

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

PRESENT: Kevin Eberle, Reeve
Joe Repetski, Councillor Division 1
Tim Probe, Councillor Division 2
Dale Heenan, Councillor Division 3
Barry Jjian, Councillor Division 6

ABSENT: Vacant, Councillor Division 4
Vacant, Councillor Division 5

STAFF: Ron McCullough, Chief Administrative Officer
Adam Toth, Municipal Planner
Christine Trithardt, Administrative Assistant

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

458/14 **AGENDA**

COUNCILLOR REPETSKI: THAT the agenda be adopted with the following changes.

Add G.6. Zoning SW-5-17-20

Add G.16. SEDA

Move G.5., J.1., J.2. and J.3. to C.

CARRIED UNANIMOUSLY

459/14 **DECISION OPTIONS FOR THE OFFICIAL COMMUNITY PLAN (BYLAW 1/14) AND ZONING BYLAW (BYLAW 2/14)**

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 pass 2nd and 3rd readings of Bylaws 1/14 and 2/14 at the September 10th Council Meeting.

CARRIED UNANIMOUSLY

Reeve Eberle entered Council Chambers at 5:50 p.m.

Reeve Eberle declared pecuniary interest and left Council Chambers at 5:50 p.m.

460/14 **ADMINISTRATIVE CHANGES TO BYLAW 1/14**

COUNCILLOR JIJIAN: THAT the R.M. of Sherwood No. 159 accept the recommended administrative changes to Bylaw 1/14 Official Community Plan; and,

THAT in accordance with Section 211(2) of the *Planning and Development Act, 2007*, request the Minister of Government Relations waive the Public Notification requirement of the *Act* as the changes are minor in nature.

1. Small lot Ag to be removed from Schedule D. This was a mapping mistake as policies now define where small lot ag can establish rather than mapping.
2. Page 18 - Reference to Environmentally Sensitive Areas being shown on Schedule C should be Schedule D.
3. Page 24 – Section 7, Country Residential, should reference Schedule A.

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

Resolution 460/14 continued

4. Page 32 – Airport Master Plan should be for 2007-2027, not 2001-2021.
5. Page 33 – Section 9, New Communities, should reference Schedule A.
6. Pages 38, 39, and 41 – Sections 11.3, 11.6, 11.9, and 11.9.2 should indicate Schedule E, not Schedule D.
7. Add an additional reference (Schedule E) to illustrate location of utilities, where information is available. (Label the Growth Intentions Map as Schedule F).
8. Provide clarification for quarters sections with split OCP designations by adding new 4.10.6 Residual parcels less than 120 acres used for agriculture may be allowed if created as a result of rezoning and subdivision of *designated* employment and residential lands.

CARRIED

FOR – JIJIAN, PROBE, REPETSKI
AGAINST - HEENAN

461/14 BYLAW 1/14 – A BYLAW TO ADOPT THE RM OF SHERWOOD NO. 159 OFFICIAL COMMUNITY PLAN

COUNCILLOR REPETSKI: THAT Bylaw 1/14, a Bylaw to adopt the RM of Sherwood No. 159 Official Community Plan, be read a second time as amended.

CARRIED

FOR – JIJIAN, PROBE, REPETSKI
AGAINST - HEENAN

462/14 BYLAW 1/14 – A BYLAW TO ADOPT THE RM OF SHERWOOD NO. 159 OFFICIAL COMMUNITY PLAN

COUNCILLOR JIJIAN: THAT Bylaw 1/14, a Bylaw to adopt the RM of Sherwood No. 159 Official Community Plan, be read a third time as amended and send to Minister for approval.

CARRIED

FOR – JIJIAN, PROBE, REPETSKI
AGAINST - HEENAN

463/14 ADMINISTRATIVE CHANGES TO BYLAW 2/14

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 accept the recommended administrative changes to Bylaw 2/14 Zoning Bylaw; and,

THAT in accordance with Section 211(2) of the *Planning and Development Act, 2007*, request the Minister of Government Relations waive the Public Notification requirement of the *Act* as the changes are minor in nature.

1. To clarify residual parcels resulting from OCP designations: Add *2.12.8 No agricultural site created as a result of implementation of land use designation in the OCP shall be deemed non-conforming despite the fact that it may not meet minimum area requirements elsewhere in this bylaw.*
2. Add **“, including aggregate”** to the end of the listing “Mining exploration and resource extraction” in Table 6.1.
3. To clarify the “n/a” reference in Table 6.2 by adding: *6.7.1 e) RC lots must be accessed from an internal street network and should not front a RM Road or Provincial Highway.*
4. In Note 2, Table 6.2 change word “except” to “exceed one”.
5. In Note 4, for clarification, add **“site line protection setback (Sec 3.6) or”** after “SK Highways,” and before “whichever is larger”.

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

Resolution 463/14 continued

6. In Note 6, add "**depth**" between "centre" and "line" after "20 feet from the".
7. Add clarification on interpretation of bulk regulations respecting bylaw illustrations: Add 6.2.3 (or appropriate number) *Illustrations of some bulk regulations are provided for descriptive purposes and written regulations will take precedent over illustration in the event of a discrepancy between the two.*
8. Include bulk regulation illustrations for each district.
9. Include Clean Fill Zoning Bylaw Amendment (Bylaw 4/14) exact language in Section 3.9 (or appropriate). The bylaw has been approved by the Province and any language missing from bylaw 2/14 was an inadvertent mistake.
10. Change "Section 3.1" reference in Section 7.5 to "Section 3.14". This was a typo.

CARRIED

FOR – JIJIAN, REPETSKI, PROBE
AGAINST - HEENAN

464/14 BYLAW 2/14 – A BYLAW TO ADOPT THE RM OF SHERWOOD NO. 159 ZONING BYLAW

COUNCILLOR JIJIAN: THAT Bylaw 2/14, a Bylaw to adopt the RM of Sherwood No. 159 Zoning Bylaw, be read a second time as amended.

CARRIED

FOR – JIJIAN, REPETSKI, PROBE
AGAINST - HEENAN

465/14 BYLAW 2/14 – A BYLAW TO ADOPT THE RM OF SHERWOOD NO. 159 ZONING BYLAW

COUNCILLOR REPETSKI: THAT Bylaw 2/14, a Bylaw to adopt the RM of Sherwood No. 159 Zoning Bylaw, be read a third time as amended and send to Minister for approval.

CARRIED

FOR – JIJIAN, REPETSKI, PROBE
AGAINST - HEENAN

466/14 RECESS

COUNCILLOR HEENAN: THAT this meeting recess at 6:08 p.m.

CARRIED UNANIMOUSLY

Reeve Eberle entered Council Chambers at 6:15 p.m.

467/14 RECONVENE

COUNCILLOR REPETSKI: THAT this meeting reconvene into regular session at 6:27 p.m.

CARRIED UNANIMOUSLY

Deputy Reeve Probe stepped down from the Chair at 6:27 p.m.

Reeve Eberle assumed the Chair at 6:27 p.m.

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

468/14 AUGUST 13, 2014 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR PROBE: THAT the minutes of the August 13, 2014 Regular Council Meeting be adopted with corrected Resolution 444/14.

CARRIED UNANIMOUSLY

469/14 AUGUST 28, 2014 PUBLIC HEARING MINUTES

COUNCILLOR REPETSKI: THAT the minutes of the August 28, 2014 Public Hearing be adopted as presented.

CARRIED UNANIMOUSLY

470/14 BANK RECONCILIATION & BANK STATEMENT

COUNCILLOR PROBE: THAT the Bank Reconciliation and Bank Statements for the Month of August 2014, be tabled until October Council meeting.

CARRIED UNANIMOUSLY

471/14 STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR JIJIAN: THAT the Statement of Financial Activities for the period ending August 31, 2014, be tabled until October Council meeting.

CARRIED UNANIMOUSLY

472/14 BUDGETARY CONTROL REPORT

COUNCILLOR REPETSKI: THAT the Budgetary Control Report for the period ending August 31, 2014, be tabled until October Council meeting.

CARRIED UNANIMOUSLY

473/14 ACCOUNTS FOR APPROVAL

COUNCILLOR PROBE: THAT cheque numbers 11287 to 11383 totalling \$4,039,689.28, as outlined in the List of Accounts for Approval, attached to and forming part of these minutes be approved for payment; and,

THAT Payroll and Electronic Fund Transfers totalling \$84,818.45 be ratified.

CARRIED UNANIMOUSLY

474/14 DPA 14-019 TEMPORARY WORK CAMP

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Council approve the DPA 14-019 application for a temporary work camp for 2 years, to be established at LSD 8, SE 8-17-20-W2 subject to the following conditions being met prior to issuance of a development permit:

1. That the disposal of sewage is to the satisfaction of the City of Regina and other applicable Provincial Authorities and copies of any approvals and correspondence are sent to the development officer.
2. That all utilities are contacted to locate facilities.
3. That food service areas are approved by the Regina Qu'Appelle Health Region and correspondence is sent to the development officer.
4. That the Emergency Response Plan is submitted to the satisfaction of the RM and the City of Regina Fire Department.

CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

475/14 SUPPLEMENTAL REPORT OCP 14-001: LAND USE RE-DESIGNATION FOR RETAIL GAS BAR AND CARDLOCK FACILITY AND QUICK SERVE RESTAURANT

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 table for more information.

1. Approach Ministry of Highways – Access issues
2. Explore opportunities for future development south of the Trans-Canada Highway
3. Cost Benefit Analysis

and; THAT the Administration report back to Council by December Council meeting.

CARRIED UNANIMOUSLY

476/14 ZONING SW-5-17-20

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 receive and file the Zoning SW-5-17-20 report.

CARRIED UNANIMOUSLY

477/14 AUGUST 2014 PUBLIC WORKS REPORT

COUNCILLOR REPETSKI: THAT the Manager of Public Works August 2014 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

478/14 SHERWOOD CONSERVATION AND DEVELOPMENT AREA AUTHORITY (SCDAA) – PHASE 2 CULVERTS

COUNCILLOR REPETSKI: THAT the agreement currently in place between the R.M. of Sherwood No. 159 and the Sherwood Conservation and Development Area Authority remain in place; and,

THAT a new agreement be drafted for any new additional crossings on municipal right of ways.

CARRIED UNANIMOUSLY

479/14 ORGANIZATIONAL CHART

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 accept the Organizational Chart as presented.

CARRIED UNANIMOUSLY

480/14 2014 MUNICIPAL ELECTION – REMUNERATION

COUNCILLOR PROBE: THAT Election Officials participating in the 2014 Municipal Election and working at the Advanced Poll and the Election Poll be paid the following:

Deputy Returning Officer	\$450.00
Poll Clerk	\$300.00

AND FURTHERMORE THAT the officials be paid an additional \$75.00 for participating in the election training sessions.

CARRIED UNANIMOUSLY

481/14 CHIEF ADMINISTRATIVE OFFICER MONTHLY REPORT

COUNCILLOR JIJIAN: THAT the Chief Administrator Officer's Monthly Report be accepted as information and filed.

CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

- 482/14** **GOVERNMENT OF SASKATCHEWAN MINISTRY OF HIGHWAYS AND INFRASTRUCTURE REGARDING HIGHWAY 6 AND HIGHWAY 39 CONCEPTUAL PLANNING STUDY**
- COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 appoint Councillor Joe Repetski and Ron McCullough to participate on the Project Steering Committee for the Highway 6 and Highway 39 Conceptual Planning Study.
- CARRIED UNANIMOUSLY
- 483/14** **SARM – INVITE REPRESENTATIVES TO MEET DURING 2014 MIDTERM CONVENTION**
- COUNCILLOR JIJIAN: THAT the R.M. of Sherwood No. 159 appoint Ron McCullough, Councillor Tim Probe and Councillor Joe Repetski to meet with SARM's Resource & Economic Development Committee (R&EDC) during the 2014 Midterm Convention.
- CARRIED UNANIMOUSLY
- 484/14** **LETTER FROM PATTY KELLY – REGINA LANDFILL RECEIPTS**
- COUNCILLOR JIJIAN: THAT the R.M. of Sherwood No. 159 increase reimbursement to ratepayers for landfill fees to a maximum of \$150.00 per person/household per year.
- CARRIED UNANIMOUSLY
- 485/14** COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 pay Patty Kelly for all receipts submitted totaling \$225.00.
- CARRIED UNANIMOUSLY
- 486/14** **RCMP REQUEST**
- COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 receive and file the RCMP request.
- CARRIED UNANIMOUSLY
- 487/14** **SASKATCHEWAN MUNICIPAL AWARDS**
- COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 receive and file the information on Saskatchewan Municipal Awards as presented.
- CARRIED UNANIMOUSLY
- 488/14** **SALARY ADMINISTRATION POLICY**
- COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 Salary Administration Policy be hereby adopted.
- CARRIED UNANIMOUSLY
- 489/14** **SEDA**
- COUNCILLOR PROBE: THAT the RM of Sherwood No. 159 receive and file SEDA's Creating Intersections for Growth Conference.
- CARRIED UNANIMOUSLY
- 490/14** **CORRESPONDENCE**
- COUNCILLOR JIJIAN: THAT the following correspondence be accepted as information and filed:
1. August 11, 2014 - White Butte RCMP Detachment Opening Ceremony Invite
 2. August 13, 2014 – Saskatchewan Party with Official Receipt for Contribution
 3. August 28, 2014 – Regional Planning for Growth Summit
 4. Spectra Energy 2013 Sustainability Highlights Report
 5. September 2, 2014 - City of Regina Status Update: Liquid Waste at Wastewater Treatment Plant

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

Resolution 490/14 continued

6. Stars' Annual General Meeting – September 25, 2014
7. Prairie Central District Newsletter

CARRIED UNANIMOUSLY

491/14 WHITE BUTTE RCMP DETACHMENT OPENING CEREMONY INVITE

COUNCILLOR PROBE: THAT Reeve Eberle or designate Deputy Reeve Probe attend the opening ceremony of the White Butte RCMP Detachment on September 15, 2014 at 1pm on behalf of the R.M. of Sherwood No. 159.

CARRIED UNANIMOUSLY

492/14 REGIONAL PLANNING FOR GROWTH SUMMIT

COUNCILLOR: JIJIAN: THAT the R.M. of Sherwood No. 159 register and attend the 2014 Regional Planning Summit on November 17 & 18 in Regina.

CARRIED UNANIMOUSLY

493/14 RM OF SHERWOOD PARKING LOT

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration pursue the contractor next door to fix the back parking lot.

CARRIED UNANIMOUSLY

494/14 ADMINISTRATIVE BYLAW

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 Administrative Bylaw be granted three readings as presented.

CARRIED UNANIMOUSLY

495/14 ADMINISTRATIVE BYLAW – A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE DUTIES AND POWERS OF THE ADMINISTRATOR AND DESIGNATED OFFICERS FOR THE RM OF SHERWOOD NO. 159

COUNCILLOR JIJIAN: THAT Administrative Bylaw, a Bylaw to provide for the establishment of the duties and powers of the Administrator and Designated Officers for the Rural Municipality of Sherwood No. 159, be introduced and read a first time.

CARRIED UNANIMOUSLY

496/14 ADMINISTRATIVE BYLAW – A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE DUTIES AND POWERS OF THE ADMINISTRATOR AND DESIGNATED OFFICERS FOR THE RM OF SHERWOOD NO. 159

COUNCILLOR REPETSKI: THAT Administrative Bylaw, a Bylaw to provide for the establishment of the duties and powers of the Administrator and Designated Officers for the Rural Municipality of Sherwood No. 159, be read a second time.

CARRIED UNANIMOUSLY

497/14 ADMINISTRATIVE BYLAW – A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE DUTIES AND POWERS OF THE ADMINISTRATOR AND DESIGNATED OFFICERS FOR THE RM OF SHERWOOD NO. 159

COUNCILLOR HEENAN: THAT Administrative Bylaw, a Bylaw to provide for the establishment of the duties and powers of the Administrator and Designated Officers for the Rural Municipality of Sherwood No. 159, be given three readings at this meeting.

CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, September 10, 2014

498/14 ADMINISTRATIVE BYLAW – A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE DUTIES AND POWERS OF THE ADMINISTRATOR AND DESIGNATED OFFICERS FOR THE RM OF SHERWOOD NO. 159

COUNCILLOR PROBE: THAT Administrative Bylaw, a Bylaw to provide for the establishment of the duties and powers of the Administrator and Designated Officers for the Rural Municipality of Sherwood No. 159, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

499/14 IN CAMERA

COUNCILLOR HEENAN: THAT this meeting go into In Camera session at 8:26 p.m.

CARRIED UNANIMOUSLY

500/14 RECONVENE

COUNCILLOR PROBE: THAT this meeting reconvene into regular session at 9:16 p.m.

CARRIED UNANIMOUSLY

501/14 OUT OF SCOPE SALARY GRID

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 approve the proposed Out of Scope Salary Grid as recommended with the following changes.

1. Range for Administrative Assistants from \$20.00 - \$25.40 per hour.
2. That 2 Administrative Assistants be brought up to \$18.50 per hour effective September 1, then \$20.00 per hour effective January 2015.
- 3.

CARRIED UNANIMOUSLY

502/14 ADJOURNMENT

COUNCILLOR PROBE: THAT this meeting be adjourned at 9:20 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator