

## RM of Edenwold

### Meeting Minutes

#### Regular Council Meeting December 20, 2022 - 09:00 AM

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, December 20, 2022, 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 Lisa Peters  
Division #2 Stan Capnerhurst  
Division #4 Karen Kotylak  
Division #5 Dwayne Radmacher  
Division #6 Tim Brodt  
Division #7 Rod Tuchscherer

Chief Operations Officer: Sameh Nashed

Administrator: Karen Zaharia

Financial Officer: Sara Gartshore

Absent: Division #3 Alan Trainor

#### Call to Order

With a quorum present, Reeve Huber called the meeting to order at 9:03 a.m.

**Res. No:**  
2022/854

**List of Accounts**  
**Moved By:** Councillor Kotylak

THAT the list of accounts consisting of cheques #2138 to #2182 & 24 other EFT payments totaling \$475,739.57 plus December 1-15, 2022 payroll totaling \$92,489.53 be approved for payment.

**CARRIED**

#### Financial Officer Report: 9:07 a.m. to 9:26 a.m.

Financial Officer Sara Gartshore presented the Financial Officer Report on the following topics:

- sewer rates and sewer infrastructure levies;
- 2023 budget items and reserve accounts.

Chief Operations Officer Sameh Nashed joined the council meeting at 9:20 a.m.

Financial Officer Sara Gartshore was excused from the council meeting at 9:26 a.m.

Manager of Engineering & Public Works Clark Gates joined the council meeting at 9:27 a.m.

**Engineering & Public Works Report: 9:29 a.m. to 10:22 a.m.**

Manager of Engineering & Public Works Clark Gates presented the Public Works Report on the following topics:

- review of proposed new Winter Road Maintenance Policy;
- proposed temporary municipal snow dump site; and
- review of the legislated procurement process.

Emerald Park Fire Chief Kevin Dell joined the council meeting at 10:23 a.m.

**Fire Chief Report: 10:23 a.m. to 10:43 a.m.**

Emerald Park Fire Chief Kevin Dell presented an update on the following topics:

- annual overview of the fire department activities for the year;
- discussion regarding the 2023 - 2027 fire agreements and the mutual aid agreements with the neighbouring municipalities;
- the municipality's proposed bylaw for emergency lights for volunteer firefighter personal vehicles; and
- Fire School tentatively scheduled for April 28 to 30, 2023 and will be advertised on the RM's social media pages.

Fire Chief Kevin Dell was excused from the council meeting at 10:43 a.m.

**Res. No:**  
2022/855

**Recess: 10:45 a.m.**  
**Moved By:** Reeve Huber

THAT the time being 10:45 a.m. we take a 10-minute recess.

**CARRIED**

**Res. No:**  
2022/856

**Reconvene: 10:55 a.m.**  
**Moved By:** Reeve Huber

THAT the time being 10:55 a.m. we reconvene our regular meeting of Council.

**CARRIED**

**Engineering & Public Works Report: 10:55 a.m. to 11:24 a.m.**

Manager of Engineering & Public Works Clark Gates continued the Engineering Report on the following projects:

- Progress Payment Certificate #1 for the 2022 Emerald Park road recaps;
- update on drainage issues;
- pathway lighting update;
- street lighting update; and
- development updates.

Manager of Engineering & Public Works Clark Gates was excused from the council meeting at 11:24 a.m.

**Council Roundtable Reports: 11:24 a.m. to 11:26 a.m.**

Council presented their roundtable reports on the following topic:

- snowmobiles in Emerald Park.

Manager of Planning & Development Paige Boha joined the council meeting at 11:26 a.m.

**Res. No:**  
2022/857

**Bylaw No. 2022-66: Zoning Bylaw Amendment, NE 29-17-17 W2, Ext 4 (AR - CR1) - 1st Reading**

**Moved By:** Councillor Brodt

THAT Bylaw No. 2022-66 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning NE 29-17-17 W2, Ext. 4 from AR – Agricultural Resource to CR1 - Country Residential District 1 be given first reading, and further; THAT we authorize the Planning Department to proceed with the public notification requirements and schedule a public hearing.

**CARRIED**

Manager of Planning & Development Paige Boha was excused from the council meeting at 11:30 a.m.

**Council Roundtable Reports: 11:30 a.m. to 11:48 a.m.**

Council continued their roundtable reports on the following topics:

- status of the municipality's OH & S manual;
- recent break-ins in the rural areas;
- update from EMO meeting with a training exercise of a mock rail disaster scheduled to take place on March 25, 2023 at the RM's rural shop and neighbouring municipalities' councils and staff to attend; and
- communications update.

**Res. No:**  
2022/858

**EMO Training Exercise on March 25, 2023 at RM Rural Shop**

**Moved By:** Councillor Brodt

THAT we authorize the EMO Committee to host a training exercise of a mock rail disaster on March 25, 2023 at the RM's rural shop and the EMO Committee to invite the councils and staff of the neighbouring municipalities to attend.

**CARRIED**

**Res. No:**  
2022/859

**Town of Balgonie: 2023 - 2027 Fire Protection Service Agreement**

**Moved By:** Councillor Brodt

THAT we authorize the Reeve and Administrator to sign the Fire Protection Service Agreement with the Town of Balgonie for a 5-year the term of January 1, 2023 to December 31, 2027, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

**CARRIED**

Res. No:  
2022/860

**Town of Pilot Butte: 2023 - 2027 Fire Protection Service Agreement**  
**Moved By:** Councillor Capnerhurst

THAT we authorize the Reeve and Administrator to sign the Fire Protection Service Agreement with the Town of Pilot Butte for a 5-year the term of January 1, 2023 to December 31, 2027, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

CARRIED

Res. No:  
2022/861

**Village of Edenwold: 2023 - 2027 Fire Protection Service Agreement**  
**Moved By:** Councillor Radmacher

THAT we authorize the Reeve and Administrator to sign the Fire Protection Service Agreement with the Village in Edenwold for a 5-year the term of January 1, 2023 to December 31, 2027, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

CARRIED

Res. No:  
2022/862

**RM of Lajord No. 128 & Kronau Fire Department: 2023 - 2027 Fire Protection Service Agreement**  
**Moved By:** Councillor Peters

THAT we authorize the Reeve and Administrator to sign the Fire Protection Service Agreement with the RM of Lajord No. 128 and Kronau Fire Department for a 5-year the term of January 1, 2023 to December 31, 2027, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

CARRIED

Res. No:  
2022/863

**Town of Balgonie: Mutual Aid Fire Agreement**  
**Moved By:** Councillor Tuchscherer

THAT we authorize the Reeve and Administrator to sign the Mutual Aid Fire Agreement with the Town of Balgonie, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

CARRIED

Res. No:  
2022/864

**Town of Pilot Butte: Mutual Aid Fire Agreement**  
**Moved By:** Councillor Kotylak

THAT we authorize the Reeve and Administrator to sign the Mutual Aid Fire Agreement with the Town of Pilot Butte, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

CARRIED

Res. No:  
2022/865

**Village of Edenwold: Mutual Aid Fire Agreement**  
**Moved By:** Councillor Brodt

THAT we authorize the Reeve and Administrator to sign the Mutual Aid Fire Agreement with the Village of Edenwold, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

CARRIED

**Res. No:** RM of Lajord No. 128 & Kronau Fire Department: Mutual Aid Fire Agreement  
2022/866  
**Moved By:** Councillor Peters

THAT we authorize the Reeve and Administrator to sign the Mutual Aid Fire Agreement with the RM of Lajord No. 128 and Kronau Fire Department, as presented, pursuant to clause 8(1)(i) and Section 42 of *The Municipalities Act*.

**Res. No:** Recess: 11:54 a.m.  
2022/867  
**Moved By:** Reeve Huber

THAT the time being 11:54 a.m. we recess for lunch.

**CARRIED**

**Res. No:** Reconvene: 1:08 p.m.  
2022/868  
**Moved By:** Reeve Huber

THAT the time being 1:08 p.m. we reconvene our regular meeting of Council.

**CARRIED**

Planner Ross Zimmerman joined the council meeting at 1:08 p.m.

**Res. No:** Division Boundary Alteration Policy  
2022/869  
**Moved By:** Councillor Tuchscherer

THAT we adopt the Division Boundary Alteration Policy, as presented, pursuant to subsection 49.1(2) of *The Municipalities Act*.

**CARRIED**

Planner Ross Zimmerman was excused from the council meeting at 1:14 p.m.

**Res. No:** Roll 673: SW 18-17-18 W2 Tax Abatement - Reserve Status Land Granted by  
2022/870  
Ministerial Order  
**Moved By:** Councillor Capnerhurst

THAT we abate the 2022 taxes for the following property due to the land being granted Reserve Status Land by Ministerial Order #2022-008 on February 22, 2022:

Roll No.	Legal Description	MUN	PVSD	Total
673	SW 18-17-18 W2	\$772.34	\$232.66	\$1,005.00

**CARRIED**

**Res. No:** CSO Position: Employment status change from "contract employment" to  
2022/871  
"permanent full-time employment"  
**Moved By:** Councillor Brodt

THAT we acknowledge the employment status change from "contract employment" to "permanent full-time employment" for Community Safety Officer Cole Shaw effective January 1, 2023, at the salary in accordance with the Municipality's 2023 Salary Schedule.

**CARRIED**

Res. No:  
2022/872

**Bylaw No. 2022-64: Volunteer Firefighter Emergency Lights Bylaw - 1st Reading**  
**Moved By:** Councillor Tuchscherer

THAT Bylaw No. 2022-64 being a bylaw to allow volunteer firefighters to use emergency lights while responding to an emergency be given first reading.

**CARRIED**

Res. No:  
2022/873

**Bylaw No. 2022-64: Volunteer Firefighter Emergency Lights Bylaw - 2nd Reading**  
**Moved By:** Councillor Brodt

THAT Bylaw No. 2022-64 being a bylaw to allow volunteer firefighters to use emergency lights while responding to an emergency be given second reading.

**CARRIED**

Res. No:  
2022/874

**Bylaw No. 2022-64: Volunteer Firefighter Emergency Lights Bylaw - 3 Readings**  
**Moved By:** Councillor Capnerhurst

THAT Bylaw No. 2022-64 being a bylaw to allow volunteer firefighters to use emergency lights while responding to an emergency be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

Res. No:  
2022/875

**Bylaw No. 2022-64: Volunteer Firefighter Emergency Lights Bylaw - 3rd Reading**  
**Moved By:** Councillor Kotylak

THAT Bylaw No. 2022-64 being a bylaw to allow volunteer firefighters to use emergency lights while responding to an emergency be given third and final reading.

**CARRIED**

Res. No:  
2022/876

**Summer Students & Canada Summer Jobs Application for 2023**  
**Moved By:** Councillor Tuchscherer

THAT we approve and authorize Administration to hire five (5) summer students in 2023 for the following departments:

- Administration: 2 Administrative Assistants;
- Planning & Development: 1 Planning Assistant;
- Public Works: 2 Labourers;

and further; THAT we direct Administration to apply for grant funding through Canada Summer Jobs for the five (5) positions.

**CARRIED**

Financial Officer Sara Gartshore joined the council meeting at 1:47 p.m.

**Chief Operations Officer Report: 1:47 p.m. to 2:05 p.m.**

Chief Operations Officer Sameh Nashed presented the COO Report on the following topic:

- major achievements of the municipality during 2022.

**Res. No:**  
2022/877

**In Camera: 2:06 p.m.**  
**Moved By:** Councillor Tuchscherer

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 2:06 p.m. as per section 120(2)(a) of *The Municipalities Act* and 17(1)(e) of *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss WCRM158 Wastewater Authority matters.

**CARRIED**

**Res. No:**  
2022/878

**Out of Camera: 2:58 p.m.**  
**Moved By:** Councillor Tuchscherer

THAT we move out of *In Camera as a Committee of the Whole* and reconvene the regular meeting of Council at 2:58 p.m.

**CARRIED**

**Res. No:**  
2022/879

**WCRM158 Wastewater Authority: Contribution Request**  
**Moved By:** Councillor Tuchscherer

THAT we approve the WCRM158 Wastewater Authority's contribution request dated December 7, 2022 the amount of \$607,385.48 to meet the Phase 1B contracts, with the exception of seasonal deficiencies and close out in Spring 2023, with it noted that this request is within the budget baseline.

**CARRIED**

**Res. No:**  
2022/880

**Senior Project Manager for WCRM158 Wastewater Authority**  
**Moved By:** Councillor Brodt

THAT we direct the WCRM158 Wastewater Authority to hire a Senior Project Manager as a permanent full-time employee for the WCRM158 Wastewater Treatment Plant Expansion Project with the qualifications of P. Eng, PMP, 10 to 15 years experience managing large projects preferably in the wastewater area, with compensation to be determined based on qualifications and practical experience, and further; as the Administrator of the WCRM158 Wastewater Authority has been hired by the Town of White City, the RM of Edenwold will hire the Senior Project Manager on behalf of the WCRM158 Wastewater Authority and the committee members will be involved with selection and interviews from the short-listed candidates.

**CARRIED**

**Res. No:**  
2022/881

**Transfer Funds from Reserves**  
**Moved By:** Councillor Tuchscherer

THAT we authorize Administration to transfer \$607,385.48 from the reserve account ending in 360 to the municipality's general operating account ending in 513.

**CARRIED**

**Res. No:**  
2022/882

**Correspondence**  
**Moved By:** Councillor Tuchscherer

THAT the following correspondence be hereby acknowledged and filed:

- Saskatchewan Municipal Hail: 2022 Yearly Claim Letter;
- APAS: December 2022 Update; and
- White City Fire Department Fire Call: December 9, 2022.

**CARRIED**

**Res. No:**  
2022/883

**Recess: 3:18 p.m.**  
**Moved By:** Reeve Huber

THAT the time being 3:18 p.m. we take a 10-minute recess.

**CARRIED**

**Res. No:**  
2022/884

**Reconvene: 3:28 p.m.**  
**Moved By:** Reeve Huber

THAT the time being 3:28 p.m. we reconvene our regular meeting of Council.

**CARRIED**

**Res. No:**  
2022/885

**In Camera: 3:28 p.m.**  
**Moved By:** Councillor Capnerhurst

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 3:28 p.m. as per section 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 employee salaries for 2023, with it noted that Chief Operations Officer Sameh Nashed and Administrator Karen Zaharia were excused from the council meeting.

**CARRIED**

**Res. No:**  
2022/886

**Out of Camera: 4:28 p.m.**  
**Moved By:** Councillor Capnerhurst

THAT we move out of *In Camera as a Committee of the Whole* and reconvene the regular meeting of Council at 4:28 p.m. with it noted that Administrator Karen Zaharia rejoined the council meeting at 4:28 p.m.

**CARRIED**


**Res. No:**  
2022/887

**Adjournment**  
**Moved By:** Councillor Brodt

THAT this meeting be hereby adjourned at 4:29 p.m. with our next regular meeting of Council to be held on Tuesday, January 10, 2023 commencing at 9:00 a.m.

**CARRIED**

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator