



RM of Edenwold No. 158
Meeting Minutes
Regular Council Meeting April 9, 2024 - 09:00 AM

Minutes of a Regular Meeting of the Council of the Rural Municipality of Edenwold No. 158 held on Tuesday, April 9, 2024, in the Council Chamber of the Municipal Building, located at 100 Hutchence Road, Emerald Park, Saskatchewan, the following were present:

Reeve: Al Trainor

Councillors: Division #2 Stan Capnerhurst
Division #3 Nichole Posehn
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

Absent: Division #1 Carmen Leibel

Call to Order

With a quorum present, Reeve Trainor called the meeting to order at 9:02 a.m.

Councillors Capnerhurst and Radmacher joined the council meeting at 9:04 a.m.

Declaration of Conflict of Interest

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

Res. No:
2024/236

Meeting Minutes: March 26, 2024
Moved By: Councillor Brodt

THAT the minutes of the regular meeting held on March 26, 2024 be approved as circulated and presented.

CARRIED

Res. No:
2024/237

Public Hearing Minutes: March 26, 2024
Moved By: Councillor Kotylak

THAT the minutes of the public hearing meeting held on March 26, 2024 be approved as circulated and presented.

CARRIED

Res. No:
2024/238

List of Accounts:
Moved By: Councillor Posehn

THAT the list of accounts consisting of cheques #3882 to #3930, 13 other EFT payments & 1 credit card payment totaling \$383,007.89 plus March 16-31, 2024 payroll totaling \$50,141.20 be approved for payment.

CARRIED

Res. No:
2024/239

Bank Reconciliations: March 2024
Moved By: Councillor Tuchscherer

THAT the March 2024 bank reconciliations be acknowledged as presented.

CARRIED

Financial Officer Report: 9:10 a.m. to 9:16 a.m.

Financial Officer Sara Gartshore presented the Financial Officer Report which provided an update on the municipality's financial activities for March 2024 and reviewed the RM's investment analysis.

Public Works Foreman Rod Benroth joined the council meeting at 9:11 a.m.

Res. No:
2024/240

Accept Financial Officer Report
Moved By: Councillor Brodt

THAT we accept the Financial Officer Report as presented.

CARRIED

Res. No:
2024/241

Statement of Financial Activities & Financial Position: March 2024
Moved By: Councillor Capnerhurst

THAT we acknowledge the Statement of Financial Activities and Financial Position for March 2024 as circulated and presented.

CARRIED

Public Works Report: 9:17 a.m. to 10:11 a.m.

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

- update on snow removal of rural and urban roads after snow event on March 28, 2024;
- grading of gravel roads to level rutting;
- street sweeping in urban areas to begin April 22, 2024;
- the Civic Addressing Request for Quotation (RFQ) tender document for the installation of civic address signage was presented to Council for review and will be posted on SaskTenders, RM website, social media and will be published in the upcoming Quad Town Forum newspaper with a closing date of April 22, 2024;
- the RM's fuel tender will be posted on SaskTenders, RM website, social media and published in the Quad Town Forum newspaper with a closing date of April 17, 2024;
- blocked culverts and drainage issues;
- updates regarding the RM's water treatment and distribution systems and operations and the RM's wastewater system and operations;
- update regarding water meter issues;

- fleet management updates;
- March 2024 Monthly Water Report; and
- drainage issue on Aspen Village Drive was discussed.

Res. No: **March 2024 Water Report**
2024/242 **Moved By:** Councillor Tuchscherer

THAT we accept the March 2024 Monthly Water Report as presented with it noted no upset conditions occurred during this period.

CARRIED

Res. No: **Weed Sprayer Quote**
2024/243 **Moved By:** Councillor Capnerhurst

THAT we accept the price quote from Clark's Supply & Service Ltd. dated March 20, 2024 for a weed sprayer in the amount of \$15,087.51 (including applicable taxes).

CARRIED

Public Works Foreman Rod Benroth was excused from the council meeting at 10:15 a.m.

Res. No: **Recess: 10:15 a.m.**
2024/244 **Moved By:** Reeve Trainor

THAT the time being 10:15 a.m. we take a 11-minute recess.

CARRIED

Res. No: **Reconvene: 10:26 a.m.**
2024/245 **Moved By:** Reeve Trainor

THAT the time being 10:26 a.m. we reconvene our regular meeting of Council.

CARRIED

Planning & Development Report: 10:26 a.m. to 10:47 a.m.

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

- development status updates;
- rezoning application status updates;
- status update of the RM's new Development Levy Bylaw with it noted that the municipality's Servicing Agreement Fees and Performance Security Policy will be updated alongside the new Development Levy Bylaw;
- Council discussed the next phase of Royal Park development in White City as it was referred to the RM for comment by the Ministry of Government Relations, Community Planning Branch; and
- the public hearing for Bylaw No. 2024-03 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by adding secondary suites and garage suites as discretionary uses in R1 - Urban Residential 1 and R2 - Urban Residential 2 Districts, and correcting references to an obsolete provincial act, will be scheduled for Tuesday, May 21, 2024 at 6:30 p.m. in the council chambers at the RM Municipal Office. Letters will be mailed to all ratepayers in Emerald Park with property zoned as R1 and R2 and public notification will be posted on our website, social media, Voyent Alert, posted at the post offices and will be published in the Quad Town Forum newspaper.

Res. No:
2024/246

Bylaw No. 2024-06: Zoning Bylaw Amendment - Parcel A, NE 2-20-17 W2 (AR to CR1) - 1st Reading

Moved By: Councillor Brodt

THAT Bylaw No. 2024-06 being a bylaw to amend Bylaw No. 2019-20 known as the Zoning Bylaw by rezoning proposed Parcel A, NE 2-20-17 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:
2024/247

Tax Enforcement: List of Lands in Arrears

Moved By: Councillor Brodt

THAT the List of Lands in Arrears dated April 5, 2024 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 subsection 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:
2024/248

2024 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 2024 taxation year will remain the same as 2023 and 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:
2024/249

Annual Community Newsletter Contributions

Moved By: Councillor Kotylak

THAT we contribute the amount of \$400.00 to the Town of Balgonie and \$400.00 to the Town of Pilot Butte annually for the monthly community newsletters.

CARRIED

Res. No:
2024/250

HR Consultant Services

Moved By: Councillor Kotylak

THAT we authorize Administration to engage Knibbs HR Consulting Services for human resources retainer services as outlined in their proposal dated January 26, 2024.

CARRIED

Res. No:
2024/251

PBI Building Official Appointments

Moved By: Councillor Posehn

THAT we appoint Joshua Nitz as a Class 3 licenced building official and Cristin Korchinski as a R-Class 2 licensed building official, both employed by Professional Building Inspections Inc., for the RM of Edenwold No. 158.

CARRIED

Administration Report: 11:09 a.m. to 11:27 a.m.

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

- advised that the 2024 assessment roll will open on Friday, April 19, 2024 and assessment notices will be mailed out on April 19th to properties that had a change to their property (eg: change in assessment due to building permits or development permits, subdivisions, change of ownerships) in accordance with the RM's Bylaw No. 2005-13: A Bylaw for the Dispensing of Assessment Notices and ratepayers will have 30 days to appeal their assessment to the Board of Revision.
- advised of the RM's Developer and Construction Open House taking place on April 25, 2024 between 1:00 and 4:00 p.m. at the RM Office with it noted that Prairie Valley School Division will have representatives in attendance at the open house to answer any questions regarding future capital projects for new schools in the region; and
- advised of the 2024-25 Municipal Revenue Sharing funds that the RM will be receiving from the Government of Saskatchewan.

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

Communications Officer Lee Chambers provided an update on the RM's Meet & Greet taking place on April 25, 2024 from 6:00 to 8:00 pm at the Balgonie 50+ Club, 132 Queen Street, Balgonie. This come and go event is a chance for RM ratepayers to discuss what the RM is doing well and how the RM can improve.

Communications Officer Lee Chambers was excused from the council meeting at 11:18 a.m.

Committee Reports: 11:27 a.m. to 11:50 a.m.

Protective Services Committee

Councillor Brodt provided an update from the Protective Services Committee meeting which included updates on the Community Wellness Expo taking place on May 25th at the Emerald Park Fire Hall and the clean-up from the train derailment near Zehner in March.

Arts, Culture and Recreation Committee

Councillor Posehn provided an update from the Arts, Culture and Recreation Committee meeting which included an update on the Community Garage Sales weekend in May, geocaching activity planned for the RM which will incorporate history about the RM, an update from a recent meeting with the representatives from Ministry of Parks, Culture and Sport regarding White Butte Trails and possible partnership with the Ministry and Trans Canada Trail to extend the Trans Canada Trail.

Strategic Plan Committee

Councillor Posehn provided an update from the Strategic Plan Committee and advised the committee is continuing to review each section of the Strategic Plan.

Joint Committee Meeting - Planning & Development and Strategic Plan

Manager of Planning & Development Paige Boha provided an update from the joint Planning & Development Committee and Strategic Plan Committee meeting that reviewed the recommendations in the Indigenous Engagement Strategy Report and the committees will be bringing their comments and proposed changes to Council for review.

