

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 8, 2018

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

ABSENT: Vacant, Councillor Division 2
Rod Culbert, Councillor Division 5

STAFF: Pam Malach, Chief Administrative Officer
Mike Mamona, Director of Operations
Erin Halliday, Director of Finance & Administration
Garret Halbgewachs, Manager of Public Works
Adam Toth, Manager of Planning & Development
Susan Stevenson, Development Officer
Tony Wood, Municipal Planner
Emily Hoddinott, Administrative Assistant

ORDER: Reeve Poissant called the meeting to order at 5:34 p.m.

270/2018 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as amended.

Move 8.2.3 Leader Group – Bylaw 06/18 & 07/18 – 2nd & 3rd Reading after Public Hearing

Add 8.3.2 Policy for Financial Statement Publication

Add 8.3.3 Fire Dispatch Invoice 36284

CARRIED UNANIMOUSLY

271/2018 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 5:35 p.m. for the purpose of the Public Hearing for Bylaw No. 06/18 – A Bylaw to amend Bylaw No. 16/16, A Bylaw to adopt a revised Official Community Plan and Bylaw No. 07/18 - A Bylaw to amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 5:40 p.m.

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272/2018 BYLAW NO. 06/18, A BYLAW TO AMEND BYLAW NO. 16/16 - A BYLAW TO ADOPT A REVISED OFFICIAL COMMUNITY PLAN

COUNCILLOR WILKE: THAT Bylaw No. 06/18, A Bylaw to amend Bylaw No. 16/16, be read a second time.

CARRIED UNANIMOUSLY

273/2018 BYLAW NO. 06/18, A BYLAW TO AMEND BYLAW NO. 16/16 - A BYLAW TO ADOPT A REVISED OFFICIAL COMMUNITY PLAN

COUNCILLOR CRASSWELLER: THAT Bylaw No. 06/18, A Bylaw to amend Bylaw No. 16/16, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

274/2018 BYLAW NO. 07/18, A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR HUSUM: THAT Bylaw No. 07/18, A Bylaw to amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, be read a second time.

CARRIED UNANIMOUSLY

275/2018 BYLAW NO. 07/18, A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR PAUL: THAT Bylaw No. 07/18, A Bylaw to amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

DELEGATION

Chad Morris, Landman with Enbridge Pipelines made a presentation to Council on the Line 3 project running through the R.M. of Sherwood and answered questions from Council.

276/2018 JULY 11, 2018 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the July 11, 2018 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

277/2018 JULY 16, 2018 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR HUSUM: THAT the July 16, 2018 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

278/2018 JULY 27, 2018 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the July 27, 2018 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

279/2018 JULY 2018 BUDGET REPORT

COUNCILLOR HUSUM: THAT the Budget Report for the period ending July 31, 2018, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

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280/2018 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 16448 to 16514 totaling \$178,513.64 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 \$143,529.58 be ratified.

CARRIED UNANIMOUSLY

281/2018 PUBLIC WORKS MONTHLY REPORT – AUGUST

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

CARRIED UNANIMOUSLY

282/2018 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

283/2018 PERMIT REPORTING

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

CARRIED UNANIMOUSLY

284/2018 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 6:10 p.m.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 6:25 p.m.

285/2018 SHERWOOD FOREST CAMPGROUND DISCRETIONARY USE

COUNCILLOR HUSUM: THAT Council approve DPA 18-028 for 21 additional seasonal campsites at SE 10-18-21-W2, Ext 41 and direct the Development Officer to issue a permit with the following conditions as amended:

1. The operator of a campground shall provide the Development Officer with a plan of the campground, identifying any buildings, uses of the land and the location of all roadways and trailer coach or ten campsites with dimensions. The addition or rearrangement of campsites, the construction or moving of buildings, and the material change in use of portions of land, or the filling or clearing of land shall require a development permit, and the operator shall submit for approval an amended plan incorporating the development.
2. A campground shall have within its boundaries a buffer area abutting the boundary of not less than 5m (15 ft) which shall contain no buildings.
3. No portion of any campsite shall be located within a roadway or required buffer area.
4. Each campsite shall have direct and convenient access to an internal roadway, which is not located in any required buffer area.
5. Each trailer coach shall be located at least 3m (10ft) from any other trailer coach, and each campsite shall have dimensions sufficient to allow such location of trailer coaches.

Resolution No. 285/2018 continued

6. The space provided for roadways within a campground shall be at least 7.5m (25ft) in width or a width satisfactory to Council. No portion of any campsite, other use or structure shall be located in any roadway.
7. Each campsite shall have direct and convenient access to an internal roadway, which is not located in any required buffer area.
8. No portion of any campsite shall be located within a roadway or required buffer area.
9. That the applicant provide an "as-built" plan within 60 days of development completion that the site has been developed in accordance with conditions 1 – 8.
10. The Public Health Act shall be complied with in respect to all operations and development of the campground.
11. Underground sewage holding tanks will be installed under supervision of the Regional Health Authority.
12. All utilities shall be contacted to ensure they are not affected prior to development. Applicants planning to excavate or dig are required to contact Sask 1st Call for line locates: 1-866-828-4888 or visit www.sask1stcall.com.
13. The applicant provides a report to the Development Officer prepared by Saskatchewan Professional prior to development that the site is suitable for the proposed development and that slope stability is not a public safety concern.
14. The applicant work with the RM of Sherwood for future consideration to road maintenance due to traffic volume.

CARRIED UNANIMOUSLY

286/2018 BYLAW NO. 08/18, A BYLAW TO AMEND BYLAW NO. 16/16 - A BYLAW TO ADOPT A REVISED OFFICIAL COMMUNITY PLAN

COUNCILLOR HUSUM: THAT Bylaw No. 08/18, A Bylaw to amend Bylaw No. 16/16 for the purposes of appending a Concept Plan and re-designating the subject area to Rural Residential, be read a first time.

CARRIED UNANIMOUSLY

287/2018 BYLAW NO. 09/18, A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW, BYLAW NO. 7/11

COUNCILLOR WILKE: THAT Bylaw No. 09/18, A Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11, be read a first time.

CARRIED UNANIMOUSLY

288/2018 SUBDIVISION OF THREE NEW RESIDENTIAL SITES IN THE NW ¼ OF 6-17-21-W2

COUNCILLOR PAUL: THAT proposed subdivision application SU 18-007 (Community Planning File R0547-18R) be recommended for approval by Community Planning subject to the Applicant and the RM entering into a servicing agreement.

CARRIED UNANIMOUSLY

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289/2018 **SU 18-008: REG GROSS SUBDIVISION**

COUNCILLOR WILKE: THAT proposed subdivision application SU 18-008 (Community Planning File R0573-18R) be tabled until a concept plan is submitted with Official Community Plan and Zoning Bylaw amendment applications for administrative review.

CARRIED UNANIMOUSLY

290/2018 **AGREEMENT FOR SALE – RANGE ROAD 2194**

COUNCILLOR CRASSWELLER: THAT the sale of a portion of Road Allowance ORA 81-16-19-2 between the NW ¼ 21-16-19-W2M and the NE ¼ 20-16-19-W2M North of Registered Plan 102185209 and South of Road Allowance ORA 52-16-19-2) to Helen Elizabeth Anwender at a price of \$5,000.00 plus GST, be approved.

CARRIED UNANIMOUSLY

291/2018 **2017 AUDITED FINANCIAL STATEMENTS**

COUNCILLOR PAUL: THAT the R.M. of Sherwood No. 159 approve the 2017 audited financial statements as prepared by Dudley & Co. LLP.

CARRIED UNANIMOUSLY

292/2018 **POLICY FOR FINANCIAL STATEMENT PUBLICATION**

COUNCILLOR CRASSWELLER: THAT the Financial Statement Publication Policy No. 2018-05 be approved.

CARRIED UNANIMOUSLY

293/2018 **FIRE DISPATCH INVOICE**

COUNCILLOR WILKE: THAT the efforts of those teenagers and parents contributing \$8,100.00 towards the cost of \$10,149.30, as a result of June 7, 2018 fire call out incident on property SW 26-17-12 W2; and,

THAT the outstanding invoice #36284 in the amount of \$2,049.30 be cancelled/waived, recognizing no fault to the land owner of SW 26-17-21 W2.

DEFEATED

294/2018 **RECESS**

COUNCILLOR WILKE: THAT this meeting recess at 7:23 p.m.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 7:33 p.m.

295/2018 **CLOSED SESSION**

COUNCILLOR HUSUM: THAT this meeting go into closed session at 7:33 p.m.

CARRIED UNANIMOUSLY

296/2018 **RECONVENE**

COUNCILLOR WILKE: THAT this meeting reconvene into regular session at 7:55 p.m.

CARRIED UNANIMOUSLY

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297/2018 ADJOURNMENT

COUNCILLOR PAUL: THAT this meeting be adjourned at 7:55 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator