

**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, March 20, 2013**

**PRESENT:** Kevin Eberle, Reeve  
Joe Repetski, Councillor Division 1  
Tim Probe, Councillor Division 2  
Dale Heenan, Councillor Division 3  
Corey Wilton, Councillor Division 4  
David Wellings, Councillor Division 5  
Barry Jijian, Councillor Division 6

**ABSENT:**

**STAFF:** Rachel Kunz, Administrator  
Rod Benroth, Manager of Engineering Operations  
Adam Toth, Municipal Planner  
Jessica Heisler, Assistant Municipal Clerk

**ORDER:** Deputy Reeve Tim Probe called the meeting to order at 5:39 p.m.

**107/13 AGENDA**

COUNCILLOR WILTON: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

**108/13 RECESS**

COUNCILLOR REPETSKI: THAT this meeting recess at 5:40 p.m.

CARRIED UNANIMOUSLY

*Councillor Dave Wellings entered Council Chambers at 5:41 p.m.*

*Reeve Kevin Eberle entered Council Chambers at 5:48 p.m.*

**109/13 RECONVENE**

COUNCILLOR WILTON: THAT this meeting reconvene at 5:49 p.m.

CARRIED UNANIMOUSLY

*Deputy Reeve Tim Probe stepped down from the Chair at 5:59 p.m.*

*Reeve Kevin Eberle assumed the Chair at 5:59 p.m.*

**110/13 AMEND AGENDA**

COUNCILLOR JIJIAN: THAT the agenda be amended as follows:

MOVE item C. 1. to L. 1.

CARRIED UNANIMOUSLY

**111/13 AMEND AGENDA**

COUNCILLOR PROBE: THAT the agenda be amended as follows:

MOVE item G. 3. be to C. 1.

CARRIED UNANIMOUSLY

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**112/13 DU 13-003 – DISCRETIONARY USE APPLICATION FOR STORAGE AND  
DISTRIBUTION OF SIDING FOR AGRICULTURAL BUILDINGS - SE 24-17-19-W2  
Parcel F Plan 64R40422**

COUNCILLOR PROBE: THAT the proposed discretionary use of a building to store and distribute agricultural building supplies on Pt SE 24-17-19-W2, Blk/Par F, Plan 64R40422 be approved subject to:

1. The applicant being made aware of the risk of potential expropriation;
2. That if the landowner sells the property of Pt SE 24-17-19-W2, Blk/Par F, Plan 64R40422, that any buyer is made aware of the risk of potential expropriation; and,
3. That the applicant contacts all utilities prior to land development.

CARRIED UNANIMOUSLY

**113/13 FEBRUARY 13 2013 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR WILTON: THAT the minutes of the February 13, 2013 Regular Meeting of Council be adopted as presented.

CARRIED UNANIMOUSLY

**114/13 FEBRUARY 28 2013 SPECIAL MEETING MINUTES**

COUNCILLOR PROBE: THAT the minutes of the February 28, 2013 Special Meeting of Council be adopted as presented.

CARRIED UNANIMOUSLY

**115/13 FEBRUARY 28 2013 PUBLIC HEARING MINUTES**

COUNCILLOR JIJIAN: THAT the minutes of the February 28, 2013 Public Hearing be adopted as presented.

CARRIED UNANIMOUSLY

**116/13 BANK RECONCILIATION**

COUNCILLOR PROBE: THAT the Bank Reconciliation for the Month of February 2013, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

**117/13 STATEMENT OF FINANCIAL ACTIVITIES**

COUNCILLOR PROBE: THAT the Statement of Financial Activities for the period ending February 28, 2013, attached and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

**118/13 BANK STATEMENT**

COUNCILLOR JIJIAN: THAT the Bank Statement for the period ending February 28, 2013, be accepted as presented.

CARRIED UNANIMOUSLY

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**119/13 BUDGETARY CONTROL REPORT**

COUNCILLOR PROBE: THAT the Budgetary Control Report for the period ending February 28, 2013, be accepted as presented.

CARRIED UNANIMOUSLY

**120/13 ACCOUNTS**

COUNCILLOR REPETSKI: THAT cheque Numbers 9666 to 9680, totaling \$70,416.93, attached to and forming a part of these minutes be ratified.

CARRIED UNANIMOUSLY

**121/13 ACCOUNTS**

COUNCILLOR JIJIAN: THAT cheque Numbers 9681 to 9730 totaling \$109,993.50, attached to and forming a part of these minutes, and Payroll Deposits totaling \$35,497.03, be approved for payment.

CARRIED UNANIMOUSLY

**122/13 MANAGER OF ENGINEERING OPERATIONS REPORT**

COUNCILLOR JIJIAN: THAT Rod Benroth, Manager of Engineering Operations March 2013 written report, be accepted as information and filed.

CARRIED UNANIMOUSLY

**123/13 ROAD ACCESS DURING CONSTRUCTION POLICY**

COUNCILLOR PROBE: THAT the Road Access During Construction Policy, attached to and forming part of these minutes, be adopted as presented.

CARRIED UNANIMOUSLY

**124/13 SU 13-001 – SUBDIVISION APPLICATION – ENBRIDGE RIGHT OF WAY  
REDUCTION – SW 36-16-20-W2**

COUNCILLOR WELLINGS: THAT the Rural Municipality of Sherwood No. 159 support the proposed easement reduction referenced in file number SU 13-001 (Community Planning File R0025-13R).

CARRIED UNANIMOUSLY

**125/13 SU 13-005 – SUBDIVISION APPLICATION – INDUSTRIAL SUBDIVISION - PT SE-18-  
18-19-W2**

COUNCILLOR JIJIAN: THAT the Rural Municipality of Sherwood No. 159 support the proposed subdivision SU 13-005, enter into a servicing agreement, and accept cash in lieu of municipal reserve.

CARRIED UNANIMOUSLY

**126/13 MONTHLY ACTIONS TAKEN LIST**

COUNCILLOR WELLINGS: THAT Rachel Kunz, Administrator Monthly Actions Taken List and Actions Completed List as of March 18, 2013, be accepted as information and filed.

CARRIED UNANIMOUSLY

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**127/13 TRANSFER OF FUNDS**

COUNCILLOR REPETSKI: WHEREAS \$79,771.71 has been collected as cash-in-lieu of municipal reserves and \$447,599.38 in development levies for the period of January 1, 2013 to March 18, 2013,

BE IT RESOLVED THAT \$527,371.09 be transferred from the Rural Municipality of Sherwood No. 159 general chequing account to the Rural Municipality of Sherwood No. 159 savings account.

CARRIED UNANIMOUSLY

**128/13 RM TAX LOSS COMPENSATION TRUST FUND – PERCENTAGE FACTOR ADJUSTMENT**

COUNCILLOR JIJIAN: THAT the percentage factor used to calculate the annual payments from the TLE Trust Fund remain at 90%.

CARRIED UNANIMOUSLY

**129/13 K & R LEASING ANNEXATION REQUEST**

COUNCILLOR PROBE: THAT all costs related to the application for annexation of Parcel W by the Rural Municipality of Sherwood No. 159 be the responsibility of the owner of the parcel; and,

THAT these costs be paid to the Rural Municipality of Sherwood No. 159 prior to the Rural Municipality of Sherwood No. 159 proceeding with any step of the application.

CARRIED UNANIMOUSLY

**130/13 FLEET STREET BRIDGE ANNEXATION**

COUNCILLOR REPETSKI: THAT the Rural Municipality of Sherwood No. 159 Council accept Administrative Report “Admin – March 2013-06”, a report on File No. Annex-March 2013-01.

CARRIED UNANIMOUSLY

**131/13 FLEET STREET BRIDGE ANNEXATION**

COUNCILLOR REPETSKI: WHEREAS the Rural Municipality of Sherwood No. 159 Council has moved of the Administrative Report “Admin – March 2013-06”, a report on File No. Annex-March 2013-01; and,

WHEREAS the Rural Municipality of Sherwood No. 159 has passed Resolution No. 635/12 for the boundary alternation (annexation) of the Rural Municipality of Sherwood No. 159 to include the Rainbow Bridge (Fleet Street Bridge) from the City of Regina, on Wednesday November 21, 2012.

BE IT RESOLVED THAT the Rural Municipality of Sherwood No. 159 agree to the annexation of the land described as ORA 25-17-19 W2 Ext. 0 and authorize Administration to carry out the recommendations as contained in the Administrative Report.

CARRIED UNANIMOUSLY

**132/13 REGINA AIRPORT AUTHORITY ANNUAL GENERAL MEETING – APRIL 18, 2013**

COUNCILLOR PROBE: THAT Councillor Jijian and Councillor Heenan attend the Regina Airport Authority’s Annual General Meeting on April 18, 2013.

CARRIED UNANIMOUSLY

**133/13 2012 COUNCIL ATTENDANCE REPORT**

COUNCILLOR PROBE: THAT the 2012 Council Attendance Report be accepted as information and filed.

CARRIED UNANIMOUSLY

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**134/13 WATER METER READINGS**

COUNCILLOR REPETSKI: THAT notice be given to the contractor reading water meters that after the April reading, his services will no longer be required by the Rural Municipality of Sherwood No. 159; and,

THAT as of May 1, 2013, Rural Municipality of Sherwood No. 159 employees read water meters.

CARRIED UNANIMOUSLY

**135/13 SASKATCHEWAN REAL ESTATE FORUM – APRIL 30, 2013**

COUNCILLOR WELLINGS: THAT all members of the Rural Municipality of Sherwood No. 159 Council attend the Saskatchewan Real Estate Forum to be held in Regina on April 30, 2013.

CARRIED UNANIMOUSLY

**136/13 ADMINISTRATIVE ASSISTANT/RECEPTIONIST**

COUNCILLOR PROBE: THAT Michelle Rieger be hired as a Receptionist by the Rural Municipality of Sherwood No. 159 under the terms of the Letter of Employment ratified by Essence Recruitment on behalf of the Rural Municipality of Sherwood No. 159.

CARRIED UNANIMOUSLY

**137/13 2013 MUNICIPAL INFRASTRUCTURE CONFERENCE**

COUNCILLOR WELLINGS: THAT Councillor Jijian and Rod Benroth, Manager of Engineering Operations, attend the Municipal Infrastructure Conference to be held in Humboldt on April 24 & 25, 2013.

CARRIED UNANIMOUSLY

**138/13 2012 TAX ADJUSTMENT – ROLL NOS. 1330 & 2231**

COUNCILLOR PROBE: THAT adjustments be made to tax roll nos. 2231 and 1330 as the 293 exemption in 2012 was applied incorrectly; and,

THAT tax rolls 2231 and 1330 be adjusted to show a zero (0) as of March 21, 2013.

CARRIED UNANIMOUSLY

**139/13 RESCIND RESOLUTION NO. 124/00 – PERSONNEL POLICY**

COUNCILLOR JIJIAN: THAT Resolution No. 124/00 be rescinded; and,

THAT the Rural Municipality of Sherwood No. 159 Personnel Policy attached to and forming part of these minutes, be adopted.

CARRIED UNANIMOUSLY

**140/13 EMPLOYEE SALARIES**

COUNCILLOR JIJIAN: THAT Rachel Kunz, Administrator's recommendations for salary increases for 2013, as per Committee of the Whole Recommendation No. C79/13, be accepted as presented.

CARRIED UNANIMOUSLY

**141/13 CORRESPONDENCE**

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

- a. January 25 2013 - Alliance Pipeline - Annual Pipeline Reporting
- b. January 25 2013 - Enbridge - Annual Pipeline Reporting

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**Resolution No. 141/13 continued;**

- c. February 2013 - Provincial Rat Eradication Program Quarterly
- d. February 2013 - South Central Transportation Planning Committee - Synopsis of January 17 2013 Meeting
- e. February 2013 - Wascana Upper Qu'Appelle Watersheds Association Taking Responsibility Annual General Meeting
- f. February 8 2013 - SaskWater - Certified Operations and Maintenance Monthly Fee Increase
- g. February 12 2013 - SaskTel - Local 10-digit Dialing in Saskatchewan Coming May 11, 2013
- h. February 15 2013 - Community Pasture Patrons Association of Saskatchewan
- i. February 20 2013 - Ministry of Agriculture - Bovine Spongiform Encephalopathy (BSE)
- j. February 21 2013 - University of Saskatchewan - Agricultural Health and Safety Network Annual General Meeting
- k. February 22 2013 - Literally Placemaking - Centre for Civic Governance Forum
- l. February 24 2013 - Regina Radio Control Modelers
- m. February 28 2013 - R.C.M.P. Community Policing Report - February 2013
- n. February 28 2013 - R.C.M.P. Community Policing Report - January 2013
- o. March 4 2013 - Day of the Honey Bee Request

CARRIED UNANIMOUSLY

**142/13 RECESS**

COUNCILLOR REPETSKI: THAT this meeting recess at 6:28 p.m.

CARRIED UNANIMOUSLY

**143/13 RECONVENE**

COUNCILLOR HEENAN: THAT this meeting reconvene at 7:06 p.m.

CARRIED UNANIMOUSLY

**144/13 IN CAMERA**

COUNCILLOR PROBE: THAT this meeting move into In Camera session at 7:22 p.m.

CARRIED UNANIMOUSLY

**145/13 RECONVENE**

COUNCILLOR PROBE: THAT this meeting reconvene to Regular Session at 7:26 p.m.

CARRIED UNANIMOUSLY

**146/13 EMPLOYEE SALARIES**

COUNCILLOR JIJIAN: THAT Councillor Probe's recommendation for Rod Benroth, Manager of Engineering Operations' salary increases for 2013 and salary bonus, as per Committee of the Whole Recommendation No. C80/13, be accepted as presented.

CARRIED UNANIMOUSLY

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**147/13 IN CAMERA**

COUNCILLOR WELLINGS: THAT this meeting move into In Camera session at 7:28 p.m.

CARRIED UNANIMOUSLY

*Councillor Barry Jijian left Council Chambers at 9:00 p.m.*

**148/13 RECONVENE**

COUNCILLOR PROBE: THAT this meeting reconvene to Regular Session at 9:15 p.m.

CARRIED UNANIMOUSLY

**149/13 ADJOURNMENT**

COUNCILLOR WILTON: THAT this meeting adjourn at 9:16 p.m.

CARRIED UNANIMOUSLY

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Reeve

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Administrator