

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, January 13, 2016

PRESENT: Jeffrey Poissant, 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
Grant Paul, Councillor Division 6

STAFF: Ron McCullough, Chief Administrative Officer
Rod Benroth, Director of Public Works & Infrastructure
Garret Halbgewachs, Manager of Public Works
Rick Stuckenberg, Director of Planning & Development
Adam Toth, Municipal Planner
Erin Halliday, Director of Finance & Administration
Christine Trithardt, Administrative Assistant

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

001/16 **AGENDA**

COUNCILLOR PROBE: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATION

Gary Howland made a presentation to Council on the reimbursement of legal expenses paid to Members of Council under Bylaw 17/14, in connection with the Barclay Inquiry.

002/16 **PUBLIC HEARING**

Reeve Poissant declared the Public Hearing open for Bylaw No. 18/14, Bylaw No. 25/15, Bylaw No.20/14, Bylaw No. 17/15, Bylaw No. 18/15, Bylaw No. 19/15, Bylaw No. 20/15, Bylaw No. 21/15, Bylaw No. 23/15 and Bylaw No. 24/15 at 5:34 p.m.

Reeve Poissant declared a close family interest related to the Suncor Concept Plan Official Community Plan Amendment Bylaw and stepped down from the Chair and left Council Chambers at 5:34 p.m.

Deputy Reeve Probe assumed the Chair at 5:34 p.m.

Rick Stuckenberg provided an overview of Bylaw 18/14 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Official Community Plan, Bylaw No. 6/11.

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Twelve (12) written submissions were received from SaskWater, TransGas, Regina Airport Authority, TransCanada Pipelines Limited, SaskPower, City of Regina, Ministry of Highways, SaskWater, Regina Airport Authority, Heritage Conservation Branch of the Ministry of Parks, Culture and Sport, Ministry of Highways and Infrastructure and Tanner, Hayward, Woodward/Sabo and Farley.

Four (4) verbal presentations were received:

1. MMM Group/Suncor – Slide presentation
2. Chad Novak
 - a. Wanted to know how long this project has been proposed at this location
 - b. Concerned about the Reeve's family owning the land
 - c. Concerned about safety when vehicle cross the highway
3. James Farley – reaffirming concerns in his written submission
4. Bonnie and Roch Poissant
 - a. Supports the Ministry of Highways position on the intersection design
 - b. It is Ministry of Highways decision on the design of the intersection
 - c. The new access design will improve safety for exiting and entering their yardsite and the dog kennel.

Rick Stuckenberg provided an overview of Bylaw 25/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Official Community Plan, Bylaw No. 6/11.

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Rick Stuckenberg provided an overview of Bylaw 20/14 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11.

Twelve (12) written submissions were received from SaskWater, TransGas, Regina Airport Authority, TransCanada Pipelines Limited, SaskPower, City of Regina, Ministry of Highways, SaskWater, Regina Airport Authority, Heritage Conservation Branch of the Ministry of Parks, Culture and Sport, Ministry of Highways and Infrastructure and Tanner, Hayward, Woodward/Sabo and Farley.

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1. MMM Group/Suncor – Slide presentation
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 - a. Wanted to know how long this project has been proposed at this location
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 - a. Supports the Ministry of Highways position on the intersection design
 - b. It is Ministry of Highways decision on the design of the intersection
 - c. The new access design will improve safety for exiting and entering their yardsite and the dog kennel.

003/16 **RECESS**

COUNCILLOR REPETSKI: THAT this meeting recess at 6:39 p.m.

CARRIED UNANIMOUSLY

Reeve Poissant returned to Council Chambers at 6:40 p.m.

004/16 **RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into the Public Hearing session at 6:52 p.m.

Adam Toth provided an overview of Bylaw 17/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Official Community Plan, Bylaw No. 6/11.

No written submissions were received.

No representation for or against the proposed bylaw.

Adam Toth provided an overview of Bylaw 18/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11.

No written submissions were received.

No representation for or against the proposed bylaw.

Adam Toth provided an overview of Bylaw 19/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 10/91.

One (1) written submission was received from the City of Regina.

No representation for or against the proposed bylaw.

Adam Toth provided an overview of Bylaw 20/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11.

No written submissions were received.

No representation for or against the proposed bylaw.

Adam Toth provided an overview of Bylaw 21/15 – A Bylaw to Amend Bylaw No. 10/91.

No written submissions were received.

No representation for or against the proposed bylaw.

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Adam Toth provided an overview of Bylaw 23/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Official Community Plan, Bylaw No. 6/11.

No written submissions were received.

No representation for or against the proposed bylaw.

Adam Toth provided an overview of Bylaw 24/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11.

No written submissions were received.

No representation for or against the proposed bylaw.

Reeve Poissant declared that the Public Hearing close for Bylaw No. 18/14, Bylaw No. 25/15, Bylaw No.20/14, Bylaw No. 17/15, Bylaw No. 18/15, Bylaw No. 19/15, Bylaw No. 20/15, Bylaw No. 21/15, Bylaw No. 23/15 and Bylaw No. 24/15 at 7:03 p.m.

Councillor Husum that this Public Hearing adjourn at 7:03 p.m.

CARRIED UNANIMOUSLY

005/16 **AMEND AGENDA**

COUNCILLOR HEENAN: THAT the Bylaws related to the Public Hearing, Items 10.1 – 10.10, be considered at this point in the agenda.

For: Heenan, Poissant, Paul
Against: Repetski, Probe, Husum, Culbert

DEFEATED

006/16 **DECEMBER 9, 2015 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR REPETSKI: THAT the December 9, 2015 Regular Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

007/16 **DECEMBER 17, 2015 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR HUSUM: THAT the December 17, 2015 Special Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

008/16 **REIMBURSEMENT OF LEGAL EXPENSES**

COUNCILLOR HEENAN: THAT the RM of Sherwood No. 159 instruct Legal Counsel to write to the recipients of the payments for reimbursement of legal expenses of the Barclay Inquiry requesting repayment.

009/16 **TABLE THE REIMBURSEMENT OF LEGAL EXPENSES MOTION**

COUNCILLOR PROBE: THAT the Reimbursement of Legal Expenses motion be tabled to seek legal advice.

For: Repetski, Probe, Husum, Culbert
Against: Heenan, Paul, Poissant

CARRIED

010/16 **POTENTIAL CLAIM RELATING TO REIMBURSEMENT OF LEGAL EXPENSES**

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 instruct Legal Counsel to write McKercher law firm and to give notice of potential claim relating to reimbursement of legal expenses of the Barclay Inquiry.

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011/16 TABLE POTENTIAL CLAIM RELATING TO REIMBURSEMENT OF LEGAL EXPENSES MOTION

COUNCILLOR HUSUM: THAT the Potential Claim Relating to Reimbursement of Legal Expenses motion be tabled to seek legal advice.

CARRIED UNANIMOUSLY

012/16 DECEMBER BANK RECONCILIATION & BANK STATEMENTS

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

CARRIED UNANIMOUSLY

013/16 STATEMENT OF FINANCIAL ACTIVITIES

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

CARRIED UNANIMOUSLY

014/16 DECEMBER 2015 & JANUARY 2016 LIST OF ACCOUNTS

COUNCILLOR HUSUM: THAT cheque numbers 13064 to 13146 totalling \$396,673.27, as outlined in the List of Accounts, attached to and forming part of these minutes be accepted as information and filed; and

THAT Payroll and Electronic Funds Transfers totaling \$75,716.96 be ratified.

CARRIED UNANIMOUSLY

015/16 DECEMBER 10, 2015 LETTER FROM ROBERT & MARGARET MILLAR

COUNCILLOR PROBE: THAT a letter of apology be sent to Robert & Margaret Millar and that nothing further can be done at this point in time.

CARRIED UNANIMOUSLY

016/16 INLAND DRIVE DRAINAGE – LETTER FROM ASSOCIATED ENGINEERING

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 complete the grading of the south ditch of Inland Drive so that runoff water drains towards Culverts B/C without ponding in the ditch and adjacent properties.

CARRIED UNANIMOUSLY

017/16 DECEMBER 2015 PUBLIC WORKS REPORT

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

CARRIED UNANIMOUSLY

018/16 RECESS

COUNCILLOR PROBE: THAT this meeting recess at 8:29 p.m.

CARRIED UNANIMOUSLY

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019/16 RECONVENE

REEVE POISSANT: THAT this meeting reconvene into the Public Hearing session at 8:44 p.m.

020/16 WASCANA TRAILS ROAD – RGE RD 2214

COUNCILLOR REPETSKI: THAT the Wascana Trails Road – Rge Rd 2214 written report be accepted as information and filed; and ,

THAT the Director of Public Works prepare a cost estimate for consideration in the 2016 Budget to resolve the drainage erosion created at these 2 locations.

CARRIED UNANIMOUSLY

021/16 APPOINTMENT OF DEVELOPMENT APPEALS BOARD REPORT

COUNCILLOR REPETSKI: THAT the Rural Municipality of Sherwood No. 159 appoint the follow members to the Development Appeals Board to provide continuity for 2016-2017, namely:

- Clint Krismer (Chairman);
- Gord Krismer
- Reg Skinner;
- Brian Lynch;
- Don VanBeselaere;
- Loretta Sernowski; and,

THAT Christina Krismer be re-appointed as the Secretary of the Development Appeals Board for the years 2016-2017 to perform the duties in accordance with *The Planning and Development Act, 2007*.

CARRIED UNANIMOUSLY

022/16 SUBDIVISION APPLICATION FOR SALT STORAGE SHED STORAGE SITE

COUNCILLOR PROBE: THAT Council approve subdivision application SU 15-011 (Community Planning File R0895-15R) to create new Parcel D of approximately 7.33-acres, conditional upon:

- a. Parcel D is to be consolidated with the lands to the west as shown in Plan No. 82R00649 to provide highway access and frontage;
- b. The Remainder parcel in the SW 30-16-19 W2 is approved with a parcel size of approximately 111-acres; and,
- c. A Caveat is to be registered on the title of the larger, consolidated parcel to provide Municipal Reserve should it be re-subdivided in the future.

CARRIED UNANIMOUSLY

023/16 WASCANA VILLAGE BYLAWS REPEAL BYLAW 01/16

COUNCILLOR REPETSKI: THAT the Wascana Village Bylaws Repeal Bylaw 01/16 be tabled to the February Council Meeting.

For: Repetski, Probe, Husum, Culbert, Paul, Poissant
Against – Heenan

CARRIED

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024/16 ADDITIONAL INFORMATION ON EVENT BYLAW

COUNCILLOR PROBE: THAT the Event Bylaw be amended to state # 6 exempt the following "The administrator may" be struck and a wording change to shall exempt.

CARRIED UNANIMOUSLY

025/16 COUNCIL REMUNERATION

COUNCILLOR PROBE: THAT the Reeve receive \$1,250/month, the Deputy Reeve receive \$1,000/month and Councillors receive \$900/month for the 2016 fiscal year and all other remuneration remains the same.

CARRIED UNANIMOUSLY

026/16 2015 COUNCIL ATTENDANCE REPORT

COUNCILLOR HUSUM: THAT the 2015 Council Attendance Report be accepted as information and filed.

CARRIED UNANIMOUSLY

027/16 APPOINTMENT OF AUDITOR & ENGAGEMENT LETTER

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 appoint Dudley & Co. as Municipal Auditor for the purpose of auditing the fiscal year ending December 31, 2015; and,

THAT the Letter of Engagement from Dudley & Co., attached and forming a part of these minutes be ratified.

CARRIED UNANIMOUSLY

028/16 APPOINTMENT OF LEGAL COUNSEL

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 appoint Merrilee Rasmussen as our primary Municipal Solicitor and Kevin Mellor as our secondary Municipal Solicitor.

CARRIED UNANIMOUSLY

029/16 APPOINTMENT OF BOARD OF REVISION

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 appoint G. Krismer and Associates as the Board of Revision for 2016; and,

THAT the following be appointed as members and secretary respectively: Clinton Krimser, Gord Krismer, Brian Lynch, Reg Skinner, Don Van Beselaere, Loretta Sernowski, Jeff Hutton and Christina Krismer as Secretary.

CARRIED UNANIMOUSLY

030/16 APPOINTMENT OF WEED INSPECTOR

COUNCILLOR CULBERT: THAT Garret Halbgewachs, Manager of Public Works, be appointed as Weed Inspector for the year 2016 in accordance to section 6(2) of *The Weed Control Act*; and,

THAT the Director of the Crops Branch be notified of the appointment in accordance to section 7(1) of *The Weed Control Act*.

CARRIED UNANIMOUSLY

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031/16 APPOINTMENT OF PEST CONTROL OFFICER

COUNCILLOR HUSUM: THAT Jim King be appointed as the R.M. of Sherwood No. 159 Pest Control Officer for the 2016 in accordance to section 13 of *The Pest Control Act*; and,

THAT the Pest Control Officer be paid \$45 per call in 2016; and,

THAT the Minister of Agriculture be notified of the appointment in accordance to section 14 of *The Pest Control Act*.

CARRIED UNANIMOUSLY

032/16 APPOINTMENT TO SHERWOOD-REGINA REGIONAL DEVELOPMENT COMMITTEE

COUNCILLOR REPETSKI: THAT Councillor Tim Probe and Councillor Rod Culbert be appointed as Council representatives to the Sherwood-Regina Regional Development Committee (SRRDC); and,

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

CARRIED UNANIMOUSLY

033/16 APPOINTMENT TO WHITE BUTTE REGIONAL PLANNING COMMITTEE

COUNCILLOR PROBE: THAT Councillor Grant Paul and Councillor Carl Husum be appointed as Council representatives to the White Butte Regional Planning Committee.

CARRIED UNANIMOUSLY

034/16 WCB 2016 CERTIFICATE OF ACHIEVEMENT

COUNCILLOR REPETSKI: THAT the 2016 Workers' Compensation Board (WCB) Certificate of Achievement be received and filed and acknowledge staff.

CARRIED UNANIMOUSLY

035/16 SARM 2016 MEMBERSHIP FEES

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 pay the Saskatchewan Association of Rural Municipalities (SARM) 2016 Membership Fees for a total of \$7,648.96.

CARRIED UNANIMOUSLY

036/16 2016 SARM PROPERTY SELF-INSURANCE PROGRAM

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 renew the Saskatchewan Association of Rural Municipalities (SARM) Property Self-Insurance Program for 2016 for an annual premium of \$18,259.00.

CARRIED UNANIMOUSLY

037/16 2016 FIDELITY BOND

COUNCILLOR REPETSKI: THAT in accordance with Section 113 of *The Municipalities Act*, the R.M. of Sherwood No. 159 renew the Saskatchewan Association of Rural Municipalities (SARM) Fidelity Bond for 2016 at a coverage rate of \$100,000 for an annual premium of \$300.00.

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038/16 2016 EXCESS LIABILITY INSURANCE

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 purchase \$5 million in excess liability insurance in 2016 for an annual premium of \$1,663.00.

CARRIED UNANIMOUSLY

039/16 HUDSON BAY ROUTE ASSOCIATION

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 renew its membership with the Hudson Bay Route Association for the 2016 year at the fee of \$300.

For: Heenan, Husum, Culbert, Paul, Poissant
Against: Repetski, Probe

CARRIED

040/16 SOUTH CENTRAL TRANSPORTATION PLANNING COMMITTEE

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 Council refer back to Administration for research and bring back to the February meeting.

CARRIED UNANIMOUSLY

041/16 MEETING EXTENSION

10:00 p.m. COUNCILLOR CULBERT: THAT this meeting be extended for 1 hour.

CARRIED UNANIMOUSLY

042/16 SARM ANNUAL CONVENTION

COUNCILLOR REPETSKI: THAT the Chief Administrative Officer, Directors and any Member of Council that so wishes, attend the Saskatchewan Association of Rural Municipalities (SARM) 2016 Annual Convention in Regina, SK from March 7th to 10th, 2016; and,

THAT Councillor Tim Probe and Councillor Carl Husum be appointed Voting Delegates at the Saskatchewan Association of Rural Municipalities (SARM) 2016 Annual Convention.

CARRIED UNANIMOUSLY

043/16 2016 RMAA CONVENTION

COUNCILLOR PROBE: THAT the Chief Administrative Officer, the Director of Finance & Administration attend the Rural Municipal Administrators' Association (RMAA) 2016 Annual Convention in Regina, SK from May 16 – 19, 2016.

CARRIED UNANIMOUSLY

044/16 SAMA ANNUAL MEETING

COUNCILLOR HEENAN: THAT Councillor Joe Repetski and Reeve Jeff Poissant attend the Saskatchewan Assessment Agency (SAMA) 2016 Annual Meeting in Saskatoon on April 25th – 26th, 2016; and,

THAT the Rural Municipality of Sherwood No. 159 appoint Reeve Jeff Poissant as the Voting Delegate at the Saskatchewan Assessment Management Agency (SAMA) Annual Meeting.

CARRIED UNANIMOUSLY

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045/16 MLDP SESSIONS

COUNCILLOR REPETSKI: THAT Council members be encouraged to engage in the MLDP sessions (6 modules).

CARRIED UNANIMOUSLY

046/16 REGINA DISTRICT ASSOCIATION OF RURAL MUNICIPALITIES

COUNCILLOR PROBE: THAT the Rural Municipality of Sherwood No. 159 does not purchase a membership with the Regina District Association of Rural Municipalities for the 2016 year.

CARRIED UNANIMOUSLY

047/16 2016 INTERIM BUDGET

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 adopt the following interim budget for the year 2016 until the annual Operating and Capital Budgets are adopted:

Environmental Health	\$25,000.00
General Government	\$1,678,566.80
Health & Welfare	\$1,000.00
Planning & Development	\$330,297.50
Protective Services	\$106,400.00
Recreation & Culture	\$7,300.00
Transportation Services	\$1,593,430.00
Utilities	\$295,300.00
Total	\$4,037,294.30

CARRIED UNANIMOUSLY

048/16 EXTERNAL MEETING POLICY

COUNCILLOR HUSUM: THAT when any member of council is meeting with officials from the City of Regina, Provincial Ministries and Crown Corporations appoint Reeve and Deputy Reeve as primary attendees; and,

FURTHERMORE, Councillor Culbert as an alternate plus Administrative staff as needed.

CARRIED UNANIMOUSLY

049/16 CORRESPONDENCE

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

1. Prairie Valley School Division December 2015 Celebrate!
2. Prairie Valley School Division In Touch Fall 2015
3. November 9, 2015 Letter from Minister Jim Reiter re: Principles for Financial Settlements
4. December 15, 2015 SaskWater re: BPNPWSS-East: Regional Expansion Project
5. Prairie Valley School Division 2014-2015 Community Report
6. Prairie Valley School Division 2014-2015 Results at a Glance
7. Saskatchewan Trans Canada Trail Development E-Newsletter December 2015
8. Prairie Valley School Division Annual Meeting & 10th Anniversary Invitation
9. December 21, 2015 Letter from Ronald L. Ailsby
10. Development Appeals Board Decision

CARRIED UNANIMOUSLY

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050/16 SEND LETTER TO DEPUTY MINISTER OF HIGHWAYS

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 send a letter to the Deputy Minister of Highways asking them for the game plan on weed control regards to new construction and existing construction like the Pinkie Road interchange.

CARRIED UNANIMOUSLY

Reeve Poissant declared a close family interest related to the Suncor Concept Plan Official Community Plan Amendment Bylaw and stepped down from the Chair and left Council Chambers at 10:44 p.m.

Deputy Reeve Probe assumed the Chair at 10:45 p.m.

051/16 BYLAW NO. 25/15 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 OFFICIAL COMMUNITY PLAN, BYLAW NO. 6/11

COUNCILLOR CULBERT: THAT Bylaw No. 25/15 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Official Community Plan, Bylaw No. 6/11, be read a second time subject to a change to the Concept Plan by adding a westbound left turn at the intersection of TransCanada Hwy and Fleming Road.

Deputy Reeve Probe passed the Chair to Councillor Repetski at 10:59 pm.

Councillor Repetski assumed the Chair at 10:59 p.m.

Councillor Repetski passed the Chair to Deputy Reeve Probe at 11:03 p.m.

Deputy Reeve Probe assumed the chair at 11:03 p.m.

For: Husum, Culbert, Heenan
Opposed: Repetski, Probe, Paul

DEFEATED

Reeve Poissant entered Council Chambers and assumed the Chair at 11:07 p.m.

052/16 ADJOURNMENT

COUNCILLOR HUSUM: THAT this meeting be adjourned at 11:07 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator