



**RM of Edenwold
Meeting Minutes
Regular Council Meeting February 14, 2023 - 09:00 AM**

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, February 14, 2023, in the Council Chamber of the Municipal Building, located at 100 Hutchence Road, Emerald Park, Saskatchewan, the following were present:

- Deputy Reeve: Stan Capnerhurst
- Councillors: Division #1 Lisa Peters
Division #3 Alan Trainor
Division #4 Karen Kotylak
Division #5 Dwayne Radmacher
Division #6 Tim Brodt
- Chief Operations Officer: Sameh Nashed
- Administrator: Karen Zaharia
- Financial Officer: Sara Gartshore
- Absent: Reeve: Mitchell Huber
Division #7 Rod Tuchscherer

Call to Order

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

Councillor Trainor requested an "In-Camera" discussion be added to the agenda to discuss motion #2023/065 in the January 24, 2023 minutes regarding the 2023 salary increases.

Res. No: Special Council Meeting: February 7, 2023
2023/073 **Moved By:** Councillor Brodt

THAT the minutes of the special council meeting held on February 7, 2023 be approved as circulated and presented.

CARRIED

Res. No: List of Accounts
2023/074 **Moved By:** Councillor Peters

THAT the list of accounts consisting of cheques #2303 to #2380 & 13 other EFT payments totaling \$784,475.70 plus January 16-31, 2023 payroll totaling \$127,640.48 be approved for payment.

CARRIED

Res. No: Bank Reconciliations: January 2023
2023/075 **Moved By:** Councillor Peters

THAT the January 2023 bank reconciliations be acknowledged as presented.

CARRIED

Res. No: 2023 WCB Employer Payroll Statement
2023/076 **Moved By:** Councillor Kotylak

THAT for 2023, the positional coverage for elected officials under the provisions of the Saskatchewan Workers' Compensation Board be set at the minimum coverage level of \$39,170.00; and further, THAT we estimate the workers' wages at \$1,979,601.00.

CARRIED

Res. No: Hamlet of Crawford Estates - 2022 Financial Statement (Unaudited)
2023/077 **Moved By:** Councillor Brodt

THAT we acknowledge the presentation of the Hamlet of Crawford Estates unaudited 2022 financial statement.

CARRIED

Res. No: Bylaw No. 2023-09: Water Utility Bylaw - 1st Reading
2023/078 **Moved By:** Councillor Kotylak

THAT Bylaw No. 2023-09 being a bylaw to regulate the operation of a public water utility be given first reading.

CARRIED

Res. No: Bylaw No. 2023-10: Wastewater Utility Bylaw - 1st Reading
2023/079 **Moved By:** Councillor Peters

THAT Bylaw No. 2023-10 being a bylaw to regulate the operation of a public wastewater utility be given first reading.

CARRIED

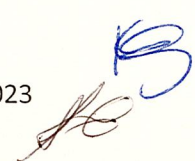
Res. No: Bylaw No. 2023-11: Water Vending Machine Bylaw - 1st Reading
2023/080 **Moved By:** Councillor Brodt

THAT Bylaw No. 2023-11 being a bylaw to regulate the operation of a water vending machine be given first reading.

CARRIED

Financial Officer Sara Gartshore was excused from the council meeting at 9:15 a.m.

Manager of Engineering & Public Works Clark Gates and Public Works Foreman Rod Benroth joined the council meeting at 9:16 a.m.



Public Works Report: 9:17 a.m. to 10:13 a.m.

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

- Weekly Public Works Report;
- discussion regarding the RM vehicles up for tender;
- discussion regarding the 2023 dust control program;
- review of the January 2023 monthly water report;
- 2023 Waterworks Emergency Response Plan;
- new employee hired as Public Works Operator to fill vacant position; and
- spring road bans.

Res. No: January 2023 Water Report
2023/081 **Moved By:** Councillor Peters

THAT we accept the January 2023 Monthly Water Report as presented with it noted that no upset conditions occurred during this period.

CARRIED

Res. No: 2023 Waterworks Emergency Response Plan
2023/082 **Moved By:** Councillor Kotylak

THAT we adopt the 2023 Waterworks Emergency Response Plan as presented.

CARRIED

Res. No: New Hire: Public Works Operator - C. Clarke
2023/083 **Moved By:** Councillor Peters

THAT we acknowledge that Colin Clarke has been hired as a permanent full-time Public Works Operator with a starting date of February 6, 2023 at the salary in accordance with the Municipality's 2023 Salary Schedule, contingent upon completion of a 6-month probation and as per the signed Offer of Employment.

CARRIED

Res. No: 2023 Spring Road Bans Opt-Out
2023/084 **Moved By:** Councillor Brodt

THAT we will not be participating in the Ministry of Highways and Infrastructure Spring Road Restriction Order for Spring Road Bans in 2023.

CARRIED

Engineering Report: 10:13 a.m. to 10:39 a.m.

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

- Water Infrastructure - Redundancy and Capacity;
- Water & Sewer Infrastructure - Capacity Analysis;
- RM Lands - Development Feasibility Study;
- tennis/pickleball court upgrades;
- pathway solar lights; and
- asset management update.

Manager of Engineering & Public Works Clark Gates and Public Works Foreman Rod Benroth were excused from the council meeting at 10:39 a.m.

Res. No:
2023/085

Recess: 10:39 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 10:39 a.m. we take a 10-minute recess.

CARRIED

Res. No:
2023/086

Reconvene: 10:49 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 10:49 a.m. we reconvene our regular meeting of Council.

CARRIED

Manager of Planning & Development Paige Boha joined the council meeting at 10:49 a.m.

Res. No:
2023/087

Correspondence
Moved By: Councillor Radmacher

THAT the following correspondence be hereby acknowledged and filed:

- White Butte RCMP Occurrence Reports: January 2023;
- White City Fire Department: Fire Calls - January 13 & 23, 2023; and
- Ranch Ehrlo Society Newsletter - January 2023 Issue.

CARRIED

Council Reports: 10:53 a.m. to 10:56 a.m.

Council presented their reports on the following topics:

- the White City Library Board was featured on "The Talk of Town" on Access Communications hosted by Lisa Peters;
- Councillor Lisa Peters has been asked to sit on a panel at the SARM Annual Convention in March, 2023 regarding "Attracting the Next Generation to Rural Government"; and
- animal complaints.

Planning & Development Report: 10:56 a.m. to 11:00 a.m.

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

- development updates;
- upcoming discretionary use application public hearings; and
- policy and bylaw reviews.

Res. No:
2023/088

Recess: 11:00 a.m.
Moved By: Deputy Reeve Capnerhurst

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

- **11:00 a.m.** Bylaw No. 2022-66: Zoning Bylaw Map Amendment, NE 29-17-17-W2 (AR to CR1); and
- **11:05 a.m.** Bylaw No. 2023-03: Zoning Bylaw Text Amendment (Condos, Minor Businesses).

CARRIED

Res. No:
2023/089

Reconvene: 11:06 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 11:06 a.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2023/090

Bylaw No. 2022-66: Zoning Bylaw Amendment, NE 29-17-17-W2, Ext 4 (AR - CR1) - 2nd 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 second reading.

CARRIED

Res. No:
2023/091

Bylaw No. 2022-66: Zoning Bylaw Amendment, NE 29-17-17-W2, Ext 4 (AR - CR1) - 3rd Reading
Moved By: Councillor Kotylak

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 third and final reading, and further; THAT we authorize Administration to submit Bylaw No. 2022-66 to the province for approval.

CARRIED

Res. No:
2023/092

Subdivision Approval: NE 29-17-17-W2, Ext 4 (AR - CR1)
Moved By: Councillor Peters

THAT we recommend approval of the subdivision of NE 29-17-17 W2, Ext. 4 shown on the on the parcel picture requested from ISC on Tuesday, March 8, 2022, with it being noted that the servicing agreement has been signed, the servicing agreement fee has been paid and the application complies with the RM's Official Community Plan and Zoning Bylaw.

CARRIED

Res. No:
2023/093

Bylaw No. 2023-03: Zoning Bylaw Bare Land Text Amendment - 2nd Reading
Moved By: Councillor Peters

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 second reading.

CARRIED

Res. No:
2023/094

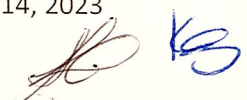
Bylaw No. 2023-03: Zoning Bylaw Bare Land Text Amendment - 3rd Reading
Moved By: Councillor Radmacher

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 third and final reading, and further; THAT we authorize Administration to submit Bylaw No. 2023-03 to the province for approval.

CARRIED



Res. No:
2023/095

Bylaw No. 2023-04: Business Licence Bylaw - 2nd Reading
Moved By: Councillor Radmacher

THAT Bylaw No. 2023-04 being a bylaw to regulate and register businesses be given second reading.

CARRIED

Res. No:
2023/096

Bylaw No. 2023-04: Business Licence Bylaw - 3rd Reading
Moved By: Councillor Trainor

THAT Bylaw No. 2023-04 being a bylaw to regulate and register businesses be given third and final reading, and further; THAT Administration promote and advertise the new bylaw to businesses in the area.

CARRIED

Res. No:
2023/097

Comprehensive Development Proposal - Burger King, Lot 1, Blk 3, Plan 82R55377
Moved By: Councillor Trainor

THAT we give approval in principle to the Burger King Comprehensive Development Proposal on part of Lot 1, Blk 3, Plan No. 82R55377, and further; THAT we direct the Planning Department to refer the Comprehensive Development Proposal to the Joint Planning Area.

CARRIED

Res. No:
2023/098

Comprehensive Development Proposal - Greensview Estates, Blk/Par BB, Plan 102138341 Ext 0
Moved By: Councillor Trainor

THAT we give approval in principle to the Greensview Estates Comprehensive Development Proposal on Blk/Par BB, Plan No. 102138341, Ext. 0; THAT we direct the Planning Department to refer the Comprehensive Development Proposal to the Joint Planning Area, and further; THAT we authorize the Planning Department to proceed with the public notification requirements.

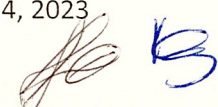
CARRIED

Res. No:
2023/099

Bylaw No. 2023-12: Zoning Bylaw Amendment, SE 6-18-18 W2 ,Condo Plan 102285378 Ext. 0 (I-C to IND1) and proposed Parcel E and Parcel D, Plan 102375435 Ext. 0 (FD to IND1) - 1st Reading
Moved By: Councillor Kotylak

THAT Bylaw No. 2023-12 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning existing Condo Plan 102285378, Ext. 0 from I-C - Industrial Contract Zone to IND1 - General Industrial District 1, and rezoning proposed Parcel E and existing Blk/Par D, Plan 102375435, Ext. 0 from FD - Future Development District to IND1 - General Industrial District 1, as shown on the Plan of Proposed Survey showing Subdivision and Surface Bare Land Condominium, prepared by Daniel Cook (SLS) of Meridian Surveys Ltd. and dated January 25, 2023, 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: **Comprehensive Development Proposal - New Horizon Business Park, SE 6-18-18 W2, existing Condo Plan 102285378 Ext. 0 (I-C to IND1) and proposed Parcel E and Parcel D, Plan 102375435 Ext. 0 (FD to IND1)**
2023/100
Moved By: Councillor Trainor

THAT we give approval in principle to the New Horizon Business Park Comprehensive Development Proposal on SE 6-18-18 W2, existing Condo Plan 102285378 Ext. 0 and proposed Parcel E and Parcel D, Plan 102375435 Ext. 0, and further; THAT we direct the Planning Department to refer the Comprehensive Development Proposal to the Town of Pilot Butte Planning Department.

CARRIED

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

Res. No: **2023 CSO Agreement for Service - Town of Balgonie**
2023/101
Moved By: Councillor Kotylak

THAT we authorize the Deputy Reeve and Administrator to sign the Community Safety Officer (CSO) Agreement for Service with the Town of Balgonie for the calendar year 2023.

CARRIED

Res. No: **2023 CSO Agreement for Service - Village of McLean**
2023/102
Moved By: Councillor Brodt

THAT we authorize the Deputy Reeve and Administrator to sign the Community Safety Officer (CSO) Agreement for Service with the Village of McLean for the calendar year 2023.

CARRIED

Res. No: **2023 Beaver Bounty Program**
2023/103
Moved By: Councillor Brodt

THAT we continue with the Municipal Beaver Control Program in 2023 with a \$50.00 bounty on beavers, with it noted Councillors Radmacher & Brodt be designated as liaisons with the hunters and trappers for submission of claim forms and payment invoices to the Municipality.

CARRIED

Res. No: **Recess: 12:00 p.m.**
2023/104
Moved By: Deputy Reeve Capnerhurst

THAT the time being 12:00 p.m. we recess for lunch.

CARRIED

Res. No: **Reconvene: 1:00 p.m.**
2023/105
Moved By: Deputy Reeve Capnerhurst

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

CARRIED



Res. No: 2023 Coyote Bounty Program
2023/106 **Moved By:** Councillor Brodt

THAT we continue with the Municipal Coyote Control Program in 2023 and increase the bounty on coyotes to \$20.00 per coyote, with it noted Councillors Brodt & Radmacher be designated as liaisons with the hunters and trappers for submission of claim forms and payment invoices to the Municipality.

CARRIED

Res. No: 2023/107
Bylaw No. 2023-05: Code of Ethics Bylaw - 1st Reading
Moved By: Councillor Peters

THAT Bylaw No. 2023-05 being a bylaw to establish a code of ethics for council members be given first reading, and further; THAT Administration share the bylaw with select stakeholders for review and comment.

CARRIED

Res. No: 2023/108
Bylaw No. 2023-08: Fire Services Fee Bylaw - 1st Reading
Moved By: Councillor Brodt

THAT Bylaw No. 2023-08 being a bylaw to establish fire service fees be given first reading.

CARRIED

Res. No: 2023/109
Bylaw No. 2023-08: Fire Services Fee Bylaw - 2nd Reading
Moved By: Councillor Kotylak

THAT Bylaw No. 2023-08 being a bylaw to establish fire service fees be given second reading.

CARRIED

Res. No: 2023/110
Bylaw No. 2023-08: Fire Services Fee Bylaw - 3 Readings
Moved By: Councillor Radmacher

THAT Bylaw No. 2023-08 being a bylaw to establish fire service fees be given three readings at this meeting.

CARRIED UNANIMOUSLY

Res. No: 2023/111
Bylaw No. 2023-08: Fire Services Fee Bylaw - 3rd Reading
Moved By: Councillor Trainor

THAT Bylaw No. 2023-08 being a bylaw to establish fire service fees be given third and final reading.

CARRIED

Administration Report: 1:32 p.m. to 1:54 p.m.

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

- SARM Annual Convention taking place March 14 to 16, 2023 in Saskatoon;
- RCMP Stakeholder Meeting held on January 19, 2023; and
- Family Day Free Public Skating event sponsored by the RM of Edenwold taking place on Monday, February 20, 2023 from 9 a.m. to 10 a.m.



Chief Operations Officer Report: 1:54 p.m. to 2:07 p.m.

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

- Municipal District update;
- Fire Chief command truck; and
- legal matters;

Res. No:
2023/112

Recess: 2:56 p.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 2:56 p.m. we take a 13-minute recess.

CARRIED

Res. No:
2023/113

Reconvene: 3:09 p.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 3:09 p.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2023/114

In Camera: 3:13 p.m.
Moved By: Councillor Trainor

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 3:13 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 motion #2023/065 in the January 24, 2023 minutes regarding the 2023 salary increases, with it noted that Chief Operations Officer Sameh Nashed and Administrator Karen Zaharia were excused from the council chambers.

CARRIED

Res. No:
2023/115

Out of Camera: 4:43 p.m.
Moved By: Councillor Radmacher

THAT we move out of *In Camera as a Committee of the Whole* and reconvene the regular meeting of Council at 4:43 p.m. with it noted Administrator Karen Zaharia rejoined the council meeting at 4:43 p.m.

CARRIED

Councillor Trainor requested a recorded vote on the approval of the amended motion #2023/065 in the January 24, 2023 minutes.

Res. No: Amend Motion #2023/065 in January 24, 2023 Minutes
2023/116 Moved By: Councillor Peters

THAT we amend motion #2023/065 in the January 24, 2023 regular council meeting minutes to read as follows (recorded as dictated by Council):

\$87,000.00 approved by Council for 2023 salary increases. Chief Operations Officer will oversee distribution. Retroactive to January 1, 2023. A 2023 Salary Schedule will be presented.

Reeve: Absent
Division 1: Yes
Division 2: Yes
Division 3: No
Division 4: Yes
Division 5: Yes
Division 6: Yes
Division 7: Absent

CARRIED

Councillor Trainor requested a recorded vote on the approval of the amended meeting minutes from January 24, 2023

Res. No: Amended Meeting Minutes: January 24, 2023
2023/117 Moved By: Councillor Brodt

THAT the amended minutes of the regular meeting held on January 24, 2023 be approved.

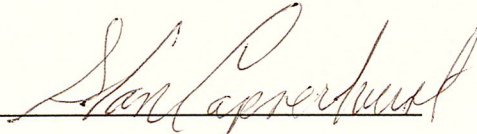
Reeve: Absent
Division 1: Yes
Division 2: Yes
Division 3: No
Division 4: Yes
Division 5: Yes
Division 6: Yes
Division 7: Absent

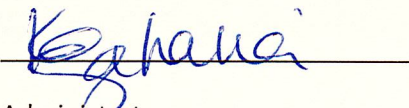
CARRIED

Res. No: Adjournment
2023/118 Moved By: Councillor Brodt

THAT this meeting be hereby adjourned at 5:06 p.m. with our next regular meeting of Council to be held on Tuesday, February 28, 2023 commencing at 9:00 a.m.

CARRIED


Deputy Reeve


Administrator