

May 22, 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 May 22, 2024, commencing at 9:05 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 Absent  
#3 Gordon Andrews #6 Cody Lockhart

DELEGATIONS:

9:30 a.m. Dwight Diehl, Public Works Supervisor, Municipal Operations Update  
11:45 a.m. Councillor Indemnity

2. MINUTES  
APR. 16/24  
MULLER – That the minutes of the April 16, 2024, Regular Council Meeting be approved. **CARRIED.**
3. MONTHLY  
STATEMENT  
LOCKHART – That the Statement of Financial Activities for the month of April 2024 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 \$209,015.94, Council Direct Deposits for April and Payroll Direct Deposits for 2024 Pay Periods 8 & 9. **CARRIED.**
5. SEASONAL  
CALLBACK  
JOHNSON  
BOISVERT – That we recall John Johnson on April 22, 2024. **CARRIED.**
6. SEASONAL  
CALLBACK  
STEN  
MULLER – That we recall Ken Stene on April 22, 2024. **CARRIED.**
7. SEASONAL  
CALLBACK  
NORDQUIST  
LOCKHART – That we recall Gerald Nordquist on April 29, 2024. **CARRIED.**
8. SEASONAL  
CALLBACK  
MORITZ  
ANDREWS – That we recall Adam Moritz on April 29, 2024. **CARRIED.**
9. AMEND  
POLICY 6.02  
BOISVERT – That we adopt the amendments to Policy 6.02 Incident and Injury Reporting. **CARRIED.**
10. AMEND  
POLICY 6.11  
KORODY – That we adopt the amendments to Policy 6.11 Smoking/Vaping in the Workplace. **CARRIED.**  
  
Public Works Supervisor Dwight Diehl attended the meeting at 9:20 a.m.
11. ADOPT  
POLICY 6.20  
MULLER – That we adopt Policy 6.20 General Health Requirements to address the general health requirements set out for all municipal employees in accordance with the Saskatchewan Occupational Health and Safety Regulations. **CARRIED.**
12. ADOPT  
POLICY 6.21  
PEASE – That we adopt Policy 6.21 General Duties to provide the general duties required for all municipal employees. **CARRIED.**
13. ADOPT  
POLICY 6.22  
MULLER – That we adopt Policy 6.22 Safety Training and Orientation to ensure that employees receive adequate safety training. **CARRIED.**
14. ADOPT  
POLICY 6.23  
ANDREWS – That we adopt Policy 6.23 Inspection to ensure that information safety inspections of the worksites and office facilities and owned properties are conducted on a regular basis. **CARRIED.**

15. ADOPT POLICY 6.24  
LOCKHART – That we adopt Policy 6.24 Environmental to protect and conserve the natural environment and provide a safe, comfortable, healthy and interactive educational working environment to optimize the use of energy and natural resources.  
CARRIED.
16. ADOPT POLICY 6.25  
KORODY – That we adopt Policy No. 6.25 Hazard Analysis to provide a standardized method to evaluate the hazards present at work sites, the job tasks that will be affected by these hazards, and the controls that are employed.  
CARRIED.
17. ADOPT POLICY 6.26  
MULLER – That we adopt Policy No. 6.26 Incident Investigation to determine causes and corrective actions.  
CARRIED.
18. ADOPT POLICY 6.27  
PEASE – That we adopt Policy No. 6.27 First Aid to provide treatment at the workplace to those who require it and to comply with statutory regulations related to the provision of first aid.  
CARRIED.
19. ADOPT POLICY 6.31  
ANDREWS – That we adopt Policy No. 6.31 Vehicle Safety to promote safe driving while driving municipal vehicles or personal vehicles for work purposes.  
CARRIED.
20. ADOPT POLICY 6.32  
LOCKHART – That we adopt Policy No. 6.32 Machine Safety to identify risks associated with the use of machines, equipment, or tools, and to ensure all workers are informed of any risk associated with and trained in the safe use of machines.  
CARRIED.
21. ADOPT POLICY 6.35  
BOISVERT – That we adopt Policy No. 6.35 Lockout/Tagout to establish the minimum requirements for the lockout of energy-isolating devices whenever maintenance or servicing is performed on machines or equipment.  
CARRIED.
22. ADOPT POLICY 6.40  
ANDREWS – That we adopt Policy No. 6.40 Power Mobile Equipment to ensure that operators are permitted to operate power mobile equipment.  
CARRIED.
23. ADOPT POLICY 6.41  
LOCKHART – That we adopt Policy No. 6.41 Hoisting and Lifting to establish a minimum standard for safe lifting and hoisting on worksites.  
CARRIED.
24. ADOPT POLICY 6.42  
BOISVERT – That we adopt Policy No. 6.42 Fire and Explosion to develop and implement a written fire safety plan that provides for the safety of all workers in the event of a fire and/or explosion.  
CARRIED.
25. ADOPT POLICY 6.43  
LOCKHART – That we adopt Policy No. 6.43 Hot Work to reduce the risk of accidental fire and false alarms in areas that would trigger such events from occurring.  
CARRIED.
26. ADOPT POLICY 6.45  
PEASE – That we adopt Policy No. 6.45 Ground Disturbance to reduce or eliminate the hazards that may exist when ground is being disturbed.  
CARRIED.
27. AMEND POLICY 7.02  
MULLER – That we adopt the amendments to Policy 7.02 Approach Construction.  
CARRIED.
28. STANDING FORAGE PURCHASE AGREEMENT  
LOCKHART – That we enter into a Standing Forage Purchase Agreement with Hal Shynkaruk, Shell Lake, Sask., for the cutting and baling of hay on the NW & SW 29-51-07, SE 31-51-07 W3 and the SW 32-51-07 W3. Further to this, the agreement will be in affect until December 31, 2028.  
CARRIED.

29. TLE

PEASE – That we offer the following comments on the Ahtahkakoop TLE Land Selections:

**FILE 838.003.1**

The original road allowance on the west side of the NW 15-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the SW 05-52-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

**FILE 838.013.1**

The original road allowance on the east side of the SE 21-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the NW 22-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the north side of the NW 22-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the SW 25-50-07 W3 Ext 16 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the south side of the SW 25-50-07 W3 Ext 16 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the east side of the SE 26-50-07 W3 Ext 40 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the south side of the SE 26-50-07 W3 Ext 40 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the SW 26-50-07 W3 Ext 41 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the south side of the SW 26-50-07 W3 Ext 41 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the east side of the SE 27-50-07 W3 Ext 43 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the south side of the SE 26-50-07 W3 Ext 43 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

**FILE 838.015.1**

The original road allowance on the east side of the NE 21-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the north side of the NE 21-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the east side of the NE 22-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the north side of the NE 22-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the east side of the SE 22-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the NW 23-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the north side of the NW 23-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the SW 23-50-07 W3 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

The original road allowance on the west side of the SW 27-50-07 W3 Ext 43 is undeveloped. The Rural Municipality does not wish to retain the road allowance.

- The original road allowance on the south side of the SW 27-50-07 W3 Ext 43 is undeveloped. The Rural Municipality does not wish to retain the road allowance.
- The original road allowance on the east side of the SE 28-50-07 W3 Ext 44 is undeveloped. The Rural Municipality does not wish to retain the road allowance.
- The original road allowance on the south side of the SE 28-50-07 W3 Ext 44 is undeveloped. The Rural Municipality does not wish to retain the road allowance.
- The original road allowance on the west side of the SW 28-50-07 W3 Ext 45 is undeveloped. The Rural Municipality wishes to retain the road allowance.
- The original road allowance on the south side of the SW 28-50-07 W3 Ext 45 is undeveloped. The Rural Municipality does not wish to retain the road allowance.
- CARRIED.**
30. AGREEMENT TO ENTER INTO AGMT FOR GRAVEL  
BOISYVERT – That we agree to enter into an Agreement to Purchase Gravel with Joseph Parent until December 31, 2029, and authorize a \$5,000 down payment.  
**CARRIED.**
31. BYLAW 2024-02  
MULLER – That Bylaw No. 2024-02 attached hereto and forming part of these Minutes, being a Bylaw of the Rural Municipality of Canwood No. 494 to authorize the closing and leasing of certain roads pursuant to Section 13 of *The Municipalities Act*, now be read the first time.  
**CARRIED.**
32. BYLAW 2024-02  
PEASE – That Bylaw 2024-02 attached hereto and forming a part of these Minutes now be read a second time.  
**CARRIED.**
33. BYLAW 2024-02  
KORODY – That we agree to give third reading of Bylaw 2024-01 at this meeting.  
**CARRIED.**
34. BYLAW 2024-02  
LOCKHART – That Bylaw No. 2024-02 attached hereto and forming part of these Minutes, being a Bylaw of the Rural Municipality of Canwood No. 494 to authorize the closing and leasing of certain roads pursuant to Section 13 of *The Municipalities Act*, now be read the third time and adopted.  
**CARRIED.**
35. ENTER INTO SERVICING AGREEMENT  
LOCKHART – That we enter into a Service Agreement with AI and Margaret Giesbrecht for 600 feet of roadway development to the west of the NE 26-54-07 W3 which lies to the south of the registered roadway, outline in Title 123236557 and outlined on the Proposed Access Plan prepared by Valley Geomatics. Further to this, a Letter of Credit in the amount of \$45,000 will be required upon signing of the Service Agreement.  
**CARRIED.**
- Public Works Supervisor Dwight Diehl left the meeting at 11:15 a.m.
36. DRAFT FIN. STATEMENT  
MULLER – That we approve the 2023 draft audited financial statements as presented and that no subsequent events have occurred that would affect these statements and no unrecorded contingencies or commitments have been identified.  
**CARRIED.**
37. TARGETED SECTOR SUPPORT GRANT APP.  
ANDREWS – That the Council of the R.M. of Canwood No. 494 supports the grant application to the Targeted Sector Support (TSS) Initiative for regional cooperation with Parkland Emergency Measures Organization (EMO) to implement the EMO Plan by hiring a Regional EMO Coordinator, and for ongoing maintenance of the Regional EMO position during the inception and growth stages.  
**CARRIED.**
38. CANWOOD REGIONAL PARK FIN. STATEMENT  
MULLER – That we acknowledge being in receipt of the Canwood Regional Park Authority Consolidated Financial Statements for the year ended December 31, 2023.  
**CARRIED.**

39. DEBDEN PUBLIC LIBRARY  
LOCKHART – That we acknowledge being in receipt of the Financial Statement of the Debden Public Library for the year ended December 31, 2023. Further to this, we have reviewed the 2024 Proposed Budget and agree to pay the grant request of \$3,060.  
CARRIED.
40. SPECIAL EVENTS PERMIT  
DRY CREEK PENGUINS  
KORODY – That in the matter of the Special Events Permit for the Annual Penguin Classic Fastball Tournament on June 21-23, 2024, to be held at the Canwood Regional Park, located within the boundaries of the R.M. of Canwood No. 494, we hereby approve and acknowledge the said event but do not accept liability which may arise from the event.  
CARRIED.
41. SUMMER YOUTH PROGRAM  
BOISVERT – That we agree to provide funding of \$1,000 to the Village of Canwood for the operation of the 2024 Summer Youth Program to be held at the Canwood Public School.  
CARRIED.
42. TAX ENFORCEMENT  
MULLER – That we forward the following file to Veritas Law for further proceedings under *The Tax Enforcement Act*:  
**Owner #1454: Blk A, Plan 101577506, Ext 23**  
CARRIED.
43. ZONING BYLAW 2024-03 FIRST READING  
KORODY – That Bylaw No. 2024-03 attached hereto and forming part of these minutes, being a Zoning Bylaw, now be read for the first time.  
Recorded Vote:  
Councillor Korody FOR  
Reeve Pease FOR  
Councillor Boisvert FOR  
Councillor Muller AGAINST  
Councillor Lockhart AGAINST  
Councillor Andrews FOR  
CARRIED.
44. PUBLIC HEARING  
PEASE – That we agree to hold a public hearing commencing at 7 p.m. Monday, July 15, 2024, at the Canwood Legion Hall, in reference to Bylaw 2024-02.  
Councillor Korody left the meeting at 12:30 p.m.  
CARRIED.
45. CCASK SERVICE AGREEMENT  
BOISVERT – In the matter of building inspections in the rural municipality and the 2020 partnership of BuildTECH Consulting and CCA Construction Code Authority, we agree to enter into a Consulting Services Agreement with CCA-SK Construction Code Authority (1021121429 Saskatchewan Ltd.).  
CARRIED.
46. 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 Damien Stieb, for the purpose of subdividing Parcel A from the SW 21-52-04 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.
47. PERMIT EXTENSION 22039  
BOISVERT – That we approve the Permit Extension Application of Collin MacInnis to complete the interior house construction by May 31, 2025.  
CARRIED.
48. COUNCIL INDEMNITY  
LOCKHART – That we approve the Council's Indemnity as presented.  
CARRIED.
49. ADJOURN  
MULLER – That we now adjourn at 12:45 p.m. with the next regular meeting of Council to be held June 18, 2024, at the Municipal Council Chambers in the Municipal Building located at 641 Main Street, Canwood, Saskatchewan.  
CARRIED.

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Lorna Benson  
CHIEF ADMINISTRATIVE OFFICER

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Lyndon Pease  
REEVE