Human Resources Committee

Councillor Kotylak provided an update from the Human Resources Committee that included pay period frequency and a new policy will be implemented for timecards and pay periods. She advised that the committee is continuing to review the RM's Employee Handbook and discussed the HR consulting services proposal.

Asset Management Committee

Manager of Engineering & Public Works Clark Gates provided an update from the Asset Management Committee meeting and advised that quotes are being obtained for equipment purchases and will be brought to Council for decision.

WCRM158 Wastewater Management Authority

Councillor Capnerhurst provided an update on the WCRM158 Wastewater Management Authority's activities for March 2024, an update on the Storage Cell #3 repairs, status of Phase 2 of the wastewater treatment plant project and advised that the Authority is looking into other grant funding opportunities.

Res. No:
2024/252

Correspondence

Moved By: Councillor Posehn

THAT the following correspondence be hereby acknowledged and filed:

- Municipal Hail Insurance: 2023 Annual Report; and
- Agricultural Health & Safety Network: Discovery Days Poster.

CARRIED

Council Roundtable: 11:53 a.m. to 11:58 a.m.

Councillor Brodt advised of the upcoming White Butte RCMP stakeholder meeting taking place on April 18, 2024.

Councillor Kotylak discussed drainage issues in Rock Pointe and the condition of Range Road 2183 north of Highway 46.

Councillor Posehn discussed the need for a sign on Hogan Drive advising that it is a dead-end road.

Res. No:
2024/253

Recess: 11:58 a.m.
Moved By: Reeve Trainor

THAT the time being 11:58 a.m. we recess for lunch.

CARRIED

Res. No:
2024/254

Reconvene: 1:04 p.m.
Moved By: Reeve Trainor

THAT the time being 1:04 p.m. we reconvene our regular meeting of Council.

CARRIED

Council Roundtable (continued): 1:04 p.m. to 1:50 p.m.

Councillor Posehn discussed the issue of driveways in Emerald Park that contravene the RM's Zoning Bylaw. This issue will be brought back to the April 23, 2024 council meeting for Council to consider moving forward with enforcement on these properties and discussed the need for a pedestrian crossing on South Plains Road by the Dollarama and IGA.

Councillor Tuchscherer suggested that the "No Parking" signs that are on the dog park fence be moved to within the Hutchence Road right-of-way.

Res. No:
2024/255

Move "In Camera": 1:50 p.m.
Moved By: Councillor Tuchscherer

THAT we recess and continue deliberations *In Camera as a Committee of the Whole* at 1:50 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 and 16(1)(e) of *The Local Authority Freedom of Information and Protection of Privacy Act* for budget deliberations.

CARRIED

Councillor Posehn left the council meeting at 2:03 p.m.

Res. No:
2024/256

Recess: 2:25 p.m.
Moved By: Reeve Trainor

THAT the time being 2:25 p.m. we take a 8-minute recess.

CARRIED

Res. No:
2024/257

Reconvene: 2:33 p.m.
Moved By: Reeve Trainor

THAT the time being 2:33 p.m. we reconvene the "In Camera" session of the council meeting.

CARRIED

Res. No:
2024/258

Move out of "In Camera": 2:52 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 2:52 p.m.

CARRIED

Res. No:
2024/259

Adoption of 2024 Operating & Capital Budget
Moved By: Councillor Capnerhurst

THAT we adopt the 2024 Operating and Capital Budget as presented on April 9, 2024, attached to and forming a part of these minutes, in accordance with section 155 of *The Municipalities Act*.

CARRIED

Res. No:
2024/260

2024 Uniform Mill Rate Approval
Moved By: Councillor Brodt

THAT the 2024 uniform mill rate for the Municipality remain the same as 2023 set at 4.9073 mills and that the Administrator be authorized to levy the mill rate on all taxable assessments in the Municipality in accordance with section 283 of *The Municipalities Act*.

CARRIED

Res. No:
2024/261

2024 Mill Rate Factors
Moved By: Councillor Brodt

THAT the 2024 mill rate factors remain the same as 2023 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

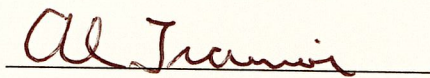
CARRIED

Res. No:
2024/262

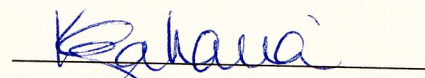
Adjournment: 2:58 p.m.
Moved By: Councillor Radmacher

THAT this meeting be hereby adjourned at 2:58 p.m. with our next regular meeting of Council to be held on Tuesday, April 23, 2024 commencing at 9:00 a.m.

CARRIED



Reeve



Administrator