



**RM of Edenwold  
Meeting Minutes  
Regular Council Meeting May 23, 2023 - 09:00 AM**

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, May 23, 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:**  
2023/358

**Meeting Minutes: May 9, 2023**  
**Moved By:** Councillor Brodt

THAT the minutes of the regular meeting held on May 9, 2023 be approved as circulated and presented.

**CARRIED**

**Res. No:**  
2023/359

**Public Hearing Minutes: May 9, 2023**  
**Moved By:** Councillor Kotylak

THAT the minutes of the public hearing meeting held on May 9, 2023 be approved as circulated and presented.

**CARRIED**

**Res. No:**  
2023/360

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

THAT the list of accounts consisting of cheques #2664 to #2707, 19 other EFT payments & 1 credit card payment totaling \$390,411.62 plus May 1-15, 2023 payroll totaling \$57,107.73 be approved for payment.

**CARRIED**

Public Works Foreman Rod Benroth joined the council meeting at 9:06 a.m.

**Public Works Report: 9:08 a.m. to 9:30 a.m.**

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

- contractor that completed the Park Meadows/Meadow Ridge chip seal project in 2022 will be back this summer to fog coat the road surface due to the poor chip quality, at no additional cost to the RM;
- garbage cleanup in ditches continuing in the Industrial Park;
- line painting of stop bars and pedestrian crosswalks to begin May 23, 2023;
- crack sealing to begin after June 5, 2023;
- 305,000 litres of magnesium chloride was applied for dust control;
- blading of dirt roads will continue;
- gravelling is approximately 26% complete and should be completed by the end of July;
- line painting quotes received;
- sign replacements continuing;
- culverts needing repairs identified;
- tennis/pickleball court lines were painted and three of four nets were installed, waiting to receive the fourth net;
- weed spraying was delayed until May 19, 2023 due to wind;
- update on the water treatment system operations and maintenance;
- quotes received for the procurement of the SCADA System for the Water Treatment Plant;
- hydrant flushing has been completed;
- new lights for Mission Pointe entrance sign will be purchased and installed in June 2023 as the old lights were vandalized/damaged; and
- Public Works job postings being advertised.

**Res. No:**  
2023/361

**2023 Line Painting**

**Moved By:** Councillor Kotylak

THAT we accept the lowest price quote from Lafrentz Road Marking dated May 17, 2023 in the amount of \$31,509.50 plus applicable taxes for the road line painting for 2023 which includes directional dividing lines and edge lines for our paved roads in Emerald Park and the rural surfaced roads.

**CARRIED**

**Res. No:**  
2023/362

**SCADA System Procurement**

**Moved By:** Councillor Brodt

THAT we accept the lowest price quote from Alpha Automation Ltd. dated February 28, 2023 in the amount of \$69,737.00 plus applicable taxes for the implementation of SCADA system hardware and software at the municipality's water treatment plant.

**CARRIED**

**Engineering Report: 9:30 a.m. to 9:53 a.m.**

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

- drainage projects;
- update on the driveway replacement request at Lot 21, Block 7, Plan 88R37496;
- colour for the tennis/pickleball court acrylic surface chosen is dark blue



outside and light green inside and is scheduled for the end of June;

- RFP posted for engineering services for the Balgonie Grid clay cap project;
- procuring quotes for bridge repairs;
- procurement underway for survey for the 2023 gravel crushing; RFQ for gravel crushing to be released in June;
- Water Security Agency's presentation of the Zehner Aquifer Management Plan was provided to Council for review; and
- an update from meeting regarding a future water source study.

Public Works Foreman Rod Benroth was excused from the council meeting at 9:53 a.m.

**Council Report & Roundtable: 9:53 a.m. to 10:00 a.m.**

Council presented their council reports on the following topics:

- update from RCMP stakeholder meeting;
- culvert issue on Grid 640;
- signage needed at the spring/fall cleanup bins regarding littering and fines associated and possible surveillance cameras on site;
- Southeast Library meeting and celebration for Fran Passmore;
- a ratepayer's road naming request; and
- alternative communication methods for ratepayers not on social media.

**Res. No:**  
2023/363

**Recess: 10:00 a.m.**  
**Moved By:** Deputy Reeve Capnerhurst

THAT the time being 10:00 a.m. we take a 15-minute recess.

**CARRIED**

**Res. No:**  
2023/364

**Reconvene: 10:15 a.m.**  
**Moved By:** Deputy Reeve Capnerhurst

THAT the time being 10:15 a.m. we reconvene our regular meeting of Council.

**CARRIED**

**Delegation: 10:15 a.m. to 10:23 a.m.**

Justine Walton with the Southeast Regional Library attended the council meeting by Teams and thanked the RM for all the support to the White City and Pilot Butte Libraries, presented the Southeast Regional Library's Annual Report for 2022 and provided Council with an update of the various programs offered by the library.

**Planning & Development Report: 10:23 a.m. to 10:28 a.m.**

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

- development updates; and
- policy and bylaw reviews.

Res. No:  
2023/365

**Amendment to Municipal Reserve Cash-in-lieu Policy**  
**Moved By:** Councillor Tuchscherer

THAT we amend the 'Municipal Reserve – Cash-in-lieu Policy' as presented on May 23, 2023.

**CARRIED**

Fire Chief Kevin Dell joined the council meeting at 10:30 a.m.

**Fire Chief Report: 10:30 a.m. to 10:56 a.m.**

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

- update on members of Emerald Park Fire Department;
- update on fire calls since January 1, 2023 which included structure fires, grass fires (mutual aid) and one gas leak;
- control burns taking place during the RM's fire restriction and landowners not calling the Control Burn line;
- fire rating for the RM; and
- renewing the RM's fire ban for one week starting May 23, 2023.

Fire Chief Kevin Dell was excused from the council meeting at 10:56 a.m.

Planner II Ross Zimmerman joined the council meeting at 10:58 a.m.

Res. No:  
2023/366

**Contract for CSO Supervisor: R. Ash**  
**Moved By:** Councillor Trainor

THAT we authorize the Reeve and Chief Administrative Officer to sign the Contract Agreement for Community Safety Officer Supervisor Services with Roderick Ash as presented.

**CARRIED**

Res. No:  
2023/367

**Purchasing & Procurement Policy**  
**Moved By:** Councillor Trainor

THAT we adopt the Purchasing & Procurement Policy as presented.

**CARRIED**

Res. No:  
2023/368

**Bylaw No. 2023-26: Water Well Restriction Removal Amendment Bylaw - 1st Reading**  
**Moved By:** Councillor Trainor

THAT Bylaw No. 2023-26 being a bylaw to amend Bylaw No. 2023-09 A Bylaw to Regulate the Operation of a Public Water Utility be given first reading.

**CARRIED**

Res. No:  
2023/369

**Bylaw No. 2023-26: Water Well Restriction Removal Amendment Bylaw - 2nd Reading**

**Moved By:** Councillor Kotylak

THAT Bylaw No. 2023-26 being a bylaw to amend Bylaw No. 2023-09 A Bylaw to Regulate the Operation of a Public Water Utility be given second reading.

**CARRIED**

Res. No:  
2023/370

**Bylaw No. 2023-26: Water Well Restriction Removal Amendment Bylaw - 3 Readings**  
**Moved By:** Councillor Brodt

THAT Bylaw No. 2023-26 being a bylaw to amend Bylaw No. 2023-09 A Bylaw to Regulate the Operation of a Public Water Utility be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

Res. No:  
2023/371

**Bylaw No. 2023-26: Water Well Restriction Removal Amendment Bylaw - 3rd Reading**

**Moved By:** Councillor Tuchscherer

THAT Bylaw No. 2023-26 being a bylaw to amend Bylaw No. 2023-09 A Bylaw to Regulate the Operation of a Public Water Utility be given third and final reading.

**CARRIED**

Res. No:  
2023/372

**Farm and Ranch Water Infrastructure Program Water Well Decommissioning**  
**Moved By:** Councillor Tuchscherer

THAT we authorize and approve all projects and future applications to the Farm and Ranch Water Infrastructure Program for well decommissioning projects that meet program requirements.

**CARRIED**

Planner II Ross Zimmermann was excused from the council meeting at 11:38 a.m.

Res. No:  
2023/373

**WCRM158: Project Money Call #3 - June 2023**  
**Moved By:** Councillor Trainor

THAT we approve the WCRM158 Wastewater Authority's project money call #3 dated May 17, 2023 the amount of \$646,644.24 to meet the fulfillment of the Phase 1B contracts.

**CARRIED**

Res. No:  
2023/374

**Increase TD Business Visa Limit, EFT Limit and Implement Wire Payment Service**  
**Moved By:** Councillor Brodt

THAT we authorize the Financial Officer to proceed with:  
1) Increasing the RM's TD Business Visa limit to \$70,000;  
2) Increasing the RM's TD EFT limit to \$1,000,000; and  
3) Registering for TD's wire payment service.

**CARRIED**

**Res. No:**  
2023/375

**Correspondence**  
**Moved By:** Councillor Peters

THAT the following correspondence be hereby acknowledged and filed:

- Pilot Butte Fire Department & Emerald Park Fire Department: Fire Calls - May 12 & 16, 2023; and
- Plant Health Network: Spring 2023 Newsletter.

**CARRIED**

Manager of Engineering & Public Works Clark Gates and Manager of Planning & Development Paige Boha were excused from the council meeting at 11:50 a.m.

**Res. No:**  
2023/376

**Recess: 11:50 a.m.**  
**Moved By:** Deputy Reeve Capnerhurst

THAT the time being 11:50 a.m. we recess for lunch.

**CARRIED**

**Res. No:**  
2023/377

**Reconvene: 1:13 p.m.**  
**Moved By:** Deputy Reeve Capnerhurst

THAT the time being 1:13 p.m. we reconvene our regular meeting of Council.

**CARRIED**

Communications Officer Lee Chambers joined the council meeting at 1:15 p.m.

**Communications Report: 1:15 p.m. to 1:35 p.m.**

Communications Officer Lee Chambers presented the draft Social Media Policy to Council for their feedback and comments. Council directed Communications Officer to investigate alternative communication methods for ratepayers not on social media such as Voyent or Synervoice systems.

Communications Officer Lee Chambers was excused from the council meeting at 1:35 p.m.

**Administration Report: 1:35 p.m. to 2:15 p.m.**

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

- SARM Division 2 meeting taking place on June 6, 2023 in Moose Jaw;
- SARM's Sustainable Canadian Agricultural Partnership Program offered;
- SGI Golf Cart Municipal Bylaw;
- fire restriction issued for the RM on May 17, 2023 and being reviewed on May 23, 2023;
- invoicing of dust control costs due to contractor hauling on RM road for the WCRM158 Wastewater Authority wastewater treatment plant project;
- SIKH Society invitation to the Reeve for their parade taking place on May 27, 2023;
- update on Canada Summer Jobs grant funding approval;
- upcoming meeting with Village of McLean regarding a bylaw enforcement matter that CSOs are dealing with;

- CSO Supervisor start date is June 1, 2023;
- update on human resources matter;
- Service Tracker reports for the period of May 5 - 19, 2023; and
- Court of Appeal decision regarding White City's application for Leave for Appeal received on May 23, 2023.

Financial Officer Sara Gartshore was excused from the council meeting at 2:15 p.m.

**Res. No:**  
2023/378

**Recess: 2:15 p.m.**  
**Moved By:** Deputy Reeve Capnerhurst

THAT the time being 2:15 p.m. we take a 10-minute recess.

**CARRIED**

**Res. No:**  
2023/379

**Reconvene: 2:25 p.m.**  
**Moved By:** Deputy Reeve Capnerhurst

THAT the time being 2:25 p.m. we reconvene our regular meeting of Council.

**CARRIED**

**Res. No:**  
2023/380

**In Camera: 2:25 p.m.**  
**Moved By:** Councillor Trainor

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 2:25 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.

**CARRIED**

**Res. No:**  
2023/381

**Out of Camera: 2:57 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 2:57 p.m.

**CARRIED**

**Res. No:**  
2023/382

**Adjournment: 2:57 p.m.**  
**Moved By:** Councillor Tuchscherer

THAT this meeting be hereby adjourned at 2:57 p.m. with our next regular meeting of Council to be held on Tuesday, June 13, 2023 commencing at 9:00 a.m.

**CARRIED**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Administrator