

January 23, 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 January 23, 2024, commencing at 9:10 a.m.

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

#1 Ralph Korody	#4 Mario Boisvert
#2 Gerald Muller	#5 Kevin Olson
#3 Gordon Andrews	#6 ABSENT

DELEGATIONS:

10:00 a.m.	Dwight Diehl, Public Works Supervisor, Municipal Operations Update
11:45 a.m.	Councillor Indemnity

2. MINUTES DEC. 19/23 KORODY – That the minutes of the December 19, 2023, Regular Council Meeting be approved.

CARRIED.

3. MONTHLY STATEMENT PEASE – That the Statement of Financial Activities for the month of December 2023 for the R.M. General Account be approved as presented.

CARRIED.

4. ACCTS. KORODY – That we approve the payments as listed on the attached account listing for a total of \$486,233.81, Council Direct Deposits for November and Payroll Direct Deposits for 2023 Pay Period 26 and 2024 Pay Period 1.

CARRIED.

5. PAPER WASTE SHREDDING MULLER – That we acknowledge that no progress has been made on the billing error with Iron Mountain paper services and agree to hire Stericycle ULC (Shred-it), with a renewal date of January 30, 2029, for a 32 gallon bin on an eight-week pickup schedule, at an approximate cost of \$125 each time the bin is emptied.

CARRIED.

6. VILLAGE OF CANWOOD OFFICE SPACE BOISVERT – Further to Resolution No. 14 of December 19, 2023, and correspondence from the Village dated January 17, 2024, we make a counteroffer of \$12,500 for the Village of Canwood office space located at 641 Main Street, Canwood.

CARRIED.

Public Works Supervisor Dwight Diehl attended the meeting at 9:20 a.m.

7. LOGGING ROAD ALLOWANCE MULLER – That in the matter of harvesting timber from R.M. road allowances, council is not in favor.

CARRIED.

Public Works Supervisor Dwight Diehl left the meeting at 10:10 a.m.

8. RECORD RETENTION KORODY – That we authorize disposal of the following documents in accordance with the Records Retention and Disposal Schedule of Bylaw No. 2020-11:

- | | |
|------|---|
| 1.1 | Accounts Payable
2016 Payment Vouchers and Payments Journals |
| 1.2 | Accounts Receivable
2016 Receipts and Receipts Journals |
| 1.5 | Bank Accounts
2016 Bank Statements and Bank Reconciliations |
| 1.10 | Federal/Provincial Remittance
2016 School Remittances |
| 1.17 | Tax Roll and Assessment Roll - 2014 Tax Levy |
| 2.16 | Tax Certificates
2016 Tax Certificates |
| 2.18 | Tax Enforcement – Paid Files |

CARRIED.

9. REVERSE BOARD OF REVISION
MULLER – That we amend Resolution No. 37 of December 19, 2023, by changing the wording as follows:

“That we appoint Timothy Furlong, Glen Neuert, Kirby Fesser, Sabrina Saccucci as panel members and Michael Ligtermoet as secretary for the Board of Revision for the year 2024.

CARRIED.
10. EXCESS LIABILITY INSURANCE
MULLER – That we agree to purchase an additional \$5.0 Million Liability Insurance through S.A.R.M. at the premium rate of \$1,944.00 plus applicable tax (PST).

CARRIED.
11. ERRORS AND OMISSIONS
ANDREWS – That we agree to purchase \$2.0 Million Errors and Omissions Insurance through S.A.R.M. at the premium of \$367.00 plus applicable tax (PST).

CARRIED.
12. CROWN LAND ARREARS
MULLER – That we instruct the Chief Administrative Officer to complete the required form(s) requesting cancellation of the respective leases and payment of taxes on provincial Crown land which is in arrears of taxes in accordance with the Provincial Lands Policy of the Ministry of Agriculture.

CARRIED.
13. COUNCIL WCB
OLSON – That for the year 2024, the Reeve and each Councillor be insured under *The Saskatchewan Workers’ Compensation Act* at the rate of \$40,382 per Council member.

CARRIED.
14. BOND
MULLER – That pursuant to Section 113(1) of *The Municipalities Act*, it be noted that the Administrator’s Bond was presented to the Reeve in the following amounts:
- | | | |
|--------------------|-----------------|----------------|
| | <u>Coverage</u> | <u>Premium</u> |
| Fidelity Bond | \$ 200,000 | \$ 325.00 |
| Money & Securities | \$ 10,000 | \$ 110.00 |
- CARRIED.
15. ELECTION OFFICIALS
KORODY – That it be recorded in these minutes that the following Election Officials have been appointed by the Returning Officer:
- | | | | |
|---------------------|----------------------|------------------|-------------------|
| <u>Polling Area</u> | <u>Polling Place</u> | <u>Deputy RO</u> | <u>Poll Clerk</u> |
| Division 1,3,5 | Canwood R.M. Office | Michele Person | Jamie Skarpinsky |
| Division 2,4,6 | Canwood R.M. Office | Michele Person | Jamie Skarpinsky |
- Nomination Officers (in the absence of the Returning Officer): Jamie Skarpinsky and Michele Person.

CARRIED.
16. ELECTION REMUNERATION
ANDREWS – That the following rates of remuneration be set for 2024 Municipal Elections:
- | | |
|--------------------------|--------------------------|
| Returning Officer | \$ 300.00 plus \$0.60/km |
| Deputy Returning Officer | \$ 250.00 plus \$0.60/km |
| Poll Clerk(s) | \$ 200.00 plus \$0.60/km |
- CARRIED.
17. ELECTION POLLING PLACE
PEASE – That we designate the following polling place for 2024 Municipal Elections:

R.M. Office, 641 Main Street, Canwood, SK

CARRIED.
18. TIME-OFF REQUEST
KORODY – That we approve the time-off request of Lorna Benson to take February 20-23, 2024, as a part of her vacation entitlement.

CARRIED.
19. TAX ENF.
OLSON – That in the matter of tax arrears outstanding on Lot 3, Block 4, Plan 102030635 Ext 0, we accept the payment proposal of \$500.00 per month until the arrears are paid in full. Further to this, we instruct the Chief Administrative Officer that upon default in payment to authorize Veritas Law to proceed with tax enforcement.

CARRIED.

20. TAX ENF. OLSON – That in the matter of tax arrears outstanding on Lot 16, Block 4, Plan 102030635 Ext 0, we accept the payment proposal of having all arrears paid by the end of March 2024. Further to this, we instruct the Chief Administrative Officer that upon default in payment to authorize Veritas Law to proceed with tax enforcement.
- CARRIED.
21. TAX ENF. MULLER – That we forward the following files to Veritas Law for further proceedings under *The Tax Enforcement Act*:
1. **Owner #1678** – NE 30-53-06 W3 Ext 64
 2. **Owner #1807** – Blk A Plan 101465108 Ext 5
 3. **Owner #973** – Blk C Plan 101471082 Ext 34
 4. **Owner #1446** - Blk B Plan 101534969 Ext 11
 5. **Owner #2617**- Lot 13 Blk 1 Plan 102030635 Ext 0
 6. **Owner #761** – NW 19 53 05 W3 Ext 0, NE 19 53 05 W3 Ext 0
- CARRIED.
22. LAND SALE
TAX TITLE
PROPERTY KORODY – That we agree to accept the land tender of Curtis Bloom, Shellbrook, Saskatchewan, on the following property:
- SW 07-50-04 W3 Ext 0
- for the total tendered price of \$82,000 and it is further noted that a certified cheque in the amount of \$8,200 accompanied the above tender.
- CARRIED.
23. SAMA ADMIN
TRAINING PEASE – That we send Chief Administrative Officer Lorna Benson and Office Assistant Jamie Skarpinsky to the SAMA Administrator training in Saskatoon, Sask., on April 9, 2024.
- CARRIED.
24. STOP PYMT &
RE-ISSUE ANDREWS – That we request a stop payment on Cheque No. 12679 dated October 25, 2023, issued to Property Bro’s Lawncare and Landscaping. Further to this, we re-issue payment to Property Bro’s Lawncare in the amount of \$367.50 less the fees for stop payment.
- CARRIED.
25. VOID CHQ MULLER – That we void Cheque No. 012721 as it was printed on in error.
- CARRIED.
26. APP TO
SUBDIVIDE
LAND ANDREWS – That we advise the Community Planning Branch of the Ministry of Government Relations that we recommend approval of the Application to Subdivide Land of Eleanor Skarpinsky and Evelyn LeComte, for the purpose of subdividing Parcel A from the SE 05-50-06 W3, as the site has physical and legal access and exceeds the minimum site area requirements of Section 5 of the Municipal Zoning Bylaw 2003-7.
- CARRIED.
27. APP TO
SUBDIVIDE
LAND MULLER – That we advise the Community Planning Branch of the Ministry of Government Relations that we recommend approval of the Application to Subdivide Land of Larry and Lorraine Johnson, for the purpose of subdividing Parcel A from the NE 35-50-04 W3, as the site has physical and legal access and exceeds the minimum site area requirements of Section 5 of the Municipal Zoning Bylaw 2003-7.
- CARRIED.
28. PERMIT
EXTENSION
2021-21046 BOISVERT – That we approve the Permit Extension Application of Terry Bahrey and Laurie Fayant to complete the cabin construction by January 4, 2025.
- CARRIED.
29. PERMIT
EXTENSION
2021-21012 BOISVERT – That we approve the Permit Extension Application of Randy Hoback to complete the cabin construction by December 31, 2024.
- CARRIED.
30. COUNCIL
INDEMNITY MULLER – That we approve the Council’s Indemnity as presented.
- CARRIED.

31. ADJOURN
- MULLER – That we now adjourn at 10:45 p.m. with the next regular meeting of Council to be held February 14, 2024, at the Municipal Council Chambers in the Municipal Building located at 641 Main Street, Canwood, Sask.
- CARRIED.

Lorna Benson
CHIEF ADMINISTRATIVE OFFICER

Lyndon Pease
REEVE