

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, July 12, 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

**ABSENT:** Tim Probe, Councillor Division 2  
Grant Paul, Councillor Division 6

**STAFF:** Pam Malach, Chief Administrative Officer  
Rod Benroth, Director of Public Works & Infrastructure  
Garret Halbgewachs, Manager of Roadways  
Adam Toth, Municipal Planner  
Susan Stevenson, Administrative Assistant  
Christine Trithardt, Administrative Assistant

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

**325/2017 AGENDA**

COUNCILLOR HUSUM: THAT the agenda be adopted as amended.

Add 2.1 Chief Administrative Officer Appointment

Add 2.2 Agreement with Wayne Zerff

Add 12.2 Community Safety Officer

CARRIED UNANIMOUSLY

**326/2017 CLOSED SESSION**

COUNCILLOR HUSUM: THAT this meeting go into closed session at 5:32 p.m.

CARRIED UNANIMOUSLY

**327/2017 RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 5:50 p.m.

CARRIED UNANIMOUSLY

**328/2017 CHIEF ADMINISTRATIVE OFFICER APPOINTMENT**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 appoint Pam Malach as the Chief Administrative Officer.

CARRIED UNANIMOUSLY

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**329/2017**    **RECESS**

REEVE POISSANT: THAT this meeting recess at 5:52 p.m.

CARRIED UNANIMOUSLY

**330/2017**    **RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into regular session at 6:00 p.m.

CARRIED UNANIMOUSLY

**331/2017**    **BYLAW NO. 09/17 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW, BYLAW NO. 10/91**

COUNCILLOR CULBERT: THAT Bylaw No. 09/17 be tabled for further review.

CARRIED UNANIMOUSLY

**332/2017**    **BYLAW NO. 10/17 – A BYLAW TO AMEND BYLAW NO. 9/91**

COUNCILLOR HUSUM: THAT Bylaw No. 10/17 – A Bylaw to Amend Bylaw No. 9/91, be read a second time.

CARRIED UNANIMOUSLY

**333/2017**    **BYLAW NO. 10/17 – A BYLAW TO AMEND BYLAW NO. 9/91**

COUNCILLOR CULBERT: THAT Bylaw No. 10/17 – A Bylaw to Amend Bylaw No. 9/91, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**334/2017**    **BYLAW NO. 11/17 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91**

COUNCILLOR CULBERT: THAT Bylaw No. 11/17 – A Bylaw to Amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, be read a second time.

CARRIED UNANIMOUSLY

**335/2017**    **BYLAW NO. 11/17 – A BYLAW TO AMEND THE SHERWOOD – REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91**

COUNCILLOR CRASSWELLER: THAT Bylaw No. 11/17 – A Bylaw to Amend the Sherwood – Regina Planning District Zoning Bylaw No. 10/91, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**336/2017**    **JUNE 14, 2017 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR CULBERT: THAT the June 14, 2017 Regular Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

**337/2017**    **JUNE 21, 2017 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR CULBERT: THAT the June 21, 2017 Special Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

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**338/2017 JUNE BANK RECONCILIATION**

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

CARRIED UNANIMOUSLY

**339/2017 MONTHLY STATEMENT OF FINANCIAL ACTIVITIES**

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

CARRIED UNANIMOUSLY

**340/2017 LIST OF ACCOUNTS FOR REVIEW**

COUNCILLOR HUSUM: THAT cheque numbers 15155 to 15241 totalling \$583,107.94, 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 \$115,407.91 be ratified.

CARRIED UNANIMOUSLY

**341/2017 AGREEMENT WITH WAYNE ZERFF**

COUNCILLOR CULBERT: THAT Administration work with Wayne Zerff on new agreement and bring back to Council for review.

CARRIED UNANIMOUSLY

**342/2017 SAMA**

COUNCILLOR CULBERT: THAT SAMA come before Council to make a presentation regarding assessment the first week of August.

CARRIED UNANIMOUSLY

**343/2017 2017 MILL RATES AND MILL RATE FACTORS**

COUNCILLOR HUSUM: THAT we agree to call a special meeting on Monday, July 17<sup>th</sup>, 2017 at 11:00 am to set the 2017 mill rates and mill rate factors after review of the 2017 assessment and tax impacts on property classes in the municipality.

CARRIED UNANIMOUSLY

**344/2017 LEGAL**

COUNCILLOR CULBERT: THAT Administration look into another legal firm to represent the R.M. of Sherwood No. 159.

CARRIED UNANIMOUSLY

**345/2017 SIP EAST STORM DRAINAGE CHANNEL**

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 accept the proposal from Associated Engineering for the design of the SIP East storm drainage channel as per the quoted amount of \$28,485.00.

CARRIED UNANIMOUSLY

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**346/2017 PINKIE WEST WELL HOUSE**

COUNCILLOR WILKE: THAT the R.M. of Sherwood No. 159 accept the proposal from Associated Engineering Ltd. for the design services of the Pinkie West Well House as per the estimated amount of \$10,000 on a time plus disbursement fee.

CARRIED UNANIMOUSLY

**347/2017 RM'S REPRESENTATIVE IN MEDIATION**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 appoint Pam Malach as the RM's representative in the mediation meeting at the Dispute Resolution Office together with our lawyer.

CARRIED UNANIMOUSLY

**348/2017 PUBLIC WORKS MONTHLY REPORT - JUNE**

COUNCILLOR HUSUM: THAT the Public Works Monthly Report for June written report be accepted as information and filed.

CARRIED UNANIMOUSLY

**349/2017 MHI – SERVICE ROADS - SIP**

COUNCILLOR CULBERT: THAT Council reject the cash offer of \$225,000 and send a letter back to Ministry of Highways & Infrastructure and request that the service roads in the Sherwood Industrial Park be upgraded to a heavy haul standard or make payment to the R.M. of Sherwood in the amount for heavy haul construction.

CARRIED UNANIMOUSLY

**350/2017 RECESS**

COUNCILLOR HUSUM: THAT this meeting recess at 7:22 p.m.

CARRIED UNANIMOUSLY

**351/2017 RECONVENE**

REEVE POISSANT: THAT this meeting reconvene into regular session at 7:35 p.m.

CARRIED UNANIMOUSLY

**352/2017 OPERATING BUDGET CUTS**

COUNCILLOR CULBERT: THAT Administration adjust the 2017 Operating Budget to reflect the reductions as proposed in this report.

CARRIED UNANIMOUSLY

**353/2017 QUARTERLY WATER/WASTEWATER REPORT**

COUNCILLOR WILKE: THAT the Quarterly Water/Wastewater written report be accepted as information and filed.

CARRIED UNANIMOUSLY

**354/2017 DPA 17-021 INTENSIVE LIVESTOCK OPERATION EXPANSION**

COUNCILLOR CULBERT: THAT Council DPA 17-021 for an Intensive Livestock Operation Expansion and direct the Development Officer to issue a Development Permit with the following conditions:

1. That the applicant complies with all regulations of the *Agricultural Operations Act* and continue to work the Ministry of Agriculture to obtain new regulatory approval.
2. That any further expansion of the operation will require a new discretionary use application from the R.M. of Sherwood.
3. That if noxious odor from this operation is reported it shall be addressed immediately; failure to do so will result in the applicant being requested to cease operations.
4. That the operation is developed in accordance with the attached site plans.

CARRIED UNANIMOUSLY

**355/2017 SU 17-008 AND RZ 17-004: SUBDIVISION AND REZONING FOR 3 RESIDENTIAL SITES AT LS 16, 35-18-21-W2**

COUNCILLOR CULBERT: THAT Council supports the subdivision application SU 17-008 (Community Planning File R0474-17R) by using their discretion to approve the site sizes of Parcels A and B at 9.8 acres each.

CARRIED UNANIMOUSLY

**356/2017 BYLAW NO. 13/17 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW, BYLAW NO. 7/11**

COUNCILLOR WILKE: THAT Bylaw No. 13/17 – A Bylaw to Amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11, be read a first time.

CARRIED UNANIMOUSLY

**357/2017 DPA 17-010 PROPOSED COMMERCIAL FACILITY**

COUNCILLOR HUSUM: THAT Council approve DPA 17-010 for a Commercial facility for warehousing, fabricating, offices and showroom and direct the Development Officer to issue a Development Permit with the following conditions:

1. That this Discretionary Use development permit is subject to approval of Bylaw 10/17 and Bylaw 11/17.
2. That site grading and drainage is acceptable to the R.M. and "as-builts" are approved by the R.M. prior to occupancy.
3. All utilities must be contacted too ensure that facilities are not affected prior to development and construction. Applicants are required to contact Sask 1<sup>st</sup> Call if they are planning to dig or excavate: 1-888-828-4888 or visit [www.sask1stcall.com](http://www.sask1stcall.com).
4. That a bank draft be submitted to the Development Officer to cover the cost and installation of the landscaping as shown on the site plan, and that the landscaping must be completed within two (2) years.
5. Any further development will require a separate development permit.
6. Construction may not commence until a building permit has been issued.
7. That water and sewer servicing shall be developed in accordance with Provincial Standards.
8. That any development within 90m of a Provincial Highway Right-of-Way requires approval from the Ministry of Highways & Infrastructure.

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**358/2017 SPONSORSHIP REQUEST FROM SPPI**

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 sponsor the Sponsor the Students for \$500.00 at the 2017 Annual Planning Conference.

CARRIED UNANIMOUSLY

**359/2017 COMMERCIAL AND INDUSTRIAL TAX INCENTIVE POLICY**

COUNCILLOR CULBERT: THAT the Commercial & Industrial Tax Incentive Policy be tabled to the Special Council Meeting on Monday, July 17<sup>th</sup>.

CARRIED UNANIMOUSLY

**360/2017 2017 EDUCATION PROPERTY TAX MILL RATES**

COUNCILLOR CRASSWELLER: THAT the following 2017 Education Property Tax Mill Rates be accepted as presented by the Government of Saskatchewan:

Property Class	Mill Rate
Agricultural	1.43
Residential	4.12
Commercial/Industrial	6.27
Resource	9.68

CARRIED UNANIMOUSLY

**361/2017 TAX ENFORCEMENT – 6 MONTH NOTICE RESOLUTION**

COUNCILLOR WILKE: THAT TAXervice be authorized under s22(1) of *The Tax Enforcement Act* on or after July 24, 2017 to commence proceedings to request title with respect to the following described lands:

Roll 92	NE 22-16-19-2 EXT 0	Title No.	140460241
Roll 95	SW 22-16-19-2 EXT 0	Title No.	140460263
Roll 629	Blk/Par J-Plan 84r63614 Ext 0	Title No.	141302348
Roll 877	Blk/Par A-Plan 101280282 Ext 2	Title No.	140616389
Roll 879	Blk/Par B-Plan 101280282 Ext 3	Title No.	139720428
Roll 1957	Lot 2-Blk/Par 1-Plan 92R06235 Ext 68	Title No.	104583416
Roll 3582	Lot 14-Blk/Par L-Plan 102113198 Ext 0	Title No.	144146347

CARRIED UNANIMOUSLY

**362/2017 COMMUNICATIONS**

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

1. Prairie Central District E-News Update for June 2017
2. TransCanada Trail – Enabling Accessibility Funding

CARRIED UNANIMOUSLY

**363/2017 CLOSED SESSION**

COUNCILLOR CULBERT: THAT this meeting go into closed session at 8:18 p.m.

CARRIED UNANIMOUSLY

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**364/2017**    **RECONVENE**

COUNCILLOR CULBERT: THAT this meeting reconvene into regular session at 9:09 p.m.

CARRIED UNANIMOUSLY

**365/2017**    **ADJOURNMENT**

COUNCILLOR CRASSWELLER: THAT this meeting be adjourned at 9:09 p.m.

CARRIED UNANIMOUSLY

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Reeve

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Administrator