

MINUTES OF THE REGULAR COUNCIL MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 4400 CAMPBELL STREET, REGINA, SASKATCHEWAN
Thursday, December 20, 2018

PRESENT: Jeffrey Poissant, Reeve
Brad Crassweller, Councillor Division 1
Susan Oakley-Paul, Councillor Division 2
John Wilke, Councillor Division 3
Carl Husum, Councillor Division 4
Rod Culbert, Councillor Division 5
Grant Paul, Councillor Division 6

ABSENT:

STAFF: Pam Malach, Chief Administrative Officer
Mike Mamona, Director of Operations
Erin Halliday, Director of Finance & Administration
Garret Halbgewachs, Manager of Roadways
Adam Toth, Manager of Planning & Development
Christine Trithardt, Assistant Administrator

ORDER: Reeve Poissant called the meeting to order at 5:33 p.m.

402/2018 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as amended.

Move 8.3.1, 8.3.2, 8.3.18, 8.3.19, 8.3.11, 8.3.3, 8.3.4, 8.3.5, 8.3.6, 8.3.7, 8.3.8, 8.3.9 and 8.3.10 after 7.0 Financial Reports

Move 8.3.12 to 9.2.3

CARRIED UNANIMOUSLY

403/2018 NOVEMBER 21, 2018 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the November 21, 2018 Regular Council Meeting minutes be approved as amended.

Amending Resolution No. 373/2018 – Salary Increase to the Chief Administrative Officer to read:

THAT Council approve the salary increase for Chief Administrative Officer, Pam Malach as indicated in her offer letter dated November 21, 2018 and signed by the Reeve.

Amending cheque numbers 16766 to 16869 in Resolution No. 375/2018 – List of Accounts for Review.

CARRIED UNANIMOUSLY

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404/2018 MONTHLY BUDGET REPORT

COUNCILLOR WILKE: THAT the Monthly Budget Reports for the period ending November 30, 2018, attached to and forming a part of these minutes, be accepted as information and filed.

CARRIED UNANIMOUSLY

405/2018 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 16870 to 16966 totaling \$1,083,360.61 as outlined in the List of Accounts for Review attached to and forming part of these minutes be approved, and,

THAT Payroll and Electronic Fund Transfers totaling \$113,411.11 be ratified.

CARRIED UNANIMOUSLY

406/2018 2019 INTERIM BUDGET

COUNCILLOR WILKE: THAT the RM of Sherwood No. 159 adopt the following interim budget for the year 2019 until the annual Operating and Capital Budgets are adopted:

| Category | 2019 Interim Budget |
|-------------------------|----------------------------|
| General Government | \$881,557.50 |
| Protective Services | \$179,150.00 |
| Bylaw Enforcement | \$6,250.00 |
| Transportation Services | \$951,011.20 |
| Environmental Health | \$14,209.00 |
| Health & Welfare | \$1,000.00 |
| Planning & Development | \$297,100.00 |
| Recreation & Culture | \$8,500.00 |
| Utilities | \$3,499,810.00 |
| Total | \$5,838,587.70 |

CARRIED

407/2018 YEAR END RESERVE TRANSFERS

COUNCILLOR CULBERT: WHEREAS the approved 2018 Budget included amounts for projects or purchases that will remain unspent through the end of the 2018 fiscal year;

AND WHEREAS it is desirable to continue with the projects or purchases in future years;

THEREFORE BE IT RESOLVED THAT the R.M. of Sherwood No. 159 transfer the following amounts from the General Operating account to the General Reserve account for future use as follows:

| Project/Purpose | Amount |
|-----------------------------|------------------|
| Computers | \$16,000 |
| Software Investment | \$85,000 |
| Fire Retainer/Standby | \$11,000 |
| Capital Equipment Purchases | \$100,000 |
| Total | \$212,000 |

CARRIED UNANIMOUSLY

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408/2018 FUNDS TRANSFER – CASH IN LIEU OF MUNICIPAL RESERVE

COUNCILLOR HUSUM: THAT the \$23,300.11 Cash in Lieu of Municipal Reserve payment received from Spoger Holdings Ltd. be transferred from the RM of Sherwood No. 159 general chequing account to the RM of Sherwood savings account no. 1.

CARRIED UNANIMOUSLY

409/2018 ABATEMENT OF INTEREST ON TAX ROLL NO. 2098 000

COUNCILLOR CULBERT: THAT an abatement of the municipal portion of interest incurred for 2018 in the amount of \$362.39 be granted to the owner of 24 Cassie Bay; and

THAT an abatement of the Education Property Tax in the amount of \$512.13 be granted to the owner of 24 Cassie Bay acknowledging that the limits and principles in *The Education Property Tax Regulations* have been met.

CARRIED UNANIMOUSLY

410/2018 COUNCIL REMUNERATION PUBLIC NOTICE

COUNCILLOR CULBERT: THAT as per section 128(1) of *The Municipalities Act*, Public Notice is hereby given that Council intends to consider a report respecting the remuneration for Members of Council and for Members of Council Committees and other bodies established by Council, at a Regular Meeting of the Rural Municipality of Sherwood No. 159 to be held Wednesday, January 9th, 2019 at 5:30 p.m. in the Council Chambers of the Municipal Office located at 4400 Campbell Street, Regina; and

FURTHERMORE, THAT Administration complete a comparison on neighboring and comparable municipalities and recommend an equivalent and competitive Council Remuneration Policy to be considered by Council at the January 9th, 2019 Council meeting.

CARRIED UNANIMOUSLY

411/2018 TAX INCENTIVE APPLICATION 18-001

COUNCILLOR CULBERT: WHEREAS all conditions of the Tax Incentive Policy No. 2017-03 have been met; and

WHEREAS the estimated municipal tax exemption is \$9,093.17 and estimated education tax exemption is \$12,771.99 based on the 2018 tax rates;

THEREFORE BE IT RESOLVED that the tax incentive application no. 18-001 for 118 Husum Road be applied to the assessment in accordance to Tax Incentive Policy No. 2017-03 for the three year term of 2019-2022.

CARRIED UNANIMOUSLY

412/2018 TAX INCENTIVE APPLICATION 18-002

COUNCILLOR CULBERT: WHEREAS all conditions of the Tax Incentive Policy No. 2017-03 have been met; and

WHEREAS the estimated municipal tax exemption is \$17,398.22 and estimated education tax exemption is \$24,437.01 based on the 2018 tax rates;

THEREFORE BE IT RESOLVED that the tax incentive application no. 18-002 for 302 Mill Street be applied to the assessment in accordance to Tax Incentive Policy No. 2017-03 for the three year term of 2019-2022.

CARRIED UNANIMOUSLY

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413/2018 TAX INCENTIVE APPLICATION 18-003

COUNCILLOR WILKE: WHEREAS the construction/improvement to property 299 Sherwood Road took place prior to the approval of the Tax Incentive Policy No. 2017-03;

THEREFORE BE IT RESOLVED that the tax incentive application no. 18-003 be denied.

CARRIED UNANIMOUSLY

414/2018 TAX INCENTIVE APPLICATION 18-004

COUNCILLOR WILKE: WHEREAS the property owner of 320 Mill Street has been issued a stop work order for violate of the RM's Bylaw No. 7/11 and section 116(2) of *The Planning and Development Act, 2007*;

THEREFORE BE IT RESOLVED that under condition # 11 of the Tax Incentive Policy No. 2017-03 the application no. 18-004 for 320 Mill Street be denied.

CARRIED UNANIMOUSLY

415/2018 TAX INCENTIVE APPLICATION 18-006

COUNCILLOR HUSUM: WHEREAS the property owner of 326 Mill Street has been issued a stop work order for violation of the RM's Bylaw No. 7/11 and section 116(2) of *The Planning and Development Act, 2007*;

THEREFORE BE IT RESOLVED that under condition # 11 of the Tax Incentive Policy No. 2017-03 the application no. 18-006 for 326 Mill Street be denied.

CARRIED UNANIMOUSLY

416/2018 TAX INCENTIVE APPLICATION 18-007

COUNCILLOR CULBERT: WHEREAS the building permit and construction of 162 Husum Road occurred prior to the approval of the Tax Incentive Policy No. 2017-03;

THEREFORE BE IT RESOLVED that application no. 18-007 for 162 Husum Road be denied.

CARRIED UNANIMOUSLY

417/2018 TAX INCENTIVE APPLICATION 18-008

COUNCILLOR CULBERT: WHEREAS all conditions of the Tax Incentive Policy No. 2017-03 have been met; and

WHEREAS the estimated municipal tax exemption is \$16,070.40 and estimated education tax exemption is \$22,572.00 based on the 2018 tax rates;

THEREFORE BE IT RESOLVED that the tax incentive application no. 18-008 for 313 Adolph Drive be applied to the assessment in accordance to Tax Incentive Policy No. 2017-03 for the three year term of 2019-2022.

CARRIED UNANIMOUSLY

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418/2018 TAX INCENTIVE APPLICATION 18-009

COUNCILLOR WILKE: WHEREAS all conditions of the Tax Incentive Policy No. 2017-03 have been met; and

WHEREAS the estimated municipal tax exemption is \$19,058.16 and estimated education tax exemption is \$26,768.51 based on the 2018 tax rates;

THEREFORE BE IT RESOLVED that the tax incentive application no. 18-009 for 317 Adolph Drive be applied to the assessment in accordance to Tax Incentive Policy No. 2017-03 for the three year term of 2019-2022.

CARRIED UNANIMOUSLY

419/2018 RECESS

COUNCILLOR WILKE: THAT this meeting recess at 6:34 p.m.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 6:55 p.m.

420/2018 PUBLIC WORKS MONTHLY REPORT – NOVEMBER

COUNCILLOR WILKE: THAT the November Public Works Monthly Report be accepted as information and filed.

CARRIED UNANIMOUSLY

**421/2018 WATER TREATMENT PLANT AND DISTRIBUTION LINES UPDATE –
DECEMBER 20, 2018**

COUNCILLOR WILKE: THAT the Water Treatment Plant and Distribution Lines Update Report be accepted as information and filed.

CARRIED UNANIMOUSLY

422/2018 APPOINTMENT OF DEVELOPMENT APPEALS BOARD

COUNCILLOR CULBERT: THAT Council appoint GK Plus and its board members for the term of January 1, 2019 – December 31, 2019 as the Development Appeals Board to perform the duties in accordance with *The Planning and Development Act, 2007*, namely:

- Clint Krismer – Chair
- Gord Krismer – Vice Chair
- Jeff Hutton
- Cam Duncan
- Brenda Lauf
- Kirby Bodnard
- Dave Lang
- Charmaine Luscombe
- Gail Wartman, Q.C. and,

THAT Aileen Swenson be appointed as Secretary of the Development Appeals Board for 2019.

CARRIED UNANIMOUSLY

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423/2018 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 year 2019 in accordance to Section 13 of *The Pest Control Act*; and,

THAT the Pest Control Officer be paid \$45.00 per call in 2019.

CARRIED UNANIMOUSLY

424/2018 APPOINTMENT TO SHERWOOD-REGINA REGIONAL DEVELOPMENT COMMITTEE

COUNCILLOR HUSUM: THAT Councillor Culbert and Councillor Oakley-Paul be appointed as Council representatives to the Sherwood-Regina Regional Development Committee (SRRDC) for the year 2019; and

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

CARRIED UNANIMOUSLY

425/2018 APPOINTMENT TO WHITE BUTTE REGIONAL PLANNING COMMITTEE

COUNCILLOR CULBERT: THAT Councillor Husum and Councillor Paul be appointed as Council representatives to the White Butte Regional Planning Committee for the year 2019; and,

THAT Councillor Wilke be appointed as an alternate representative to the White Butte Regional Planning Committee.

CARRIED UNANIMOUSLY

426/2018 APPOINTMENT OF AUDITOR

COUNCILLOR WILKE: 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, 2018.

CARRIED UNANIMOUSLY

427/2018 APPOINTMENT OF MUNICIPAL SOLICITOR

COUNCILLOR CRASSWELLER: THAT the R.M. of Sherwood 159 appoint M. Kim Anderson and associates of Robertson Stromberg as Municipal Solicitor for the year of 2019.

CARRIED UNANIMOUSLY

428/2018 APPOINTMENT OF BOARD OF REVISION

COUNCILLOR CRASSWELLER: THAT Council appoint Gord Krismer & Associates Ltd. and its board members as the Board of Revision for 2019; and,

THAT the following be appointed as members and secretary respectively:

- Clint Krismer – Chair
- Gord Krismer – Vice Chair
- Jeff Hutton
- Cam Duncan
- Brenda Lauf
- Kirby Bodnard
- Dave Lang
- Charmaine Luscombe
- Gail Wartman, Q.C. and,

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Resolution No. 428/2018 continued

THAT Aileen Swenson be appointed as Secretary of the Board of Revision for 2019.

CARRIED UNANIMOUSLY

429/2018 COMMUNICATIONS

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

1. RCMP Stats – October 2018
2. Prairie Central District December 2018 E-News Update
3. 2019 South Saskatchewan Vacation Guide
4. Seismic Program 2018 Lumsden 3D
5. Saskatchewan Crime Stoppers

CARRIED UNANIMOUSLY

Councillor Crassweller departed Council Chambers at 8:01 p.m.

Councillor Oakley-Paul departed Council Chambers at 8:01 p.m.

Councillor Crassweller entered Council Chambers at 8:02 p.m.

Councillor Oakley-Paul entered Council Chambers at 8:02 p.m.

430/2018 CLOSED SESSION

COUNCILLOR CULBERT: THAT this meeting go into closed session at 8:03 p.m.

CARRIED UNANIMOUSLY

Councillor Oakley-Paul departed Council Chambers at 8:51 p.m.

431/2018 RECONVENE

COUNCILLOR CRASSWELLER: THAT this meeting reconvene into regular session at 8:52 p.m.

CARRIED UNANIMOUSLY

432/2018 ADJOURNMENT

COUNCILLOR PAUL: THAT this meeting be adjourned at 8:52 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator