Country Residential 1 be given first reading; and further, authorize the Planning Department to proceed with the public notification requirements. **Carried.**
2021/036 Bylaw #2021-04 1st Reading	**Councillor Strudwick:** THAT Bylaw 2021-04 being a zoning bylaw text amendment to reduce the minimum site size in the IND1 – General Industrial zone from 1 ha to 0.90 ha be given first reading; and further, authorize the Planning Department to proceed with the public notification requirements. **Carried.**
2021/037 SARM Broadband Letter	**Councillor Brodt:** THAT we authorize the Reeve to sign the SARM Broadband Letter on Council's behalf to show our support for this advocacy initiative and instruct Administration to draft an additional letter to the same effect to be sent from the RM in support of rural broadband investments. **Carried.**
CSOs & Communication Officer Joined Meeting	Community Safety Officers Ron Roteliuk & Cole Shaw and Communications Officer Jason Vinck joined the council meeting at 2:06 p.m. to discuss snowmobiling issues in the municipality.

CSOs & Communications Officer Excused

Community Safety Officers Ron Roteliuk & Cole Shawn and Communications Officer Jason Vinck were excused from the council meeting at 2:22 p.m.

2021/038
In Camera

Councillor Joyce: THAT the deliberations continue In Camera as a *Committee of the Whole* at 2:34 p.m. as per section 120 (2)(a) of *The Municipalities Act* and 17(1)(f) of *The Local Authority Freedom of Information and Protection of Privacy Act,* to discuss the Town of White City's forced annexation and municipal restructuring proposal.

Carried.

2021/039
Out of Camera

Councillor Brodt: THAT we move out of Camera as a *Committee of the Whole* and reconvene the regular meeting of Council at 2:44 p.m.

Carried.

2021/040
Virtus Group Engagement Letter

Councillor Brodt: THAT we authorize the Manager of Planning & Development to sign the Virtus Group engagement letter for the limited critique report of the Town of White City's Annexation Financial Impact Assessment v8.0 as prepared by CORVUS Business Advisors; and further, we approve for payment the retainer deposit of $7,000.00.

Carried.

2021/041
Recess

Reeve Huber: THAT the time being 3:01 p.m., we hereby take a 15 minute recess.

Carried.

2021/042
Reconvene

Reeve Huber: THAT the time being 3:16 p.m., we hereby reconvene out regular meeting of Council.

Carried.

2021/043
Correspondence

Councillor Brodt: THAT the following correspondence be hereby acknowledged and filed:

1.1 Government of Saskatchewan: Premier's Congratulations to Reeve
1.2 Government of Saskatchewan: Publications Saskatchewan
1.3 SARM: 2021 Membership Fees
1.4 Enbridge Line 3 Replacement Program – Condition 15
1.5 Agricultural Producers Association of Saskatchewan: December 2020 Newsletter
1.6 White Butte RCMP: November 2020 Occurrence Reports
1.7 Balgonie Fire Department: 2020 Call Summary
1.8 Edenwold Fire Department: 2020 Call Summary
1.9 Kronau Fire Department: 2020 Call Summary
1.10 White City Fire Department: Fire Calls – Dec 6, 12, 2020 & January 1, 2021

Carried.

Administration Report (continued)

Assistant Administrator Karen Zaharia continued her report at 3:20 p.m. to Council on the following topics:

- Possible options to be discussed for Covid tax relief
- CSO Services request from Village of McLean

2021/044
Agreement for CSO Services

Councillor Radmacher: THAT we authorize Administration to offer the Agreement for CSO Services to the Village of McLean for 4 hours per month at our current rates.

Carried.

2021/045
In Camera

Councillor Brodt: THAT the deliberations continue In Camera as a *Committee of the Whole* at 3:36 p.m. as per section 120 (2)(a) of *The Municipalities Act* and 17(1)(g) of *The Local Authority Freedom of Information and Protection of Privacy Act,* to discuss personnel matters.

Carried.

Planners Joined Meeting	Manager of Planning and Development Jana Jedlic and Planner II Jessica Mitchell joined the In Camera as a *Committee of the Whole* council meeting at 3:42 p.m. to discuss the Meadow Ridge waterline.
2021/046 Out of Camera	**Councillor Brodt:** THAT we move out of Camera as a *Committee of the Whole* and reconvene the regular meeting of Council at 4:17 p.m. **Carried.**
Planners Excused	Manager of Planning and Development Jana Jedlic and Planner II Jessica Mitchell were excused from the council meeting at 4:17 p.m.
2021/047 Financial Officer Local Gov't Accounting Class Tuition	**Councillor Joyce:** THAT we hereby reimburse Financial Officer Yinghua Liu the cost of the tuition for the Local Government Accounting class of the Local Government Administration Certificate Course at the University of Regina in the amount of $890.10 with the provision of passing grade. **Carried.**
2021/048 P & D Planning Associate	**Councillor Strudwick**: THAT we hereby approve Planning & Development Planning Associate Ross Zimmermann continue his employment with us from January 1, 2021 to April 30, 2021 with a projected average work week of 10 hours at the wage in accordance with the Municipality's 2021 Salary Schedule attached to and forming part of these minutes. **Carried.**
2021/049 New Bank Account	**Councillor Kotylak**: THAT we authorize Administration to open a new general chequing bank account. **Carried.**
2021/050 Adjourn	**Councillor Brodt:** THAT this meeting be hereby adjourned at 4:21 p.m. with it noted our next regular meeting being held on Tuesday, January 26, 2021 at 9:00 a.m. **Carried.**

Reeve

Assistant Administrator

RM of Edenwold No. 158
2021 Salary Schedule
as of January 12, 2021

Office Staff	Position	Salary/Wage
Kim McIvor	Administrator & CAO	$190,094.00
Date Hired: May 6, 2013		
[Retirement date is Feb 1, 2021; $15,841.17/month (Jan 2021 only)]		
Karen Zaharia	Assistant Administrator	$60,809.00
Date Hired: September 23, 2013		plus $2,500.00/month
Jessica Schoenroth	Administrative Assistant	$40,040.00
Date Hired: November 12, 2019		
Kathy Skomar	Administrative Assistant	$40,040.00
Date Hired: August 17, 2020		
Yinghau Liu	Financial Officer	$58,000.00
Date Hired: September 16, 2020		
Jason Vinck	Communications Officer	$50,000.00
Date Hired: October 19, 2020		
(increase to $52,000.00 after 3 month probation: Jan 19, 2021)		

Planning Staff		
Jana Jedlic	Manager of Planning & Development	$110,000.00
Date Hired: April 16, 2016 (part time); full time September 1, 2020		plus $2,500.00/month
Jessica Mitchell	Planner II	$68,400.00
Date Hired: January 8, 2018		
Susan Stevenson	Planner I & Development Officer	$58,000.00
Date Hired: September 18, 2019		

Emerald Park - Public Works		
Wade Hoffman	Manager of Public Works & Utilties	$94,963.68
Date Hired: June 15, 1985		
Mitchell McGillivray	EP Maintenance Personnel	$29.93 per hour
Date Hired: January 5, 2015		
Chris Anaka	EP Maintenance Personnel	$28.35 per hour
Date Hired: April 4, 2016		

Emerald Park - Seasonal		
Dean Mohr	EP Maintenance Personnel	$23.81 per hour
Date Hired: July 2, 2019, Laid Off: November 8, 2019		
Date Rehired: May 4, 2020, Laid Off: October 30, 2020		

Rural - Public Works		
Derek Hradecki	Manager of Public Works - Rural	$94,963.68
Date Hired: January 1, 2005		
Neil Veilleux	Rural Maintenance Personnel	$26.91 per hour
Date Hired: March 18, 2019		
Brad Lerminiaux	Rural Maintenance Personnel	$26.91 per hour
Date Hired: March 25, 2019		
Mark Fahlman	Rural Maintenance Personnel	$29.93 per hour
Date Hired: April 3, 2006		

Brendan McBain — Rural Maintenance Personnel — $25.55 per hour
Date Hired: April 1, 2019 as seasonal, moved to full-time November 5, 2019

Rural - Seasonal

Duane Thompson — Rural Maintenance Personnel — $26.65 per hour
Date Hired: April 16, 2020, Laid Off: November 13, 2020

Richard Shanks — Rural Maintenance Personnel — $26.65 per hour
Date Hired: April 16, 2020, Laid Off: October 31, 2020

Casual/Student

Public Works — $16.75 per hour

Ross Zimmermann — Planning Associate — $20.00 per hour
Date Hired: May 4, 2020

Abby Lumb — Administrative Assistant — $17.50 per hour
Date Hired: May 28, 2019, Laid Off: August 30, 2019
Date Rehired: May 4, 2020, extended casual employment effective September 1, 2020

Community Safety Officers

Rod Ash ($34.00/hr) — $56,576.00
Date Hired: April 13, 2015
Contract: Jan 1, 2020 to Dec 31, 2021 (32 hrs/wk)

Ron Roteliuk ($34.00/hr) — $56,576.00
Date Hired: April 13, 2015, Retired: July 25, 2018
Date Rehired: July 1, 2020
Contract: July 1, 2020 renewed monthly (32 hrs/wk); anticipated end date June 30, 2021 ($28,288.00 Jan 1 to June 30, 2021)

Cole Shaw ($30.00/hr) — $62,400.00
Date Hired: January 4, 2021
Contract: Jan 4, 2021 to Dec 31, 2022 (40 hrs/wk)
(increase to $66,560.00 ($32.00/hr) after 3 month probation: April 4, 2021)

Bylaw Court Clerks

Donna Strudwick — $40.00 per hour
Contract: Dec 1, 2020 to Nov 30, 2021

Carol Clayton — $40.00 per hour
Contract: Dec 1, 2020 to Nov 30, 2021