



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

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, October 10, 2023, in the Council Chamber of the Municipal Building, located at 100 Hutchence Road, Emerald Park, Saskatchewan, the following were present:

- Reeve: Vacant
- Deputy Reeve: Stan Capnerhurst (via Teams)
- Councillors: Division #1 Vacant
- Division #3 Vacant
- Division #4 Karen Kotylak
- Division #5 Dwayne Radmacher
- Division #6 Tim Brodt
- Division #7 Rod Tuchscherer
- Chief Administrative Officer: Karen Zaharia
- Manager of Planning and Development: Paige Boha
- Manager of Engineering and Public Works: Clark Gates
- Financial Officer: Sara Gartshore

**Call to Order**

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

**Res. No:**                   **Appointment of Acting Reeve to Chair Meeting**  
2023/648                   **Moved By:** Deputy Reeve Capnerhurst

THAT due to Deputy Reeve Stan Capnerhurst attending the meeting via Teams, we hereby appoint Division #6 Councillor Tim Brodt as Acting Reeve to chair this council meeting as he is attending the meeting in person.

**CARRIED**

**Declaration of Conflict of Interest**

Council reviewed the agenda items and Councillor Kotylak declared a conflict of interest in regard to Bylaw No. 2023-40 and Bylaw No. 2023-41 as shown as agenda item 12.1 under Planning & Development.

**Res. No:**                   **Meeting Minutes: September 26, 2023**  
2023/649                   **Moved By:** Councillor Kotylak

THAT the minutes of the regular meeting held on September 26, 2023 be approved as circulated and presented.

**CARRIED**

A handwritten signature in blue ink, appearing to be "K" or "KS", located at the bottom right of the page.



**Res. No:** **Public Hearing Minutes: September 26, 2023**  
2023/650 **Moved By:** Councillor Tuchscherer

THAT the minutes of the public hearing meeting held on September 26, 2023 be approved as circulated and presented.

**CARRIED**

**Res. No:** **List of Accounts**  
2023/651 **Moved By:** Councillor Kotylak

THAT the list of accounts consisting of cheques #3154 to #3212 & 12 other EFT payments totaling \$4,249,015.28 plus September 16-30, 2023 payroll totaling \$55,576.14 be approved for payment.

**CARRIED**

**Res. No:** **Bank Reconciliations: September 2023**  
2023/652 **Moved By:** Councillor Tuchscherer

THAT the September 2023 bank reconciliations be acknowledged as presented.

**CARRIED**

**Financial Officer Report: 9:15 a.m. to 9:18 a.m.**

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

**Res. No:** **Statement of Financial Activities & Financial Position: September 2023**  
2023/653 **Moved By:** Councillor Tuchscherer

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

**CARRIED**

**Public Works Report: 9:18 a.m. to 9:35 a.m.**

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

- September 2023 monthly water report;
- RFP has been issued for engineering services for the South Service Road surfacing project by Nutrien Ag Solutions and closes on October 19, 2023;
- RFP has been issued for engineering services for Range Road 2185 reconstruction and closes on October 20, 2023;
- participation in the Ministry of Highways Winter Weight program when the program begins;
- culvert and drainage issues;
- crack sealing in Emerald Park to continue;
- final sweeping and fog coat in Stone Pointe was to be applied the week of October 2, 2023;
- fog coat in Park Meadows and Meadow Ridge to be applied by Canda Paving Ltd. the week of October 10, 2023;
- updates regarding ditch mowing and gravelling of roads;
- rural civic addressing signs and posts have arrived and will be installed in late October beginning in the south;
- pathway solar light replacements continuing;
- parks maintenance update;



- fleet management and maintenance program updates;
- water treatment system and wastewater system updates; and
- facilities and municipal buildings maintenance updates.

**Res. No:** 2023/654  
**2023-2024 Winter Weights Program**  
**Moved By:** Councillor Radmacher

THAT we participate in the Ministry of Highway's 2023-2024 winter weights program and direct the Public Works Foreman to notify Roadata Services Ltd.

**CARRIED**

**Res. No:** 2023/655  
**September 2023 Water Report**  
**Moved By:** Councillor Tuchscherer

THAT we accept the September 2023 Monthly Water Report as presented with it noted that one day of water testing was missed on September 14, 2023 due to an employee absence and repair of a waterline at the water treatment plant taking place during that day.

**CARRIED**

**Engineering Report: 9:35 a.m. to 9:57 a.m.**

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

- gravel crushing tender results were reviewed;
- analysis of 3-way stop sign request at Emerald Park Road and Huber Drive intersection; and
- development updates.

**Res. No:** 2023/656  
**2023 Gravel Crushing Tender Results**  
**Moved By:** Councillor Radmacher

THAT we accept the lowest gravel crushing tender bid from W.F. Botkin Construction Ltd. for "Tender RM158-2023-014: 2023 Gravel Crushing" as presented on October 10, 2023 in the amount of \$671,980.00 plus applicable taxes for 36,000 cubic yards with it noted that W.F. Botkin Construction Ltd. will retain the waste material.

**CARRIED**

**Res. No:** 2023/657  
**Stop Sign Installation at Emerald Park Road & Huber Drive**  
**Moved By:** Councillor Tuchscherer

THAT we direct the Public Works Foreman to install a 3-way stop sign at the intersection of Emerald Park Road and Huber Drive.

**CARRIED**

**Res. No:** 2023/658  
**Recess: 10:00 a.m.**  
**Moved By:** Acting Reeve Brodt

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

**CARRIED**





Res. No:  
2023/659

Reconvene: 10:15 a.m.  
Moved By: Acting Reeve Brodt

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

**CARRIED**

**Delegation: 10:15 a.m. to 10:26 a.m.**

Nestor Mryglod attended the council meeting at 10:15 a.m. to discuss his rezoning application of Parcel D, Plan GD1719, Ext 1 and remainder of Parcel E, Plan GD1719 from CR2 to COM1.

Mr. Mryglod finished his presentation at 10:26 a.m.

**Planning & Development: 10:26 a.m. to 10:31 a.m.**

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

- development updates;
- yard maintenance program is complete for 2023 resulting in 187 orders to remedy issued and 16 lots out of 187 being mowed by third-party contractor;
- Needs Assessment Survey was mailed to all RM ratepayers with a return postage-paid envelope;
- Business License package will be mailed in October;
- public engagement summary report received from Heidelberg Materials from the Open House held on September 13, 2023 and is currently under review by RM;
- Indigenous Engagement Strategy; and
- policies and bylaws under review.

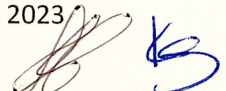
Agenda item 12.1 being Bylaw No. 2023-40: Zoning Bylaw Amendment & Bylaw No. 2023-41: OCP Bylaw Amendment - LSD 12 3-18-18 W2, Ext. 73 was being discussed next and Councillor Kotylak declared a conflict of interest and left the council chambers at 10:32 a.m.

**Subsection 146(2) of *The Municipalities Act*: Effect of Conflict of Interest on Quorum**

Subsection 146(2) of *The Municipalities Act* states if the number of members of council declaring a conflict of interest on a matter pursuant to section 144 results in a loss of quorum at a meeting with respect to the question or matter, the remaining number of members is deemed to be a quorum for that question or matter, unless that number is less than two.

Bylaw No. 2023-40: Zoning Bylaw Amendment & Bylaw No. 2023-41: OCP Bylaw Amendment - LSD 12 3-18-18 W2, Ext. 73 was discussed and will be brought back later in the day for further discussion.

Councillor Kotylak returned to the council chamber at 10:41 a.m.





**Res. No:**  
2023/660

**Bylaw No. 2023-42: Zoning Bylaw Amendment - SW 33-18-17 W2 (AR- CR1)**  
**Moved By:** Councillor Tuchscherer

THAT Bylaw No. 2023-42 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning Parcel B, SW 33-18-17 W2 from AR – Agricultural Resource to CR1 - Country Residential 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:**  
2023/661

**Bylaw No. 2023-43: Zoning Bylaw Amendment - Parcel D, Plan GD1719, Ext 1 and Remainder of Parcel E, Plan GD1719, Ext. 1 (CR2 to COM1)**  
**Moved By:** Councillor Kotylak

THAT Bylaw No. 2023-43 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning Blk/Par D, Plan GD1719, Ext 1 from CR2 – Country Residential 2 District to COM1 – General Commercial District and rezoning Blk/Par E, Plan GD1719, Ext 1 from CR2 – Country Residential 2 District to COM1 – General Commercial 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**

**Committee Reports & Council Roundtable: 10:54 a.m. to 11:10 a.m.**

Council presented their roundtable reports on the following topics:

- candidates' election campaign signs are going missing;
- complaints received from Stone Pointe Estates residents regarding the chip seal road project; deficiencies were marked by the RM to be repaired before the fog coat is to be applied;
- enforcement of seacan on an agricultural zoned property;
- road repair required on Jaxon Road in Meadow Ridge and to be inspected before fog coat is applied; and
- bait stations provided by the municipality.

**Res. No:**  
2023/662

**Sale of Bait Stations to RM Ratepayers**  
**Moved By:** Councillor Kotylak

THAT we authorize Administration to sell bait stations to RM ratepayers and charge a cost recovery fee of \$31.80 on all bait stations provided by the municipality including bait stations provided by the municipality's Pest Control Officer.

**CARRIED**

**Res. No:**  
2023/663

**Correspondence**  
**Moved By:** Councillor Kotylak

THAT the following correspondence be hereby acknowledged and filed:

- TC Energy: Pipeline Emergency Response Information Booklet; and
- Invitation to White Butte RCMP Regimental Ball - November 18, 2023.

**CARRIED**





**Res. No:**  
2023/664

**Tax Rolls 762 & 4091: Tax Adjustments - Board of Revision Decisions**  
**Moved By:** Councillor Tuchscherer

THAT we abate a portion of the 2023 taxes due to the Board of Revision decisions for the following properties:

Roll No.	Legal Description	MUN	PVSD	Total
762	Pcl A, SW 29-17-18 W2	\$1,012.06	\$1,489.24	\$2,501.30
4091	Pcl H, SW 29-17-18 W2	\$1,593.38	\$2,344.65	\$3,938.03

**CARRIED**

**Res. No:**  
2023/665

**New Hire: Temporary Casual Administrative Assistant**  
**Moved By:** Councillor Kotylak

THAT we acknowledge that Abby Lumb has been hired as a temporary casual Administrative Assistant on an on-call basis starting September 27, 2023, at the wage in accordance with the Municipality's 2023 Salary Schedule and as per the signed Offer of Employment.

**CARRIED**

**Res. No:**  
2023/666

**Lot 11, Block 1, Plan 102016370: Request to Waive Mowing Invoice**  
**Moved By:** Deputy Reeve Capnerhurst

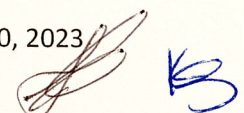
THAT we deny the landowner's request to waive or reduce the mowing invoice issued to Lot 11, Block 1, Plan 102016370 as the municipality followed all the necessary steps outlined in the 2023 Yard Maintenance Policy and the Nuisance & Noise Abatement Bylaw No. 2023-18.

**CARRIED**

**Administration Report: 11:28 a.m. to 11:48 a.m.**

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

- dates of advance polls and election day for Reeve by-election;
- Call for Nominations for Division 1 & 3 Councillors will open on October 13, 2023 and close at 4:00 p.m. on November 1, 2023;
- dates of advance polls and election day for Division 1 & 3 by-elections;
- renewal of RM logo on rink board at Communiskate;
- dates of advance poll and election day for Prairie Valley School Division by-election for Subdivision #9;
- Conflict Resolution Workshop for RM staff and staff from seven (7) other municipalities;
- Household Hazardous Waste Day will take place on Saturday, October 28, 2023 at the RM office and will be open to ratepayers of the RM of Edenwold and the Town of White City;
- upcoming SARM Midterm Convention on November 8 & 9, 2023;
- invitation to White Butte RCMP Regimental Ball taking place on November 18, 2023; and
- upcoming White Butte EMO training exercise taking place on October 21, 2023 at RM office.





**Res. No:**  
2023/667

**Recess: 11:53 a.m.**  
**Moved By:** Acting Reeve Brodt

THAT the time being 11:53 a.m. we recess for lunch.

**CARRIED**

**Res. No:**  
2023/668

**Reconvene: 1:09 p.m.**  
**Moved By:** Acting Reeve Brodt

THAT the time being 1:09 p.m. we reconvene our regular meeting of Council.

**CARRIED**

**Res. No:**  
2023/669

**New Position: Senior Planner**  
**Moved By:** Councillor Kotylak

THAT we authorize Administration to upgrade the Planner II: Policy position to Senior Planner with the salary range in accordance with the municipality's approved January 1, 2023 to December 31, 2025 Salary Grid.

**CARRIED**

**Delegation: 1:22 p.m. to 1:48 p.m.**

Building Official Bob Baker with Professional Building Inspections attended the council meeting at 1:22 p.m. to discuss building code compliance of certain properties within the municipality.

**Res. No:**  
2023/670

**In Camera: 1:22 p.m.**  
**Moved By:** Councillor Radmacher

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 1:22 p.m. as per section 120(2)(a) of *The Municipalities Act* and 17(1)(g) of *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss building code compliance of certain properties within the municipality.

**CARRIED**

**Res. No:**  
2023/671

**Out of Camera: 1:48 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 1:48 p.m.

**CARRIED**

Delegation left the council meeting at 1:48 p.m.

**Res. No:**  
2023/672

**In Camera: 1:49 p.m.**  
**Moved By:** Councillor Radmacher

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 1:49 p.m. as per section 120(2)(a) of *The Municipalities Act* and 16(1)(a) of *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss legal matters.

**CARRIED**



**Res. No:**  
2023/673

**Out of Camera: 1:56 p.m.**  
**Moved By:** Councillor Kotylak

THAT we move out of *In Camera as a Committee of the Whole* and reconvene the regular meeting of Council at 1:56 p.m.

**CARRIED**

Agenda item 12.1 being Bylaw No. 2023-40: Zoning Bylaw Amendment & Bylaw No. 2023-41: OCP Bylaw Amendment - LSD 12 3-18-18 W2, Ext. 73 was brought back for discussion and Councillor Kotylak declared a conflict of interest and left the council chambers at 1:57 p.m.

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**Res. No:**  
2023/674

**Bylaw No. 2023-40: Zoning Bylaw Amendment - LSD 12, 3-18-18 W2, Ext. 73 - 1st Reading**  
**Moved By:** Councillor Tuchscherer

THAT Bylaw No. 2023-40 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning LSD 12, 3-18-18 W2, Ext. 73 from AR - Agricultural Resource District to HPC – High Profile Commercial 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**

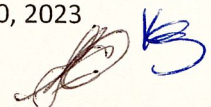
**Res. No:**  
2023/675

**Bylaw No. 2023-41: OCP Bylaw Amendment - LSD 12, 3-18-18 W2, Ext. 73 - 1st Reading**  
**Moved By:** Deputy Reeve Capnerhurst

THAT Bylaw No. 2023-41 being a bylaw to amend the Official Community Plan Future Land Use Map to re-designate LSD 12,3-18-18 W2, Ext. 73 from Residential and Mixed-Use Industrial/Commercial to Mixed-Use Residential/Community Service/Commercial, 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**

Councillor Kotylak returned to the council chamber at 2:57 p.m.



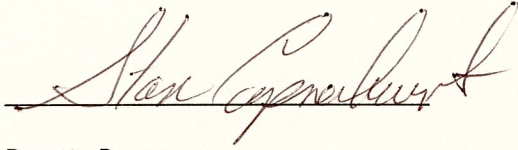


Res. No:  
2023/676

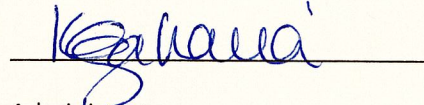
Adjournment: 2:57 p.m.  
Moved By: Deputy Reeve Capnerhurst

THAT this meeting be hereby adjourned at 2:57 p.m. with our next regular meeting of Council to be held on Tuesday, October 24, 2023 commencing at 9:00 a.m.

CARRIED



Deputy Reeve



Administrator