

December 17, 2024

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, Sask., on December 17, 2024, commencing at 9:07 a.m.

1. PRESENT – Reeve Levi Schutte, Chief Administrative Officer Lorna Benson and the following Councillors for their respective divisions:

#1 Kenneth Stene	#4 Mario Boisvert
#2 Gerald Muller	#5 Kevin Olson
#3 Rick Jensen	#6 Cody Lockhart

DELEGATIONS:
9:30 a.m. Dwight Diehl, Public Works Supervisor, Municipal Operations Update
2. DEPUTY REEVE JENSEN – That we appoint Councillor Cody Lockhart as Deputy Reeve and amend signing authorities accordingly. CARRIED.
3. MINUTES NOV. 19/24 MULLER – That the minutes of the November 19, 2024, Regular Council Meeting be approved. CARRIED.
4. MONTHLY STATEMENT MULLER – That the Statement of Financial Activities for the month of November 2024 for the R.M. General Account be approved as presented. CARRIED.

Councillor Jensen declared a conflict of interest and left the chambers at 9:25 a.m.

Councillor Jensen returned to the chambers at 9:30 a.m.
5. ACCTS. LOCKHART – That we approve the payments as listed on the attached account listing for a total of \$404,629.84, Council Direct Deposits for December and Payroll Direct Deposits for 2024 Pay Periods 24 and 25. CARRIED.

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

Councillor Boisvert declared a conflict of interest and left the chambers at 9:35 a.m.
6. S. VICTOIRE CULVERTS HOLDBACK LOCKHART – That in the matter of the South Victoire Culvert Project, we authorize the release of the holdback and instruct the Chief Administrative Officer to issue payment to Triple M Daylighting Ltd. in the amount of \$54,805.14. CARRIED.

Councillor Boisvert returned to the chambers at 10:00 a.m.
7. ROAD MAINT. AGMTS MULLER – That we discard the use of Road Maintenance Agreements. CARRIED.
8. WINTER WEIGHT ROAD RESTRICTION JENSEN – 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.
9. PLANNED PROCUREMENT JENSEN – That we, the Council of the Rural Municipality of Canwood, intend to participate in one or more procurements offered through the Saskatchewan Association of Rural Municipalities (SARM) between January 1, 2025, and December 31, 2025. CARRIED.
10. SGI REPORT SCHUTTE – That we acknowledge the Automobile Proof of Loss and Salvage Agreement from SGI for Claim LL SK 006023277 that occurred on November 18, 2024, for the 2018 Kenworth Heavy Vehicle in the amount of \$76,200. CARRIED.

11. ROADWAY ALTERATION LOCKHART – That in the matter of the roadway alteration located south of the SW and SE 3-53-04 W3, we notify the RCMP and request a file be opened. Further to this, we instruct the Chief Administrative Officer to seek the services of Prairie Road Solutions Inc. to quantify the value of rebuilding the roadway.
CARRIED.
12. COUNCILLOR INDEMNITY SCHUTTE – That we approve the Council’s Indemnity as presented.
CARRIED.
13. LUNCH BOISVERT – That we now recess this meeting for lunch at 12:15 p.m.
CARRIED.
14. RECONVENE SCHUTTE – That we now reconvene this meeting at 12:40 p.m.
CARRIED.
15. PUBLIC DISCLOSURE STMTS. MULLER– That we acknowledge receipt of the completed Public Disclosure Statement Forms from Levi Schutte, Kenneth Stene, Gerald Muller, Rick Jensen, Mario Boisvert, Kevin Olson, and Cody Lockhart.
CARRIED.

Public Works Supervisor Dwight Diehl left the meeting at 1:12 p.m.

16. MUNICIPAL REVENUE SHARING STENE – 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 2023 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 the Council have filed and annually updated their Public Disclosure Statements, as required; and

We understand that if any requirements are not met, the Municipality’s Municipal Revenue Sharing may be withheld; and

That we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED.

17. TAX ENF. MULLER – That we forward the following files to Veritas Law for further proceedings under *The Tax Enforcement Act*:
1. Owner #1492 – Blk A Plan 101494065 Ext 61, Blk A Plan 102218262 Ext 0
 2. Owner #2694 – Lot 1A Blk 2 Plan 102357222 Ext 0
 3. Owner #2076 – Lot 16 Blk 1 Plan 102030635 Ext 0, Lot 12 Blk 2 Plan 102030635 Ext 0
 4. Owner #1643 – Lot 2 Blk 1 Plan 102158311 Ext 0, Lot 5 Blk 1 Plan 102158311 Ext 0
 5. Owner #2102 – Lot 13 Blk 1 Plan 102158311 Ext 0
 6. Owner #2687 – Blk 31 Plan 102061392 Ext 0
 7. Owner #2693 – Lot 12 Blk 4 Plan 102030635 Ext 0
 8. Owner #1864 – Blk A Plan 101528603 Ext 155

CARRIED.

18. COUNCIL PER DIEM BOISVERT – That for the year 2025, Council members receive remuneration at a rate of \$250 per diem with travel allowance of \$0.60 per kilometer traveled on municipal business.

CARRIED.

19. 2025 COUNCIL MEETING DATES OLSON – That we agree to set the Regular Council Meetings for 2025 to be held at the Municipal Office located at 641 Main Street, Canwood, Sask., unless otherwise stated, as follows:
- | | |
|-----------------------------|-----------------------|
| Tuesday, January 21, 2025 | starting at 9:00 a.m. |
| Tuesday, February 11, 2025 | starting at 9:00 a.m. |
| Tuesday, March 18, 2025 | starting at 9:00 a.m. |
| Tuesday, April 15, 2025 | starting at 9:00 a.m. |
| Wednesday, May 21, 2025 | starting at 9:00 a.m. |
| Tuesday, June 17, 2025 | starting at 9:00 a.m. |
| Tuesday, July 15, 2025 | starting at 9:00 a.m. |
| Tuesday, August 19, 2025 | starting at 9:00 a.m. |
| Tuesday, September 16, 2025 | starting at 9:00 a.m. |
| Tuesday, October 21, 2025 | starting at 9:00 a.m. |
| Tuesday, November 18, 2025 | starting at 9:00 a.m. |
| Tuesday, December 16, 2025 | starting at 9:00 a.m. |
- CARRIED.
20. ASSESSOR BOISVERT – That Chief Administrative Officer Lorna Benson be appointed as Assessor and Tax Collector for the Rural Municipality of Canwood No. 494 for the year 2025.
- CARRIED.
21. PEST CONTROL OFFICER LOCKHART – That we agree to appoint Tanner Paslawski, Prince Albert, Sask., as the R.M. of Canwood No. 494 Pest Control Officer for the year 2025.
- CARRIED.
22. WEED INSPECTOR MULLER – That we appoint Tanner Paslawski, Prince Albert, Sask., as the Municipality’s Weed Inspector for the year 2025.
- CARRIED.
23. BUILDING INSPECTOR LOCKHART – That we appoint CCASK Construction Code Authority, in care of Chris Gates, Saskatoon, Sask., as the municipality’s Building Official.
- CARRIED.
24. POUND-KEEPER JENSEN – That we agree to appoint Mr. Ken Aiken, Canwood, Sask., to act as the Municipal Poundkeeper for the year 2025.
- CARRIED.
25. AUDITOR MULLER – That we agree to hire BDO Canada LLP as the Municipal Auditor for the year 2025.
- CARRIED.
26. ENGINEER LOCKHART – That we instruct the Chief Administrative Officer to tender the services of the Municipality’s engineer.
- CARRIED.
27. BOARD OF REVISION OLSON – That we appoint Laurie Pilkey, Glen Neuert, Kirby Fesser, Sabrina Saccucci as panel members and Michael Ligtermoet as secretary for the Board of Revision for the year 2025.
- CARRIED.
28. DEV. APPEALS BOARD OLSON – That the R.M. of Canwood appoints Western Municipal Consulting to manage the Development Appeals Board process for the term of January 1, 2025, through to December 31, 2025. Further to this, remuneration will be paid according to the Western Municipal Consulting Ltd. Fee Schedule, and we agree to the following appointments to the Board:

Tim Lafreniere	Jeff Hutton
Mike Waschuk	Barry Clark
Gordon Parkinson	Dave Gurnsey
Dave Thompson	Murray Dean
Wayne Adams	Pam Malach
Stew Demmans	Stu Hayward

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include himself or herself among the appointees, the members appointed for a hearing shall determine the Chair of that hearing among their numbers.

CARRIED.

34. FIRE RATES SCHUTTE – That effective January 1, 2025, we agree to set the following firefighting rates:
- | | |
|---------------------------------|------------------------------|
| Minimum Call Out (3 hours) | \$150 (Paid to Firefighters) |
| Minimum Call Out (False Alarm) | \$50 |
| Amount paid to each firefighter | \$50/hour starting at hour 4 |
| Fire Call Fee (Ratepayer) | \$500 for the first hour |
| Hourly Rate | \$100/hour |
| Fire Call Fee (Non-Ratepayer) | \$1,000 for the first hour |
| Hourly Rate | \$300 |
- The following rates will be in effect during a Fire Ban and are set in addition to the above. The rates are as follows:
- | | |
|---------------------------------|------------------------------|
| Minimum Call Out (3 hours) | \$150 (Paid to Firefighters) |
| Amount paid to each firefighter | \$50/hour starting at hour 4 |
| Fire Call Fee (Ratepayer) | \$750 for the first hour |
| Hourly Rate | \$300/hour |
| Fire Call Fee (Non-Ratepayer) | \$2,000 for the first hour |
| Hourly Rate | \$500 |
- CARRIED.
35. DEV. PERMIT 2024-24027 LOCKHART – That we approve the Development Permit Application of Greg Hill to build a new house and attached garage, with approval pursuant to Section 5.1.1(1)(c) of the Municipal Zoning Bylaw 2003-7.
- CARRIED.
36. CONSOLIDATION MULLER – That we approve the request of Wayne Suderman to consolidate the following lots into three separate parcels:
- Lot 1 Blk 1 Plan BA8540 Ext 0, Lot 2 Blk 1 Plan BA8540 Ext 0, Lot 3 Blk 1 Plan BA8540 Ext 0 and Lot 4 Blk 1 Plan BA8540 Ext 0;
- Lot 5 Blk 1 Plan BA8540 Ext 0, Lot 6 Blk 1 Plan BA8540 Ext 0, and Lot 7 Blk 1 Plan BA8540 Ext 0; and
- Lot 8 Blk 1 Plan BA8540 Ext 0, Lot 9 Blk 1 Plan BA8540 Ext 0, Lot 10 Blk 1 Plan BA8540 Ext 0, Lot 11 Blk 1 Plan BA8540 Ext 0, and Lot 12 Blk 1 Plan BA8540 Ext 0.
- CARRIED.
37. PERMIT EXTENSION 23007 SCHUTTE – That we approve the Permit Extension Application of Charles and Tricia Stewart to complete exterior items by November 30, 2025.
- CARRIED.
38. DEMOLITION PERMIT 24029 JENSEN – That we approve the Demolition Permit Application of Stephanie Madson to demolish a house trailer.
- CARRIED.
39. DEMOLITION PERMIT 24028 JENSEN – That we approve the Demolition Permit Application of Jeff Howat to demolish a house.
- CARRIED.
40. ROBIN UNPERMITTED DEVELOPMENT MULLER – That in the matter of the unpermitted development on the SE 01-50-07 W3, we agree to enter into a cost-share agreement whereby Guy and Debra Robin shall be responsible for road registration costs up to \$7,500, on the condition that a Development Permit Application is submitted. Further to this, the Development Permit Application shall be received no later than April 14, 2025.
- CARRIED.
41. FILE CORR. LOCKHART – That we now file the correspondence.
- CARRIED.
42. iHUNTER APP JENSEN – That we authorize the publication of the R.M. map on iHunter.
- CARRIED.

43. ADJOURN

MULLER – That we now adjourn at 3:10 p.m. with the next regular meeting of Council to be held January 21, 2025, at the Municipal Council Chambers in the Municipal Building located at 641 Main Street, Canwood, Sask.

CARRIED.

Lorna Benson
CHIEF ADMINISTRATIVE OFFICER

Levi Schutte
REEVE