

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, August 26, 2015

PRESENT: Neil Robertson, Q.C., Reeve
Joe Repetski, Councillor Division 1
Tim Probe, Councillor Division 2
Carl A. Husum, Councillor Division 4
Rod Culbert, Councillor Division 5

ABSENT: Dale Heenan, Councillor Division 3
Vacant, Councillor Division 6

STAFF: Steven Schiefner, Official Administrator
Ron McCullough, Chief Administrative Officer
Rick Stuckenberg, Director of Planning & Development
Adam Toth, Municipal Planner
Rod Benroth, Director of Public Works & Infrastructure
Garret Halbgewachs, Manager of Public Works
Christine Trithardt, Administrative Assistant

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

381/15 **AGENDA**

COUNCILLOR PROBE: THAT the agenda be adopted as amended.

Add 7.2.8 Planning and Engineering Services RFP: Infrastructure
Sustainability Strategy – Official Community Plan

CARRIED UNANIMOUSLY

DELEGATION

Bruce Dodds, Agricultural Producers Association of Saskatchewan discussed the pros of APAS and the consideration of full membership.

382/15 **JULY 22, 2015 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR CULBERT: THAT the minutes of the July 22, 2015 Regular Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

383/15 **AUGUST 11, 2015 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR HUSUM: THAT the minutes of the August 11, 2015 Special Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

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384/15 **JULY BANK RECONCILIATION & BANK STATEMENTS**

COUNCILLOR PROBE: THAT the Bank Reconciliation and Bank Statements for the Month of July 2015, be accepted as presented.

CARRIED UNANIMOUSLY

385/15 **STATEMENT OF FINANCIAL ACTIVITIES**

COUNCILLOR PROBE: THAT the Statement of Financial Activities for the period ending July 31, 2015, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

386/15 **JULY & AUGUST 2015 LIST OF ACCOUNTS**

COUNCILLOR REPETSKI: THAT cheque numbers 12539 to 12681 totalling \$752,913.55, as outlined in the List of Accounts, attached to and forming part of these minutes be accepted as information; and,

THAT Payroll and Electronic Fund Transfers totalling \$98,189.96 be ratified.

CARRIED UNANIMOUSLY

387/15 **JULY 2015 PUBLIC WORKS REPORT**

COUNCILLOR REPETSKI: THAT the Director of Public Works & Infrastructure July 2015 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

388/15 **PLANNING & DEVELOPMENT INITIATIVES – JULY 2015**

COUNCILLOR PROBE: THAT the Planning & Development Initiatives – July 2015 Report be accepted as information and filed.

CARRIED UNANIMOUSLY

389/15 **ZONING BYLAW MAP AMENDMENT AND SUBDIVISION REZONING APPLICATION RZ 15-002 CURTIS & RHONDA EBERLE FOR FARMYARD SUBDIVISION**

COUNCILLOR HUSUM: THAT Council pass first reading of the attached zoning bylaw amendment bylaw (Bylaw 12/15) to rezone the subdivision boundary of Parcels C and D, NE 33-18-19-W2 from Agricultural District (AG1) to Small Lot Agricultural District (AG2); and

THAT prior to scheduling a public hearing:

- a) The Water Security Agency (WSA) provides the flood elevation to determine that the sites are suitable from a flood mitigation perspective.
- b) An appraisal is completed to determine the value of Municipal Reserve for subdivision application SU 15-003 (Community Planning File R0484-15R)

CARRIED UNANIMOUSLY

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390/15 ZONING BYLAW TEXT AMENDMENT REZONING APPLICATION RZ 15-003 WILTRE HOLDINGS FOR INDUSTRIAL SETBACK REDUCTIONS

COUNCILLOR PROBE: THAT an amendment to the Zoning Bylaw Text Amendment Rezoning Application RZ 15-003 Report be 20 meters as recommended by Administration.

CARRIED UNANIMOUSLY

391/15 ZONING BYLAW TEXT AMENDMENT REZONING APPLICATION RZ 15-003 WILTRE HOLDINGS FOR INDUSTRIAL SETBACK REDUCTIONS

COUNCILLOR CULBERT: THAT Council pass first reading of the attached zoning bylaw amendment bylaw (Bylaw 11/15) to change the I-Industrial Zone minimum setbacks table (excluding drive in theatres) to:

For Lots Fronting an Internal Subdivision Road Allowance	For Lots Fronting a Municipal/Provincial Road Allowance
Front Yard: 15 metres	Front Yard: 20 metres (Distance May be Greater if Required by the Ministry of Highways)
Side Yard: <u>Corner Lots:</u> 15 metres for side yard abutting internal subdivision road allowance; standard may be reduced to 7.5 metres where internal subdivision road is undeveloped or in the opinion of the RM the internal road does not convey high traffic volumes. 7.5 metres for other side yard. 20 metres for side yard abutting Municipal/Provincial road allowance (Distance May be Greater if Required by the Ministry of Highways and Infrastructure) <u>Other lots:</u> 7.5 metres	Side Yard: <u>Corner Lots:</u> 15 metres for side yard abutting internal subdivision road allowance; standard may be reduced to 7.5 metres where internal subdivision road is undeveloped or in the opinion of the RM the internal road does not convey high traffic volumes. 7.5 metres for other side yard. 20 metres for side yard abutting Municipal/Provincial road allowance (Distance May be Greater if Required by the Ministry of Highways and Infrastructure) <u>Other lots:</u> 7.5 metres
Rear Yard: 7.5 metres 20 metres for rear yard abutting Municipal/Provincial road allowance (Distance May be Greater if Required by the Ministry of Highways and Infrastructure)	Rear Yard: 7.5 metres 20 metres for rear yard abutting Municipal/Provincial road allowance (Distance May be Greater if Required by the Ministry of Highways and Infrastructure)

CARRIED UNANIMOUSLY

392/15 ZONING BYLAW MAP AND TEXT AMENDMENT

COUNCILLOR REPETSKI: THAT this Zoning Bylaw Map and Text Amendment report be tabled to the September Council Meeting.

CARRIED UNANIMOUSLY

**393/15 DISCRETIONARY USE APPLICATION DPA 15-012 PROPOSED
FINISHING/PROCESSING MILL FACILITY**

COUNCILLOR CULBERT: THAT Council approves the development permit application DPA 15-012 and direct the Development Officer to issue a development permit with the following conditions:

- A. That prior to development:
 - 1. It is confirmed that the foundation structures follow the recommendations in the Ground Engineering geotechnical report (File GE-1568)

- B. That prior to commissioning of the building, the following must occur:
 - 1. The RM receives confirmation from the Ministry of Environment that the operation meets their regulations.
 - 2. The RM receives confirmation from the appropriate government agencies that the Water and Sewer servicing meets their regulations.
 - 3. That all utilities are contacted to locate facilities and confirm with the RM that facilities will not be affected.

CARRIED UNANIMOUSLY

**394/15 DISCRETIONARY USE APPLICATION DPA 15-027 FABRICATION SHOP
EXPANSION**

COUNCILLOR CULBERT: THAT Council approves the development permit application DPA 15-027 for a fabrication building addition at Lot 6, Blk/Par A, Plan 102019755, NW 18-18-19-W2 at the location shown on the attached site plan (dated July 14th, 2015) to the report and direct the Development Officer to issue a development permit with the following conditions:

- A. That prior to commissioning of the building, the following must occur:
 - 1. That all utilities are contacted to locate facilities and confirm with the RM that facilities will not be affected.

- B. That prior to development:
 - 1. The geotechnical report provided on the adjacent property is determined as adequate, if not a new report shall be provided indicating that the aquifer will not be affected and that the foundations designs are supported.
 - 2. That a bank draft or other security is provided to the RM for the cost of the landscaping to be planted/installed onsite

- C. That landscaping on site is completed within 2 years. If not, the RM will install the landscaping

CARRIED UNANIMOUSLY

Councillor Culbert left Council Chambers at 6:42pm

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395/15 PROPOSED RESIDENTIAL SUBDIVISION APPLICATION SU 15-004

COUNCILLOR PROBE: THAT Council supports subdivision application SU 15-004 (Community Planning File R0319-15R) in principle subject to the following conditions:

1. That a geotechnical report is completed to determine that the site is safe and suitable for subdivision and development from a slope instability perspective.
2. That if the site is suitable for development, the road closure and consolidation process for plan D1392 may proceed before the subdivision is approved.
3. That a letter from a water hauler is provided to confirm the site can be serviced with potable water.

For: Repetski, Probe, Husum

Opposed: Robertson

CARRIED

Councillor Culbert entered Council Chambers at 6:51pm.

396/15 RECESS

COUNCILLOR REPETSKI: THAT this meeting recess at 7:01 p.m.

CARRIED UNANIMOUSLY

397/15 RECONVENE

COUNCILLOR PROBE: THAT this meeting reconvene into regular session at 7:15 p.m.

CARRIED UNANIMOUSLY

398/15 PLANNING AND ENGINEERING SERVICES RFP: INFRASTRUCTURE SUSTAINABILITY STRATEGY – OFFICIAL COMMUNITY PLAN

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 award the Planning and Engineering Services RFP – Infrastructure Sustainability Strategy – Official Community Plan, to WSP Canada Inc. for the sum of \$75,000 subject to the certificate of insurance being provided, and, if they cannot provide, award to Walker Projects Ltd. for \$83,000.

For: Repetski, Probe, Husum, Culbert

Opposed: Robertson

CARRIED

399/15 COUNCIL DESKS

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 confirm with North 40 Fine Furniture that we proceed with the Council desks as awarded.

CARRIED UNANIMOUSLY

400/15 CAO MONTHLY REPORT

COUNCILLOR PROBE: THAT the Chief Administrator Officer's Monthly Report be accepted as information and filed.

CARRIED UNANIMOUSLY

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401/15 COUNCIL MEETING DATES – FUTURE MEETINGS

COUNCILLOR PROBE: THAT we proceed with one Council meeting per month, effective September 2015.

CARRIED UNANIMOUSLY

402/15 COUNCIL MEETING DATES – FUTURE MEETINGS

COUNCILLOR PROBE: THAT the Council Meetings be the second Wednesday of each month.

CARRIED UNANIMOUSLY

403/15 FIRST MEETING OF COUNCIL

COUNCILLOR REPETSKI: THAT the November 11th, 2015 Regular Council Meeting be rescheduled to November 4th, 2015 due to the Stat Holiday; and

THAT the November 4th, 2015 Regular Council Meeting be scheduled as the First Meeting of Council in Rural Municipality of Sherwood No. 159 Council Chambers located at 4400 Campbell Street, Regina; following the October 28, 2015 By-Election.

CARRIED UNANIMOUSLY

404/15 GRAND OPENING OF THE NEW RM OF SHERWOOD OFFICE

COUNCILLOR HUSUM: THAT the Grand Opening of the New R.M. of Sherwood Office report be received and filed.

CARRIED UNANIMOUSLY

405/15 INLAND DRIVE PAVING PROJECT BORROWING BYLAW NO. 9/15

COUNCILLOR PROBE: THAT Bylaw 9/15, being a bylaw to provide for incurring a debt, be amended to delete Section 2. and replace with the following:

2. *The amount of said debt shall be payable in one hundred twenty (120) monthly installments of \$10,424.00 being principal and interest at a rate of Conexus Credit Union Prime Rate of Interest plus 1.25% per annum.*

CARRIED UNANIMOUSLY

**406/15 INLAND DRIVE PAVING PROJECT BORROWING BYLAW NO. 9/15
RESOLUTION REQUIRED BY CONEXUS CREDIT UNION**

COUNCILLOR REPETSKI: BE IT RESOLVED:

1. THAT the Company do borrow from CONEXUS CREDIT UNION 2006 (hereinafter called the "Credit Union") the sum of One Million Thirty Two Thousand (\$1,032,000.00) Dollars, with interest at the rate of Prime + 1.25 per centum per annum, and that for the purpose of securing payment of the said sum and all interest, do execute and deliver to the credit union the following:
 - a) Promissory Note
 - b) General Municipal Certificate re: Borrowing Limit signed by R.M. of Sherwood No. 159 confirming municipality will not exceed their long term debt limit of \$4,799,835 limit
 - c) General Security Agreement dated November 22, 2012containing such terms and conditions as the credit union may require.
2. THAT Neil Robertson, as Reeve and Ron McCullough, as Chief Administrative Officer be and they are hereby authorized to sign and execute the said documents and affix the seal of the Company thereto on behalf of the Company.
3. THAT the said officers are empowered to do such things and execute and deliver such other documents as the said credit union may require for the purpose of securing payment of the said sum and all interest, and otherwise making effective the provisions of this resolution including any additional or substitutional securities.
4. THAT a certified copy of this resolution be delivered to the credit union and constitute the authority of the said credit union to act thereon, and shall be deemed to continue in force and effect until notice of any amendment, alteration or revocation shall have been given the said credit union.

CARRIED UNANIMOUSLY

407/15 COMPLEMENTARY INDUSTRIAL DEVELOPMENT DEFINITION

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 approve the Complementary Industrial Development Definition as presented.

CARRIED UNANIMOUSLY

408/15 WELLINGS SUBDIVISION LOCAL IMPROVEMENT

COUNCILLOR CULBERT: THAT the Wellings Subdivision Local Improvement report be accepted.

CARRIED UNANIMOUSLY

409/15 CORRESPONDENCE

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

1. RCMP Stats – July 2015

CARRIED UNANIMOUSLY

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410/15 BYLAW NO. 09/15 – A BYLAW TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR PROBE: THAT the Bylaw No. 09/15 be amended to delete Section 2. in it's entirely and replace with the following:

2. *The amount of said debt shall be payable in one hundred twenty (120) monthly instalments of \$10,424.00 being principal and interest at a rate of Conexus Credit Union Prime Rate of Interest plus 1.25% per annum.*

CARRIED UNANIMOUSLY

411/15 BYLAW NO. 09/15 – A BYLAW TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR CULBERT: THAT Bylaw No. 09/15 as amended, A Bylaw to Provide for Incurring a Debt, be read a second time.

CARRIED UNANIMOUSLY

412/15 BYLAW NO. 09/15 – A BYLAW TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR HUSUM: THAT Bylaw No. 09/15 as amended, A Bylaw to Provide for Incurring a Debt, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

413/15 BYLAW NO. 11/15 – A BYLAW TO AMEND THE SHERWOOD-REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR PROBE: THAT Bylaw No. 11/15 – A Bylaw to Amend the Sherwood-Regina Planning District Zoning Bylaw No. 10/91, be introduced and read a first time.

CARRIED UNANIMOUSLY

414/15 BYLAW NO. 13/15 – A BYLAW TO AMEND A ZONING BYLAW AMENDMENT BYLAW (BYLAW NO. 8/13)

COUNCILLOR CULBERT: THAT Bylaw No. 13/15 be tabled.

CARRIED UNANIMOUSLY

415/15 BYLAW NO. 14/15 – A BYLAW TO UNDERTAKE WELLINGS SUBDIVISION PAVING PROJECT AS A LOCAL IMPROVEMENT

COUNCILLOR CULBERT: THAT Bylaw No. 14/15 – A Bylaw to Undertake Wellings Subdivision Paving Project as a Local Improvement, be introduced and read a first time.

CARRIED UNANIMOUSLY

416/15 BYLAW NO. 14/15 – A BYLAW TO UNDERTAKE WELLINGS SUBDIVISION PAVING PROJECT AS A LOCAL IMPROVEMENT

COUNCILLOR REPETSKI: THAT Bylaw No. 14/15 – A Bylaw to Undertake Wellings Subdivision Paving Project as a Local Improvement, be read a second time.

CARRIED UNANIMOUSLY

417/15 BYLAW NO. 14/15 – A BYLAW TO UNDERTAKE WELLINGS SUBDIVISION PAVING PROJECT AS A LOCAL IMPROVEMENT

COUNCILLOR PROBE: THAT Bylaw No. 14/15 – A Bylaw to Undertake Wellings Subdivision Paving Project as a Local Improvement, be given three readings at this meeting.

CARRIED UNANIMOUSLY

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418/15 **BYLAW NO. 14/15 – A BYLAW TO UNDERTAKE WELLINGS
SUBDIVISION PAVING PROJECT AS A LOCAL IMPROVEMENT**

COUNCILLOR CULBERT: THAT Bylaw No. 14/15 – A Bylaw to Undertake Wellings Subdivision Paving Project as a Local Improvement, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

419/15 **BYLAW NO. 12/15 – A BYLAW TO AMEND ZONING BYLAW NO. 7/11**

COUNCILLOR CULBERT: THAT Bylaw No. 12/15 – A Bylaw to Amend Zoning Bylaw No. 7/11, be introduced and read a first time.

CARRIED UNANIMOUSLY

420/15 **IN CAMERA**

COUNCILLOR HUSUM: THAT this meeting go into In Camera session at 8:38 p.m.

CARRIED UNANIMOUSLY

421/15 **RECESS**

COUNCILLOR PROBE: THAT this meeting recess at 8:38 p.m.

CARRIED UNANIMOUSLY

422/15 **RECONVENE**

COUNCILLOR REPETSKI: THAT this meeting reconvene into In Camera session at 8:50 p.m.

CARRIED UNANIMOUSLY

423/15 **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 9:45 p.m.

CARRIED UNANIMOUSLY

424/15 **IN CAMERA MEETING**

COUNCILLOR REPETSKI: THAT the items of APAS, Cost Benefit Analysis and union Negotiations be added to the In Camera Meeting.

CARRIED UNANIMOUSLY

425/15 **SHERWOOD ROAD – FAILURES**

COUNCILLOR PROBE: THAT Council direct the Chief Administrative Officer to proceed with litigation related to the Sherwood Road pavement failures.

CARRIED UNANIMOUSLY

426/15 **APAS MEMBERSHIP**

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 not renew the APAS Membership.

CARRIED UNANIMOUSLY

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427/15 **ADJOURNMENT**

COUNCILLOR HUSUM: THAT this meeting be adjourned at 9:48 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator

Official Administrator