

MINUTES OF THE REGULAR COUNCIL MEETING OF  
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS  
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN  
Wednesday, February 11, 2015

**PRESENT:** Neil Robertson, Q.C., Reeve  
Joe Repetski, Councillor Division 1  
Tim Probe, Councillor Division 2  
Dale Heenan, Councillor Division 3  
Carl A. Husum, Councillor Division 4  
Rod Culbert, Councillor Division 5  
Brian Wirth, Councillor Division 6 (*via telephone*)

**STAFF:** Steven Schiefner, Official Administrator  
Ron McCullough, Chief Administrative Officer  
Rick Stuckenberg, Director of Planning & Development  
Rod Benroth, Director of Public Works & Infrastructure  
Garret Halbgewachs, Manager of Public Works  
Erin Halliday, Director of Finance & Administration  
Christine Trithardt, Administrative Assistant

*Reeve David Neil Robertson took his Declaration of Oath for Office prior to his First Meeting of Council being called to Order.*

**ORDER:** Reeve Robertson called the meeting to order at 5:32 p.m.

**085/15** **AGENDA**

COUNCILLOR REPETSKI: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

*Councillor Brian Wirth connected via telephone at 5:32 p.m.*

**DELEGATION**

Brent Cowie from Sherwood Conservation & Development Area Authority made a brief presentation to Council regarding the Rowatt Flood Control Project.

**086/15** **DELEGATION**

COUNCILLOR REPETSKI: THAT the presentation made by Brent Cowie be accepted as presented.

CARRIED UNANIMOUSLY

**DELEGATION**

Bruce Dodds from Agricultural Producers Association of Saskatchewan made a brief presentation to Council.

**087/15** **DELEGATION**

COUNCILLOR PROBE: THAT the presentation made by Bruce Dodds be accepted as presented.

CARRIED UNANIMOUSLY

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- 088/15**      **JANUARY 28, 2015 REGULAR COUNCIL MEETING MINUTES**  
COUNCILLOR PROBE: THAT the minutes of the January 28, 2015 Regular Council Meeting be adopted as presented.  
  
CARRIED UNANIMOUSLY
- 089/15**      **SARM ANNUAL CONVENTION**  
COUNCILLOR HUSUM: THAT Councillor Carl Husum be removed as a voting delegate for the SARM Annual Convention due to personal reasons.  
  
CARRIED UNANIMOUSLY
- 090/15**      **JANUARY 2015 PUBLIC WORKS REPORT**  
COUNCILLOR HUSUM: THAT the Director of Public Works & Infrastructure January 2015 written report be accepted as information and filed.  
  
CARRIED UNANIMOUSLY
- 091/15**      **GRADER LEASING**  
COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 table the Grader Leasing Report.  
  
CARRIED UNANIMOUSLY
- 092/15**      **REQUEST FOR QUOTATION FOR GRADERS**  
COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 send out a request for quotation by invitation for Graders.  
  
CARRIED UNANIMOUSLY
- 093/15**      **2015 DIESEL SUPPLY TENDER**  
COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 award the 2015 Diesel Fuel Supply to Mazenc Fuels Ltd.  
  
CARRIED UNANIMOUSLY
- 094/15**      **2015 GRAVEL SUPPLY TENDER**  
COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 award the 2015 Gravel Supply & Spreading Tender to Mortimer Brothers Ltd. with direction to work towards the \$1,292,250 and work within the budget.  
  
CARRIED UNANIMOUSLY
- 095/15**      **NEW OFFICE – FURNITURE TENDER**  
COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 award the Furniture Tender to Supreme Office Products Ltd. for \$83,760.10 (taxes included) as submitted.  
  
CARRIED UNANIMOUSLY
- 096/15**      **MULTI LOT ADDRESSING BYLAW**  
COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 receive and file the Multi Lot Addressing Bylaw report.  
  
CARRIED UNANIMOUSLY

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**097/15      BUILDING BYLAW**

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 receive and file the Building Bylaw report.

CARRIED UNANIMOUSLY

**098/15      COMMERCIAL REZONING**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 receive and file the RZ 14-002 Commercial Rezoning SW 5-17-20-W2 report.

