



**RM of Edenwold  
Meeting Minutes  
Regular Council Meeting January 10, 2023 - 09:00 AM**

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, January 10, 2023, 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 #3 Alan Trainor
- 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

**Call to Order**

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

**Res. No: Meeting Minutes: December 13, 2022**  
2023/001 **Moved By:** Councillor Brodt

THAT the minutes of the regular meeting held on December 13, 2022 be approved as circulated and presented.

**CARRIED**

**Res. No: Public Hearing Minutes: December 13, 2022**  
2023/002 **Moved By:** Councillor Tuchscherer

THAT the minutes of the public hearing meetings held on December 13, 2022 be approved as circulated and presented.

**CARRIED**

**Res. No: Meeting Minutes: December 20, 2022**  
2023/003 **Moved By:** Councillor Peters

THAT the minutes of the regular meeting held on December 20, 2022 be approved as circulated and presented.

**CARRIED**

Res. No:  
2023/004

**List of Accounts: December 31, 2022**  
**Moved By:** Councillor Capnerhurst

THAT the list of accounts dated December 31, 2022 consisting of cheques #2183 to #2247 & 8 other EFT payments totaling \$1,523,962.70 plus December 16-31, 2022 payroll totaling \$100,747.43 be approved for payment.

CARRIED

Res. No:  
2023/005

**List of Accounts: January 10, 2023**  
**Moved By:** Councillor Brodt

THAT the list of accounts dated January 10, 2023 consisting of cheques #2248 to #2263, 2 other EFT payments & 1 credit card payment totaling \$385,376.43 be approved for payment.

CARRIED

Res. No:  
2023/006

**Bank Reconciliations: December 2022**  
**Moved By:** Councillor Peters

THAT the December 2022 bank reconciliations be acknowledged as presented.

CARRIED

**Council Roundtable: 9:08 a.m. to 9:14 a.m.**

Council presented the roundtable reports on the following topics:

- acknowledged improvement in snow clearing in Emerald Park and on pathways; and
- SARM elections taking place at annual convention in March 2023.

**Manager of Engineering & Public Works Clark Gates and Public Works Foreman Rod Benroth joined the council meeting at 9:14 a.m.**

**Engineering & Public Works Report: 9:14 a.m. to 9:51 a.m.**

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

- December 2022 Monthly Water Report;
- Reviewed the Weekly Public Works Report current format and information; current report is satisfactory to Council;
- Reviewed the 2023 Waterworks Emergency Response Plan;
- Reviewed the 2023 Waterworks Quality Assurance Policy;
- Reviewed the 2023 Winter Road Maintenance Policy;
- Reviewed evaluation of new pathway solar light wattage; and
- Regina Bypass team will be installing the 4-way stop signs at the intersection of South Plains Road and Great Plains Industrial Drive tentatively scheduled for the evening of January 18, 2023.

AD  
KS

Res. No:  
2023/007

**December 2022 Water Report**  
**Moved By:** Councillor Trainor

THAT we accept the December 2022 Monthly Water Report as presented with it noted that two occurrences took place during this period:

- December 15, 2022: 333 Emerald Park Road - water was shut off at the main leading to the building for fire suppression work; and
- December 16, 2022: 37 Prairie Road in Prairieview Subdivision - service line broke inside their building and the water had to be shut off at the main.

**CARRIED**

Res. No:  
2023/008

**2023 Waterworks Quality Assurance Policy**  
**Moved By:** Councillor Kotylak

THAT we adopt the 2023 Waterworks Quality Assurance Policy, as presented.

**CARRIED**

Res. No:  
2023/009

**2023 Winter Road Maintenance Policy**  
**Moved By:** Councillor Capnerhurst

THAT we adopt the 2023 Winter Road Maintenance Policy, as presented.

**CARRIED**

Manager of Engineering & Public Works Clark Gates and Public Works Foreman Rod Benroth were excused from the council meeting at 9:51 a.m.

Res. No:  
2023/010

**Recess: 9:51 a.m.**  
**Moved By:** Reeve Huber

THAT the time being 9:51 a.m. we take a 10-minute recess.

**CARRIED**

Res. No:  
2023/011

**Reconvene: 10:01 a.m.**  
**Moved By:** Reeve Huber

THAT the time being 10:01 a.m. we reconvene our regular meeting of Council.

**CARRIED**

**Council Roundtable (continued): 10:01 a.m. to 10:02 a.m.**

Council roundtable continued on the following topic:

- update from the Regina District Association of Rural Municipalities convention that took place on January 5 & 6, 2023 in Regina.

Res. No:  
2023/012

**Bylaw No. 2023-01: Repealing Bylaw - 1st Reading**  
**Moved By:** Councillor Capnerhurst

THAT Bylaw No. 2023-01 being a bylaw to repeal previous bylaws be given first reading.

**CARRIED**

Res. No:  
2023/013

**Bylaw No. 2023-01: Repealing Bylaw - 2nd Reading**  
**Moved By:** Councillor Radmacher

THAT Bylaw No. 2023-01 being a bylaw to repeal previous bylaws be given second reading.

**CARRIED**

Res. No:  
2023/014

**Bylaw No. 2023-01: Repealing Bylaw - 3 Readings**  
**Moved By:** Councillor Trainor

THAT Bylaw No. 2023-01 being a bylaw to repeal previous bylaws be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

Res. No:  
2023/015

**Bylaw No. 2023-01: Repealing Bylaw - 3rd Reading**  
**Moved By:** Councillor Kotylak

THAT Bylaw No. 2023-01 being a bylaw to repeal previous bylaws be given third and final reading.

**CARRIED**

Res. No:  
2023/016

**Municipal Revenue Sharing Grant: Declaration of Eligibility**  
**Moved By:** Councillor Tuchscherer

THAT the RM of Edenwold No. 158 confirms the municipality has met the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 Public Reporting on the Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required;

AND THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**CARRIED**

Res. No:  
2023/017

**SARM Fidelity Bond for 2023**  
**Moved By:** Councillor Peters

THAT we acknowledge that the Administrator has presented the 2023 SARM Fidelity Bond Self-Insurance Plan to Council in accordance with section 113 of *The Municipalities Act*, and further; THAT we increase the Money & Securities coverage to be the maximum coverage of \$25,000.

**CARRIED**

Res. No:  
2023/018

**Bylaw No. 2023-02: Tax Enforcement Fees Bylaw - 1st Reading**  
**Moved By:** Councillor Brodt

THAT Bylaw No. 2023-02 being a bylaw to set tax enforcement fees be given first reading.

**CARRIED**

Res. No:  
2023/019

**Bylaw No. 2023-02: Tax Enforcement Fees Bylaw - 2nd Reading**

**Moved By:** Councillor Kotylak

THAT Bylaw No. 2023-02 being a bylaw to set tax enforcement fees be given second reading.

**CARRIED**

Res. No:  
2023/020

**Bylaw No. 2023-02: Tax Enforcement Fees Bylaw - 3 Readings**

**Moved By:** Councillor Tuchscherer

THAT Bylaw No. 2023-02 being a bylaw to set tax enforcement fees be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

Res. No:  
2023/021

**Bylaw No. 2023-02: Tax Enforcement Fees Bylaw - 3rd Reading**

**Moved By:** Councillor Peters

THAT Bylaw No. 2023-02 being a bylaw to set tax enforcement fees be given third and final reading.

**CARRIED**

Res. No:  
2023/022

**Revised Development Appeal Board and Board of Revision Agreement - RM of Francis No. 127**

**Moved By:** Councillor Brodt

THAT we authorize the Administrator and Reeve to sign the revised Development Appeals Board Agreement and Board of Revision Agreement with the RM of Francis No. 127, as written.

**CARRIED**

Res. No:  
2023/023

**Revised Development Appeal Board and Board of Revision Agreement - RM of Lajord No. 128**

**Moved By:** Councillor Peters

THAT we authorize the Administrator and Reeve to sign the revised Development Appeals Board Agreement and Board of Revision Agreement with the RM of Lajord No. 128, as written.

**CARRIED**

Res. No:  
2023/024

**Revised Development Appeal Board and Board of Revision Agreement - RM of North Qu'Appelle No. 187**

**Moved By:** Councillor Tuchscherer

THAT we authorize the Administrator and Reeve to sign the revised Development Appeals Board Agreement and Board of Revision Agreement with the RM of North Qu'Appelle No. 187, as written.

**CARRIED**



Res. No:  
2023/025

**Revised Development Appeal Board and Board of Revision Agreement - RM of Sherwood No. 159**

**Moved By:** Councillor Kotylak

THAT we authorize the Administrator and Reeve to sign the revised Development Appeals Board Agreement and Board of Revision Agreement with the RM of Sherwood No. 159, as written.

**CARRIED**

Planner II Ross Zimmermann joined the council meeting at 10:35 a.m.

Res. No:  
2023/026

**Bylaw No. 2022-56: ATV & Snowmobile Bylaw**

**Moved By:** Councillor Trainor

THAT we direct Administration to amend proposed Bylaw No. 2022-56 being a bylaw to regulate the operation of ATVs and snowmobiles by correcting any typographical errors from previous bylaws, while removing any requirement to register ATVs.

**DEFEATED**

Res. No:  
2023/027

**Bylaw No. 2022-56: ATV & Snowmobile Bylaw**

**Moved By:** Councillor Peters

THAT we direct Administration to continue gathering public input on proposed Bylaw No. 2022-56 being a bylaw to regulate the operation of ATVs and snowmobiles.

**CARRIED**

Planner II Ross Zimmermann was excused from the council meeting at 11:33 a.m.

**Administration Report: 11:33 a.m. to 11:47 a.m.**

Administrator Karen Zaharia presented the Administration Report on the following topics:

- SARM Annual Convention in March 2023 including elections and nominations, resolutions for convention and membership fees;
- review of the new provincial tax rates taking effect January 1, 2023; new rates do not affect our municipality;
- update on 2021 assessment appeals submitted to Court of Appeal; and
- update on 2022 assessment appeals submitted to SMB.

Res. No:  
2023/028

**Recess: 11:47 a.m.**

**Moved By:** Reeve Huber

THAT the time being 11:47 a.m. we recess for lunch.

**CARRIED**

Res. No:  
2023/029

**Reconvene: 1:00 p.m.**

**Moved By:** Reeve Huber

THAT the time being 1:00 p.m. we reconvene our regular meeting of Council.

**CARRIED**

Financial Officer Sara Gartshore joined the council meeting at 1:00 p.m.

Res. No:  
2023/030

**In Camera: 1:00 p.m.**  
**Moved By:** Councillor Brodt

THAT we recess and continue deliberations *In Camera* as a Committee of the Whole at 1:00 p.m. as per section 120(2)(a) of *The Municipalities Act* and 16(1)(c) of *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss the WCRM158 Wastewater Authority activities.

**CARRIED**

Res. No:  
2023/031

**Out of Camera: 2:53 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 2:53 p.m.

**CARRIED**

Res. No:  
2023/032

~~**WCRM158 Wastewater Expansion Project**~~  
~~**Moved By:** Councillor Peters~~

~~THAT we strongly believe necessary corrective actions are required to address current development with the WCRM158 Wastewater Expansion Project. The following action items are:~~

- ~~• Establish the Executive Sponsor Organization, including both the RM Reeve and White City Mayor. The Executive Sponsor Organization will be responsible for municipal funding, oversight, and acceptance of deliverables. In addition, it will be considered for escalation as needed by the WCRM158 Wastewater Authority Committee.~~
- ~~• Consider Project Management Office advisory roles and support.~~
- ~~• Ensure the hiring of a Senior Project Manager with the following qualifications: P. Eng., PMP, 10-15 years experience in large projects, preferably in wastewater projects; and reporting directly to the WCRM158 Wastewater Authority Committee;~~
- ~~• Review all possible options to recover project budget and mitigate the current situation's impact on budget and schedule;~~
- ~~• The RM of Edenwold No. 158 to immediately engage an external auditor to assess all financial practices and financial status of the WCRM158 Wastewater Authority and report back to the Council of the RM of Edenwold No. 158. The report can be made available upon request to the Town of White City.~~
- ~~• Review the current project structure and implement adjustments to improve delivery processes and project performance.~~
- ~~• Define financial reporting requirements and ensure transparency of reporting to both municipalities.~~

*Rescinded  
Feb 7/23  
# 2023/071  
[Signature]*

~~**CARRIED**~~

Res. No:  
2023/033

**Recess: 3:02 p.m.**  
**Moved By:** Reeve Huber

THAT the time being 3:02 p.m. we take a 5-minute recess.

**CARRIED**

*[Handwritten initials]*

Res. No:  
2023/034

Reconvene: 3:07 p.m.  
Moved By: Reeve Huber

THAT the time being 3:07 p.m. we reconvene our regular meeting of Council.

CARRIED

Financial Officer Sara Gartshore was excused from the council meeting at 3:20 p.m.

Manager of Planning & Development Paige Boha joined the council meeting at 3:20 p.m.

**Planning & Development: 3:20 p.m. to 3:30 p.m.**

Manager of Planning & Development Paige Boha presented the Planning & Development Report on the following topics:

- SMB decision regarding a Development Appeal – Stop Work Order upheld;
- Parks and Recreation Plan: implementation plan to be prepared;
- updates regarding ongoing/preliminary proposed development status;
- reviewed Emerald Park Sector Plan comments;
- updated Business License Bylaw; and
- updated Building Bylaw.

Res. No:  
2023/035

**Bylaw No. 2023-03: Zoning Bylaw Bare Land Text Amendment - 1st Reading**  
Moved By: Councillor Capnerhurst

THAT Bylaw No. 2023-03 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw with text changes to the following sections:

- a) Definitions – Reduce confusion concerning animal units and compost facilities and add new animal units and definitions for Building Condominium Unit and Temporary;
- b) 3.0 Administration and Interpretation – Fix typos and update text;
- c) 4.0 General Regulations – Fix typos and move text to the appropriate section;
- d) 5.2 Home Based Business, Major – Allow limited outdoor storage and add definitions and regulations;
- e) 5.3 Home Based Business, Minor – Allow Development Officer to set development standards and add definitions;
- f) 5.4 Home Based Business, Rural – Add definitions;
- g) 5.30 Intensive Livestock Operation (ILO) – Fix typos;
- h) 7.0 Agricultural Resource District (AR) – Make Home based business, Minor permitted;
- i) 8.0 Country Residential District 1 (CR1) – Fix typos and make Home based business, Minor and Hobby Beekeeping permitted;
- j) 9.0 Country Residential District 2 (CR2) – Make Home based business, Minor, Hobby Beekeeping, and Greenhouses permitted;
- k) 10.0 Country Residential District 3 (CR3) – Make Home based business, Minor and Greenhouses permitted;
- l) 11.0 Urban Residential District 1 (R1) – Make Home based business, Minor permitted;
- m) 12.0 Urban Residential District 2 (R2) – Fix typos and make Home based business, Minor permitted;
- n) 13.0 Urban Residential District 3 (R3) – Make Home based business, Minor permitted;
- o) 14.0 Residential Manufactured Home (RMH) – Make Home based business, Minor permitted;
- p) 15.0 Community Service District (CS) – Make Hobby Beekeeping permitted;
- q) 17.0 Shopping Centre District (SC) – Update text; and
- r) 19.0 General Industrial District (IND1) – Add site regulations for building and bare land condo units



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

Res. No: **Bylaw No. 2023-04: Business Licence Bylaw - 1st Reading**  
2023/036 **Moved By:** Councillor Tuchscherer

THAT Bylaw No. 2023-04 being a bylaw to regulate and register businesses be given first reading, and further; THAT we authorize Administration to proceed with the public engagement process.

CARRIED

Manager of Planning & Development Paige Boha was excused from the council meeting at 3:50 p.m.

Res. No: **Correspondence**  
2023/037 **Moved By:** Councillor Capnerhurst

THAT the following correspondence be hereby acknowledged and filed:

- White City Fire Department Fire Call - December 17, 2022.

CARRIED

Res. No: **In Camera: 3:52 p.m.**  
2023/038 **Moved By:** Councillor Brodt

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 3:52 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 2023 salaries, with it noted that Chief Operations Officer Sameh Nashed and Administrator Karen Zaharia were excused from the council meeting at 3:52 p.m.

CARRIED

Res. No: **Out of Camera: 4:25 p.m.**  
2023/039 **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 4:25 p.m., with it noted that Administrator Karen Zaharia rejoined the council meeting at 4:25 p.m.

CARRIED

~~Res. No: **2023 Salary Schedule**  
2023/040 **Moved By:** Councillor Trainor~~

~~THAT we approve the 2023 Salary Schedule with an effective date of January 1, 2023.~~

~~CARRIED~~

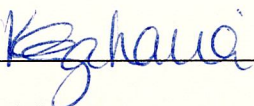
Rescinded  
Jan 24, 2023  
#2023/044

Res. No:  
2023/041

Adjournment: 4:28 p.m.  
Moved By: Councillor Brodt

THAT this meeting be hereby adjourned at 4:28 p.m. with our next regular meeting of Council to be held on Tuesday, January 24, 2023 commencing at 9:00 a.m.

CARRIED

  
\_\_\_\_\_  
Reeve  
\_\_\_\_\_  
Administrator