

Village of Canwood  
Council Chamber  
571 Main Street  
**Regular Meeting**  
**May 20, 2025**

Mayor Lorne Benson called the meeting to order at 6:31p.m., with a quorum being present.

PRESENT: Mayor: Lorne Benson  
Councillors: Ken Moar  
Kaytlyn Mitchell  
Greg Edeen  
  
Administrator: Heather Sten

**Agenda**

**0088/25 Moar:** That the agenda be accepted as presented.

Carried

**Minutes:**

**0089/25 Edeen:** That the minutes of April, 2025 be approved as presented.

Carried

**Bank Reconciliation:**

**0090/25 Mitchell:** That the Bank Reconciliations for the month of April, 2025 be accepted as presented.

Carried

**Financial Statement:**

**0091/25 Moar:** That the financial statements for the month of April, 2025 be accepted as presented.

Carried

**Attendance Sheets- Employee**

**0092/25 Mitchell:** That the employee attendance sheets for April, 2025, be accepted as presented.

Carried

**Council Indemnity**

**0093/25 Edeen:** That the council Indemnity for May, 2025 be accepted as presented.

Carried

**Payroll**

**0094/25 Moar:** That the Employee Payroll for the month of April, 2025, totaling \$12,180.52 and the Council Renumeration of \$850.00 be accepted as presented.

Carried

**Account Payable**

**0095/25 Benson:** That the list of accounts payable from Batch 2025-00030 to Batch 2025-00034, which includes all cheques, online payments and EFTs for a total of \$45,076.77 be accepted as presented.

Carried

**Water Treatment Plant Reports**

**0096/25 Moar:** That the Water Treatment Plant reports for the months of April, 2025, and ALS Lab reports April 23, 2025 and May 7 2025 be accepted as presented.

Carried

**Committee Reports:**

**0097/25 Edeen:** That the verbal report by Kaytlyn Mitchell regarding Highway 55 Waste Management be accepted as presented.

Carried

**Tax Abatement**

**0098/25 Moar:** That the following taxes be abated as it is Village owned:  
Roll#: 22 Lot 7 Block 02 Plan Y3516 Ext 0 Municipal \$1,411.40 School \$134.59.

Carried

**Drinking Water Quality & Compliance**

**0099/25 Benson:** That the 2024 Waterworks Information and Rate Policy and the Drink Water Quality and Compliance be accepted as presented.

Carried

**Waterworks Emergency Policy**

**0100/25 Benson:** That the Waterworks emergency Response Plan Policy having been reviewed be approved as presented.

Carried

**Tax Enforcement**

**0101/25 Moar:** That Council authorize proceedings to take title of Tax Enforcement Properties:  
Roll # 2 - Lot 4, Block 01, Plan Y3516  
Roll # 14 - Lot 17-18, Block 01, Plan Y3516  
Roll # 38 - Lot 6-7, Block 03, Plan Y3516  
Roll # 51 - Lot 4, Block 04, Plan Y3516

Carried

**Audited Financial Statement**

**0102/25 Edeen:** That Council for the Village of Canwood approve the 2024 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

**1 Year GIC**

**0103/25**      **Benson:** That Council agree to roll over the 1 Year GIC Sub Number 001 with Affinity Credit Union bearing an interest rate of 3.35%.

Carried

**Storage Unit Permit**

**0104/25**      **Edeen:** That Council approve the building permit application for Judy Isaachsen to install a storage unit on her property at 681 Main Street.

Carried

**Bylaw 2025-01 General Penalty**

**0105/25**      **Mitchell:** That the Bylaw 2025-01, being a bylaw to establish a general penalty for the Village of Canwood, be introduced and read a first time.

Carried

**0106/25**      **Edeen:** That Bylaw 2025-01 be read a second time.

Carried

**0107/25**      **Moar:** That bylaw 2025-01, be read a third time at this meeting.

Unanimously Carried

**0108/25**      **Benson:** That Bylaw 2025-01, being a bylaw to establish a general penalty for the Village of Canwood be read a third time, signed and sealed.

Carried

**Correspondence**

**0109/25**      **Mitchell:** That the following Correspondence be filed:  
Ombudsman Report 2024  
Fair COE Investigation  
Sendr Rate Changes  
Sask Housing Annual Report  
Canwood Regional Park – 2024 Financial Statement  
SRSD Board Highlights

Carried

**Tax Title Tender**

**0110/25**      **Edeen:** That Council appoint Lawyer to tender Tax Title Property:  
Roll #34 – Lot 20-23, Block 02, Plan Y3516

Carried

**HR Wage Increase**

**0111/25**      **Moar:** That Heather Sten having completed a course in Local Government training receive her increase, as per Human Resource agreement.

Carried

**Reservoir Cleaning**

**0112/25**      **Benson:** That Council accept the quote as presented from ATAP to clean the reservoirs at the Water Treatment Plant (WTP).

Carried

**In- Camera**  
**0113/25**

**Benson:** That we move to in-camera at 8:10 p.m. citing

*The Local Authority Freedom of Information and Protection of Privacy Act, section 15(1)(b)(ii) and section 23(1)(b) "personal information"*

Carried

**0114/25**

**Benson :** That we move out of in-camera at 8:20 p.m. and note that all members of Council and Administration are in attendance.

Carried

**Adjourn**  
**0115/25**

**Benson:** That the meeting was adjourned at 8:34 p.m.

Carried



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Mayor: Lorne Benson



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Administrator: Heather Sten