

**MINUTES OF THE SPECIAL COUNCIL MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Thursday, May 16, 2013**

PRESENT: Kevin Eberle, Reeve
Joe Repetski, Councillor Division 1
Tim Probe, Councillor Division 2
Corey Wilton, Councillor Division 4 (*via telephone*)
Barry Jijian, Councillor Division 6

ABSENT: Dale Heenan, Councillor Division 3

STAFF: Rachel Kunz, Administrator
Rod Benroth, Manager of Public Works
Adam Toth, Municipal Planner
Susan Shirley, Receptionist

ORDER: Councillor Barry Jijian called the meeting to order at 12:07 p.m.

282/13 AGENDA

COUNCILLOR PROBE: THAT the agenda be adopted with the following amendments:

Move Item C.6. to Item F.

CARRIED UNANIMOUSLY

Reeve Kevin Eberle entered Council Chambers at 12:08 p.m.

Councillor Barry Jijian stepped down from the Chair at 12:08 p.m.

Reeve Kevin Eberle assumed the Chair at 12:08 p.m.

283/13 RECESS

COUNCILLOR PROBE: THAT this meeting recess at 12:08 p.m.

CARRIED UNANIMOUSLY

284/13 RECONVENE

COUNCILLOR REPETSKI: THAT this meeting reconvene at 12:13 p.m.

CARRIED UNANIMOUSLY

BACK-HOE CAPITAL PURCHASE

COUNCILLOR JIJIAN: THAT the Rural Municipality of Sherwood No. 159 postpone the purchase of a new backhoe until the next budget year; and,

THAT the necessary repairs be made to the existing backhoe.

AMENDMENT:

COUNCILLOR WILTON: THAT the Rural Municipality of Sherwood No. 159 postpone the purchase of a new backhoe until the next budget year; and,

THAT the necessary repairs be made to the existing backhoe to a maximum repair cost of three thousand dollars (3,000).

CARRIED UNANIMOUSLY

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285/13 BACK-HOE CAPITAL PURCHASE

COUNCILLOR WILTON: THAT the Rural Municipality of Sherwood No. 159 postpone the purchase of a new backhoe until the next budget year; and,

THAT the necessary repairs be made to the existing backhoe to a maximum repair cost of three thousand dollars (3,000).

CARRIED UNANIMOUSLY

286/13 POTABLE WATER FEASIBILITY STUDY & OFF-SITE LEVIES

COUNCILLOR JIJIAN: THAT the Manager of Public Works report No. 01-018-2013 as amended, be accepted as information and filed; and,

THAT the Manager of Public Works bring forth to Council a revised report regarding off-site levy calculations at the June 2013 Regular Council Meeting.

CARRIED UNANIMOUSLY

287/13 POTABLE WATER FEASIBILITY STUDY

COUNCILLOR PROBE: THAT developers wishing to view the Potable Water Feasibility Study may contact the Manager of Public Works to receive a copy upon acceptance of the report by Council.

CARRIED UNANIMOUSLY

288/13 BYLAW ENFORCEMENT OFFICER

COUNCILLOR REPETSKI: THAT the Rural Municipality of Sherwood No. 159 engage the services of the R.M. Solicitor to draft an employment contract for a Bylaw Enforcement Officer; and,

FURTHERMORE THAT the Rural Municipality of Sherwood No. 159 employ a Bylaw Enforcement Officer once an agreement has been reached with the Rural Municipality of Edenwold No. 158 to cost-share the services of a Bylaw Enforcement Officer.

CARRIED UNANIMOUSLY

289/13 CONSENT FOR ROAD CLOSURE IN THE CITY OF REGINA

COUNCILLOR PROBE: THAT the Rural Municipality of Sherwood No. 159 consent to the road closure, City of Regina File No. 12-CL-2, adjacent to NW 13-17-21 W2.

CARRIED UNANIMOUSLY

290/13 ADMINISTRATOR TITLE

COUNCILLOR WILTON: THAT the Administrator appointed by the Rural Municipality of Sherwood No. 159 be authorized to use, in addition to the title of "Administrator", the title of "Chief Administrative Officer", or "CAO" in performing the duties of the Rural Municipality of Sherwood No. 159.

CARRIED UNANIMOUSLY

Councillor Corey Wilton disconnected via telephone at 1:23 p.m.

291/13 BYLAW NO. 10/13 – A BYLAW TO AMEND THE SHERWOOD-REGINA PLANNING DISTRICT DEVELOPMENT PLAN BYLAW NO. 09/91

COUNCILLOR PROBE: THAT Bylaw No. 10/13, a Bylaw to amend the Sherwood-Regina Planning District Development Plan Bylaw No. 09/91 by amending Map 13 – Future Urban Development, by removing the Potential Alternative Long Range Growth Options designation from Pt NW 23-17-19 W2 and Pt NE 23-17-19 W2, and by amending Map 7 – Conceptual: Future Industrial and Commercial Land Use, by re-designating Pt NW 23-17-19 W2 and Pt NE 23-17-19 W2 from Agricultural to Commercial, be read a second time.

CARRIED UNANIMOUSLY

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292/13 BYLAW NO. 10/13 – A BYLAW TO AMEND THE SHERWOOD-REGINA PLANNING DISTRICT DEVELOPMENT PLAN BYLAW NO. 09/91

COUNCILLOR REPETSKI: THAT Bylaw No. 10/13, a Bylaw to amend the Sherwood-Regina Planning District Development Plan Bylaw No. 09/91 by amending Map 13 – Future Urban Development, by removing the Potential Alternative Long Range Growth Options designation from Pt NW 23-17-19 W2 and Pt NE 23-17-19 W2, and by amending Map 7 – Conceptual: Future Industrial and Commercial Land Use, by re-designating Pt NW 23-17-19 W2 and Pt NE 23-17-19 W2 from Agricultural to Commercial, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

293/13 BYLAW NO. 11/13 – A BYLAW TO AMEND THE SHERWOOD-REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR JIJIAN: THAT Bylaw No. 11/13, a Bylaw to amend the Sherwood-Regina Planning District Zoning Bylaw No. 10/91 by amending Zoning Map 4 and 4a by rezoning Pt NW 23-17-19 W2 and Pt NE 23-17-19 W2 from A - Agricultural Zone to C - Commercial Zone, be read a second time.

CARRIED UNANIMOUSLY

294/13 BYLAW NO. 11/13 – A BYLAW TO AMEND THE SHERWOOD-REGINA PLANNING DISTRICT ZONING BYLAW NO. 10/91

COUNCILLOR REPETSKI: THAT Bylaw No. 11/13, a Bylaw to amend the Sherwood-Regina Planning District Zoning Bylaw No. 10/91 by amending Zoning Map 4 and 4a by rezoning Pt NW 23-17-19 W2 and Pt NE 23-17-19 W2 from A - Agricultural Zone to C - Commercial Zone, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

295/13 BYLAW NO. 12/13 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD ZONING BYLAW NO. 07/11

COUNCILLOR PROBE: THAT Bylaw No. 12/13, a Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw No. 7/11 by inserting new subsection after subsection 3.10 entitled “3.11 Tourist Campgrounds”, and to further amend Bylaw No. 7/11 by including under “3.11 Tourist Campgrounds”:

- The operator of a campground shall provide the Development Officer with a plan of the campground, identifying any buildings, uses of land and the location of all roadways and trailer coach or tent campsites with dimensions. The addition or rearrangement of campsites, the construction or moving of buildings, and the material change in use of portions of land, or the filling or clearing of land shall require a development permit, and the operator shall submit for approval an amended plan incorporating the development.
- A campground shall have within its boundaries a buffer area abutting the boundary of not less than 5 m (15 ft) which shall contain no buildings.
- The operator of a campground shall designate a campsite for each trailer coach or tent party. Campsite sizes will be satisfactory to council.
- One sign located on site, advertising the campground is permitted subject to the Sign Regulations contained herein.
- No portion of any campsite shall be located within a roadway or required buffer area.
- Each campsite shall have direct and convenient access to an internal roadway, which is not located in any required buffer area.
- Each trailer coach shall be located at least 3 meters (10 ft) from any other trailer coach, and each campsite shall have dimensions sufficient to allow such location of trailer coaches.
- The space provided for roadways within a campground shall be at least 7.5 meters (25 ft) in width or a width satisfactory to council. No portion of any campsite, other use or structure shall be located in any roadway.
- The distance between a municipal road or municipal road allowance and the boundary of a tourist campground shall be no less than 15 metres.
- A campground may include as accessory uses, a Laundromat and small convenience retail designed to meet the needs of the occupants of the campsites, and one single detached dwelling for the accommodation of the operator.

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Resolution No. 295/13 continued;

- The Public Health Act shall be complied with in respect to all operations and development of the campground;

And to further amend Bylaw No. 7/11 by including Tourist Campgrounds as a discretionary use in the following zoning districts:

- Highway Commercial District (HC)
- Open Space and Recreation District (OS);

And to further amend Bylaw No. 7/11 by including a minimum site size of 4 hectares for tourist campgrounds under 'District Regulations' in the Agricultural District (AG1), Highway Commercial District (HC), and the Open Space and Recreation District (OS), be read a second time.

CARRIED UNANIMOUSLY

296/13 BYLAW NO. 12/13 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD ZONING BYLAW NO. 07/11

COUNCILLOR REPETSKI: THAT Bylaw No. 12/13, a Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw No. 7/11 by inserting new subsection after subsection 3.10 entitled "3.11 Tourist Campgrounds", and to further amend Bylaw No. 7/11 by including under "3.11 Tourist Campgrounds":

- The operator of a campground shall provide the Development Officer with a plan of the campground, identifying any buildings, uses of land and the location of all roadways and trailer coach or tent campsites with dimensions. The addition or rearrangement of campsites, the construction or moving of buildings, and the material change in use of portions of land, or the filling or clearing of land shall require a development permit, and the operator shall submit for approval an amended plan incorporating the development.
- A campground shall have within its boundaries a buffer area abutting the boundary of not less than 5 m (15 ft) which shall contain no buildings.
- The operator of a campground shall designate a campsite for each trailer coach or tent party. Campsite sizes will be satisfactory to council.
- One sign located on site, advertising the campground is permitted subject to the Sign Regulations contained herein.
- No portion of any campsite shall be located within a roadway or required buffer area.
- Each campsite shall have direct and convenient access to an internal roadway, which is not located in any required buffer area.
- Each trailer coach shall be located at least 3 meters (10 ft) from any other trailer coach, and each campsite shall have dimensions sufficient to allow such location of trailer coaches.
- The space provided for roadways within a campground shall be at least 7.5 meters (25 ft) in width or a width satisfactory to council. No portion of any campsite, other use or structure shall be located in any roadway.
- The distance between a municipal road or municipal road allowance and the boundary of a tourist campground shall be no less than 15 metres.
- A campground may include as accessory uses, a Laundromat and small convenience retail designed to meet the needs of the occupants of the campsites, and one single detached dwelling for the accommodation of the operator.
- The Public Health Act shall be complied with in respect to all operations and development of the campground;

And to further amend Bylaw No. 7/11 by including Tourist Campgrounds as a discretionary use in the following zoning districts:

- Highway Commercial District (HC)
- Open Space and Recreation District (OS);

And to further amend Bylaw No. 7/11 by including a minimum site size of 4 hectares for tourist campgrounds under 'District Regulations' in the Agricultural District (AG1), Highway Commercial District (HC), and the Open Space and Recreation District (OS), be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

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297/13 IN CAMERA

COUNCILLOR PROBE: THAT this meeting go into In Camera session at 1:27 p.m.

CARRIED UNANIMOUSLY

Councillor Corey Wilton connected via telephone at 1:28 p.m.

298/13 RECONVENE

COUNCILLOR JIJIAN: THAT this meeting reconvene at 1:40 p.m.

CARRIED UNANIMOUSLY

299/13 R.M. STAFF

COUNCILLOR REPETSKI: THAT council accept the recommendation included in Report Reeve-May 2013 – 01 dated May 16th 2013; and,

THAT the administrator's salary be adjusted accordingly; and,

THAT the employment contract with the administrator be ratified.”

CARRIED UNANIMOUSLY

300/13 ADJOURNMENT

COUNCILLOR REPETSKI: THAT this meeting adjourn at 1:45 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator