



RM of Edenwold Meeting Minutes

Regular Council Meeting December 17, 2024 - 09:00 AM

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, December 17, 2024, in the Council Chamber of the Municipal Building, located at 100 Hutchence Road, Emerald Park, Saskatchewan, the following were present:

Reeve: Al Trainor

Councillors: Division #1 Carmen Leibel (joined meeting at 10:31 a.m.)

Division #2 Stan Capnerhurst

Division #3 Nichole Posehn

Division #4 Karen Kotylak

Division #5 Stephen Werner

Division #6 Tim Brodt

Division #7 Darren Bezborotko

Chief Administrative Officer: Karen Zaharia

Manager of Engineering and Public Works: Clark Gates

Manager of Planning and Development: Paige Boha

Financial Officer: Sara Gartshore

Call to Order

With a quorum present, Reeve Trainor called the meeting to order at 9:01 a.m.

Res. No:
2024/792

Adopt Agenda

Moved By: Councillor Posehn

THAT the agenda be adopted as presented.

CARRIED

Declaration of Conflict of Interest

Council reviewed the agenda items and no conflicts of interest were declared.

Res. No:
2024/793

Meeting Minutes: December 10, 2024

Moved By: Councillor Brodt

THAT the minutes of the regular meeting held on December 10, 2024 be approved as circulated and presented.

CARRIED

Res. No:
2024/794

List of Accounts

Moved By: Councillor Kotylak

THAT the list of accounts consisting of cheques #4913 to #4938, EFT payments #374 to #392 & 1 credit card payment totaling \$121,563.99 plus December 1-4, 2024 payroll totaling \$3,433.19 be approved for payment.

CARRIED

Res. No:
2024/795

Accounts Receivable to Be Transferred to Tax Roll - December 31, 2024
Moved By: Councillor Werner

THAT we acknowledge the presentation of the 2024 outstanding accounts receivable as of December 13, 2024 and authorize Administration to add all allowable outstanding amounts to the applicable ratepayer's tax roll accounts at year end.

CARRIED

Res. No:
2024/796

Receivable Collections
Moved By: Councillor Kotylak

THAT we authorize Administration to proceed with collections through Dixon Commercial Investigators on the following accounts: 2551, 3441, 3864, 3889, 4004 & 4007; and further, that we authorized Administration to write off Account 1248 as uncollectible if payment is not received by December 31, 2024.

CARRIED

Res. No:
2024/797

Community Safety Officer (CSO) Supervisor Rod Ash and CSO Ankit Rampal joined the council meeting at 9:11 a.m.

CSO Report: 9:11 a.m. to 9:20 a.m.

Community Safety Officer (CSO) Ankit Rampal and CSO Supervisor Rod Ash provided an update on the number of traffic stops conducted, warnings and tickets issued, calls for service, animal and parking complaints and trucks weighed since their last report in September 2024. At Council's direction, they presented statistics detailing the types of calls and issues attended to in each division of the RM for this period.

Res. No:
2024/797

Accept CSO Report
Moved By: Councillor Brodt

THAT we accept the CSO Report as presented.

CARRIED

Public Works Foreman Rod Benroth joined the council meeting at 9:17 a.m.

CSO Supervisor Rod Ash and CSO Ankit Rampal were excused from the council meeting at 9:20 a.m.

Public Works Report: 9:20 a.m. to 9:27 a.m.

Public Works Foreman Rod Benroth provided an update on recent activities which focused mainly on the condition of the rural roads that have become extremely icy from the fluctuating temperatures and preparing for the snow event that is anticipated to start on December 18th. The public works department will be placing barricades on roads with no winter access.

Res. No:
2024/798

Accept Public Works Report
Moved By: Councillor Posehn

THAT we accept the Public Works Report as presented.

CARRIED

Engineering Report: 9:27 a.m. to 9:37 a.m.

Manager of Engineering and Public Works Clark Gates discussed the Spruce Creek Co-operative's concerns with the drainage channel project completed in 2024 and Council directed Administration to obtain quotes to engage a landscaping company to complete the remaining drainage channels in 2025. The Manager also discussed the SARM bridge inspection report and noted that there is very minor work to be done on RM bridges and will obtain quotes for the repairs to be completed in 2025.

Res. No:
2024/799

Accept Engineering Report
Moved By: Councillor Kotylak

THAT we accept the Engineering Report as presented.

CARRIED

Res. No:
2024/800

Needs Assessment Final Report
Moved By: Councillor Posehn

THAT we accept the Final Needs Assessment Report for 100 Hutchence Road, 13 Percival Drive and the decommissioned Emerald Park Lagoons.

CARRIED

Res. No:
2024/801

Yard Maintenance Policy 2025
Moved By: Councillor Bezborotko

Public Works Foreman Rod Benroth was excused from the council meeting at 9:50 a.m.

THAT the 2025 Yard Maintenance Policy be approved as presented.

CARRIED

Res. No:
2024/802

Tax Exemption Bylaw No. 2024-35: 295 South Plains Road West - 1st Reading
Moved By: Councillor Capnerhurst

THAT Bylaw No. 2024-35 being a bylaw to provide for entering into an agreement for exemption from taxation for 295 South Plains Road West, Block A, Plan 102395303 Ext 0, in SW 21-17-18 W2 be given first reading.

CARRIED

Res. No:
2024/803

Tax Exemption Bylaw No. 2024-35: 295 South Plains Road West - 2nd Reading
Moved By: Councillor Kotylak

THAT Bylaw No. 2024-35 being a bylaw to provide for entering into an agreement for exemption from taxation for 295 South Plains Road West, Block A, Plan 102395303 Ext 0, in SW 21-17-18 W2 be given second reading.

CARRIED

Res. No:
2024/804

Tax Exemption Bylaw No. 2024-35: 295 South Plains Road West - 3 Readings
Moved By: Councillor Werner

THAT Bylaw No. 2024-35 being a bylaw to provide for entering into an agreement for exemption from taxation for 295 South Plains Road West, Block A, Plan 102395303 Ext 0, in SW 21-17-18 W2 be given three readings at this meeting.

CARRIED UNANIMOUSLY

Res. No:
2024/805

Tax Exemption Bylaw No. 2024-35: 295 South Plains Road West - 3rd Reading
Moved By: Councillor Brodt

THAT Bylaw No. 2024-35 being a bylaw to provide for entering into an agreement for exemption from taxation for 295 South Plains Road West, Block A, Plan 102395303 Ext 0, in SW 21-17-18 W2 be given third and final reading.

CARRIED

Res. No:
2024/806

Recess: 9:58 a.m.
Moved By: Councillor Kotylak

THAT the time being 9:58 a.m. we take a 15-minute recess.

CARRIED

Res. No:
2024/807

Reconvene: 10:13 a.m.
Moved By: Reeve Trainor

THAT the time being 10:13 a.m. we reconvene our regular meeting of Council.

CARRIED

Communications Officer Lee Chambers joined the council meeting at 10:13 a.m.

Communications Report: 10:13 a.m. to 10:21 a.m.

Communications Officer Lee Chambers presented the results from the 2025 Budget Survey that had been mailed to all RM ratepayers. This year the RM received 201 surveys compared to 65 in 2023. He advised the survey questions had changed from the previous year, so it is difficult to compare results year-to-year. However, the following common themes were identified:

- Rural ratepayers are mainly focused on roads and infrastructure, such as road maintenance and repairs.
- Urban ratepayers are mainly concerned with maintaining and lowering taxes, and infrastructure for water and sewer.

Res. No:
2024/808

Accept Communications Officer Report
Moved By: Councillor Werner

THAT we accept the Communications Officer Report as presented.

CARRIED

Communications Officer Lee Chambers was excused from the council meeting at 10:21 a.m.

Res. No:
2024/809

Last Working Day: Community Safety Officer
Moved By: Councillor Kotylak

THAT we acknowledge the last working day for Community Safety Officer Mason Vinthers was December 4, 2024 and we wish him all the best in his future endeavours.

CARRIED

Res. No:
2024/810

Appointment of Solicitors for 2025
Moved By: Councillor Bezborotko

THAT Randy Sandbeck and Ronald Jalmanzar of Olive Waller Zinkhan & Waller be appointed as the Municipality's solicitors for 2025.

CARRIED

Res. No:
2024/811

Appointment of Auditors for 2025
Moved By: Councillor Brodt

THAT we appoint Dudley & Company LLP, Chartered Professional Accountants as our Auditor for 2025 in accordance with subsection 188(1) of *The Municipalities Act*.

CARRIED

Res. No:
2024/812

2025 Council Meeting Dates
Moved By: Councillor Kotylak

THAT in accordance with subsection 122(1) of *The Municipalities Act*, the regular meetings of Council for 2025 be held on the 2nd and 4th Tuesday of each month except for March when the meetings will be held the 1st and the 4th Tuesday, November when the meetings will be held on the 2nd Monday and 4th Tuesday and December when the meetings will be held on the 2nd and 3rd Tuesday. The meetings will commence at 9:00 a.m. in the Council Chambers located in the Municipal Administration Building located at 100 Hutchence Road in Emerald Park, Saskatchewan.

CARRIED

Councillor Leibel joined the council meeting at 10:31 a.m.

Res. No:
2024/813

Appointment of Board of Revision Members for 2025
Moved By: Councillor Posehn

THAT the following individuals be appointed as members of the Board of Revision for 2025 for the RM of Edenwold No. 158 in accordance with sections 220 and 221 of *The Municipalities Act*:

- Barry Braitman
- Jocelin Martin
- Dave Gurnsey
- Wayne Adams
- Mike Walbaum
- Jeff Hutton
- Wayne Joyce
- Secretary: Aileen Swenson.

CARRIED

Res. No:
2024/814

Appointment of Development Appeals Board Members for 2025
Moved By: Councillor Brodt

THAT the following individuals be appointed as members of the Development Appeals Board for 2025 for the RM of Edenwold No. 158 in accordance with section 214 of *The Planning & Development Act, 2007*:

- Aimee Bryck
- Andrea McNeil-Wilson
- Barry Braitman
- Alton Tangedal
- Jocelin Martin
- Dave Gurnsey
- Wayne Adams
- Mike Walbaum
- Secretary: Aileen Swenson.

CARRIED

Res. No:
2024/815

2025 Motor Grader Custom Work Rates
Moved By: Councillor Leibel

THAT the custom work rates for the motor graders for 2025 be:

- \$225.00 per hour for ratepayers with a \$112.50 minimum charge, plus applicable taxes, for grading of lanes during the summer months;
- \$225.00 per hour for non-ratepayers and other municipal authorities may be undertaken at Council's discretion, with a \$112.50 minimum charge, plus applicable taxes.

CARRIED

Res. No:
2024/816

Agreements for CSO Services up for Renewal
Moved By: Councillor Kotylak

THAT we renew the Community Safety Officer (CSO) Agreement for Service with the Town of Balgonie, Town of Pilot Butte and the RM of Lajord No. 128 for the calendar year 2025 with the current rates of \$154.00/hour, \$75.00/hour for court clerk services and \$0.59/km for mileage, if applicable, and authorize the Reeve and Administrator to sign the agreements.

CARRIED

Res. No:
2024/817

2025 Salary Increases
Moved By: Councillor Leibel

THAT the 2025 salaries be increased effective January 1, 2025 by:

Cost of Living: 2.0% for all employees employed as of December 31, 2024
Merit/Performance Increases: based on performance evaluations and rating scales of:
1 = 0%,
2 = 0.5%,
3 = 1.0%,
4 = 1.5%;

and further; THAT the 2025 Salary Schedule will be presented to Council reflecting all increases.

CARRIED

Res. No:
2024/818

Appointment of Deputy Reeve for 2025
Moved By: Councillor Posehn

THAT Councillor Stan Capnerhurst be hereby appointed as Deputy Reeve for the year 2025 in accordance with section 91 of *The Municipalities Act*.

CARRIED

Res. No:
2024/819

Recess for Public Hearing: 11:00 a.m.
Moved By: Reeve Trainor

THAT the time being 11:00 a.m. we recess for the following public hearing:

- Bylaw No. 2024-32: Zoning Bylaw Text Amendment: Farm Worker Dwellings.

CARRIED

Res. No:
2024/820

Reconvene: 11:02 a.m.
Moved By: Reeve Trainor

THAT the time being 11:02 a.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2024/821

2025 List of Committees & Appointments
Moved By: Councillor Leibel

THAT the 2025 List of Committees & Appointments be approved as presented.

CARRIED

Res. No:
2024/822

Bylaw No. 2024-32: Zoning Bylaw Text Amendment - Farm Worker Dwellings - 2nd Reading
Moved By: Councillor Brodt

THAT Bylaw No. 2024-23 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by amending Sections 2.0, 5.0 and 7.0 to add "farm worker dwellings" as a discretionary use in the AR – Agricultural Resource zone and adding the associated development standards, be given second reading.

CARRIED

Res. No:
2024/823

Bylaw No. 2024-32: Zoning Bylaw Text Amendment - Farm Worker Dwellings - 3rd Reading
Moved By: Councillor Leibel

THAT Bylaw No. 2024-23 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by amending Sections 2.0, 5.0 and 7.0 to add "farm worker dwellings" as a discretionary use in the AR – Agricultural Resource zone and adding the associated development standards, be given third and final reading.

CARRIED

Administration Report: 11:53 a.m. to 11:56 a.m.

Chief Administrative Officer (CAO) Karen Zaharia presented the Administration Report on the following topics:

- advised that public notice is required when Council is setting remuneration for Council or committee members and other bodies established by Council. The RM's Public Notice Bylaw states that public notice shall be at least 7 days prior to the meeting at which Council will initially consider the matter. Public notice will be posted the beginning of January that Council will be setting remuneration at the January 14, 2025 council meeting.;
- advised that representatives from the Saskatchewan Assessment Management Agency (SAMA) will be a delegation at the February 11, 2025 council meeting to provide a presentation on the 2025 property revaluation; and
- advised of the upcoming Regina District Association of Rural Municipalities convention taking place on January 9 & 10, 2025 in Regina.

Res. No:
2024/824

Accept Administration Report
Moved By: Councillor Bezborotko

THAT we accept the Administration Report as presented.

CARRIED

Committee Reports

There were no committee reports at this council meeting.

Council Roundtable: 11:58 a.m. to 12:08 p.m.

Councillor Brodt advised of an invitation to the Special Olympics Saskatchewan Polar Plunge taking place on February 22, 2025 in Regina.

Councillor Werner provided an update from the Saskatchewan Public Safety Agency's Provincial Disaster Assistance Program training session that he attended on December 12, 2024.

Councillor Posehn advised that she has scheduled an Incident Command System (ICS) 402 presentation for Council. This course, designed for executives and councillors, will be offered free of charge on January 20, 2025 at 6:30 p.m. at the RM office. While the ICS 100 course can be taken as a prerequisite (and is recommended), it is not mandatory. ICS 402 provides community executives with a high-level understanding of the Incident Command System and demonstrates how ICS can be integrated into community emergency management. An invitation will be extended to the surrounding municipalities.

Councillor Leibel advised of a ratepayer concern about icy gravel roads in the southern part of the RM, provided an update from the Saskatchewan Public Safety Agency's Provincial Disaster Assistance Program training session and shared the RM's upcoming events with MLA Brad Crassweller.

Res. No:
2024/825

Correspondence
Moved By: Councillor Brodt

THAT the following correspondence be hereby acknowledged and filed:

- Special Olympics Saskatchewan: Polar Plunge Invitation.

CARRIED

Res. No:
2024/826

Recess: 12:09 p.m.
Moved By: Reeve Trainor

THAT the time being 12:09 p.m. we take a 12-minute recess.

CARRIED

Res. No:
2024/827

Reconvene: 12:21 p.m.
Moved By: Reeve Trainor

THAT the time being 12:21 p.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2024/828

Move "In Camera": 12:21 p.m.
Moved By: Councillor Capnerhurst

THAT we recess and continue deliberations *In Camera* as a *Committee of the Whole* at 12:21 p.m. as per clause 120(2)(a) of *The Municipalities Act* and 16(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss matters related to human resources. CAO Karen Zaharia, Manager of Planning & Development Paige Boha, Manager of Engineering & Public Works Clark Gates and Financial Officer Sara Gartshore were excused from the council meeting at 12:21 p.m.

CARRIED

CAO Karen Zaharia rejoined the council meeting at 1:11 p.m.

Res. No:
2024/829

Move out of "In Camera": 1:11 p.m.
Moved By: Councillor Brodt

THAT we move out of *In Camera* as a *Committee of the Whole* and reconvene the regular meeting of Council at 1:11 p.m.

CARRIED

Res. No:
2024/830

Adjournment: 1:12 p.m.
Moved By: Councillor Werner

THAT this meeting be hereby adjourned at 1:12 p.m. with our next regular meeting of Council to be held on Tuesday, January 14, 2025 commencing at 9:00 a.m.

CARRIED

Reeve Trainor

Reeve

Keghanda

Administrator