CARRIED UNANIMOUSLY

**099/15      RZ 14-002 COMMERCIAL REZONING SW 5-17-20-W2**

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 require the applicant to prepare a secondary plan including all applicable studies in collaboration with adjacent land owners in the area, and that the plan be submitted for Council approval prior to scheduling of a public hearing.

CARRIED UNANIMOUSLY

**100/15      BYLAW NO. 5/15 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 OFFICIAL COMMUNITY PLAN, BYLAW NO. 6/11**

COUNCILLOR CULBERT: THAT Bylaw No. 5/15, a Bylaw to amend the Rural Municipality of Sherwood No. 159 Official Community Plan, Bylaw No. 6/11, be introduced and read a first time.

CARRIED UNANIMOUSLY

**101/15      BYLAW NO. 6/15 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW, BYLAW NO. 7/11**

COUNCILLOR PROBE: THAT Bylaw No. 6/15, a Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11, be introduced and read a first time.

CARRIED UNANIMOUSLY

**102/15      COMMERCIAL REZONING**

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 confirm support for the Pinkie West area as a Transportation-Warehouse node, served by private water and sewer service, as described in the Moose Jaw – Regina Industrial Corridor Plan.

CARRIED UNANIMOUSLY

**103/15      RECESS**

COUNCILLOR REPETSKI: THAT this meeting recess at 7:21 p.m.

CARRIED UNANIMOUSLY

**104/15      RECONVENE**

REEVE ROBERTSON: Called this meeting to reconvene into regular session at 7:34 p.m.

CARRIED UNANIMOUSLY

**105/15      BARCLAY REPORT RECOMMENDATIONS**

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 receive and file the Barclay Report Recommendations report.

CARRIED UNANIMOUSLY

**106/15      RESOLUTION TO GIVE EFFECT TO CERTAIN RECOMMENDATIONS IN  
THE BARCLAY INQUIRY REPORT**

COUNCILLOR PROBE: **WHEREAS** the December 30, 2014 report of the Honourable R. L. Barclay, Q.C. (hereinafter referred to as the "Barclay report") contained a recommendation that *The Municipalities Act* be amended to require members of councils of rural municipalities and other municipalities governed by that Act to provide details of any pecuniary interest they declare in relation to matters coming before council; and

**WHEREAS** the Council of the Rural Municipality of Sherwood No. 159 has no legal authority to impose such a requirement on its members but wishes to support the recommendation made in the Barclay Report;

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Council of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan formally request the Minister to introduce amendments to *The Municipalities Act* in the next session of the Saskatchewan Legislature to give effect to the recommendation of the Barclay report that members of councils governed by that Act be required to provide details of their pecuniary interests when declaring them.

2. Until the amendments to *The Municipalities Act* described in paragraph 1 come into force, members of the council of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan are urged to voluntarily disclose the general nature of any pecuniary interest they declare and any details relating to such an interest that could reasonably be seen to materially affect the member's impartiality in the exercise of his or her office.

CARRIED UNANIMOUSLY

*Councillor Brian Wirth disconnected at 7:59 p.m.*

*Councillor Brian Wirth reconnected via telephone at 8:00 p.m.*

**107/15      GENERAL RATEPAYERS MEETING – FEBRUARY 26, 2015**

COUNCILLOR HEENAN: THAT Reeve Robertson should moderate the General Ratepayers Meeting on February 26, 2015.

CARRIED UNANIMOUSLY

**108/15      SIGNING AUTHORITY & MASTERCARD AUTHORIZATION**

COUNCILLOR PROBE: THAT Kevin Eberle's signing authority and Mastercard Authorization for the R.M. of Sherwood No. 159 be revoked.

CARRIED UNANIMOUSLY

**109/15      SIGNING AUTHORITY**

COUNCILLOR PROBE: THAT Reeve Robertson be granted signing authority for the R.M. of Sherwood No. 159.

CARRIED UNANIMOUSLY

**110/15      CANADA REVENUE AGENCY LIST OF AUTHORIZED CONTACTS**

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159's Canada Revenue Agency list of authorized contacts be updated to include only the following individuals:

1. Ron McCullough, Chief Administrative Officer
2. Erin Halliday, Director of Finance & Administration
3. Lorna Hillier, Administrative Assistant

CARRIED UNANIMOUSLY

**111/15      CUETS CORPORATE RESOLUTION**

COUNCILLOR REPETSKI: THAT Council approve the following CUETS Corporate Resolution:

**WHEREAS** it is in the interest of the Corporation to enter into arrangements for the provision of a borrowing relationship with The Toronto-Dominion Bank, operating a division as CUETS Financial ("**CUETS Financial**") and, if required, to provide security and agreements therefore;

**BE IT RESOLVED THAT:**

1. The Corporation is authorized to:
  - (a) open, maintain and operate one or more credit card accounts with CUETS Financial and to do all things in relation thereto;
  - (b) enter into credit agreements from time to time with CUETS Financial using CUETS Financial's standard forms and to borrow money from CUETS Financial pursuant to the credit facilities described in such agreements; and
  - (c) enter into further arrangements for the provision of other financial services with CUETS Financial.
  
2. The Corporation is authorized and directed to create, execute and deliver in favour of CUETS Financial;
  - (a) CUETS Financial's standard documentation for the opening and operation of one or more credit card accounts;
  - (b) The credit agreements referred to above and any additional agreements described in such credit agreements; and
  - (c) Such further instruments and agreements as may be reasonably required to carry out the agreements described herein; and by doing so, to bind the Corporation and create the security set out in such agreements.
  
3. Any one individual listed below as an "**Account Administrator**" is authorized for and on behalf of the Corporation from time to time to:
  - (a) execute and deliver all of the documents and instruments described in paragraph 2 above;
  - (b) execute and deliver any other documents and instruments that may be reasonably required from time to time to carry out the transactions contemplated by this Resolution, subject to such amendments as the Account Administrator may approve, such approval to be conclusively evidenced by the execution of the said documents or instruments;
  - (c) give CUETS Financial instructions and perform transactions on behalf of the Corporation in connection with the ongoing operation of the credit card account(s), credit facilities and/or other financial services contemplated by this Resolution;
  - (d) authorize any person or persons (each, an "**Authorized User**") to access, from time to time, credit available under the credit card account(s) established by CUETS Financial for the Corporation;
  - (e) establish and, from time to time, change the amount of credit that each individual Authorized User may access under the credit card account(s) established by CUETS Financial for the Corporation; and
  - (f) settle the Corporation's credit card account(s) with CUETS Financial and receive from CUETS Financial, and provide receipt of, statements and any other items or correspondence from and to CUETS Financial in connection with the Corporation's credit card account(s).

**Resolution No. 111/15 continued**

4. CUETS Financial is entitled to rely on such documents, instruments, instructions and transactions as duly and validly authorized and binding on the Corporation. CUETS Financial does not need to make any further inquiry into the authority of any Account Administrator to bind the Corporation.
5. CUETS Financial be provided with a copy of this Resolution together with a certified list of the names of the current officers and directors of the Corporation and, from time to time, be provided with any changes to such list.

CARRIED UNANIMOUSLY

**112/15      CORRESPONDENCE**

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

1. January 15, 2015 CUPW STTP – Request for Support to Save Canada Post
2. January 23, 2015 Canadian Fallen Heroes Foundation
3. White Butte RCMP Community Report for January 2015

CARRIED UNANIMOUSLY

**113/15      NEWS RELEASES**

COUNCILLOR REPETSKI: THAT all News Releases be put on the website and remain on the website for at least 1 year.

CARRIED UNANIMOUSLY

**114/15      BYLAW NO. 02/15 – A BYLAW FOR THE PURPOSE TO ASSIGN CIVIC ADDRESSES**

COUNCILLOR PROBE: THAT Bylaw No. 02/15, a Bylaw for the Purpose to Assign Civic Addresses, be introduced and read a first time.

CARRIED UNANIMOUSLY

**115/15      BYLAW NO. 02/15 – A BYLAW FOR THE PURPOSE TO ASSIGN CIVIC ADDRESSES**

COUNCILLOR REPETSKI: THAT Bylaw No. 02/15, a Bylaw for the Purpose to Assign Civic Addresses, be read a second time.

CARRIED UNANIMOUSLY

**116/15      BYLAW NO. 02/15 – A BYLAW FOR THE PURPOSE TO ASSIGN CIVIC ADDRESSES**

REEVE ROBERTSON: Asked for unanimous consent that Bylaw No. 02/15, a Bylaw for the Purpose to Assign Civic Addresses, be given three readings at this meeting.

CARRIED UNANIMOUSLY

**117/15      BYLAW NO. 02/15 – A BYLAW FOR THE PURPOSE TO ASSIGN CIVIC ADDRESSES**

COUNCILLOR CULBERT: THAT Bylaw No. 02/15, a Bylaw for the Purpose to Assign Civic Addresses, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

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**118/15      BYLAW NO. 21/14 – A BYLAW TO ESTABLISH A BUILDING BYLAW**

COUNCILLOR CULBERT: THAT Bylaw No. 21/14, a Bylaw to Establish a Building Bylaw, be introduced and read a first time.

CARRIED UNANIMOUSLY

**119/15      BYLAW NO. 03/15 – A BYLAW TO REQUIRE MEMBERS OF COUNCIL TO FILE A PUBLIC DISCLOSURE STATEMENT**

COUNCILLOR HUSUM: THAT Bylaw No. 03/15, a Bylaw to Require Members of Council to File a Public Disclosure Statement, be introduced and read a first time.

CARRIED UNANIMOUSLY

**120/15      BYLAW NO. 03/15 – A BYLAW TO REQUIRE MEMBERS OF COUNCIL TO FILE A PUBLIC DISCLOSURE STATEMENT**

COUNCILLOR PROBE: THAT Bylaw No. 03/15, a Bylaw to Require Members of Council to File a Public Disclosure Statement, be read a second time.

CARRIED UNANIMOUSLY

**121/15      BYLAW NO. 03/15 – A BYLAW TO REQUIRE MEMBERS OF COUNCIL TO FILE A PUBLIC DISCLOSURE STATEMENT**

REEVE ROBERTSON: Asked for unanimous consent that Bylaw No. 03/15, a Bylaw to Require Members of Council to File a Public Disclosure Statement, be given three readings at this meeting.

CARRIED UNANIMOUSLY

**122/15      BYLAW NO. 03/15 – A BYLAW TO REQUIRE MEMBERS OF COUNCIL TO FILE A PUBLIC DISCLOSURE STATEMENT**

COUNCILLOR REPETSKI: THAT Bylaw No. 03/15, a Bylaw to Require Members of Council to File a Public Disclosure Statement, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**123/15      BYLAW NO. 04/15 – A BYLAW TO PROVIDE FOR A CODE OF CONDUCT FOR MEMBERS OF COUNCIL**

COUNCILLOR CULBERT: THAT Bylaw No. 04/15, a Bylaw to Provide for a Code of Conduct for Members of Council, be introduced and read a first time.

CARRIED UNANIMOUSLY

*Councillor Brian Wirth disconnected at 8:42 p.m.*

*Councillor Brian Wirth reconnected via telephone at 8:43 p.m.*

*Councillor Brian Wirth disconnected at 8:44 p.m.*

*Councillor Brian Wirth reconnected via telephone at 8:44 p.m.*

**124/15      RECESS**

COUNCILLOR PROBE: THAT this meeting recess at 8:44 p.m.

CARRIED UNANIMOUSLY

**125/15      RECONVENE**

COUNCILLOR CULBERT: THAT this meeting reconvene into regular session at 9:00 p.m.

CARRIED UNANIMOUSLY

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**126/15**      **IN CAMERA**

COUNCILLOR CULBERT: THAT this meeting go into In Camera session at 9:00 p.m.

CARRIED UNANIMOUSLY

**127/15**      **RECONVENE**

COUNCILLOR PROBE: THAT this meeting reconvene into regular session at 9:50 p.m.

CARRIED UNANIMOUSLY

**128/15**      **TRIMAC STOP WORK ORDER**

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 receive and file the In Camera Trimac Stop Work Order report.

CARRIED UNANIMOUSLY

**129/15**      **ADJOURNMENT**

COUNCILLOR PROBE: THAT this meeting be adjourned at 10:00 p.m.

CARRIED UNANIMOUSLY

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Reeve

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Administrator