

RM of Edenwold
Meeting Minutes
Regular Council Meeting April 11, 2023 - 09:00 AM

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, April 11, 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 #3 Alan Trainor
Division #4 Karen Kotylak
Division #5 Dwayne Radmacher
Division #6 Tim Brodt
Division #7 Rod Tuchscherer

Administrator: Karen Zaharia (via Teams)

Financial Officer: Sara Garshore

Manager of Engineering and Public Works: Clark Gates

Manager of Planning and Development: Paige Boha

Absent: Division #1 Lisa Peters, Division #2 Stan Capnerhurst

Call to Order

With a quorum present, Reeve Huber called the meeting to order at 9:00 a.m. It is noted that Financial Officer Sara Gartshore recorded the minutes due to Administrator Karen Zaharia attending virtually by Teams.

Declaration of Conflict of Interest

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

Res. No: Meeting Minutes: March 28, 2023
2023/251 **Moved By:** Councillor Trainor

THAT the minutes of the regular meeting held on March 28, 2023 be approved as circulated and presented.

CARRIED

Res. No: Public Hearing Minutes: March 28, 2023
2023/252 **Moved By:** Councillor Brodt

THAT the minutes of the public hearing meeting held on March 28, 2023 be approved as circulated and presented.

CARRIED

Res. No: List of Accounts:
2023/253 **Moved By:** Councillor Kotylak

THAT the list of accounts consisting of cheques #2510 to #2564 & 9 other EFT payments totaling \$286,180.99 plus March 16-31, 2023 payroll totaling \$57,894.99 be approved for payment.

CARRIED

A handwritten signature in blue ink, appearing to be "M. Huber", located at the bottom right of the page.

Res. No:
2023/254

Bank Reconciliations: March 2023
Moved By: Councillor Tuchscherer

THAT the March 2023 bank reconciliations be acknowledged as presented.

CARRIED

Foreman Rod Benroth joined the council meeting at 9:15 a.m.

Council Roundtable: 9:15 to 9:16 a.m.

Council presented their roundtable reports on the following topic:

- snow removal in some rural areas; and
- opening of culverts.

Engineering & Public Works: 9:16 a.m. to 9:57 a.m.

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

- reviewed the Public Works Weekly Report which included:
 - rural road and urban street maintenance after snow and wind event on April 2, 2023;
 - removing snow from culvert openings in both rural and urban areas;
 - a letter was sent out to about 60 residents where their sewer feeds into the Sapphire lift station asking them to stop flushing rags or cloth diapers down the toilet as this may cause sewer backups;
 - update on the water treatment system operations and maintenance;
 - 2023 fuel tender will be advertised with a closing date of April 19, 2023;
 - quotes are being obtained for a new 1 ton truck;
 - the pathway lighting to be ordered later next week with the anticipated timeline for replacement is mid-July;
 - snow dump site will be closed for the season;
- new employees hired; seasonal Public Works Operator and two (2) Public Works Summer Students;
- Public Works Operator on Workers Compensation returning to work;
- WCRM158 Wastewater Authority's request for gravel for pivot maintenance; and
- the tender for the 2016 Chevrolet 2500 HD LT 4WD truck has closed and a bid for \$28,785.00 was received.

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

- reviewed the Infrastructure Strategic Plan which included an analysis of the water and sewer capacity and upgrades.

Res. No:
2023/255

March 2023 Water Report
Moved By: Councillor Trainor

THAT we accept the March 2023 Monthly Water Report as presented with it noted that two (2) upset conditions occurred on March 20 & 25, 2023 due to a chlorine pump issue. Both issues were rectified immediately thereafter.

CARRIED



Res. No: Tender Bids for 2016 Chevrolet 2500 HD LT 4WD Truck
2023/256 **Moved By:** Councillor Brodt

THAT we accept the highest tender bid from J. LaCharity in the amount of \$28,785.00 for the 2016 Chevrolet 2500 HD LT 4WD truck.

CARRIED

Res. No: RM of Edenwold and Town of Pilot Butte Emergency Water Agreement
2023/257 **Moved By:** Councillor Trainor

THAT we authorize the Administrator and Reeve to sign the Emergency Water Agreement with the Town of Pilot Butte, as presented.

CARRIED

Res. No: New Hires: Seasonal Public Works Operator & Public Works Summer Students
2023/258 **Moved By:** Councillor Kotylak

THAT we acknowledge that the following individuals have been hired:

- Brenden Pasloski as a seasonal full-time Public Works Operator with a starting date of April 17, 2023; contingent upon completion of a 6-month probation period;
- Reid Sulymka as a Public Works Summer Student with a starting date of May 1, 2023; and
- Easton Johns as a Public Works Summer Student with a starting date of May 1, 2023

as per their signed Offers of Employment and at the salary/wages in accordance with the Municipality's 2023 Salary Schedule.

CARRIED

Res. No: WCRM158 Wastewater Authority: Request for Gravel
2023/259 **Moved By:** Councillor Trainor

THAT we sell approximately 500 yards of gravel at \$20.00 per yard plus applicable taxes and no charge for labour to the WCRM158 Wastewater Authority as per their request for gravel for pivot maintenance.

CARRIED

Foreman Rod Benroth was excused from the council meeting at 9:57 a.m.

Res. No: Recess: 9:57 a.m.
2023/260 **Moved By:** Reeve Huber

THAT the time being 9:57 a.m. we take a 10-minute recess.

CARRIED

Res. No: Reconvene: 10:07 a.m.
2023/261 **Moved By:** Reeve Huber

THAT the time being 10:07 a.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2023/262

Designation of Signing Authority
Moved By: Councillor Tuchscherer

THAT effective April 11, 2023 the signing authority for the RM of Edenwold No.158 bank account cheques and electronic funds transfers (EFTs) with TD Canada Trust be a combination of either Reeve Mitchell Huber or Deputy Reeve Stan Capnerhurst AND either Administrator Karen Zaharia or Financial Officer Sara Gartshore.

CARRIED

Res. No:
2023/263

Tax Enforcement: List of Lands in Arrears
Moved By: Councillor Tuchscherer

THAT the List of Lands in Arrears dated April 6, 2023 be hereby acknowledged as presented in accordance to Section 3 of *The Tax Enforcement Act*; and further, THAT the Tax Enforcement List be advertised in The Quad Town Forum and as per Section 3(3) of *The Tax Enforcement Act*, parcels of land of which the amount of taxes in arrears do not exceed one half of the immediately preceding years levy, not be included in the list.

CARRIED

Res. No:
2023/264

2023 Education Property Tax Mill Rates
Moved By: Councillor Kotylak

THAT we acknowledge the Saskatchewan Education Property Tax mill rates to be levied in respect to every school division and property class for the 2023 taxation year will remain the same as 2022. The rates are as follows:

Agricultural	1.42 mills
Residential	4.54 mills
Commercial/Industrial	6.86 mills
Resource (oil, gas, mines & pipelines)	9.88 mills

CARRIED

Res. No:
2023/265

Public Conduct Policy
Moved By: Councillor Radmacher

THAT we adopt the Public Conduct Policy as presented.

CARRIED

Res. No:
2023/266

Annual Community Newsletter Contributions
Moved By: Councillor Radmacher

THAT a contribution be forwarded to the following towns for the community monthly newsletters for 2023:

- Town of Balgonie \$400.00; and
- Town of Pilot Butte \$400.00.

CARRIED

Planning & Development: 10:27 a.m. to 10:28 a.m.

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

- development updates;
- Regina Flood Mapping being conducted by Water Security Agency along the Wascana Creek and Tributaries;
- quarterly regional meetings were held, one with the Town of Balgonie and one with the Town of Pilot Butte; and
- policies and bylaws under review.

Res. No:
2023/267

Tax Exemption Bylaw No. 2023-20: 131 Slater Crescent - 1st Reading

Moved By: Councillor Radmacher

THAT Bylaw No. 2023-20 being a bylaw to provide for entering into an agreement for exemption from taxation for 131 Slater Crescent, Lot 17, Blk 1, Plan 102016370, in NE 28-17-18 W2 be given first reading.

CARRIED

Res. No:
2023/268

Tax Exemption Bylaw No. 2023-20: 131 Slater Crescent - 2nd Reading

Moved By: Councillor Tuchscherer

THAT Bylaw No. 2023-20 being a bylaw to provide for entering into an agreement for exemption from taxation for 131 Slater Crescent, Lot 17, Blk 1, Plan 102016370, in NE 28-17-18 W2 be given second reading.

CARRIED

Res. No:
2023/269

Tax Exemption Bylaw No. 2023-20: 131 Slater Crescent - 3 Readings

Moved By: Councillor Trainor

THAT Bylaw No. 2023-20 being a bylaw to provide for entering into an agreement for exemption from taxation for 131 Slater Crescent, Lot 17, Blk 1, Plan 102016370, in NE 28-17-18 W2 be given three readings at this meeting.

CARRIED UNANIMOUSLY

Res. No:
2023/270

Tax Exemption Bylaw No. 2023-20: 131 Slater Crescent - 3rd Reading

Moved By: Councillor Kotylak

THAT Bylaw No. 2023-20 being a bylaw to provide for entering into an agreement for exemption from taxation for 131 Slater Crescent, Lot 17, Blk 1, Plan 102016370, in NE 28-17-18 W2 be given third and final reading.

CARRIED

Res. No:
2023/271

Recess for Public Hearing: 10:30 a.m.

Moved By: Reeve Huber

THAT the time being 10:30 a.m. we recess for the following public hearing:

- Bylaw No. 2023-15: 2023 Sanitation Bylaw.

CARRIED

Res. No:
2023/272

Reconvene: 10:31 a.m.
Moved By: Reeve Huber

THAT the time being 10:31 a.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2023/273

Bylaw No. 2023-14: Zoning Bylaw Text Amendment - 1st Reading
Moved By: Councillor Brodt

THAT Bylaw No. 2023-14 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw with the following text amendments: revise the Garage Suite definition and development standards to allow at-grade suites, add a Potable Water definition and revise the Agricultural Resource District to not require potable water for all developments and add the Keeping of Livestock subsection, and to add Hobby Beekeeping as a permitted use in the Urban Residential District 1, Country Residential District 3 and Agricultural Resource District 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:
2023/274

Bylaw No. 2023-21: Zoning Bylaw Map Amendment, Parcel A, NW 5-19-17 W2 (AR to CR1) - 1st Reading
Moved By: Councillor Trainor

THAT Bylaw No. 2023-21 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning Parcel A, NW 5-19-17-W2 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

Res. No:
2023/275

Bylaw No. 2023-22: Zoning Bylaw Map Amendment, SW 12-18-18 W2, Ext 0 and SE 12-18-18 W2, Ext 1 (AR to EHI) - 1st Reading
Moved By: Councillor Trainor

THAT Bylaw No. 2023-22 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning SW 12-18-18 W2, Ext 0 from AR - Agricultural Resource to EHI - Extraction and Heavy Industrial District and rezoning SE 12-18-18 W2 Ext 1 from AR - Agricultural Resource to EHI - Extraction and Heavy Industrial District 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

Delegation: 10:40 a.m. to 11:09 a.m.

Lannie Erickson with Clark's Supply Ltd. and developer Curtis Metz attended the council meeting at 10:40 a.m. to discuss the sewage force main connection to Clark Supply's lot in the Metz subdivision in NE 22-17-18 W2.

Lannie Erickson left the council chambers gallery at 11:09 a.m. Curtis Metz remained in the council chambers gallery.



Res. No: **Recess for Public Hearing: 11:09 a.m.**
2023/276 **Moved By:** Reeve Huber

THAT the time being 11:09 a.m. we recess for the following public hearing:

- Discretionary Use Development Permit for a Garage Suite at 110 Hanley Crescent

CARRIED

Res. No: **Reconvene: 11:10 a.m.**
2023/277 **Moved By:** Reeve Huber

THAT the time being 11:10 a.m. we reconvene our regular meeting of Council.

CARRIED

Res. No: **Discretionary Use Development Permit for a Garage Suite at 110 Hanley Crescent**
2023/278 **Moved By:** Councillor Trainor

THAT we approve the garage suite 110 Hanley Crescent, Lot 11, Blk/Par 1, Plan 101958699, Ext 0 and direct the Development Officer to issue the permit with the following conditions:

1. The development shall be in accordance with the plans attached to the permit.
2. This permit allows for a garage suite dwelling only. Any other proposed use will require a separate development permit or discretionary use approval from Council.
3. A building permit shall be obtained for the garage suite.
4. The development must adhere to the development standards of Section 5.5 Garage Suites and other applicable zoning regulations.
5. This permit is subject to the standards of Provincial regulations and requirements and other applicable municipal bylaws.
6. This suite may not be used as a vacation rental.
7. No heavy truck traffic shall be permitted as part of this permit.
8. Drainage shall be maintained onsite and not affect adjacent properties.
9. Snow storage shall be maintained onsite or hauled to an approved snow storage facility.
10. The existing deck will be allowed to remain as is, in accordance with Text Amendment Bylaw No. 2023-14, once the bylaw receives three readings from Council and final approval from the Ministry of Government Relations.

CARRIED

Committee Reports & Council Roundtable (continued) 11:20 a.m. to 11:28 a.m.

Council presented their committee and roundtable reports on the following topics:

- deer dying in Park Meadow Estates and the lack of organizations available to remove deceased wildlife animals from private property;
- dog issues in Rock Pointe has been resolved; and
- areas of the Emerald Park pathways are cracking.

Water & Sewer Utilities Committee

Councillor Trainor provided an update on the activities of the WCRM158 Wastewater Authority.



Res. No:
2023/279

Bylaw No. 2023-15: 2023 Sanitation Bylaw - 2nd Reading
Moved By: Councillor Brodt

THAT Bylaw No. 2023-15 being a bylaw to set levies for the purposes of providing waste, recycling, and compost collection services be given second reading.

CARRIED

Res. No:
2023/280

Bylaw No. 2023-15: 2023 Sanitation Bylaw - 3rd Reading
Moved By: Councillor Kotylak

THAT Bylaw No. 2023-15 being a bylaw to set levies for the purposes of providing waste, recycling, and compost collection services be given third and final reading.

CARRIED

Res. No:
2023/281

Recess: 11:30 a.m.
Moved By: Reeve Huber

THAT the time being 11:30 a.m. we recess for lunch with it noted that Curtis Metz left the council chambers gallery.

CARRIED

Res. No:
2023/282

Reconvene: 12:47 p.m.
Moved By: Reeve Huber

THAT the time being 12:47 p.m. we reconvene our regular meeting of Council.

CARRIED

Manager of Planning & Development Paige Boha and Manager of Engineering & Public Works Clark Gates were excused from the council meeting at 12:53 p.m.

Administration Report: 12:53 p.m. to 1:11 p.m.

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

- Johnson Shoyama Municipal Sector Governance Certificate Course scheduled to begin online on April 28, 2023;
- update on the municipality's tax enforcement;
- Government of Saskatchewan – 2023 Municipal Rural Revenue Sharing to be received by the RM;
- 2023 Assessment Roll will open on Friday, April 21, 2023 with 30 days to appeal; Assessment Notices will be mailed on Friday, April 21, 2023 to landowners that had a change in assessment from the previous year or a change in ownership in accordance with Bylaw No. 2005-13: A Bylaw for the Dispensing of Assessment Notices;
- discussion regarding the RM's Bylaw Court prosecutor;
- Emerald Park Fire Department & Pilot Butte Fire Department are hosting the Saskatchewan Volunteer Fire Fighter Association Fire School & Tradeshow on April 28 to 30, 2023. The fire departments are requesting a contribution for the fire school banquet on Saturday, April 29, 2023;
- Fire Chief Dell has received verbal confirmation that the Emerald Park Fire Department's grant application to Enbridge has been approved for \$7,500.00. This will go towards communication equipment for the fire hall;
- update on the White City annexation appeal hearing at the Court of Appeal on April 26, 2023; and
- Service Tracker Reports for the period March 24 to April 5, 2023.

Res. No: Donation to Saskatchewan Volunteer Fire Fighter Association Fire School Banquet
2023/283 **Moved By:** Councillor Brodt

THAT we contribute \$1,000.00 to the Saskatchewan Volunteer Fire Fighter Association Fire School Banquet on Saturday, April 29, 2023 with the cheque made payable to the Pilot Butte Fire Department.

CARRIED

Res. No: Change in Legal Counsel for Bylaw Court Prosecutions
2023/284 **Moved By:** Councillor Trainor

THAT we proceed with the change of legal counsel for the RM's bylaw court prosecutions as recommended by Administration.

CARRIED

Res. No: In Camera: 1:11 p.m.
2023/285 **Moved By:** Reeve Huber

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 1:11 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 human resources matters with it noted that Administrator Karen Zaharia and Financial Officer Sara Gartshore were excused from the council meeting.

CARRIED

Res. No: Out of Camera: 1:49 p.m.
2023/286 **Moved By:** Reeve Huber

THAT we move out of *In Camera as a Committee of the Whole* and reconvene the regular meeting of Council at 1:49 p.m. with it noted Administrator Karen Zaharia and Financial Officer Sara Gartshore rejoined the council meeting at 1:49 p.m.

CARRIED

Res. No: Adoption of 2023 Operating & Capital Budget
2023/287 **Moved By:** Councillor Trainor

THAT we adopt the 2023 Operating and Capital Budget as presented on April 11, 2023 that includes a 1.5% increase in the uniform mill rate, attached to and forming a part of these minutes, in accordance with section 155 of *The Municipalities Act*.

CARRIED

Res. No: 2023 Uniform Mill Rate Approval
2023/288 **Moved By:** Councillor Brodt

THAT the 2023 uniform mill rate for the Municipality be set at 4.9073 mills and that the Administrator be authorized to apply the levy to all taxable assessments in the Municipality in accordance with section 283 of *The Municipalities Act*.

CARRIED



Res. No:
2023/289

2023 Mill Rate Factors Approval
Moved By: Councillor Kotylak

THAT the 2023 mill rate factors remain the same as 2022 as established in Bylaw No. 2022-21 for all property classes:

<u>Property Class</u>	<u>Factor</u>
a) Agricultural	0.975
b) Residential	1.050
c) Commercial Other	0.950
d) Commercial Resource	0.950

CARRIED

Res. No:
2023/290

2023 Short-Term Investment Approval
Moved By: Councillor Kotylak

THAT we authorize the Financial Officer to proceed with finalizing the following short-term investment transactions: Invest \$4M of cash reserves in a 1-year non-redeemable GIC at the highest possible rate of return with Scotiabank and invest \$2M of cash reserves in a 30-day non-redeemable GIC at the highest possible rate of return with Scotiabank. Investment applications/agreements to be signed by two authorized signing authorities.

CARRIED

Committee Reports (continued): 2:32 p.m. to 2:34 p.m.

The following committee report was presented:

Protective Services

Councillor Trainor advised that he will be doing some ride alongs with the Community Safety Officers.

Res. No:
2023/291

Correspondence
Moved By: Councillor Tuhscherer

THAT the following correspondence be hereby acknowledged and filed:

- Government of Saskatchewan: Ministry of Corrections, Policing & Public Safety - Police Cost Re-distribution Formula;
- White Butte RCMP: Save the Date - Regimental Ball for 10th Anniversary; and
- Pilot Butte Fire Department: Fire Call - April 3, 2023.

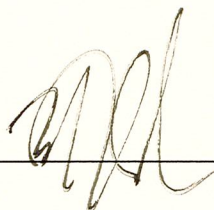
CARRIED

Res. No:
2023/292

Adjournment
Moved By: Councillor Brodt

THAT this meeting be hereby adjourned at 2:38 p.m. with our next regular meeting of Council to be held on Tuesday, April 25, 2023 commencing at 9:00 a.m.

CARRIED



Reeve



Administrator