



**RM of Edenwold
Meeting Minutes
Regular Council Meeting May 9, 2023 - 09:00 AM**

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, May 9, 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
- Division #7 Rod Tuchscherer
- Administrator: Karen Zaharia
- Financial Officer: Sara Gartshore
- Manager of Planning and Development: Paige Boha
- Manager of Engineering and Public Works: Clark Gates
- Absent: Reeve Mitchell Huber

Call to Order

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

Declaration of Conflict of Interest

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

Res. No:
2023/329

Meeting Minutes: April 25, 2023
Moved By: Councillor Peters

THAT the minutes of the regular meeting held on April 25, 2023 be approved as circulated and presented.

CARRIED

Res. No:
2023/330

List of Accounts:
Moved By: Councillor Brodt

THAT the list of accounts consisting of cheques #2614 to #2663, 13 other EFT payments & 1 credit card payment totaling \$260,981.09 plus April 16-30, 2023 payroll totaling \$47,635.65 be approved for payment.

CARRIED

Res. No:
2023/331

Bank Reconciliations: April 2023
Moved By: Councillor Tuchscherer

THAT the April 2023 bank reconciliations be acknowledged as presented.

CARRIED

Financial Officer Report: 9:06 a.m. to 9:09 a.m.

Financial Officer Sara Gartshore presented the Financial Officer Report which provided an update on the municipality's financial activities for April 2023.

Res. No:
2023/332

Statement of Financial Activities & Financial Position: April 2023

Moved By: Councillor Kotylak

THAT we acknowledge the Statement of Financial Activities and Financial Position for April 2023 as circulated and presented.

CARRIED

Community Safety Officers Cole Shaw and Ankit Rampal joined the council meeting at 9:10 a.m.

CSO Report: 9:10 a.m. to 9:35 a.m.

Community Safety Officers Cole Shaw and Ankit Rampal presented the CSO Report for the period of March 7 to May 9, 2023 on the following topics:

- traffic stops completed resulting in 13 traffic tickets issued and 6 written warnings issued for various infractions;
- 21 calls for service;
- bylaw enforcement complaints including noise, parking, dog issues and ATV stops;
- participation in a Joint Force Operation with CP Police, Saskatchewan Highway Patrol, Regina Police Service, RCMP and Transit Police regarding rail yards;
- Councillor Trainor went on a ride-along with the CSOs; and
- presenting at Greenall High School and Pilot Butte Elementary School regarding road safety.

Community Safety Officers Cole Shaw and Ankit Rampal were excused from the council meeting at 9:35 a.m.

Public Works Foreman Rod Benroth joined the council meeting at 9:38 a.m.

Public Works Report: 9:38 a.m. to 9:58 a.m.

Public Works Foreman Rod Benroth presented the Public Works Report on the following topics:

- April 2023 Water Report;
- reviewed the Public Works Weekly Report which included:
 - street sweeping began on April 26, 2023 and completed on April 29, 2023;
 - garbage cleanup in ditches and parks took place from May 1 - 5, 2023;
 - pothole patching began May 5, 2023 and should be completed May 9, 2023;
 - blading of gravel roads began on April 24, 2023;
 - gravelling began on April 27, 2023;
 - sign replacements to begin the week of May 15, 2023;
 - update on park maintenance;
 - weed spraying to take place the week of May 15, 2023;
 - layout and line painting of pickleball courts to be done May 11, 2023;
 - update on the water treatment system operations and maintenance;

- revised quotes for a new 1 ton truck with aluminum dump body; and
- new public works operator hired.

Res. No:
2023/333

April 2023 Water Report
Moved By: Councillor Radmacher

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

CARRIED

Res. No:
2023/334

Purchase of 1 Ton Truck with Aluminum Box
Moved By: Councillor Trainor

THAT we accept the lowest price quote from Capital GM dated March 10, 2023 in the amount of \$65,908.00 plus applicable taxes for the 2023 GMC Sierra 3500 HD 1 ton truck and the lowest price quote from Fort Garry Industries Ltd. dated May 5, 2023 in the amount of \$24,800.00 plus applicable taxes for the aluminum dump body.

CARRIED

Res. No:
2023/335

New Hire: Public Works Operator - S. Boswell
Moved By: Councillor Kotylak

THAT we acknowledge that Shane Boswell has been hired as a full-time Public Works Operator with a starting date of May 8, 2023 at the salary in accordance with the Municipality's 2023 Salary Schedule, contingent upon completion of a 6-month probation period and as per the signed Offer of Employment.

CARRIED

Engineering Report: 9:59 a.m. to 10:39 a.m.

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

- driveway replacement request from Lot 21, Block 7, Plan 88R37496;
- drainage issues;
- update from meeting with Water Security Agency regarding the Zehner Aquifer Management Plan and proposed allocation for a 5-year period (2024-2028); and
- review of the RM's restriction of domestic wells where a property is connected to a public water utility.

Public Works Foreman Rod Benroth was excused from the council meeting at 10:40 a.m.

Res. No:
2023/336

Recess: 10:40 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 10:40 a.m. we take a 10-minute recess.

CARRIED



Res. No:
2023/337

Reconvene: 10:50 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 10:50 a.m. we reconvene our regular meeting of Council.

CARRIED

Planning & Development Report: 10:51 a.m. to 11:00 a.m.

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

- development updates;
- planning summer student started May 1, 2023;
- Developer & Construction Open House took place on April 27, 2023;
- Community Garage Sale update;
- a Heritage Advisory Board to be established and "YourEdenwold" on RM website will be utilized with a heritage storytelling page;
- policy and bylaw reviews; and
- yard maintenance inspections will begin soon.

Res. No:
2023/338

Recess for Public Hearings: 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. 2023-14: Zoning Bylaw Text Amendment; and
- **11:05 a.m.** Bylaw No. 2023-21: Zoning Bylaw Map Amendment, Parcel A, NW 5-19-17 W2 (AR to CR1).

CARRIED

Res. No:
2023/339

Reconvene: 11:09 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 11:09 a.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2023/340

Bylaw No. 2023-14: Zoning Bylaw Text Amendment - 2nd 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 second reading.

CARRIED

Res. No:
2023/341

Bylaw No. 2023-14: Zoning Bylaw Text Amendment - 3rd Reading
Moved By: Councillor Trainor

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 third and final reading.

CARRIED

Res. No:
2023/342

Bylaw No. 2023-21: Zoning Bylaw Map Amendment, Parcel A, NW 5-19-17 W2 (AR to CR1) - 2nd Reading
Moved By: Councillor Tuchscherer

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 second reading.

CARRIED

Communications Officer Lee Chambers joined the council meeting at 11:25 a.m.

Communications Report: 11:25 a.m. to 11:51 a.m.

Communications Officer Lee Chambers presented the Communications Report on the following topics:

- drafting a Social Media Policy;
- newsletters sent to ratepayers;
- the RM's Annual Report for 2022;
- article in the Quad Town Forum on May 4, 2023 featuring Reeve Huber;
- upcoming events including Fired Up! Classic Car Show Event on July 14, 2023 and Movie in the Park on August 7, 2023; and
- social media updates.

Communications Officer Lee Chambers was excused from the council meeting at 11:51 a.m.

Council Report & Roundtable: 11:51 a.m. to 11:57 a.m.

Council presented their roundtable reports on the following topics:

- signage needed on walking paths advising of RM bylaws for littering and the fines;
- attendance at the SouthEast Regional Library meeting;
- alternative dust control products; and
- blocked culverts.

Manager of Planning & Development Paige Boha and Manager of Engineering & Public Works Clark Gates were excused from the council meeting at 11:57 a.m.

Res. No:
2023/343

Recess: 11:57 a.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 11:57 a.m. we recess for lunch.

CARRIED

Res. No:
2023/344

Reconvene: 12:57 p.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 12:57 p.m. we reconvene our regular meeting of Council.

CARRIED

IT Specialist Krunal Patel joined the council meeting at 12:57 p.m.

IT Specialist Report: 12:57 p.m. to 1:25 p.m.

IT Specialist Krunal Patel presented the IT Specialist Report on the following topics:

- network reports for the period of February to April 2023;
- email delivery improvements;
- new IT policies implemented; and
- information security update.

IT Specialist Krunal Patel was excused from the council meeting at 1:25 p.m. and Planner II Ross Zimmermann joined the council meeting at 1:25 p.m.

Council Reports & Roundtable (continued): 1:25 p.m. to 1:30 p.m.

Council continued their roundtable reports on the following topic:

- update from the fire school and banquet that was hosted by Pilot Butte Fire Department and Emerald Park Fire Department on April 28 to 30, 2023.

Res. No:
2023/345

Tax Enforcement: Six (6) Month Notice
Moved By: Councillor Tuchscherer

THAT we hereby authorize the Administrator to start proceedings with the six-month notice for the following lands in settlement of tax arrears:

<u>Interest Reg #</u>	<u>Legal Description</u>
125 323 129	SE Sec 01 Twp 17 Rge 17 W2 ext. 1
125 323 129	Lot 17 Blk 23 Plan No. 01RA01836 ext. 0
125 323 129	Lot 09 Blk 06 Plan No. 84R38664 ext. 0
125 315 366	Lot 05 Blk X1 Plan No. 102019643 ext. 0
125 315 366	Lot 06 Blk A Plan No. 102094792 ext. 0
125 315 366	Unit 10 Plan No. 102262182 ext. 0
125 347 608	Blk K Plan No. 93R00868 ext. 2
125 347 608	Lot 11 Blk 1 Plan No. 102060852 ext. 0
125 347 608	Lot 12 Blk 1 Plan No. 102060852 ext. 0
125 347 608	Lot 42 Blk 1 Plan No. 102060852 ext. 0
125 323 231	Lot 07 Blk A Plan No. 89R47515 ext. 0

CARRIED

Res. No:
2023/346

Tax Enforcement: Request for Consent
Moved By: Councillor Kotylak

THAT we hereby authorize the Administrator to start proceedings with Request for Consent for the following lands in settlement of tax arrears:

<u>Interest Reg #</u>	<u>Legal Description</u>
124 927 825	Blk B Plan No. 101307147 ext. 4
124 927 825	LSD 04 Sec 25 Twp 17 Rge 18 W2 ext. 37
124 927 858	Lot 06 Blk L Plan No. 102019643 ext. 0
124 280 715	Blk A Plan No. 101919270 ext. 0

CARRIED

Res. No:
2023/347

2023 Leafy Spurge Rebate Program
Moved By: Councillor Brodt

THAT our Leafy Spurge program for 2023 continue at a 100% product rebate for eligible Tordon 22K product used on approved applications (GST excluded) with a maximum yearly rebate of \$5,000.00 per applicant, with it being noted the application forms must be returned to the RM municipal office by October 15th of the current year to be eligible for the rebate, and further; THAT we hereby make application to participate in the 2023-24 Invasive Plant Control Program (IPCP) administered through SARM and the Government of Saskatchewan.

CARRIED

Res. No:
2023/348

Bylaw No. 2022-56: ATV & Snowmobile Bylaw - 2nd Reading
Moved By: Councillor Brodt

THAT Bylaw No. 2022-56 being a bylaw to regulate the operation of all-terrain vehicles and snowmobiles be given second reading.

CARRIED

Res. No:
2023/349

Bylaw No. 2022-56: ATV & Snowmobile Bylaw - 3rd Reading
Moved By: Councillor Trainor

THAT Bylaw No. 2022-56 being a bylaw to regulate the operation of all-terrain vehicles and snowmobiles be given third and final reading; and further; THAT we direct Administration to promote Bylaw No. 2022-56 to the public through advertising and communications.

CARRIED

Administration Report: 2:08 p.m. to 2:14 p.m.

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

- CSO Supervisor role;
- MADD Canada's Crashed Car Awareness Campaign;
- RMAA convention in Saskatoon May 15 to 18, 2023;
- RM's Fire Advisory issued on May 5, 2023 and removed on May 9, 2023;
- requesting title change of front desk employees from Customer Relations Management Agent to Administrative Assistant; and
- update on HR matters.

Committee Reports: 2:14 p.m. to 2:52 p.m.

Council presented the following committee reports:

Regional Women in Government Committee

Councillor Kotylak and Planner II Ross Zimmermann provided an update from the Regional Women in Government Committee meeting that took place on April 27, 2023 which included:

- mentorship program to be established;
- hoping for more provincial perspective at next meeting in the fall; and
- the committee needs to decide priorities and how the committee will function.

Planner Ross Zimmermann was excused from the council meeting at 2:17 p.m.

Recreation, Arts & Culture Committee

Councillor Brodt provided an update from the Recreation, Arts & Culture Committee which included:

- establishing a Heritage Advisory Board to gather historic information regarding the RM and a storytelling page will be set up on the "YourEdenwold" page on the RM website; and
- recreation survey discussion.

Water & Sewer Utility Services

Deputy Reeve Capnerhurst provided an update on the WCRM158 Wastewater Authority operational activities for April 2023.

Protective Services

Councillor Trainor provided an update from the Protective Services Committee which included:

- update regarding the RM's bylaw court prosecutor;
- attended first ride-along with the CSOs on April 24, 2023; and
- options for CSO Supervisor role.

Planning, Development & Infrastructure and Strategic Plan

Councillor Tuchscherer provided an update from the Planning, Development & Infrastructure and Strategic Plan Committee which included:

- Planning Department to request more detailed report from the consultant regarding the Municipal Reserve Needs Assessment Report prior to the next stage of public engagement.

Res. No:
2023/350

Contract for CSO Supervisor
Moved By: Councillor Radmacher

THAT we authorize Administration to prepare a contract between the Municipality and R. Ash for the role of CSO Supervisor for up to 10 hours per week at the hourly wage as shown in the municipality's 2023 Salary Schedule dated May 9, 2023.

CARRIED

Financial Officer Sara Gartshore was excused from the council meeting at 2:52 p.m.



Res. No:
2023/351

Recess: 2:52 p.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 2:52 a.m. we take a 8-minute recess.

CARRIED

Res. No:
2023/352

Reconvene: 3:00 p.m.
Moved By: Deputy Reeve Capnerhurst

THAT the time being 3:00 p.m. we reconvene our regular meeting of Council.

CARRIED

Res. No:
2023/353

In Camera: 3:00 p.m.
Moved By: Councillor Trainor

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 3:00 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.

CARRIED

Res. No:
2023/354

Out of Camera: 3:35 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 3:35 p.m.

CARRIED

Res. No:
2023/355

Change of Title of the Front Desk Employees from Customer Relation Management Agent to Administrative Assistant
Moved By: Councillor Peters

THAT we change the title of the front desk employees from Customer Relations Management Agent to Administrative Assistant.

CARRIED

Res. No:
2023/356

Correspondence
Moved By: Councillor Tuchscherer

THAT the following correspondence be hereby acknowledged and filed:

- Ministry of Government Relations: The Construction Codes Act effective January 1, 2022;
- White Butte RCMP Occurrence Reports: March 2023;
- Pilot Butte Fire Department & Emerald Park Fire Department: Mutual Aid Call - April 30, 2023; and
- Ranch Ehrlo Society Newsletter - April 2023 Issue.

CARRIED

Res. No:
2023/357

Adjournment
Moved By: Councillor Kotylak

THAT this meeting be hereby adjourned at 3:39 p.m. with our next regular meeting of Council to be held on Tuesday, May 23, 2023 commencing at 9:00 a.m.

CARRIED



Deputy Reeve



Administrator