

December 14, 2021

A regular meeting of the Council of the Rural Municipality of Canwood No. 494 was held in the Municipal Council Chambers, at 641 Main Street, Canwood, SK, on December 14, 2021, commencing at 9:00 a.m.

1. PRESENT – Reeve Lyndon Pease, Administrator Lorna Benson and the following Councillors for their respective divisions:

#1 Ralph Korody	#4 Ray Duret
#2 Dennis Benke	#5 Vacant
#3 Vacant	#6 Leonard Smith

DELEGATIONS:

9:30 a.m. Dwight Diehl, Public Works Supervisor, Municipal Operations Update
1:00 p.m. Councillor Indemnity

2. MINUTES NOV. 16/21 BENKE – That the minutes of the November 16, 2021, Regular Council Meeting be approved as presented. CARRIED.

3. MONTHLY STATEMENT DURET – That the Statement of Financial Activities for the month of November 2021 for the R.M. General Account be approved as presented. CARRIED.

Public Works Supervisor Dwight Diehl attended the meeting at 9:30 a.m.

4. ACCTS. KORODY – That we approve the payments as listed on the attached account listing for a total of \$385,336.46 Council Direct Deposits for November and Payroll Direct Deposits for 2021 Pay Period 23, 24 & 25. CARRIED.

5. WINTER WEIGHT ROAD RESTRICTION KORODY – That the 8.2 ton limit be removed from the roads known as the Canwood Park Cut-Across Road and the Old Parkside Highway at such a time that the Provincial winter weight restriction is declared. CARRIED.

6. CIVIC ADDRESSING BYLAW 2021-04 SMITH – That Bylaw 2021-04 attached hereto and forming a part of these Minutes, being a Bylaw of the Rural Municipality of Canwood No. 494 to regulate the establishment of a system for Rural Addressing, now be read the second time. CARRIED.

7. CIVIC ADDRESSING BYLAW 2021-04 BENKE – That Bylaw 2021-04 attached hereto and forming a part of these Minutes, being a Bylaw of the Rural Municipality of Canwood No. 494 to regulate the establishment of a system for Rural Addressing, now be read the third time and adopted. CARRIED.

8. CIVIC ADDRESSING NEBO ROAD BENKE – That in the matter of civic addressing, we name the road that branches to the left, at Lot 21 and travels in a half circle, off Nebo Road as Nebo Way. CARRIED.

9. MONT NEBO LANDFILL BENKE – That we acknowledge the correspondence dated November 15, 2021, from the Ministry of Environment, Environmental Protection Branch, with regard to the historic landfill located on the NW 05-50-06 W3. Further to this, we instruct the Administrator to consult the engineering firm responsible for previous work completed. CARRIED.

Public Works Supervisor Dwight Diehl left the meeting at 11:15 a.m.

10. DIV 5 COUNCILLOR RESIGNATION DURET – That we acknowledge the resignation of Division 5 Councillor Richard De Bruijn effective November 16, 2021. CARRIED.

11. BY-ELECTION BENKE – That we set the date for the by-election of Division 5 Councillor for March 30, 2022. CARRIED.

12. TAX TITLE PROPERTY KORODY – That in the matter of the tax title property described as SW 07-50-04 W3 Ext 0, we reserve the right to use the land to explore for a gravel source prior to the sale of the property and hereby reject the tendered bids received. CARRIED.

13. TAX TITLE PROPERTY
BJORGUM ESTATE
- KORODY – That as the titles of the following properties formerly owned by Aanond Bjorgum were transferred to the municipality under the provisions of *The Tax Enforcement Act* on November 10, 2021, we cancel the balance of the taxes owing to December 31, 2021. The cancellation is as follows:

Roll No.	Legal Description	Municipal	School	Total
185	NW 07-49-05 W3 Ext 49	\$21.37	\$2.56	\$23.93
187	SW 07-49-05 W3 Ext 50	21.37	1.85	23.22
		\$42.74	\$4.41	\$47.15

- CARRIED.
14. LUNCH
- BENKE – That we now recess this meeting for lunch at 11:55 a.m.
- CARRIED.
15. RECONVENE
- PEASE – That we now reconvene this meeting at 12:45 p.m.
- CARRIED.
16. COUNCILLOR INDEMNITY
- BENKE – That we approve the Council’s Indemnity as presented.
- CARRIED.
17. CONSUMER PRICE INDEX
- BENKE – That we apply a Consumer Price Index average of 2.75% to the Wage Grid Structure as set out in Policy No. 3.05 effective January 2, 2022.
- CARRIED.
18. POLICY 8.05 COUNCIL CONFLICT OF INTEREST
- BENKE – That we adopt Policy 8.05 Council Conflict of Interest to establish guidelines required from members of council in disclosing a conflict of interest when fulfilling their duties and responsibilities as elected officials.
- CARRIED.
19. POLICY 5.05 AMENDED
- DURET – That we adopt Policy 5.05 Conduct and Behaviour as amended.
- CARRIED.
20. POLICY 8.03 AMENDED
- DURET – That we adopt Policy 8.03 Condolence and Congratulations (formerly Memorial Donations) as amended.
- CARRIED.
21. HR COMMITTEE MEETING MINUTES
- DURET – That we acknowledge the minutes of the Human Resources Committee Meeting of November 25, 2021.
- CARRIED.
22. BYLAW 2021-12 COUNCIL PROCEDURES
- SMITH – That Bylaw 2021-12 attached hereto and forming a part of these Minutes, being a Bylaw of the Rural Municipality of Canwood No. 494, to regulate the proceedings of Municipal Council and Council committees, now be read the first time.
- CARRIED.
23. BYLAW 2021-12
- SMITH – That Bylaw 2020-12 attached hereto and forming a part of these Minutes, now be read a second time.
- CARRIED.
24. BYLAW 2021-12
- PEASE – That we agree to give third reading of Bylaw 2021-12 at this meeting.
- CARRIED UNANIMOUSLY.
25. BYLAW 2021-12 COUNCIL PROCEDURES
- KORODY – That Bylaw 2020-12 attached hereto and forming part of these Minutes, being a Bylaw of the Rural Municipality of Canwood No. 494, to regulate the proceedings of Municipal Council and Council committees, now be read a third time and adopted.
- CARRIED.
26. CANWOOD & DISTRICT MEMORIAL ARENA
- SMITH – That we acknowledge receiving the Financial Statement from the Canwood and District Memorial Arena for the period of November 1, 2020, to October 31, 2021.
- CARRIED.
27. PUBLIC DISCLOSURE STMTS.
- PEASE – That we acknowledge receipt of the completed Public Disclosure Statement Forms from Lyndon Pease, Ralph Korody, Dennis Benke, Ray Duret, and Leonard Smith.
- CARRIED.

28. MUNICIPAL REVENUE SHARING BENKE – The Council of the Rural Municipality of Canwood No. 494 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
 - Is in good standing with respect to the reporting and remittance of Education Property Taxes;
 - Has adopted a Council Procedures Bylaw;
 - Has adopted an Employee Code of Conduct; and
 - All members of council have filed and annually updated their Public Disclosure Statements, as required; and
- That we understand if any requirements are not met, the Municipality’s Municipal Revenue Sharing may be withheld; and
- That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
- CARRIED.
29. COUNCIL PER DIEM KORODY – That for the year 2022, Council members receive remuneration at a rate of \$250.00 per diem with travel allowance of \$0.60 per kilometer traveled on municipal business.
- CARRIED.
30. 2022 COUNCIL MEETING DATES BENKE – That we agree to set the Regular Council Meetings for 2022 to be held at the Municipal Office located at 641 Main Street, Canwood, Sask., unless otherwise stated, as follows:
- | | |
|----------------------------------|-----------------------|
| Tuesday, January 18, 2022 | starting at 9:00 a.m. |
| Tuesday, February 22, 2022 | starting at 9:00 a.m. |
| Tuesday, March 15, 2022 | starting at 9:00 a.m. |
| Tuesday, April 19, 2022 | starting at 9:00 a.m. |
| Tuesday, May 17, 2022 | starting at 9:00 a.m. |
| Tuesday, June 21, 2022 | starting at 9:00 a.m. |
| Tuesday, July 19, 2022 | starting at 9:00 a.m. |
| Tuesday, August 16, 2022 | starting at 9:00 a.m. |
| Tuesday, September 20, 2022 | starting at 9:00 a.m. |
| Tuesday, October 18, 2022 | starting at 9:00 a.m. |
| At the call of the Administrator | starting at 9:00 a.m. |
| Tuesday, December 20, 2022 | starting at 9:00 a.m. |
- CARRIED.
31. ASSESSOR DURET – That Administrator Lorna Benson be appointed as Assessor and Tax Collector for the Rural Municipality of Canwood No. 494 for the year 2022.
- CARRIED.
32. PEST CONTROL OFFICER SMITH – That we agree to appoint Tanner Paslawski, Smeaton, Sask., as the R.M. of Canwood No. 494 Pest Control Officer for the year 2022.
- CARRIED.
33. APPOINT WEED INSPECTOR BENKE – That we appoint Tanner Paslawski, Prince Albert, Sask., as the Municipality’s Weed Inspector for the year 2022.
- CARRIED.
34. BUILDING INSPECTOR KORODY – That we appoint BuildTECH Consulting & Inspections Inc., in care of Chris Gates, Martensville, Sask., as the municipality’s Building Official.
- CARRIED.
35. POUND-KEEPER PEASE – That we agree to appoint Mr. Ken Aiken, Canwood, Sask., to act as the Municipal Poundkeeper for the year 2022.
- CARRIED.
36. AUDITOR SMITH – That we agree to hire PricewaterhouseCoopers LLP as the Municipal Auditor for the year 2022.
- CARRIED.

37. ENGINEER DURET – That we appoint Prairie Road Solutions Inc. as the Municipality’s Consultant Engineer for the year 2022.
CARRIED.
38. BOARD OF REVISION BENKE – That the R.M. of Canwood No. 494 appoint Nor-Sask Board Services to provide the services of a Board of Revision for 2022 with the following appointments to the Board:

Timothy Furlong
Glen Neuert
Kirby Fesser
Sabrina Saccucci
Michael Ligtermoet
CARRIED.
39. COUNCIL BURSARY PEASE – That we agree to continue with the Council Sponsored Bursary for 2022 in the amount of \$1,000.00. Further to this, the bursary recipient will be determined through a selection process involving an application and interview.
CARRIED.
40. BORROWING SMITH – That the Council of the Rural Municipality of Canwood No. 494 enacts as follows:

1. The Reeve and Administrator of the Rural Municipality of Canwood No. 494 are hereby authorized to borrow from Affinity Credit Union, Canwood Branch, the sum of \$700,000.00 required to meet the current expenditures of the said Municipality until the taxes for the current year are available to pay and agree to pay interest thereon either in advance or at maturity and in either case after maturity at the Prime Rate of the Affinity Credit Union, Canwood Branch.

2. The amounts (if any) heretofore borrowed and the amount to be borrowed under this resolution, for the purpose aforesaid, amount in The Aggregate to the sum of \$700,000.00 and accordingly do not exceed one hundred percent of the total Municipal taxes levied during the previous calendar year for general municipal purposes.

3. The Reeve and the Administrator are hereby authorized to execute under the seal of the Municipality an overdraft lending agreement with Affinity Credit Union, Canwood Branch, for the amount of the said loan with interest at the Prime Rate of the Affinity Credit Union, Canwood Branch, on Account No. 5108485.
CARRIED.
41. T.I.P.S. DURET – That for the purposes of the Trust Initiatives Program (T.I.P.S.) for the year 2022, we designate 599 of our population to the Canwood Recreation Board, 594 of our population to the Debden Recreation Board and 188 of our population to the Mont Nebo Recreation Board.
CARRIED.
42. BOARDS AND COMMITTEES DURET – That for the year 2022, we make the following appointments to the Boards and Committees:

Canwood Public Library – Barb Person, Sarah Johnson, Donna Wyatt
Debden Public Library – Claude Ruel, Mel Duret, Leonard Smith
Wapiti Regional Library – Sue De Bruijn
Canwood Regional Park Board – Levi Schutte, Trevor Kvinlaug and Lyndon Pease
Morin Lake Regional Park Board – Louis Blais, Luc Boudreault, Tyler Dumais, Armand Tetreault and Nicole Turner
Canwood Fire Chief – Grant Person **Debden Fire Chief** – Norm Cyr
Fire Rangers – Councillors for their respective divisions
Road Committee – Ralph Korody, Lyndon Pease, and Leonard Smith
Highway 55 Waste Mgmt. Corp. – Ray Duret and Lyndon Pease
Shellbrook Doctor Recruitment Committee – Dennis Benke
District 33 Rat Eradication Board – Ralph Korody
Public Works Committee – Ralph Korody and Leonard Smith
Human Resources Committee – Lyndon Pease and Ray Duret
Development Appeals Board – Western Municipal Consulting Ltd.
First Nations Relations Committee – Lyndon Pease and Lorna Benson

North Central Transportation Committee – Vacant

Emergency Management Committee – Dennis Benke and Ralph Korody

Canwood & District Bus Association – Lyndon Pease

Bylaw Review Committee – Dennis Benke and Ray Duret

Fire Department Committee –Dennis Benke and Lyndon Pease

CARRIED.

43. CUSTOM WORK RATES BENKE – That effective September 1, 2022, the following rates for custom work by municipal equipment will be charged as follows to R.M. of Canwood No. 494 ratepayers:

Patrol	\$200.00/hour
Driveways	\$150.00/driveway/time
Mowing	\$120.00/hour
Backhoe	\$120.00/hour
Loader	\$120.00/hour
Gravel Truck	\$120.00/hour

It is further agreed that non-ratepayers will be charged an additional 50% of the above rates with an agreement for payment to be made in advance of the commencement of work.

CARRIED.

44. MOVING PERMIT DURET – That we approve the Moving Permit Application of Louise Grimard, Debden, Sask., to move a house from the SE 01-52-06 W3 out of the municipality.

CARRIED.

45. FILE CORR. PEASE – That we now file the correspondence.

CARRIED.

46. IN CAMERA DURET – That the meeting proceed in camera at 3:05 p.m. as per *Section 23* of the *Local Authority Freedom of Information and Protection of Privacy Act* to discuss performance reviews.

CARRIED.

47. PEASE – That the Council comes out of camera at 4:10 p.m.

CARRIED.

48. PERFORMANCE BASED INCREASES BENKE – That we agree to the performance-based wage increases for Public Works Supervisor Dwight Diehl and Administrator Lorna Benson of one (1) percent effective January 2, 2022.

CARRIED.

49. SUPERIOR A CERTIFICATION DURET – That we acknowledge Administrator Lorna Benson’s receipt of the Superior A Certification resulting in a retroactive change effective November 10, 2021, from Grid 10 to 11 outlined in Policy 3.05.

CARRIED.

50. ADJOURN SMITH – That we now adjourn at 4:20 p.m. with the next regular meeting of Council to be held January 18, 2022, at the Municipal Council Chambers in the Municipal Building located at 641 Main Street Canwood.

CARRIED.

Lorna Benson
ADMINISTRATOR

Lyndon Pease
REEVE