

MINUTES OF THE REGULAR COUNCIL MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 4400 CAMPBELL STREET, REGINA, SASKATCHEWAN
Tuesday, April 17, 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
Mike Mamona, Director of Operations
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 5:31 p.m.

117/2018 AGENDA

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

Move 8.2.1 2nd Reading of Bylaw 01/18 and 02/18 to 3.3

Add 8.2.1 DBR Phase 2 Servicing Agreement

Move 8.1.2 SIP Potable Water Program Update to 6.3

CARRIED UNANIMOUSLY

118/2018 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 5:33 p.m. for the purpose of the Public Hearing for Bylaw No. 01/18 and 02/18.

CARRIED UNANIMOUSLY

119/2018 RECONVENE

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 5:57 p.m.

CARRIED UNANIMOUSLY

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120/2018 BYLAW NO. 01/18 – A BYLAW TO AMEND BYLAW NO. 16/16

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

CARRIED UNANIMOUSLY

121/2018 BYLAW NO. 02/18 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

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

CARRIED UNANIMOUSLY

122/2018 MARCH 14, 2018 REGULAR COUNCIL MEETING MINUTES

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

CARRIED UNANIMOUSLY

123/2018 APRIL 4, 2018 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR CRASSWELLER: THAT the April 4, 2018 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

Councillor Culbert departed Council Chambers at 6:04 p.m.

Councillor Culbert entered Council Chambers at 6:07 p.m.

124/2018 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

125/2018 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 6:18 p.m.

CARRIED UNANIMOUSLY

126/2018 RECONVENE

REEVE POISSANT: THAT this meeting reconvene into regular session at 6:37 p.m.

CARRIED UNANIMOUSLY

127/2018 MARCH 2018 BANK RECONCILIATION

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

CARRIED UNANIMOUSLY

128/2018 MONTHLY STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR CULBERT: THAT the Statement of Financial Activities for the period ending March 31, 2018, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

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129/2018 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 16044 to 16167 totaling \$418,227.68, 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 \$84,899.95 be ratified.

CARRIED UNANIMOUSLY

130/2018 PUBLIC WORKS MONTHLY REPORT – MARCH

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

CARRIED UNANIMOUSLY

131/2018 2018 DUST CONTROL POLICY

COUNCILLOR CRASSWELLER: THAT Policy # 2018-04 – The 2018 Dust Control Policy be approved.

CARRIED UNANIMOUSLY

132/2018 NEW STREET LIGHTS

COUNCILLOR HUSUM: THAT Council authorize the expenditure of \$16,675.68 plus \$833.78 GST for a total of \$17,509.46 for SaskPower to install a street light at Gottselig Road and Inland Drive as per SaskPower Quote No. 112912, design option #2.

CARRIED UNANIMOUSLY

133/2018 WASCANA CREEK EROSION ALONG RANGE ROAD 2214

COUNCILLOR CULBERT: THAT Administration request Associated Engineering for an assessment on Range Road 2214 by end of business day on Thursday, April 19th, 2018; and,

THAT if it is not received by end of business day on Thursday, April 19th, 2018 temporarily close Range Road 2214 until assessment is complete.

CARRIED UNANIMOUSLY

134/2018 DBR PHASE 2 SERVICING AGREEMENT

COUNCILLOR CRASSWELLER: THAT the DBR Developments Ltd. Servicing Agreement dated April 16, 2018 for Phase Two; 34.14-acre subdivision be approved; and

THAT the Reeve and Chief Administrative Officer be authorized to execute the agreement on behalf of the R.M. of Sherwood No. 159.

CARRIED UNANIMOUSLY

135/2018 REQUEST TO IMPLEMENT BYLAW 9/98 AND ENFORCE SECTION 34 OF THE HERITAGE PROPERTY ACT

COUNCILLOR HUSUM: THAT as per Section 34 of *The Heritage Property Act*, Council authorizes the Development Officer, Building Inspector, and the Municipal Planner to enter and inspect the property known as the "Normand Homestead", located on the NE ¼ 32-18-19-W2, in order to conserve or prevent loss of or damage to the heritage property.

CARRIED UNANIMOUSLY

Councillor Wilke departed Council Chambers at 7:50 p.m.

136/2018 DISCRETIONARY USE APPLICATION DPA # 18-008 FOR RV STORAGE AT PARCEL D, PLAN 64R40422 EXT 1, SE 24-17-19-W2

COUNCILLOR CULBERT: THAT Council approve DPA 18-008 for RV storage at Parcel D, Plan 64R40422 Ext 1, SE 24-17-19-W2 and direct the Development Officer to issue a development permit with the following conditions:

1. That the site be developed in accordance with the site plan attached to the application.
2. That access to the facility will be from the existing approaches from the Ministry of Highways Service Road.
3. That the minimum setback from the property line of the Service Road is 4 metres for any development. Any permanent development within 90 metres of the highway right-of-way requires a permit from the Ministry of Highways and Infrastructure.
4. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09/15).
5. All utilities shall be contacted to ensure that facilities are located.
6. Applicants are required to contact SK 1st call if they are planning to excavate or dig: 1-866-828-4888 or visit www.sask1stcall.com.
7. This permit authorizes storage of Marine and Recreational vehicles only.
8. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.
9. Drainage must be maintained on this site and not affect neighbouring properties.

CARRIED UNANIMOUSLY

137/2018 DISCRETIONARY USE APPLICATION DPA 18-010 FOR STORAGE OF MODULAR STRUCTURES AT LSD 8, SE 8-17-20-W2, EXT 29

COUNCILLOR CULBERT: THAT Council approve DPA 18-010 and direct the Development Officer to issue a permit with the following conditions:

1. That the site is developed in accordance with the site plan attached to the application.
2. Approval of the clean material storage (modular structure units) is permitted for eighteen (18) months, at which time a new application and site plan must be submitted to the R.M. for Council approval.
3. All utilities are contacted to ensure facilities are not affected prior to development.
4. Confirmation that a permit from Ministry of Highways and Infrastructure has been obtained for development within 90 metres of the service road property line. Please contact Saskatchewan Highways and Transportation, Operations Services, South Region at 1630 Park Street, Regina, SK S4P 3V7 or call 306-787-4969 to acquire a permit if you have not already done so.
5. That any topsoil removed is preserved for reclamation.
6. That regular inspections of structures occur to ensure security.
7. No occupation of modular structures is permitted.

CARRIED UNANIMOUSLY

Reeve Poissant declared a personal conflict of interest due to his parent's land being down zoned in the new Zoning Bylaw and departed Council Chambers at 7:54 p.m.

Reeve Poissant passed the Chair to Deputy Reeve Husum at 7:54 p.m.

Deputy Reeve Husum assumed the Chair at 7:54 p.m.

Councillor Wilke entered Council Chambers at 7:54 p.m.

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138/2018 BYLAW NO. 18/17 – A BYLAW TO ADOPT A REVISED ZONING BYLAW

COUNCILLOR CULBERT: THAT Bylaw 18/17, A Bylaw to adopt a revised Zoning Bylaw, be read a first time.

CARRIED UNANIMOUSLY

Reeve Poissant entered Council Chambers at 8:09 p.m.

Deputy Reeve Husum passed the Chair to Reeve Poissant at 8:09 p.m.

Reeve Poissant assumed the Chair at 8:09 p.m.

139/2018 2018 WUQWATR MEMBERSHIP

COUNCILLOR WILKE: THAT the request for the Wascana Upper Qu'Appelle Watersheds Association Taking Responsibility (WUQWATR) 2018 Membership in the amount of \$250.00 be denied.

CARRIED UNANIMOUSLY

140/2018 ABATEMENT OF TAXES – SE 10 18 21 W2, ROLL NO. 2121 000

COUNCILLOR HUSUM: THAT the request for an abatement of the municipal portion of interest incurred for the years 2012-2018 in the amount of \$126.05 be denied to the owner of SE 10-18-21 W2, Roll No. 2121 000.

CARRIED UNANIMOUSLY

141/2018 EAST COTTONWOOD CREEK ASSOCIATION

COUNCILLOR HUSUM: THAT Council of the R.M. of Sherwood No. 159 supports the forming of a Watershed Association; known as East Cottonwood Creek Watershed Association.

CARRIED UNANIMOUSLY

142/2018 WHITE BUTTE REGIONAL PLANNING COMMITTEE

COUNCILLOR HUSUM: THAT Council of the R.M. of Sherwood No. 159 suggest the following revisions to the White Butte Regional Planning Committee Memorandum of Understanding:

1. Add under mandate:
 - Bylaw enforcement
 - Utility corridor planning (working with the Provincial Utility Companies)
 - Information sharing on best practices in planning and development
 - Continued work and involvement in the TransCanada Trail.

CARRIED UNANIMOUSLY

143/2018 ROYAL CANADIAN LEGION SASKATCHEWAN COMMAND "MILITARY SERVICE RECOGNITION BOOK"

COUNCILLOR CULBERT: THAT a quarter page full color advertisement to support the Royal Canadian Legion's Military Service Recognition Book in the amount of \$395.24 plus \$19.76 GST for a total of \$415.00 be approved.

CARRIED UNANIMOUSLY

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144/2018 BYLAW NO. 03/18 – A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL

COUNCILLOR CRASSWELLER: THAT Bylaw 03/18, A Bylaw to extend the time required for the completion of the assessment roll, be read a first time.

CARRIED UNANIMOUSLY

145/2018 BYLAW NO. 03/18 – A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL

COUNCILLOR CULBERT: THAT Bylaw 03/18, A Bylaw to extend the time required for the completion of the assessment roll, be read a second time.

CARRIED UNANIMOUSLY

146/2018 BYLAW NO. 03/18 – A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL

COUNCILLOR PAUL: THAT Bylaw 03/18, A Bylaw to extend the time required for the completion of the assessment roll, be given three readings at this meeting.

CARRIED UNANIMOUSLY

147/2018 BYLAW NO. 03/18 – A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE ASSESSMENT ROLL

COUNCILLOR WILKE: THAT Bylaw 03/18, A Bylaw to extend the time required for the completion of the assessment roll, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

148/2018 APPOINTMENT OF BOARD OF REVISION AND DEVELOPMENT APPEALS BOARD

COUNCILLOR WILKE: THAT Council appoint GK Plus (G. Krismer and Associates) and its board members as the Board of Revision and Development Appeals board for the term of April 2018-December 31, 2018 and the members be appointed as follows:

- Clint Krismer – Chair
- Gord Krismer – Vice Chair
- Jeff Hutton
- Cam Duncan
- Brenda Lauf
- Kirby Bodnard
- Dave Lang; and

THAT Aileen Swenson be appointed as Secretary of the Board of Revision for 2018.

CARRIED

149/2018 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 8:56 p.m.

CARRIED UNANIMOUSLY

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150/2018 **RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into regular session at 9:15 p.m.

CARRIED UNANIMOUSLY

151/2018 **COMMUNICATIONS**

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

1. Prairie Central District April 2018 E-News Update
2. April 9, 2018 SARM – 2018 SARM Fees

CARRIED UNANIMOUSLY

152/2018 **CLOSED SESSION**

COUNCILLOR HUSUM: THAT this meeting go into closed session at 9:34 p.m.

CARRIED UNANIMOUSLY

153/2018 **RECONVENE**

COUNCILLOR CULBERT: THAT this meeting reconvene into regular session at 9:55 p.m.

CARRIED UNANIMOUSLY

154/2018 **MEETING EXTENSION**

COUNCILLOR HUSUM: THAT this meeting be extended by 15 minutes to 10:15 p.m.

CARRIED UNANIMOUSLY

155/2018 **CLOSED SESSION**

COUNCILLOR HUSUM: THAT this meeting go into closed session at 9:55 p.m.

CARRIED UNANIMOUSLY

156/2018 **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 10:16 p.m.

CARRIED UNANIMOUSLY

157/2018 **ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 10:17 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator