

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, December 13, 2017

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: Tim Probe, Councillor Division 2

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

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

526/2017 AGENDA

COUNCILLOR HUSUM: THAT the agenda be adopted as amended.

Add 8.3.10 Regina District Association of Rural Municipalities

CARRIED UNANIMOUSLY

527/2017 RECESS

COUNCILLOR WILKE: THAT this meeting recess at 5:31 p.m.

CARRIED UNANIMOUSLY

528/2017 RECONVENE

COUNCILLOR CRASSWELLER: THAT this meeting reconvene into regular session at 5:33 p.m.

CARRIED UNANIMOUSLY

DELEGATION

Wade Probe made a presentation to Council regarding the fire invoice for a fire that occurred in 2015 at NE 10-16-20-W2.

DELEGATION

Wayne Pidskalny, Morsky Management Group Ltd. made a presentation to Council regarding the fire invoice for a fire that occurred in 2016 at 369 Sherwood Road.

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, December 13, 2017

529/2017 NOVEMBER 8, 2017 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the November 8, 2017 Regular Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

530/2017 NOVEMBER BANK RECONCILIATION

COUNCILLOR HUSUM: THAT the Bank Reconciliation for the month of November 2017, be accepted as presented.

CARRIED UNANIMOUSLY

531/2017 MONTHLY STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR CRASSWELLER: THAT the Statement of Financial Activities for the period ending November 30, 2017, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

532/2017 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR CULBERT: THAT cheque numbers 15676 to 15765 totaling \$408,037.75, as outlined in the List of Accounts for Review attached to and forming part of these minutes be accepted as information and filed, and,

THAT Payroll and Electronic Fund Transfers totaling \$76,613.77 be ratified.

CARRIED UNANIMOUSLY

533/2017 PUBLIC WORKS MONTHLY REPORT – MONTH OF NOVEMBER

COUNCILLOR WILKE: THAT the written Public Works Monthly Report – Month of November be accepted as information and filed.

CARRIED UNANIMOUSLY

534/2017 RECESS

COUNCILLOR WILKE: THAT this meeting recess at 6:31 p.m.

CARRIED UNANIMOUSLY

535/2017 RECONVENE

REEVE POISSANT: THAT this meeting reconvene into regular session at 6:43 p.m.

CARRIED UNANIMOUSLY

536/2017 BYLAW NO. 22/17 – A BYLAW TO PROVIDE FOR AMENDMENT OF BYLAW NO. 17/17

COUNCILLOR WILKE: THAT Bylaw No. 22/17 – A Bylaw to amend the bylaw to regulate the maintenance and management of the waterworks system in the Sherwood Industrial Park including the provision for collecting fees to all consumer of water within the waterworks system with the Rural Municipality, Bylaw No. 17/17, be read a first time.

CARRIED UNANIMOUSLY

537/2017 BYLAW NO. 22/17 – A BYLAW TO PROVIDE FOR AMENDMENT OF BYLAW NO. 17/17

COUNCILLOR HUSUM: THAT Bylaw No. 22/17 – A Bylaw to amend the bylaw to regulate the maintenance and management of the waterworks system in the Sherwood Industrial Park including the provision for collecting fees to all consumer of water within the waterworks system with the Rural Municipality, Bylaw No. 17/17, be read a second time.

CARRIED UNANIMOUSLY

538/2017 BYLAW NO. 22/17 – A BYLAW TO PROVIDE FOR AMENDMENT OF BYLAW NO. 17/17

COUNCILLOR PAUL: THAT Bylaw No. 22/17 – A Bylaw to amend the bylaw to regulate the maintenance and management of the waterworks system in the Sherwood Industrial Park including the provision for collecting fees to all consumer of water within the waterworks system with the Rural Municipality, Bylaw No. 17/17, be given three readings at this meeting.

CARRIED UNANIMOUSLY

539/2017 BYLAW NO. 22/17 – A BYLAW TO PROVIDE FOR AMENDMENT OF BYLAW NO. 17/17

COUNCILLOR CULBERT: THAT Bylaw No. 22/17 – A Bylaw to amend the bylaw to regulate the maintenance and management of the waterworks system in the Sherwood Industrial Park including the provision for collecting fees to all consumer of water within the waterworks system with the Rural Municipality, Bylaw No. 17/17, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

540/2017 DISCRETIONARY USE APPLICATION #DPA 16-033 FOR A TEMPORARY CONSTRUCTION CAMPSITE FOR BYPASS CONSTRUCTION WORKERS

COUNCILLOR HUSUM: THAT Council approve DPA 16-033 at Blk/Par D, Plan 64R040422 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 developed in accordance with the attached site plan is valid until December 31, 2019.
2. That an extension of up to one (1) calendar year may be issued with Council approval. Please contact the Development Officer 90 days prior to expiration of this permit to request extension.
3. This permit allows for up to ten (10) recreational vehicles (camper units).
4. The intended use of the temporary campground is for Bypass Construction Workers for use during construction of the highway only. Any other proposed use may require a separate development permit or discretionary use approval from Council. A pre-application meeting with the Planner/Development Officer will be required to verify use.
5. That all utilities shall be contacted to ensure that facilities are located. 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.
6. That the Regina Qu'Appelle Health District provide approval for the pumphouse washroom and shower facility and that confirmation be provided to the Development Officer.
7. That water well approval and allocation from the Water Security Agency is confirmed and provided to the Development Officer.
8. That the approved Extra-Municipal Servicing Agreement from the City of Regina is provided to the Development Officer.
9. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09/15).
10. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.
11. That drainage shall not affect neighbouring properties.

Resolution No. 540/2017 continued

12. Access shall be from the Highway #1 East South Service Road only. A permit from the Ministry of Highways and Infrastructure is required to install or modify an existing approach to the service road.
13. Minimum setbacks measured from the center line of Provincial Highway No. 1 South Service Road are 9 metres for homes and 4 metres for trees, shrubs, dugouts, etc. and 4 metres for commercial developments. Any permanent development within 90 metres of the highway right-of-way requires a permit from the Ministry of Highways and Infrastructure.
14. That the Applicant apply to the Water Security Agency as a Commercial facility for an Approval to Operate Ground Water Works and a Water Rights License.

CARRIED UNANIMOUSLY

541/2017 PROFESSIONAL BUILDING INSPECTIONS CERTIFICATE OF APPOINTMENT ADDENDUM

COUNCILLOR CRASSWELLER: THAT in accordance with the service agreement with Professional Building Inspections, Inc., the R.M. of Sherwood hereby resolves to issue a Certificate of Appointment for Myron Stenka, a Licensed Building Official who is a resident of the Province of Saskatchewan.

CARRIED UNANIMOUSLY

542/2017 BYLAW NO. 20/17 – A BYLAW TO AMEND THE RM OF SHERWOOD OFFICIAL COMMUNITY PLAN (BYLAW NO. 16/16)

COUNCILLOR WILKE: THAT Bylaw No. 20/17 – A Bylaw to amend the RM of Sherwood Official Community Plan (Bylaw No. 16/16), to provide for a text change amendment to the Rural Residential Site Size and Concept Plan, be read a first time.

CARRIED UNANIMOUSLY

543/2017 BYLAW NO. 21/17 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW, BYLAW NO. 7/11

COUNCILLOR CULBERT: THAT Bylaw No. 21/17 – A Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11, being a bylaw to rezone Parcel A, NE 27-17-21-W2 from AG1 to AG2, be read a first time.

CARRIED UNANIMOUSLY

544/2017 OCP 17-004, RZ 17-008, AND SU 17-023: OCP TEXT AMENDMENT, AG2 REZONING, AND SUBDIVISION FOR 2 RESIDENTIAL SITES AT PARCEL A, NE 27-17-21-W2

COUNCILLOR WILKE: THAT subdivision application SU 17-023 (Community Planning File R1012-17R) be approved.

CARRIED UNANIMOUSLY

545/2017 MUNICIPAL SNOW DUMP

COUNCILLOR CULBERT: THAT Council decline a feasibility study being conducted for the potential of creating a snow dump site in the RM of Sherwood.

CARRIED UNANIMOUSLY

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, December 13, 2017

546/2017 BYLAW NO. 19/17 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR HUSUM: THAT Bylaw No. 19/17 – A Bylaw to amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, being a bylaw text amendment for a new residential site at NW 16-18-20-W2 be read a second time.

CARRIED UNANIMOUSLY

547/2017 BYLAW NO. 19/17 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR WILKE: THAT Bylaw No. 19/17 – A Bylaw to amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, being a bylaw text amendment for a new residential site at NW 16-18-20-W2 be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

548/2017 OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

COUNCILLOR CULBERT: THAT the written Occupational Health and Safety Committee report be accepted as information and filed.

CARRIED UNANIMOUSLY

549/2017 FUNDS TRANSFER – MUNICIPAL RESERVE

COUNCILLOR CULBERT: THAT the \$9,600.00 Cash in Lieu of Municipal Reserve payment received from Lloyd & Sandra Rogina be transferred to the Offsite Reserve Account, currently known as RM of Sherwood No. 159 Savings Account No. 1.

CARRIED UNANIMOUSLY

550/2017 OUTSTANDING UTILITIES ACCOUNT – NW 22 16 19 W2

COUNCILLOR CULBERT: THAT the unpaid utility bill on behalf of Sherwood, Edenwold, Lajord 33 Public Utility Board in the amount of \$52,546.16 relating to water services provided to the NW 22 16 19 W2 be added to the property taxes in the following appropriation:

Roll No. 3599	\$ 5,517.35
Roll No. 93	\$47,028.81

Councillor Paul left Council Chambers at 7:20 p.m.

CARRIED UNANIMOUSLY

Councillor Paul entered Council Chambers at 7:24 p.m.

551/2017 TAX ABATEMENT AND RE-ASSESSMENT REQUEST – PT NW 31-18-20-W2

COUNCILLOR WILKE: THAT the request for a tax abatement for the PT NW 31-18-20-W2 in the amount of \$1,511.31 for the year 2017 be denied.

CARRIED UNANIMOUSLY

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, December 13, 2017

552/2017 SECURITY PROCESSES AT THE MUNICIPAL OFFICE

COUNCILLOR HUSUM: THAT Administration review the security processes at the Municipal Office and take the necessary action for the safety and security of Administration.

CARRIED UNANIMOUSLY

553/2017 APPOINTMENT OF PEST CONTROL OFFICER FOR 2018

COUNCILLOR CRASSWELLER: THAT Jim King be appointed as the R.M. of Sherwood No. 159 Pest Control Officer for the year 2018 in accordance to Section 13 of *The Pest Control Act*; and,

THAT the Pest Control Officer be paid \$45.00 per call in 2018.

CARRIED UNANIMOUSLY

554/2017 FIRE INVOICE STATUS UPDATE

COUNCILLOR CRASSWELLER: THAT the Fire Invoice Status Update written report be accepted as information and filed.

CARRIED UNANIMOUSLY

555/2017 APPOINTMENT TO SHERWOOD-REGINA REGIONAL DEVELOPMENT COMMITTEE

COUNCILLOR WILKE: THAT Reeve Poissant and Councillor Culbert be appointed as Council representatives to the Sherwood-Regina Regional Development Committee (SRRDC) for the year 2018; and

THAT Councillor Crassweller be appointed as an alternate representative to the SRRDC.

CARRIED UNANIMOUSLY

556/2017 APPOINTMENT TO WHITE BUTTE REGIONAL PLANNING COMMITTEE

COUNCILLOR CULBERT: THAT Councillor Husum and Councillor Paul be appointed as Council representatives to the White Butte Regional Planning Committee for the year 2018; and,

THAT Councillor Wilke be appointed as an alternate representative to the White Butte Regional Planning Committee.

CARRIED UNANIMOUSLY

557/2017 CERTIFIED OPERATION AND MAINTENANCE SERVICES – INTERIM AGREEMENT

COUNCILLOR HUSUM: THAT SaskWater be contracted to provide certified operations and maintenance of the Water Treatment and Distribution system for the period of December 2017 to February 28, 2018 at a rate of \$2,858.26 per month.

CARRIED UNANIMOUSLY

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, December 13, 2017

558/2017 **REGINA DISTRICT ASSOCIATION OF RURAL MUNICIPALITIES**

COUNCILLOR HUSUM: THAT the RM of Sherwood purchase a 2018 Membership with the Regina District Association of Rural Municipalities in the amount of \$150.00; and,

THAT Councillor Wilke attend the Regina District Association of Rural Municipalities 93rd Annual Meeting on January 4th & 5th, 2018 at Travelodge.

CARRIED UNANIMOUSLY

559/2017 **RECESS**

COUNCILLOR CRASSWELLER: THAT this meeting recess at 8:08 p.m.

CARRIED UNANIMOUSLY

560/2017 **RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into regular session at 8:18 p.m.

CARRIED UNANIMOUSLY

561/2017 **COMMUNICATIONS**

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

1. Team Prairie Central – Don't Miss Out
2. Team Prairie Central Sask Winter Games Update
3. Hospital Veterans Journal
4. SARM Weekly Policy Bulletin
5. Prairie Central District December 2017 E-News Update

CARRIED UNANIMOUSLY

562/2017 **CLOSED SESSION**

COUNCILLOR HUSUM: THAT this meeting go into closed session at 8:36 p.m.

CARRIED UNANIMOUSLY

563/2017 **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 9:59 p.m.

CARRIED UNANIMOUSLY

564/2017 **ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 9:59 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator