

MINUTES OF THE REGULAR COUNCIL MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 4400 CAMPBELL STREET, REGINA, SASKATCHEWAN
Wednesday, March 14, 2018

PRESENT: Jeffrey Poissant, Reeve
Brad Crassweller, Councillor Division 1
John Wilke, Councillor Division 3
Carl A. Husum, Councillor Division 4
Rod Culbert, Councillor Division 5
Grant Paul, Councillor Division 6

ABSENT: Vacant, Councillor Division 2

STAFF: Pam Malach, Chief Administrative Officer
Garret Halbgewachs, Manager of Roadways
Adam Toth, Manager of Planning & Development
Susan Stevenson, Development Officer
Tony Wood, Municipal Planner
Christine Trithardt, Administrative Assistant
Emily Hoddinott, Administrative Assistant

ORDER: Reeve Poissant called the meeting to order at 5:30 p.m.

078/2018 AGENDA

COUNCILLOR HUSUM: THAT the agenda be adopted with the following amendments.

Remove 8.1.3 Road Agreement with ASL

Remove 8.1.4 Botkin Water Cost

CARRIED UNANIMOUSLY

079/2018 FEBRUARY 14, 2018 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the February 14, 2018 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

080/2018 FEBRUARY 2018 BANK RECONCILIATION

COUNCILLOR CULBERT: THAT the Bank Reconciliation for the month of February 2018, be accepted as presented.

CARRIED UNANIMOUSLY

081/2018 MONTHLY STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR CULBERT: THAT the Statement of Financial Activities for the period ending February 28, 2018, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

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082/2018 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 15951 to 16043 totaling \$281,427.65, as outlined in the List of Accounts for Review attached to and forming part of these minutes be approved, and,

THAT Payroll and Electronic Fund Transfers totaling \$95,676.06 be ratified.

CARRIED UNANIMOUSLY

083/2018 PUBLIC WORKS MONTHLY REPORT – FEBRUARY

COUNCILLOR WILKE: THAT the February Public Works Monthly Report be accepted as information and filed.

CARRIED UNANIMOUSLY

084/2018 SHERWOOD INDUSTRIAL PARK POTABLE WATER PROGRAM (SIP PWP)

COUNCILLOR CRASSWELLER: THAT the Sherwood Industrial Park Potable Water Program (SIP PWP) report be accepted as information and filed.

CARRIED UNANIMOUSLY

085/2018 PERMIT REPORTING

COUNCILLOR HUSUM: THAT the Permit Reporting report be accepted as information and filed.

CARRIED UNANIMOUSLY

086/2018 DPA 18-005 DISCRETIONARY USE FOR A DWELLING UNIT ON A SITE LESS THAN 64.5 HA (160 ACRES) AT SE 33-16-19-W2, PAR B, PLAN 102060414

COUNCILLOR CULBERT: THAT Council approve DPA 18-005 for a Dwelling Unit on SE 33-16-19-W2, Par B, Plan 102060414 a site less than 64.5 ha and direct the Development Officer to issue a permit with the following conditions:

1. That the site be developed in accordance with the attached site plan (1).
2. All utilities shall be contacted prior to development to locate facilities.
3. Applicants are required to contact Sask 1st Call if they are planning excavate or dig: 1-866-828-4888 or visit www.sask1stcall.com.
4. Water and sewer servicing shall be in accordance with the Saskatchewan Health Authority and all Provincial and Federal Regulations. The applicant shall forward copies of all approvals to the Development Officer.
5. Construction may not commence until a building permit has been issued.
6. Excavations that exceed three (3) meters will require a Geotechnical report prepared by a Professional Saskatchewan Engineer to determine adequate foundation design, if a basement is feasible, and to ensure the underlying aquifer is not disturbed. This report must be submitted to the Development Officer for approval prior to development commencing and a building permit being issued.
7. Drainage on site is not to affect adjacent property owners.
8. That a license be obtained through Water Security Agency if the applicants of DPA 18-004 and DPA 18-005 intend to develop one water well to supply both residences.
9. Confirmation of an agreement with an approved septage disposal facility to accept effluent and a letter from a sewage hauler that septage can be accepted at this facility.

Resolution No. 086/2018 continued

10. Development shall not cross or encroach on any pipeline easement. A pipeline consent letter is required from all pipelines registered on title.
11. That the applicant provides an engineering report confirming adequate water supply for the dwelling, which also ensures existing users will not be affected.

CARRIED UNANIMOUSLY

087/2018 DPA 18-004 DISCRETIONARY USE FOR A DWELLING UNIT ON A SITE LESS THAN 64.5 HA (160 ACRES) AT SE 33-16-19-W2, PAR C, PLAN 102060414

COUNCILLOR WILKE: THAT Council approve DPA 18-004 for a Dwelling Unit on SE 33-16-19-W2 Par C, Plan 102060414 a site less than 64.5 ha and direct the Development Officer to issue a permit with the following conditions:

1. That the site be developed in accordance with the attached site plan (1).
2. All utilities shall be contacted prior to development to locate facilities.
3. Applicants are required to contact Sask 1st Call if they are planning to excavate or dig: 1-866-828-4888 or visit www.sask1stcall.com
4. Water and sewer servicing shall be in accordance with the Saskatchewan Health Authority and all Provincial and Federal regulations. The applicant shall forward copies of all approvals to the Development Officer.
5. Construction may not commence until a building permit has been issued.
6. Excavations that exceed three (3) meters will require a Geotechnical report prepared by a Professional Saskatchewan Engineer to determine adequate foundation design, if a basement is feasible, and to ensure the underlying aquifer will not be disturbed. This report must be submitted to the Development Officer for approval prior to development commencing and a building permit being issued.
7. Drainage on site is not to affect adjacent property owners.
8. That a license be obtained through Water Security Agency if the applicants of DPA 18-004 and DPA 18-005 intend to develop one water well to supply both residences.
9. Confirmation of an agreement with an approved septage disposal facility to accept effluent and a letter from a sewage hauler that septage can be accepted at this facility.
10. Development shall not cross or encroach on any pipeline easement. A pipeline consent letter is required from all pipelines registered on title.
11. That the applicant provides an engineering report confirming adequate water supply for the dwelling, which also ensures existing users will not be affected.

CARRIED UNANIMOUSLY

Councillor Crassweller declared a conflict of interest due to personal reasons and departed Council Chambers at 6:05 p.m.

088/2018 DISCRETIONARY USE APPLICATION # DPA18-003 FOR A CORN MAZE – SEASONAL TOURIST ATTRACTION AT NW 19-16-19-W2 EXT 2

COUNCILLOR CULBERT: THAT Council approve DPA 18-003 for a Corn Maze – Seasonal Tourist Attraction and direct the Development Officer to issue a permit with the following conditions:

1. That the site is developed in accordance with the attached site plan.

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Resolution No. 088/2018 continued

2. That all utilities are contacted to locate facilities and confirm with the R.M. that facilities will not be affected prior to development.
3. Hours of operation shall not exceed 10:00 a.m. to dusk on weekends beginning in September and continuing until mid-October, or as weather permits.
4. This permit is subject to the standards of Provincial regulations and requirements and other applicable municipal bylaws.
5. Confirmation of an agreement with an approved septage disposal facility to accept effluent and a letter from a sewage hauler that sewage can be accepted at this facility.

CARRIED UNANIMOUSLY

Councillor Crassweller entered Council Chambers at 6:06 p.m.

089/2018 SU18-002: EASEMENT REGISTRATION FOR TRANSCANADA PIPELINE TIE-IN AND ABOVE GROUND VALVE STATION: SE-02-17-21-W2; ISC 203289598

COUNCILLOR CULBERT: THAT Council support the approval of subdivision application SU 18-002 (Community Planning File R0007-18R).

CARRIED UNANIMOUSLY

090/2018 SU18-003: SUBDIVISION FOR TWO NEW AGRICULTURAL SITES AT NW-02-18-19-W2

COUNCILLOR HUSUM: THAT subdivision application SU 18-003 (Community Planning File R0066-18R) be declined, and that council recommend one of two alternatives to the Applicant:

1. That the applicant subdivides the south half of the quarter section for institutional use (the institution being the pre-existing Regina Correctional Center), allowing for the registration of a residual parcel smaller than 48.56 hectares (120 acres) in size.
2. That the applicant tie proposed Parcel A to an adjacent Agricultural parcel to create a subdivision greater than 64.75 hectares (160 acres) in size.

CARRIED UNANIMOUSLY

Councillor Crassweller departed Council Chambers at 6:45 p.m.

Councillor Crassweller entered Council Chambers at 6:46 p.m.

091/2018 BYLAW NO. 01/18 – A BYLAW TO AMEND BYLAW NO. 16/16

COUNCILLOR HUSUM: THAT Bylaw 01/18, A Bylaw to amend Bylaw No. 16/16, be read a first time.

CARRIED UNANIMOUSLY

092/2018 BYLAW NO. 02/18 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR WILKE: THAT Bylaw 02/18, A Bylaw to amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, be read a first time.

CARRIED UNANIMOUSLY

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093/2018 **OCP 18-001, RZ 18-001, AND SU 17-022: OFFICIAL COMMUNITY PLAN
TEXT AMENDMENT, ZONING BYLAW 10/91 MAP AMENDMENT, AND
SUBDIVISION FOR 1 INDUSTRIAL SITE IN THE SW-16-18-19-W2**

COUNCILLOR CULBERT: THAT Council supports approval of the subdivision application SU 17-022 (Community Planning File R0917-17R) subject to the applicant and the RM entering into a servicing agreement; and,

THAT Administration confirms requirements of drainage, water servicing, and City comments prior to scheduling a Public Hearing on Bylaws 01/18 and 02/18.

CARRIED UNANIMOUSLY

094/2018 **REGINA WEST GROUND WATER STUDY**

COUNCILLOR WILKE: THAT a hydrogeological analyses data report for the Pinkie West Development Area be completed by Beckie Hydrogeologists Ltd. at a cost of \$20,000.00.

CARRIED UNANIMOUSLY

095/2018 **2018 SAMA ANNUAL MEETING**

COUNCILLOR PAUL: THAT Pam Malach, Christine Trithardt, Councillor Husum and Councillor Culbert attend the Saskatchewan Assessment Management Agency (SAMA) 2018 Annual Meeting in Saskatoon on April 11th, 2018; and,

THAT the Rural Municipality of Sherwood No. 159 appoint Pam Malach as the Voting Delegate at the Saskatchewan Assessment Management Agency (SAMA) 2018 Annual Meeting.

CARRIED UNANIMOUSLY

096/2018 **APRIL 2018 COUNCIL MEETING**

COUNCILLOR HUSUM: THAT the April 2018 Council Meeting be rescheduled for Tuesday, April 17th, 2018 due to the 2018 SAMA Annual Meeting.

CARRIED UNANIMOUSLY

097/2018 **RECESS**

COUNCILLOR HUSUM: THAT this meeting recess at 7:11 p.m.

CARRIED UNANIMOUSLY

098/2018 **RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into regular session at 7:25 p.m.

CARRIED UNANIMOUSLY

099/2018 **ABATEMENT OF TAXES NE 22-16-21 W2**

COUNCILLOR CULBERT: THAT an abatement of municipal taxes for the year 2016 in an amount of \$464.98 be granted to the owner of the NE 22-16-21 W2 being that the property has been assessed in error as residential classification; and,

THAT Administration pursue a school tax abatement agreement with the Prairie Valley School Division for the 2016 school taxes in the amount of \$316.89 on property NE 22-16-21-W2.

CARRIED UNANIMOUSLY

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100/2018 LAND AGREEMENT WITH KRAMER

COUNCILLOR HUSUM: THAT Council deny Mr. Kramer's request seeking interest on the offer to purchase dated June 19, 2015 for \$4,559.91 as this was not agreed upon in the offer to purchase agreement.

CARRIED UNANIMOUSLY

101/2018 WOUNDED WARRIORS CANADA SPONSORSHIP MAGAZINE

COUNCILLOR HUSUM: THAT the request to advertise in the Wounded Warriors Canada magazine, as a means of sponsorship to the organization be denied.

CARRIED UNANIMOUSLY

102/2018 SCSA SUPPORTER MEMBERSHIP RENEWAL

COUNCILLOR CULBERT: THAT the request from the Saskatchewan Construction Safety Association for a 2018 Annual Membership in the amount of \$787.50 be denied.

CARRIED UNANIMOUSLY

103/2018 FIRE DISPATCH INVOICE 2016-00114, 2018-00053, 2018-00054

COUNCILLOR CRASSWELLER: THAT Administration re-issue an invoice to Accounts Receivable Account No. MOR006 in the amount of \$1,019.70 for fire dispatch services, as the original invoice was reviewed and ratified from the Regina Fire Department; and,

THAT Administration inform the ratepayer that the Regina Fire Department dispatch confirmed the call was only downgraded and not cancelled but and still attended the scene to investigate.

CARRIED UNANIMOUSLY

104/2018 FIRE DISPATCH INVOICE 2017-00377

COUNCILLOR CRASSWELLER: THAT Accounts Receivable Account No. SAS003, in the amount of \$1,600.98, be cancelled as the cause of the fire in the municipal ditch could not be confirmed.

CARRIED UNANIMOUSLY

105/2018 COMMUNICATIONS

COUNCILLOR CRASSWELLER: THAT the following correspondence be accepted as information and filed:

1. February 21, 2018 Altheritage Services Corp.
2. Prairie Central District March 2018 E-News Update
3. Prairie Central District Reminder Volunteer Development Workshop

CARRIED UNANIMOUSLY

106/2018 RECESS

COUNCILLOR WILKE: THAT this meeting recess at 8:23 p.m.

CARRIED UNANIMOUSLY

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107/2018 **RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into regular session at 8:40 p.m.

CARRIED UNANIMOUSLY

108/2018 **CLOSED SESSION**

COUNCILLOR CRASSWELLER: THAT this meeting go into closed session at 8:40 p.m.

CARRIED UNANIMOUSLY

109/2018 **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 9:54 p.m.

CARRIED UNANIMOUSLY

110/2018 **ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 9:54 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator