REGULAR COUNCIL MEETING

AGENDA

January 9th, 2019 at 5:30 p.m.

1.0 Call to Order
2.0 Approval of Agenda
3.0 Public Hearings
4.0 Delegation(s)
5.0 Public Forum
6.0 Adoption of Minutes
- **6.1.** December 20, 2018 Regular Council Meeting Minutes

7.0 Financial Reports
- **7.1.** Monthly Budget Report
- **7.2.** List of Accounts for Review *(separate handout)*
- **7.3.** List of Accounts for Review Correction

8.0 Reports of Administration and Committees
- **8.1.** ***Public Works***
  - **8.1.1.** Information Item - Public Works Monthly Report – December
- **8.2.** ***Planning & Development***
  - **8.2.1.** Decision Item – SU 18-019: Parcel Tie Removal SE 13-18-21-W2
- **8.3.** ***Administration & Finance***
  - **8.3.1.** Information Item - 2018 Council Attendance Report
  - **8.3.2.** Decision Item - 2019 Council Remuneration
  - **8.3.3.** Decision Item - 2019-2020 Federation of Canadian Municipalities Membership
  - **8.3.4.** Decision Item - Abatement of Interest on Tax Roll No. 336 000
  - **8.3.5.** Decision Item – Year End Reserve Transfer
  - **8.3.6.** Decision Item – Transfer from Offsite - Drainage
  - **8.3.7.** Decision Item – Hudson Bay Route Association

9.0 Communications
- **9.1.** RCMP Stats – November 2018

10.0 Reeve and Councillor's Forum
11.0 Unfinished Business
12.0 Closed Session *(Pursuant to LAFOIP)*
- **12.1.** S. 120(2)(b) of *The Municipalities Act* - CAO Update *(separate handout)*
- **12.2.** S. 15(1)(a) & 16(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act*– Draft Resolution *(separate handout)*

13.0 Adjournment

** Order of Business as per R.M. of Sherwood No. 159 Bylaw No. 28/15*

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

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

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

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

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

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,

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

Report for Information

Report No.	AD19-010	**Prepared by:**	Erin Halliday
Presented to Council:	January 9th, 2019		
Subject:	Monthly Financial Reports		

Attachments:

1. Monthly Budget Report
2. Consolidated Statement of Financial Position
3. Utility Operating Report

BACKGROUND:

Council is presented financial reports as follows on a monthly basis:

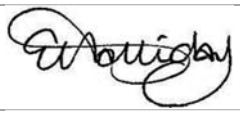
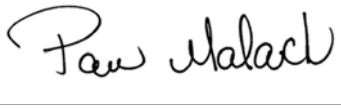
1. **Monthly Budget Report** – a comparison of actual performance versus budget estimates.
2. **Consolidated Statement of Financial Position** – a balance sheet summarizing financial status; assets (what the RM owns), liabilities (what the RM owes), and equity (the amount invested in the RM).
3. **Utility Operating Report** – an overview of Utility operating results demonstrating whether the Utility is self-supporting and whether the established utility rates are sufficient.

Reason for Report:

To advise Council that, although the attached reports are up to date as of the date of printing, administration is working through our year end process and a number of adjustments will made. Not all invoices relating to the 2018 fiscal year have been received; additional expenses will continue to be accrued to 2018 over the next few weeks.

Information:

Additional reports will be presented to Council through the 2019 budget process to reflect 2018 results and the final numbers will be determined through the audited financial statement process.

Submitted By:	Erin Halliday, Director of Finance & Administration	
Approved By:	Pam Malach, CAO	
Date:		January 4, 2019

Rural Muncipality of Sherwood No. 159
Monthly Budget Report
For the Period Ending December 31, 2018

	Current	Year To Date	Budget	Variance ($)
REVENUES				
Taxation				
Municipal Taxes				
General Municipal Levy		5,152,775.13	5,152,664.00	111.13
Abatements and Adjustments		(43,316.72)	(100,000.00)	56,683.28
Discount on Current Year Taxes		(174,169.86)	(216,150.00)	41,980.14
Net Municipal Taxes	**0.00**	**4,935,288.55**	**4,836,514.00**	**98,774.55**
Potash Tax Share		64,192.71	64,175.00	17.71
Trailer License Fees	1,541.43	7,190.67	7,500.00	(309.33)
Penalties on Tax Arrears	1,069.51	24,680.71	20,350.00	4,330.71
Local Improvement Levy			221,976.00	(221,976.00)
Total Taxation:	**2,610.94**	**5,031,352.64**	**5,150,515.00**	**(119,162.36)**
Fees and Charges				
Custom Work		107,720.02	86,000.00	21,720.02
Sale of Supplies and Gravel	30.00	185,786.72	133,700.00	52,086.72
Policing and Fire Fees	9,021.60	203,505.96	160,250.00	43,255.96
Licenses and Permits	98,461.00	392,904.53	189,160.00	203,744.53
General Office Services	(83.59)	26,779.76	7,000.00	19,779.76
Total Fees and Charges:	**107,429.01**	**916,696.99**	**576,110.00**	**340,586.99**
Maintenance and Development Charges				
Road Maintenance and Restoration Agreements	4,252.39	339,233.35	380,000.00	(40,766.65)
Development Charges		1,423,293.51	1,448,294.00	(25,000.49)
Public Reserve	23,300.11	74,435.51	50,000.00	24,435.51
Total Maintenance and Development Charges:	**27,552.50**	**1,836,962.37**	**1,878,294.00**	**(41,331.63)**
Utilities				
Water	(8,622.36)	622,236.73	593,100.00	29,136.73
Total Utilities:	**(8,622.36)**	**622,236.73**	**593,100.00**	**29,136.73**
Unconditional Transfers				
Unconditional Transfers	43,904.00	175,616.00	175,680.00	(64.00)
Total Unconditional Transfers:	**43,904.00**	**175,616.00**	**175,680.00**	**(64.00)**
Conditional Grants				
Federal		56,761.90	55,300.00	1,461.90
Provincial		45,816.00	45,800.00	16.00
Local		10,906.18	13,000.00	(2,093.82)
Total Conditional Grants:	**0.00**	**113,484.08**	**114,100.00**	**(615.92)**
Grants in Lieu of Taxes				

	Current	Year To Date	Budget	Variance ($)
Federal		28,260.52	33,000.00	(4,739.48)
Provincial		222,268.26	218,892.00	3,376.26
Local		6,084.15	28,000.00	(21,915.85)
Total Grants in Lieu of Taxes:	**0.00**	**256,612.93**	**279,892.00**	**(23,279.07)**
Capital Asset Proceeds				
Capital Asset Proceeds		26,409.81	27,000.00	(590.19)
Total Capital Asset Proceeds:	**0.00**	**26,409.81**	**27,000.00**	**(590.19)**
Investment Income and Commissions				
Investment and Income Revenue	1,127.84	63,089.26	31,100.00	31,989.26
Total Investment Income and Commissions:	**1,127.84**	**63,089.26**	**31,100.00**	**31,989.26**
Other Revenues				
Other Revenue		41,746.55	22,100.00	19,646.55
Total Other Revenues:	**0.00**	**41,746.55**	**22,100.00**	**19,646.55**
Internal Transfers				
INTERNAL TRANSFERS		1,877,253.84	1,781,067.00	96,186.84
Total Internal Transfers:	**0.00**	**1,877,253.84**	**1,781,067.00**	**96,186.84**
Long Term Debt Issued				
LONG TERM DEBT ISSUED	974,276.44	12,420,492.12	16,216,361.00	(3,795,868.88)
Total Long Term Debt Issued:	**974,276.44**	**12,420,492.12**	**16,216,361.00**	**(3,795,868.88)**
Total REVENUES:	**1,148,278.37**	**23,381,953.32**	**26,845,319.00**	**(3,463,365.68)**
EXPENDITURES				
General Government Services				
Wages & Benefits	62,055.61	617,392.58	786,000.00	168,607.42
Professional/Contract Services	54,445.75	446,660.49	600,450.00	153,789.51
Utilities	2,817.73	46,860.53	45,580.00	(1,280.53)
Maintenance, Material and Supplies	18,452.42	85,065.32	101,927.00	16,861.68
Grants and Contributions			2,500.00	2,500.00
Capital Expenditures		1,434.68	85,000.00	83,565.32
Interest		9,105.40	13,000.00	3,894.60
Allowance for Uncollectibles		279.58	15,000.00	14,720.42
Other			1,000.00	1,000.00
Total General Government Services:	**137,771.51**	**1,206,798.58**	**1,650,457.00**	**443,658.42**

	Current	Year To Date	Budget	Variance ($)
Protective Services				
Police Protection				
Contractual Services		44,453.64	42,500.00	(1,953.64)
Grants and Contributions			800.00	800.00
Total Police Protection:	**0.00**	**44,453.64**	**43,300.00**	**(1,153.64)**
Fire Protection				
Professional/Contractual Services		113,551.13	125,000.00	11,448.87
Other	11,502.54	223,144.70	190,000.00	(33,144.70)
Total Fire Protection:	**11,502.54**	**336,695.83**	**315,000.00**	**(21,695.83)**
Bylaw Enforcement				
Professional / Contractuals Services			25,000.00	25,000.00
Total Bylaw Enforcement:	**0.00**	**0.00**	**25,000.00**	**25,000.00**
Total Protective Services:	**11,502.54**	**381,149.47**	**383,300.00**	**2,150.53**
Transportation Services				
Maintenance				
Wages & Benefits	57,969.96	797,747.24	1,028,400.00	230,652.76
Professional/Contractual Services	16,480.13	260,062.33	370,750.00	110,687.67
Utilities	12,862.95	46,599.20	69,125.00	22,525.80
Maintenance, Materials & Supplies	33,158.37	1,627,076.88	1,756,182.00	129,105.12
Capital Expenditures	612,219.82	843,462.67	906,500.00	63,037.33
Interest		117,107.76	128,200.00	11,092.24
Other		410.00		(410.00)
Total Maintenance:	**732,691.23**	**3,692,466.08**	**4,259,157.00**	**566,690.92**
Total Transportation Services:	**732,691.23**	**3,692,466.08**	**4,259,157.00**	**566,690.92**
Environmental Services				
Professional/Contractual Services	15,123.50	18,489.58	20,418.00	1,928.42
Maintenance, Materials and Supplies	1,150.11	9,607.08	8,000.00	(1,607.08)
Total Environmental Services:	**16,273.61**	**28,096.66**	**28,418.00**	**321.34**
Public Health and Welfare Services				
Grants and Contributions	2,000.00	2,000.00	2,000.00	
Total Public Health and Welfare Services:	**2,000.00**	**2,000.00**	**2,000.00**	**0.00**
Planning and Development Services				
Wages and Benefits	20,108.65	244,884.83	262,700.00	17,815.17
Professional/Contractual Services	12,566.30	209,056.06	280,500.00	71,443.94
Maintenance, Materials and Supplies			1,000.00	1,000.00
Capital Expenditures	12,943.39	37,852.40	50,000.00	12,147.60
Total Planning and Development Services:	**45,618.34**	**491,793.29**	**594,200.00**	**102,406.71**

	Current	Year To Date	Budget	Variance ($)
Recreation and Cultural Services				
Professional/Contractual Services		10,938.22	12,000.00	1,061.78
Grants and Contributions		5,898.00	5,000.00	(898.00)
Total Recreation and Cultural Services:	**0.00**	**16,836.22**	**17,000.00**	**163.78**
Utilities				
Water				
Wages and Benefits		741.01		(741.01)
Professional/Contractual Services	27,737.58	152,873.50	273,250.00	120,376.50
Utilities	14,098.91	273,511.87	302,300.00	28,788.13
Maintenance, Materials and Supplies	2,995.47	10,739.05	15,500.00	4,760.95
Capital Expenditures	1,152,786.74	11,635,616.51	16,618,000.00	4,982,383.49
Interest		210,142.32	240,000.00	29,857.68
Total Water:	**1,197,618.70**	**12,283,624.26**	**17,449,050.00**	**5,165,425.74**
Total Utilities:	**1,197,618.70**	**12,283,624.26**	**17,449,050.00**	**5,165,425.74**
Internal Transfers				
TRANSFERS	400,697.93	2,245,067.23	1,834,244.00	(410,823.23)
Total Internal Transfers:	**400,697.93**	**2,245,067.23**	**1,834,244.00**	**(410,823.23)**
Long Term Debt Repaid				
Long Term Debt Repaid	(138,602.47)	79,841.38	90,000.00	10,158.62
Long Term Debt Repaid-TransportationServ		257,100.00	257,100.00	
Repayment - Internal Borrowing		91,528.53	91,529.00	0.47
Long Term Debt Repaid-Local Improvement	138,602.47	138,602.47	148,799.00	10,196.53
Total Long Term Debt Repaid:	**0.00**	**567,072.38**	**587,428.00**	**20,355.62**
Total EXPENDITURES:	**2,544,173.86**	**20,914,904.17**	**26,805,254.00**	**5,890,349.83**
Suplus/Deficit	**1,395,895.49)**	**2,467,049.15**	**40,065.00**	**2,426,984.15**

	Current	Year To Date	Budget	Variance ($)

Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			150.00
Cash - Bank - Demand	1,369,217.35	4,224,088.88	4,090,118.56
Cash - Utilities - WTP & Distribution	(311,122.76)	1,131,529.78	1,131,529.78
Cash - General Reserve (Bylaw 06/14)	212,000.00	306,605.92	673,500.94
Cash - Special Savings(Offsite)	23,300.11	(12,670.09)	1,992,168.06
Cash - Bridge Reserve Fund		8.27	505.80
Cash - Conexus Membership			5.00
Cash - Conexus Member Equity			4,603.86
Total Cash and Investments:	**1,293,394.70**	**5,649,562.76**	**7,892,582.00**
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(1,169,583.05)	(59,942.98)	235,343.21
Municipal - Tax Receivable - Arrears	(9,697.39)	13,353.97	87,771.13
Municipal - GIL - Current		6,227.44	6,227.44
Municipal - GIL - Arrears		1,071.33	1,071.33
Municipal - Tax Enforcement Costs	(999.88)	845.19	8,476.77
Municipal - Allow. for Uncollected			(20,000.00)
Total Municipal Taxes Receivable:	**(1,180,280.32)**	**(38,445.05)**	**318,889.88**

Certified correct and in accordance with the records presented to Council on

_____
(Date)

_____
Pam Malach
Chief Administrative Officer

_____
Jeff Poissant
Reeve

RM of Sherwood
Consolidated Stmt of Financial Position (Stmt 1)
For the Period Ending December 31, 2018

	Current	Prior Year
ASSETS		
Financial Assets		
Cash and Temporary Investments	7,888,429	2,238,411
Taxes Receivable - Municipal	318,889	357,335
Other Accounts Receivable	867,103	759,649
Land for Resale	5,381	5,381
Long-term Investments	109,333	109,333
Other Investments	11,801	11,801
Total Financial Assets:	**9,200,936**	**3,481,910**
LIABILITIES		
Accounts Payable	1,189,589	94,624
Other Taxing Authority Payables	1,583,586	
Utility Deposits	32,605	25,525
Deferred Revenue		114,197
Other Liabilities	84,872	128,872
Long-term Debt	18,660,498	6,715,550
Total Liabilities	**21,551,150**	**7,078,768**
NET FINANCIAL ASSETS	**(12,350,214)**	**(3,596,858)**
Non-financial Assets		
Tangible Capital Assets	21,081,945	21,081,945
Assets Under Construction	6,676,999	7,039,368
Prepayments and Deferred Charges	19,767	87,543
Stock and Supplies	168,648	168,648
Total Non-financial Assets:	**27,947,359**	**28,377,504**
ACCUMULATED RESERVES / SURPLUS		
Appropriated Net Assets -Funded	2,666,175	2,372,231
Non-Financial Assets	9,460,815	21,405,763
Unappropriated Surplus	3,470,155	1,002,652
Total ACCUMULATED RESERVES / SURPLUS:	**15,597,145**	**24,780,646**

RM of Sherwood
Utility Statement - OPERATING
For the Period Ending December 31, 2018

	Last Year	Current	YTD	Budget	Variance ($)
Utility Revenue					
UTILITY REVENUE	642,621.56	(8,622.36)	622,236.73	593,100.00	29,136.73
Transfer from Operating to Utilities			287,950.00	287,950.00	
Total Utility Revenue:	**642,621.56**	**(8,622.36)**	**910,186.73**	**881,050.00**	**29,136.73**
Utility Expenditures					
Water - Wages & Benefits	92,231.68		741.01		(741.01)
Water - Professional & Contract Services	12,497.05	3,009.87	13,119.35	71,000.00	57,880.65
Water - Cont. Repairs - Building & Equip	71,539.21	24,727.71	139,754.15	202,250.00	62,495.85
Water - Utilities	267,565.01	14,098.91	273,511.87	302,300.00	28,788.13
Water - Maint. Materials & Supplies	14,967.44	2,995.47	10,739.05	15,500.00	4,760.95
Water - Interest	11,544.41		210,142.32	240,000.00	29,857.68
Overhead Recovery					
UT - Transfer to Operating - UT Recovery	50,000.00		50,000.00	50,000.00	
Total Utility Expenditures:	**520,344.80**	**44,831.96**	**698,007.75**	**881,050.00**	**183,042.25**
Surplus/Deficit	**122,276.76**	**(53,454.32)**	**212,178.98**	**0.00**	**212,178.98**

Request for Decision

Report No.	AD19-005	Prepared by:	Christina Krasilowez
Presented to Council:	January 9th, 2019		
Agenda Item:	**List of Accounts for Review Correction**		

Attachments:

1. 2018-00054 List of Accounts for Review
2. 2018-00064 List of Accounts for Review

Recommendation:

THAT cheque numbers 16515 to 16537 totaling $222,874.90, as outlined in the List of Accounts for Review attached to and forming part of these minutes be accepted as information and filed,

AND

THAT cheque numbers 16638 to 16657 totaling $223,698.89, as outlined in the List of Accounts for Review attached to and forming part of these minutes be accepted as information and filed,

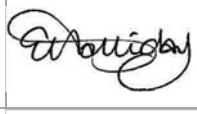
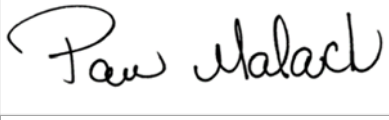
Summary:

To keep Council up to date on current financial information.

Background:

The List of Accounts for Review is presented to Council monthly as the final step of the accounts payable process. This provides Council an opportunity to review current spending.

During our year-end review process, it was identified that the batches referenced above were unintentionally omitted from the August and September 2018 Council reports. Although each of the payments were approved administratively, confirmed to be within budget, and received signature from both the CAO and the Reeve, this will rectify the batches missing from those reports and provide Council an opportunity for review.

Submitted By:	Christina Krasilowez, Administrative Assistant	
Approved By:	Erin Halliday, Director of Finance & Administration	
Approved By:	Pam Malach, CAO	
Date:	January 9, 2019	

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: General - General Bank Account					
Computer Cheques:					
16515	**8/03/18**	**Beckie Hydrogeologists Ltd.**			
		2289	Consulting Hydrogeologic Fees	21,000.00	21,000.00
16516	**8/03/18**	**Canadian Linen & Uniform Serv.**			
		6001047410	Overalls, Coveralls	266.62	
		6001048612	Towels, Mops	62.98	329.60
16517	**8/03/18**	**Cash**			
		07/19/2018	Cake for Staff Fun event	12.00	12.00
16518	**8/03/18**	**City of Regina**			
		35986	18-0001467	3,101.17	
		CM35986	18-0001467 Credit	3,101.17-	
		36486	2018 Response Fee Retainer	113,551.13	113,551.13
16519	**8/03/18**	**City of Regina Utility Payment**			
		07/19/2018	WBS June 2018	34,523.22	34,523.22
16520	**8/03/18**	**ClearTech Industries Inc.**			
		755321	Sodium Hypochlorite	403.92	403.92
16521	**8/03/18**	**Crown Shred & Recycling Inc.**			
		286610	Monthly Bin Rental	10.50	10.50
16522	**8/03/18**	**Flocor Inc.**			
		6191086	New Meter	414.06	414.06
16523	**8/03/18**	**Fort Distributors Ltd.**			
		8124320	Dust Cotrol	4,709.97	
		8124312	Dust Control	652.11	
		8124313	Dust Control	680.87	6,042.95
16524	**8/03/18**	**Graham's Tire Service**			
		222979	ME045 New Tires	966.96	966.96
16525	**8/03/18**	**Harrison's Service**			
		14293	ME042 Electrical Repair	1,035.89	1,035.89
16526	**8/03/18**	**Emily Hoddinott**			
		07/18/2018	Mileage	25.62	25.62
16527	**8/03/18**	**Maximum Mechanical Inc.**			
		843-1	Sump Pump Replacement	346.35	346.35
16528	**8/03/18**	**Mazenc Fuels Ltd.**			
		436244	Bulk Diesel	3,652.89	
		436742	Bulk Diesel	3,399.49	
		437321	Bulk Diesel	4,243.81	11,296.19
16529	**8/03/18**	**Queen City Sewer Service Ltd.**			
		13356	Septic Pump Out	260.40	
		14114	Septic Pump Out	260.40	520.80
16530	**8/03/18**	**Robertson Stromberg LLP**			
		605314	Legal Fees	13,105.54	13,105.54
16531	**8/03/18**	**Saskatchewan Workers**			

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
		113046374	September 2018 Remittance	14,972.70	14,972.70
16532	**8/03/18**	**Saskatchewan Health Authority**			
		3300160	Water testing	23.00	
		3300743	Water Testing	23.00	46.00
16533	**8/03/18**	**SaskEnergy**			
		07/30/2018PH	July 2018 Pinkie House	185.50	
		07/30/2018PS	July 2018 Pinkie Shop	42.88	
		07/31/2018	July 2018 WBS	225.81	454.19
16534	**8/03/18**	**South Country Equipment Ltd.**			
		171749	ME061 New Clutch	996.03	
		171984	Spindle	316.50	1,312.53
16535	**8/03/18**	**TAXervice**			
		2338685	Tax Enforcement - Roll 1876	407.40	
		2338684	Tax Enforcement - Roll 813	495.60	
		2338683	Tax Enforcement - Roll 563	382.20	
		2338682	Tax Enforcement - Roll 510 100	491.40	
		2338681	Tax Enforcement - Roll 325	324.45	
		2338680	Tax Enforcement - Roll 324	382.20	2,483.25
16536	**8/03/18**	**Adam Toth**			
		07/18/2018	Lunch	11.86	11.86
16537	**8/03/18**	**Tony Wood**			
		07/18/2018	Lunch	9.64	9.64
				Total for General:	222,874.90

Certified Correct this 9th of January 2019.

_____
Reeve

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Chief Administrative Officer

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: General - General Bank Account					
Computer Cheques:					
16638	**9/07/18**	**Canadian Linen & Uniform Serv.**			
		6001060208	Overall,. Coveralls	133.11	133.11
16639	**9/07/18**	**Post Issu-Not in vendor histry** VOID			
16640	**9/07/18**	**City of Regina**			
		36638	18-0002655	1,729.66	
		36636	18-0003008	1,729.66	3,459.32
16641	**9/07/18**	**Commissionaires Saskatchewan**			
		23974	Commissionaire services	69.93	69.93
16642	**9/07/18**	**Canadian Pacific (Non-Freight)**			
		11104106	Signal Maintenance	945.50	945.50
16643	**9/07/18**	**Crown Shred & Recycling**			
		288130	Monthly Bin Rental	10.50	10.50
16644	**9/07/18**	**Fast Print Plus**			
		11962	Summer 2018 Newsletter	816.90	816.90
16645	**9/07/18**	**Graham's Tire Service**			
		225116	ME071 Flat Repair	35.52	35.52
16646	**9/07/18**	**Emily Keddy**			
		08/30/2018	Mileage	20.43	20.43
16647	**9/07/18**	**Pam Malach**			
		08/16/2018	Lunch w/Brandt	50.61	50.61
16648	**9/07/18**	**Municipal Employees Pension**			
		08/31/2018	August Remittance	19,876.84	19,876.84
16649	**9/07/18**	**Paisley Golf Centre**			
		08/29/2018	2018 Landfill Reimbursement	24.50	24.50
16650	**9/07/18**	**Professional Bldg. Inspections**			
		18073156	Building Inspections	16,235.15	16,235.15
16651	**9/07/18**	**Sask. Municipal Hail Insurance**			
		08/02/2018	July Remmittance	157.57-	
		09/04/2018	August Remittance	47,151.58	46,994.01
16652	**9/07/18**	**Saskatchewan Health Authority**			
		3303033	Water Testing	23.00	23.00
16653	**9/07/18**	**SaskEnergy**			
		08/21/2018	Apr-May WTP	37,242.63	37,242.63
16654	**9/07/18**	**Sherwood C & D Area No. 151**			
		08/02/2018	July Remmittance	1,039.20-	
		09/04/2018	August Remmittance	97,481.56	96,442.36
16655	**9/07/18**	**TAXervice**			
		2339811	Tax Enforcement - Roll 512 100	206.85	206.85
16656	**9/07/18**	**Teamsters Local Union No. 395**			
		08/31/2018	August Union Dues	1,063.00	1,063.00

Payment #	Date	Vendor Name / Invoice #	Reference	Invoice Amount	Payment Amount
16657	**9/07/18**	**Christine Trithardt**			
		08/31/2018	Mileage	48.73	48.73
				Total for General:	223,698.89

Certified Correct this 9th of January 2019.

_____
Reeve

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Chief Administrative Officer

Report for Information

Report No.	PW19-01	Prepared by:	Garret Halbegewachs / Mike Mamona
Presented to Council:	January 9, 2019	Attachments:	
Subject:	**Public Works Monthly Report**		

Information:

- **Roadways – Maintenance Operations**
  - Garbage patrol and pick up is being scheduled for every Friday
  - As there has not been much snow fall, plowing of roads has been minimal in the rural area
  - Sanding of paved roads has been ongoing with both the Tandem and 1-ton trucks with some over time on the weekends
  - Vehicle accident on Tower Road - Due to a vehicle striking the railing on a bridge causing the railing to be destroyed on Tower Road, bridge 219-18-11 requires the east side railing to be replaced. The side of the bridge with the damaged railing has been blocked off with barricades and reflective pylons, signage has been installed indicating lane reduction and to reduce speed. A contractor has been contacted to provide a quote to replace the railing at a cost of about $20,000. This will be an SGI insurance claim to reimburse the RM for damages.
- **Signs**
  - All signs are replaced at this time in all divisions
- **Approaches**
  - No new applications within the previous month
- **New Waterline Connections**
  - WF Botkin has made two new water line connections to the RM's water distribution system. Water meters are to be installed when they are ready for service.
  - New water service line applications and water meter installations have slowed up for the holidays but should re-continue in the new year
- **Other**
  - Administration is work on the following tenders for January 2019
    - Gravel
    - Fuel – diesel and regular gasoline

- **Water Treatment Plant and Water Distribution Lines update;**

    - The WTP has been working as designed with no major issues.
    - Installation of the water distribution lines, phases 4,5 & 7 are on hold for the winter.

Submitted By:	Garret Halbegewachs Manager, Public Works	
Approved By:	Mike Mamona Director, Operations	
Approved By:	Pam Malach CAO	
Date:	January 04, 2018	

Request for Decision

Report No.	P&D 19-001	Prepared by:	Tony Wood Municipal Planner
Presented to Council:	January 9th, 2019		
Agenda Item:	**SU 18-019: Parcel Tie Removal SE 13-18-21-W2**		

Attachments:

None

Recommendation:

THAT proposed subdivision application SU 18-019 (Community Planning File R1017-18R), which intends to subdivide 39.3 acres for the purposes of facilitating a new electrical power facility, be recommended for approval by Community Planning.

Summary:

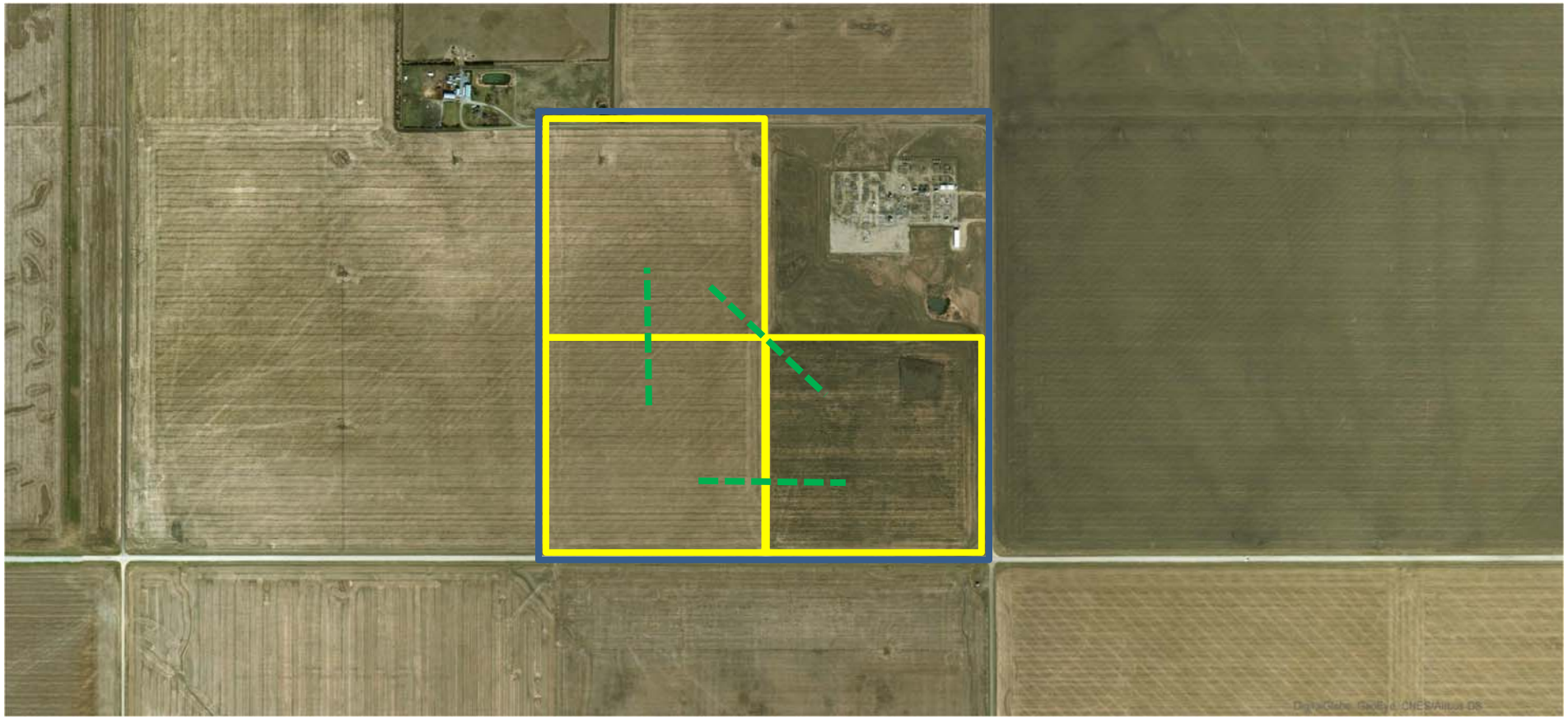
The Applicant intends to purchase Legal Subdivision (LSD) 1 (comprising the southeast 40 acres of SE 13-18-21-W2) once untied from LSDs 7 and 2. The parcel would continue to house an electrical power facility (existing and future power transmission infrastructure). Provisions within the Official Community Plan Bylaw 16/16 and Zoning Bylaw 07/11 permit the proposed tie severance.

Background:

The parcel is:

- currently used for hay land;
- provided legal access via Fleming and Armour roads (running the easterly and southerly borders respectively);
- tied to LSDs 7 and 2 within the same quarter section, the proposed subdivision would remove these ties so LSD 1 could be dealt with separately;
- adjacent to LSD 8, which currently houses a SaskPower facility;
- within the Regina Airport Authority Aeronautical Protection Zone;
- sensitive to contamination of both the Condie and Regina Aquifers;
- overlying several SaskPower High Voltage Powerlines.

Current Parcel Scenario



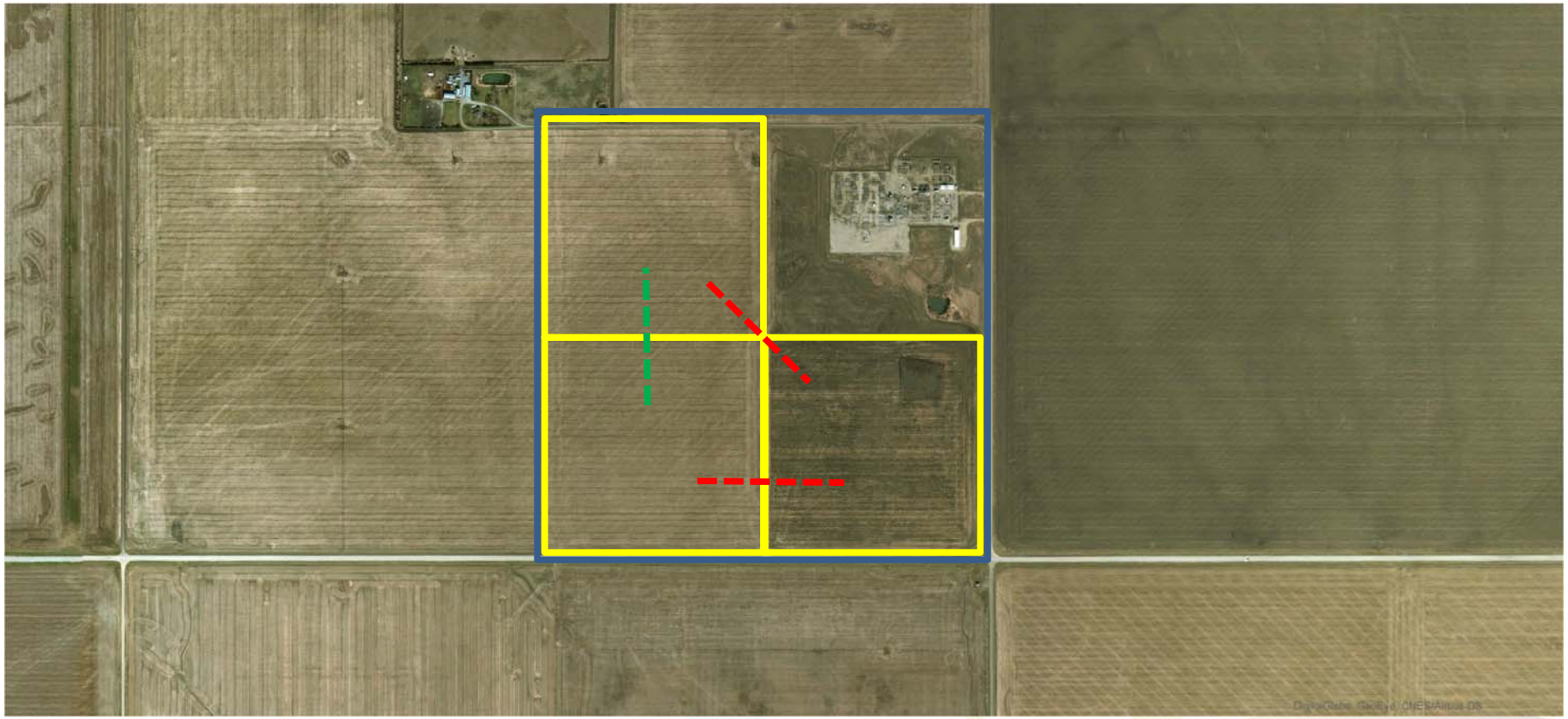
Existing Parcel Tie

LSD Boundaries

Subject Quarter Section

N

Proposed Parcel Scenario



Existing Parcel Tie

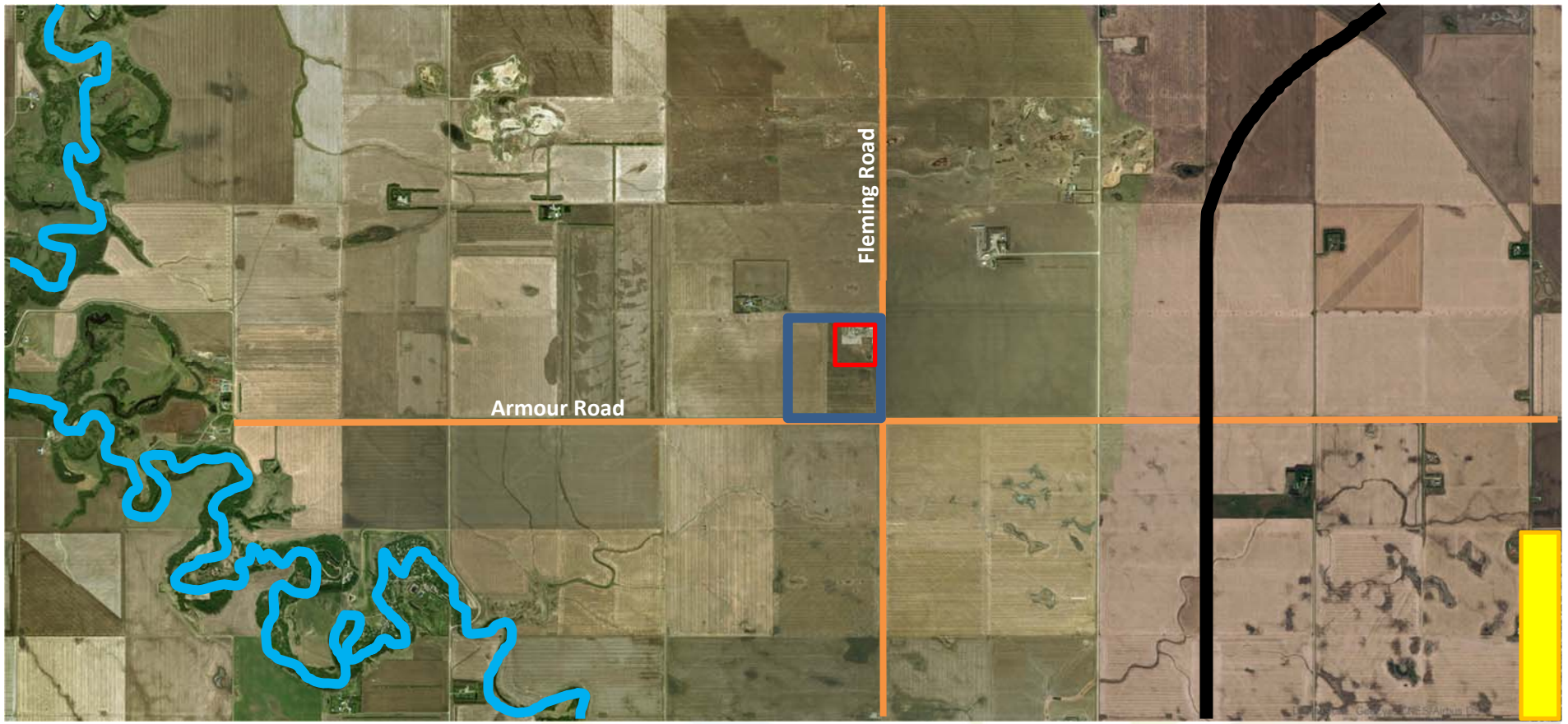
LSD Boundaries

Subject Quarter Section

Proposed Tie Elimination

N

Regional Context



Rural Road

Regina Bypass

Subject Quarter Section

City of Regina

Wascana Creek

Existing SaskPower Infrastructure

N

Application Analysis:

Official Community Plan (Bylaw 16/16) Conformity:

- The parcels under consideration (Legal Subdivisions 1, 2 and 7) are currently tied, and designated both Rural Residential (Legal Subdivisions 1 and 2) and Agriculture Area (Legal Subdivision 7) within the Official Community Plan Bylaw 16/16 (OCP).
- The proposed tie severance will result in the creation of a residual parcel inferior to 120 acres in size.
- Section 5.2.14(b) of the OCP states that subdivision applications for development may not require re-designation and may be considered to create a residual parcel less than 120 acres to accommodate a subdivision for a public utility.

Zoning Bylaw (Bylaw 7/11) Conformity:

- Parcels are currently designated AG1 – Agricultural District within Zoning Bylaw 07/11.
- Linear public utilities are a permitted use within the AG1 – Agricultural District.
- Section 5.4.2(c)(iii) of the Zoning Bylaw states that the minimum required site size for uses in the AG1 district shall be a quarter section or equivalent, except for in the following cases:
    - Public utilities are exempt under Section 3.7.
- Lastly, the proposed tie severance conforms to Section 5.4.3(c) of the Zoning Bylaw, as the proposed sites and any un-subdivided remnant of the land being subdivided has frontage on a developed road.

Drainage:

- Natural

Water Supply:

- N/A

Sewage Disposal:

- N/A

Access:

- Both Fleming and Armour Roads provide access to the subject lands.
- LSDs 2 and 7 would remain tied to ensure legal access is provided to LSD 7.

Implications:

a) Governance

The Subdivision Regulations 2014

Subsection 13(1)(a) states that "On receipt of an application containing the information required pursuant to sections 5 to 9, the approving authority shall send a copy of the application to, and request the comments of, the council, district planning commission, district planning authority or regional planning authority that is affected by the proposed subdivision."

Subsections 13(6)(a) and (b) state that a "council or other authority mentioned in clause (1)(a) or (b) may, by resolution, recommend approval or refusal of an application to the approving authority; and shall provide the approving authority with written reasons for its recommendation."

The Planning and Development Act 2007

Subsection 120(2) states that a parcel tie "links two or more parcels together so as to prevent those parcels from being individually dealt with in the land registry".

b) Budget/Financial

The Planning and Development Act 2007

Subsection 183(f)(ii) states that "no approving authority shall require the owner of land that is the subject of a proposed subdivision to provide municipal reserve land or money in place of that reserve land if the land is intended for a line or transmission or distribution facility for electricity, natural gas, oil, radio, television, telecommunications, sewage or water;".

c) Staff Resources

Minimal staff resources are needed.

d) Business/Strategic Plan

e) Ratepayers (Citizens/Local Businesses)

May ease future service connections to surrounding Rural Residential lands (as shown on Schedule B of the Official Community Plan Bylaw 16/16).

Other Discussion (Options, Benefits or Disadvantages):

SaskPower should be notified that a permitted use development permit application will need to be submitted prior to development.

The remaining two LSDs (2 and 7) would be cumulatively inferior to 120ac and would remain tied to ensure legal access is provided to LSD 7.

Chief Administrative Officer Comments:

Submitted By:	Tony Wood Municipal Planner	
Recommended By:	Adam Toth RPP MCIP Manager of Planning & Development	
Recommended By:	Mike Mamona Director of Operations	
Approved by:	Pam Malach Chief Administrative Officer	
Date:	January 9th, 2018	

Report for Information

Report No.	AD19-001	Prepared by:	Christine Trithardt
Presented to Council:	January 9, 2019	Attachments:	2018 Council Attendance
Agenda Item	**2018 Council Attendance**		

BACKGROUND:

Reason for Report:

This report is presented to Council in January of every year as information.

In Section 147(c) of *The Municipalities Act*, a member of council is disqualified from council if the member is absent from all regular council meetings held during any period of three consecutive months during which at least two meetings of the council have been held, starting with the date that the first meeting is missed, unless the absence is authorized by a resolution of Council.

Information:

Below is an overview of Council Members attendance at Regular Council Meetings and Special Council Meetings for the 2018 year.

A total of 17 meetings took place in 2018. Absence totals and percentages for each Council Member are presented below:

Meeting Date	Reeve Jeff Poissant	Councillor Brad Crassweller	Councillor Division No. 2 - VACANT	Councillor Susan Oakley-Paul	Councillor John Wilke	Councillor Carl A. Husum	Councillor Rod Culbert	Councillor Grant Paul
Jan.10.2018	Y	Y	N		Y	Y	Y	Y
Feb.14.2018	Y	Y	N		Y	Y	Y	Y
Mar.14.2018	Y	Y	N		Y	Y	Y	Y
Apr.04.2018	Y	Y	N		Y	Y	Y	Y
Apr.17.2018	Y	Y	N		Y	Y	Y	Y
May.09.2018	Y	Y	N		Y	Y	Y	Y
Jun.13.2018	Y	Y	N		Y	Y	Y	Y
Jul.11.2018	N	Y	N		Y	Y	Y	Y
Jul.16.2018	Y	N	N		Y	Y	Y	Y
Jul.27.2018	Y	Y	N		Y	Y	N	N
Aug.08.2018	Y	Y	N		Y	Y	N	Y
Sep.12.2018	Y	Y	N		Y	Y	Y	Y
Oct.02.2018	Y	Y	N		Y	Y	Y	Y
Oct.12.2018	N	Y	N		Y	Y	Y	Y
Oct.17.2018	Y	Y	N		Y	Y	Y	Y
Nov.21.2018	Y	Y		Y	Y	Y	Y	Y
Dec.20.2018	Y	Y		Y	Y	Y	Y	Y
Total Missed Meetings	2	1	15	0	0	0	2	1
Percentage Absent	12%	6%	100%	0%	0%	0%	12%	6%
Regular Meeting					Special Meeting			
First Meeting								

Page 1

Submitted By:	Christine Trithardt	Ctrithardt
Approved By:	Pam Malach, CAO	Pam Malach
Date:	January 4, 2019	

Request for Decision

Report No.	AD19-002	Prepared by:	Christine Trithardt
Presented to Council:	January 9, 2019		
Agenda Item:	**2019 Council Remuneration**		

Attachments:

Recommendation:

THAT 2019 Council remuneration remains the same as previously set at the following rates:

	Reeve	**Deputy Reeve**	**Council**
Monthly	$2025.00	1500.00	1350.00
Conferences	$25/hr to a maximum of $150/day		
Accommodations	Full Reimbursement of approved cost		
Meals & Mileage	As per Provincial Travel & Meal Rate		

Summary:

Each member of council is to be paid any remuneration, benefits and reimbursement or allowance for expenses that may be fixed by the Council.

Background:

On January 10, 2018, Council passed resolution no. 25/2018 to update the Council members monthly remuneration to:

	Reeve	**Deputy Reeve**	**Council**
Monthly	$2025.00	1500.00	1350.00
Conferences	$25/hr to a maximum of $150/day		
Accommodations	Full Reimbursement of approved cost		
Meals & Mileage	As per Provincial Travel & Meal Rate		

On December 20, 2018, Council passed a resolution requesting administration to 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.

The Government of Canada announced the removal of a section of the *Income Tax Act* that exempted one-third of Council's salaries and allowances from income tax. That change is to take effect beginning in 2019. Elected officials who are currently paying income tax on only two-thirds of their total

compensation will lose that benefit. As of January 1, 2019, all compensation will be taxed as full income and be subject to deductions for Canada Pension Plan (CPP) contributions. This will decrease after-tax compensation for elected municipal officials.

Also, in 2019, the Canada Pension Plan (CPP) is being gradually enhanced. This means you will receive higher benefits in exchange for making higher contributions. The increase in contributions as a result of the enhancement will be phased in gradually over seven years. From 2019 to 2023, the contribution rate for employees will gradually increase by one percentage point (from 4.95% to 5.95% beginning with a 0.15% increase in 2019) on earnings between $3,500 and the original earnings limit.

Revised in October 2018, the current Provincial Travel Allowance is 45.35 cents per kilometer.

Municipal Comparison Results:

	Estimated Av. Assessment 2017/18	Reeve per/mnth	Deputy Reeve per/mnth	Council per/mnth
Balgonie	$ 185,209,610.00	$950.00	$700.00	$700.00
Pilot Butte	$284,045,455.00	$930.00	$530.00	$530.00
White City	$561,963,975.00	$728.98	$520.70	$520.70
Sherwood	$967,292,182.00	$2,025.00	$1,500.00	$1,350.00
Corman Park	$3,236,487,800.00	$2,190.00	$1,008.00	$960.00
City of Regina	$44,418,727,602.00	$12,069.33	$3,708.92	$3,708.92

Reference to Legislation, Policies or Bylaws:

Section 82(1) of The Municipalities Act, each member of council is to be paid any remuneration and benefits and any reimbursement or allowance for expenses that may be fixed by council.

Section 127 of the Municipalities Act, No Council Shall delegate its powers to set the remuneration for members of council and for members of council committees and other bodies established by council.

Council Remuneration Policy #025/2018 indicates the remuneration includes: regular council meetings, committee of the whole meetings, special council meetings, mileage and attendance to committee meetings where a member has been appointed, and incidental costs.

Implications:

a) Governance

Compensation for elected officials should be reasonable, relevant and fiscally responsible in order to meet the obligation to provide good governance.

Compensation should be effective in order to attract quality candidates from all walks of life and to ensure there is a broad representation of the municipality on Council.

b) Budget/Financial

Administration will budget according to Council's decision for 2019.

In 2018, Council received the following for remuneration:
Reeve $24,300.00
Deputy Reeve $18,000.00
Councillors $16,200.00

c) Staff Resources

n/a

d) Business/Strategic Plan

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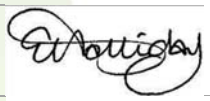
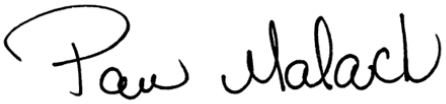
e) Ratepayers (Citizens/Local Businesses)

Annual levy on taxation as per Council Remuneration Policy.

Other Discussion (Options, Benefits or Disadvantages)

Chief Administrative Officer Comments

As you will see from the comparison on neighboring or like municipalities, the RM of Sherwood's council remuneration remains competitive and reasonable.

Submitted By:	Christine Trithardt	
Approved By:	Erin Halliday	
Approved By:	Pam Malach	
Date:	January 4, 2019	

Request for Decision

Report No.	AD19-003	Prepared by:	Christine Trithardt
Presented to Council:	January 9, 2019		
Agenda Item:	**2019-2020 Federation of Canadian Municipalities Membership**		

Attachments:

Recommendation:

THAT the R.M. of Sherwood approve the membership with the Federation of Canadian Municipalities and make payment of the 2019-2020 Membership Fees in the amount of **$376.36** which includes support to the Outstanding Advocacy Fund.

Summary:

The Federation of Canadian Municipalities (FCM) has sent the 2019-2020 Membership renewal package for the RM of Sherwood No. 159 totaling $376.36.

Background:

The RM of Sherwood has purchased a membership with FCM since April 2009.

The membership fee is a base fee per your population totaling $110.00 + $5.50 GST = **$115.50** plus a per capita due calculated per your population of 974 at a rate of $0.1524 + $7.42 GST = **$155.86**.

On this year's membership invoice from FCM, it includes an annual voluntary contribution to FCM's Outstanding Advocacy Fund of $100.00 + $5.00 GST = **$105.00**.

This contribution would equal $376.36.

Council passed the following resolution at the January 10th, 2018 Council Meeting.

030/2018 **2018-2019 FEDERATION OF CANADIAN MUNICIPALITIES MEMBERSHIP**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 approve the membership with the Federation of Canadian Municipalities and make payment of the 2018-2019 Membership Fees in the amount of $314.41 which includes support to the Legal Defense Fund.

CARRIED UNANIMOUSLY

Benefits of Membership – Together with their members, FCM has helped secure important federal commitments on a wide range of priorities. Attached to this report is the document "A Year of Unprecedented Results.

In the last three years FCM's advocacy has led to Canada's first ever national housing strategy and an unprecedented $180 billion federal infrastructure plan.

FCM also provides resources to its members like the recent *Municipal Guide to Cannabis Legalization.*

In the year ahead FCM will be working at the national political level – which is a key time to focus on with federal elections less than a year away; their key message is to unlock the right long-term tools for municipalities.

Reference to Legislation, Policies or Bylaws:

Section 6(k) of the Administrative Bylaw requires the Administrator to distribute the funds of the Municipality in the manner and to those directed by bylaw or resolution of Council.

Implications:

a) ***Governance***
FCM is the national voice for Canada's local governments. FCM understands that the solutions to some of this country's biggest national challenges can be found in local communities. FCM works hard to ensure their members' issues are heard at the federal level.

b) ***Budget/Financial***
2019-2020 Membership fee is $376.36 including the voluntary Outstanding Advocacy Fund Contribution of $105.00.

Administration will budget accordingly in 2018

c) ***Staff Resources***
n/a

d) ***Business/Strategic Plan***
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e) Ratepayers (Citizens/Local Businesses)

Other Discussion (Options, Benefits or Disadvantages)

Chief Administrative Officer Comments

Submitted By: Christine Trithardt	Ctrithardt
Approved By:	Paul Malach
Title:	CAO
Date:	January 5, 2018

Request for Decision

Report No.	AD19-004	Prepared by:	Emily Keddy
Presented to Council:	January 9, 2019		
Agenda Item:	**Abatement of Interest on Tax Roll No. 336 000**		

Attachments:

1. Written request from Sarah Mass, SBP Investments Inc.

Recommendation:

THAT an abatement of the municipal portion of interest incurred for 2018 in the amount of $57.25 be granted to the owner of Lot 1, Blk F, Plan FS3663.

AND

THAT an abatement of the Education Property Tax for interest incurred for 2018 in the amount of $80.91 be granted to the owner of Lot 1, Blk F, Plan FS3663. acknowledging that the limits and principles in *The Education Property Tax Regulations* have been met.

AND

THAT an abatement of the Sherwood C & D Tax for interest incurred for 2018 in the amount of $0.52. be granted to the owner of Lot 1, Blk F, Plan FS3663.

Summary:

The property owner of Lot 1, Blk F, Plan FS3663 requested that the interest applied to their tax account as a result of late payment for their 2017 property taxes be cancelled.

Administration advised the property owner that this can only be done under the authority of Council and as a result, they have submitted a written request for Council's consideration.

Background:

The property owner of Lot 1, Blk F, Plan FS3663 appealed their assessment in 2017 and entered into an Agreement to Adjust on October 16, 2017, after taxes had already been levied on their original assessment.

The reduction to their assessment and tax levy was posted as of December 31, 2017, and interest started accruing on the revised balance owing on January 1, 2018. Payment was received on January 4, 2018 for an amount estimated by Altus based off the agreement to adjust. The RM notified the landowner of their revised property tax amount on March 22, 2018, but it was $134.37 more than the estimated amount that they previously paid and as such had been collecting interest.

Date	Municipal Tax Interest	School Tax Interest	Sherwood C&D Interest	Total Abatement
Jan.2018	$56.14	$79.34	$0.50	$135.98
Feb.2018	$0.55	$0.78	$0.01	$1.34
Mar.2018	$0.56	$0.79	$0.01	$1.36
TOTAL	**$57.25**	**$80.91**	**$0.52**	**$138.68**

Council may refund all or any part of a tax if there has been a change in the property, to the extent that the council considers it inappropriate to collect the whole or a part of the taxes.

A municipality may abate or exempt school taxes in accordance with *The Education Property Tax Regulations* with the following limits and principles; if the amount of the abatement or exemption is less than $25,000, it does not need to be approved by the minister and no municipality shall abate or exempt school taxes that are collectively equal to or greater than 5% of the municipality's total school tax levy without the prior approval of the minister on an annual basis.

Providing property tax exemptions will remain a local choice at this time, subject to the above approval requirements. Providing property tax exemptions means less tax revenue for essential public services, or a potential taxation shift to other properties and owners. Local governments understand the unique needs and circumstances of residents in their municipality. However, if future EPT exemption and abatement trends begin to significantly increase, causing a large loss of revenue and taxation shift, the province will reconsider the rules and thresholds established for the EPT exemption/abatement approval process.

Reference to Legislation, Policies or Bylaws:

Section 274 of *The Municipalities Act*

Section 9 of *The Education Property Tax Regulations*

Cancellation, reduction, refund or deferral of taxes
274(1) Subject to subsection (11), with respect to any year, if a council considers it equitable to do so in any of the circumstances set out in subsection (2), it may, generally or with respect to a particular taxable property, do one or more of the following, with or without conditions:

(a) cancel or reduce tax arrears;
(b) cancel or refund all or any part of a tax;
(c) defer the collection of a tax.

(2) A council may act pursuant to subsection (1) if:

(a) there has been a change in the property, to the extent that the council considers it inappropriate to collect the whole or a part of the taxes;
(b) if acting pursuant to clause (2)(a), (c), (d) or (e), act in the same manner with respect to the claim of any other taxing authority on whose behalf the municipality levies taxes, other than the Government of Saskatchewan with respect to school tax, only with the agreement of the other taxing authority for the period agreed to by the other taxing authority.

Exemption, abatement, cancellation, reduction, refund or deferral of taxes
9(1) In this section and in sections 10 to 12, **"abatement"** includes cancellation, reduction, refund, deferral and compromise.

(2) For the purposes of section 21 of the Act, a municipality may abate or exempt school taxes in accordance with the following limits and principles:

(a) if the amount of the abatement or exemption is less than $25,000, it does not need to be approved by the minister;
(b) (c) subject to clause (e), no municipality shall abate or exempt school taxes that are collectively equal to or greater than 5% of the municipality's total school tax levy without the prior approval of the minister on an annual basis;

Implications:

a) Governance
The Municipalities Act and The Education Property Act and Regulations

b) Budget/Financial
Municipal Budget Impact of $138.68

c) Staff Resources
Administrative resources required to carry out Councils resolution.

d) Business/Strategic Plan
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e) Ratepayers (Citizens/Local Businesses)

Other Discussion (Options, Benefits or Disadvantages)

Chief Administrative Officer Comments

Submitted By:	Emily Keddy, Administrative Assistant	Emily Keddy
Approved By:	Erin Halliday, Director of Finance & Administration	E Halliday
Approved By:	Pam Malach, CAO	Pam Malach
Date:		December 21, 2018

RECEIVED
DEC 2 0 2018
R.M. OF SHERWOOD
No. 159

December 18, 2018

To Council:

I am requesting the reversal of interest charges from 2017. Below is a summary of events that occurred :

1) I am disappointed, that I had to incur the cost of hiring Altus Group to appeal the tax assessment. This is a cost that was unnecessary in my opinion.
2) After the appeal was reviewed, I was advised by Altus on Oct 16, 2017 that an error was made and that the taxes would be adjusted accordingly.
3) I called several times at least and spoke to various staff about what amount should I be paying. Each and every time I was advised that the final number has not been approved.
4) I didn't document who I spoke with each time, but I do recall speaking with Pam sometime in December and again she indicated the numbers weren't finalized. So I estimated my payment based on my communication from Altus Group.
5) On December 22, 2017 my cheque was prepared (see attached).
6) I called several times to the RM just before Christmas and after Christmas only to discover the office was closed until the new year.
7) I find it amazing that there was no communication to me as a taxpayer, neither verbally or by letter that the office would be closed during this time. It does not make sense to me close the entire office during a time when the deadline is so obviously important. When the office reopened in the new year, I made the payment immediately. Payment did not clear my bank until Jan. 18, 2018, however, I know it was received by your office well in advance of that, I believe it was paid the first week in the new year.
8) There had been no communication until I received a letter dated March 22, 2018, (see attached) that indeed the appeal was heard and finalized. I received a refund of the $700 Appeal fee dated March 27, 2018.
9) I still did not know that interest was charged. On December 7, a letter indicating arrears was received (see attached).

Although I am unhappy with the process as described above, I must complement the administration for sending the December 7, 2018 letter. It clearly identifies the office hours and also clearly identifies the process of payments and also when a payment will be deemed late and subject to penalty,

I believe the steps I followed to make my payment on time and avoid interest charges in 2017 was above what a normal business would do. It seems that the RM can hold my appeal fee for months without interest and if I am a day late, I am charged a penalty. If the administration would have

created a letter similar to the Dec, 7 letter I received this year, I am certain my time to prepare this letter and your time to review this letter would not have been wasted. I again request the reversal of the interest charges.

Best regards

Sarah Mass

SBP Investments Ltd.

sherwoodRM
Alive with Opportunity

March 22, 2018

SBP Investments Ltd.

Attention SBP Investments Ltd:

Re: 2017 Board of Revision Decisions & Agreements To Adjust

This letter is to inform you of the tax results from a recent appeal to the Board of Revision and the resulting **Agreement To Adjust**.

As a result of this your assessment for Alternate 000236104-01, legally described as PTNE 36 16 20 W2, has been adjusted by $(304,400), reducing your Taxable assessment to $1,265,400, which will result in a tax reduction of $(3,259.15).

The details of this tax reduction or in particular the amount for each taxing authority is shown below:

Municipal Amount	School Amount	Total Amount
$(1,350.56)	**$(1,908.59)**	**$(3,259.15)**

This amount has been applied to reduce the amount outstanding on your property tax account.

Also enclosed is your Appeal Fee refund of **$700**.

Should you have any questions regarding this mater, please do not hesitate to contact the Municipal Office.

Regards,

Pam Malach

Pam Malach
Chief Administrative Officer

Rural Municipality of Sherwood No. 159
4400 Campbell Street
P.O. Box 40029, Grasslands PO
Regina, SK S4W 0L3
(306) 525-5237

December 7, 2018

SBP INVESTMENTS LTD.

Roll Number/Property Description	Lien	Current	Arrears	Total
00000336 000 PT NE 36 16 20 W2	No	13,633.32	149.36	13,782.68
	Total Taxes Owed:	13,633.32	149.36	13,782.68
			Discount Available:	0.00
			Total Due as of 31/12/2018:	13,782.68

Our records indicate that, as of today's date, taxes remain outstanding on the above noted properties.

If payment has been made kindly disregard this notice. Otherwise, please accept this reminder that payment is due by December 31, 2018 after which penalties of 1% per month will begin to accrue per Bylaw No. 13/08.

The R.M. of Sherwood No.159 Municipal Office will be closed through the holiday season from noon (12:00 p.m.) on Monday, December 24, 2018 until Wednesday, January 2, 2019 at 8:00 a.m. when regular hours will resume.

All payments received via Canada Post during this time will be processed according to the date they are post marked, and payments received in person up to and including January 3, 2019 will be posted as of December 31, 2018. After this date, all unpaid taxes will be considered arrears and will accrue a penalty of one percent (1%) per month.

For your convenience, we also accept credit card payments online. Please see our website, www.rmofsherwood.ca, for details.

If you wish to drop off payment during the time our office is closed, please use the mailbox to the right of our front door.

Should you wish to obtain the most current tax balance for the properties listed above, please contact the Municipal Office at (306) 525-5237.

Sincerely,

R. M. of Sherwood No. 159
Administration

E. & O. E.

Request for Decision

Report No.	AD19-008	Prepared by:	Erin Halliday
Presented to Council:	Jan.9.2019		
Agenda Item:	**Year End Reserve Transfer**		

Attachments:

Recommendation:

WHEREAS the 2018 Budget included $20,000 in Planning, Professional Services for the completion of a Development Levy Study that remains unspent through the end of the 2018 fiscal year,

AND WHEREAS the project has been awarded and completion is anticipated to be April 2019;

THEREFORE BE IT RESOLVED THAT the R.M. of Sherwood No.159 transfer $20,000 from the General Operating account to the General Reserve account to support 2019 expenses related to the Development Levy Study.

Summary:

The 2018 budget for Planning – Professional Services included $20,000 for completion of a Development Levy Study. The project was awarded to Walker Projects in November 2018 for an anticipated total cost of $34,500 to be completed by April 2019.

To date, no expenses have been incurred in relation to this project; the full cost is anticipated in 2019.

Administration is recommending carryforward of the full 2018 budget by way of a transfer to the General Reserve account, as designated funds, for the completion of the Development Levy Study in the current fiscal year.

Background:

Administration is in the process of completing a review of financial reserves already established via bylaw and working to develop a recommendation for financial reserves moving forward that can be incorporated in our annual budget process, long term financial plans, and in the determination of asset management strategies.

Reference to Legislation, Policies or Bylaws:

The General Reserve account was established in 2014 via Bylaw No.06/14. Although this Bylaw does not currently provide for the designation of funds, the bylaw is currently under review by Administration and changes will be recommended.

Implications:

a) Governance

b) Budget/Financial

The availability of these funds in a reserve account will allow the RM to complete the Development Levy Study in 2019 while avoiding the need to re-levy the $20,000 in the 2019 Budget.

c) Staff Resources

d) Business/Strategic Plan

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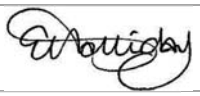
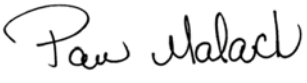
e) Ratepayers (Citizens/Local Businesses)

Other Discussion (Options, Benefits or Disadvantages

Chief Administrative Officer Comments

Submitted By:	Erin Halliday, Director of Finance & Administration	
Approved By:		
Date:		January 4, 2019

Request for Decision

Report No.	AD19-009	Prepared by:	Erin Halliday
Presented to Council:	Jan.9.2019		
Agenda Item:	**Transfer from Offsite - Drainage**		

Attachments:

Recommendation:

THAT $17,852.40 be transferred from the Offsite Reserve Account to the R.M. of Sherwood No.159 General Operating Account to be applied towards the 2018 capital costs of the Sherwood Industrial Park Drainage Planning.

Summary:

The 2018 Capital Budget included $30,000 for SIP Master Drainage planning to be funded with applicable Offsite Servicing Fees currently on deposit in the Offsite Reserve Account.

The total cost incurred in 2018 is as follows:

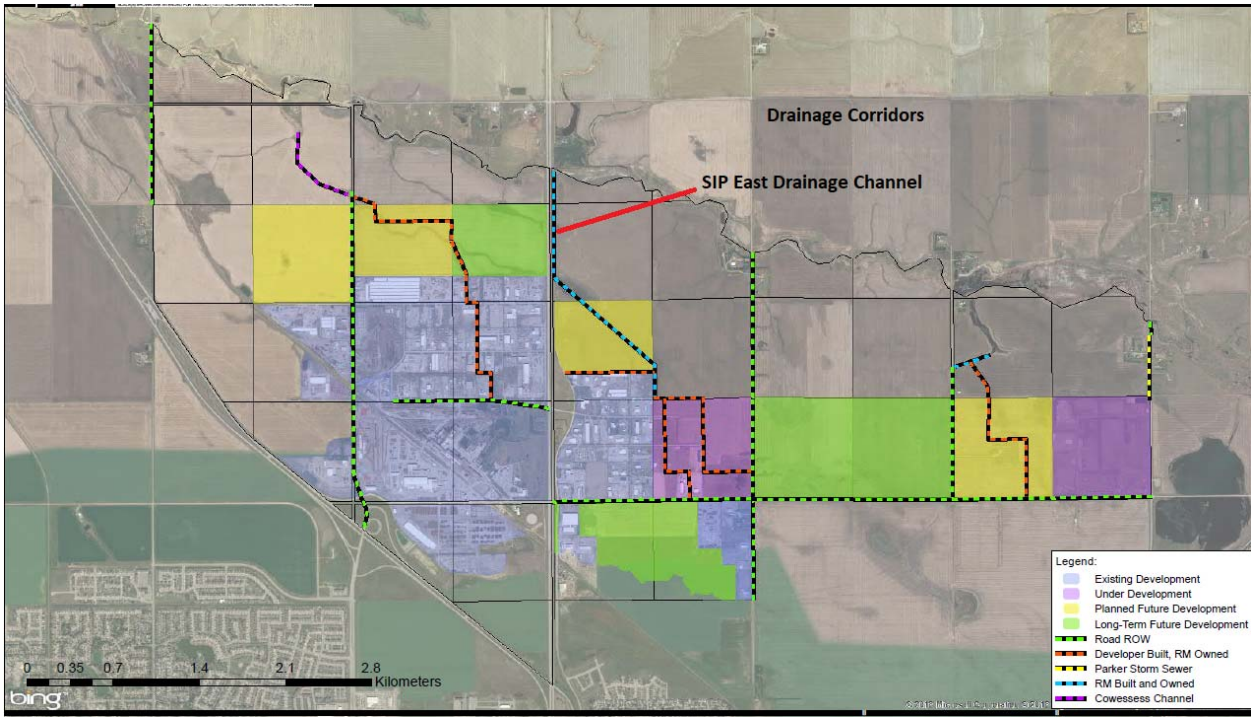
Project	2018 Expenditures
SIP Master Drainage Plan	**$17,852.40**
Total	**$17,852.40**

Administration is recommending the $17,852.40 be transferred from offsite fees (drainage) to the RM's operating account to recover the capital costs that have been financed through operating to date.

The scope of work for the SIP Master Drainage Plan started in July 2016 and has evolved a couple of times to accelerate and accommodate current development demands ie) DBR Subdivision requirements to have an approved outlet to Boggy Creek.

Background:

The Master Stormwater Drainage Plan is intended to be conceptual and is intended to form a strategic plan to guild the planning and design of drainage development within the plan area. The plan discusses key aspects of the planning, analysis, design, and construction of future stormwater management systems in the Sherwood Industrial Park. The plan is intended to assist RM staff, community developers and landowners planning to develop lands within the Sherwood Industrial Park.



The Stormwater Master plan includes the area shown above and incorporates lands that are both developed and undeveloped.

Reference to Legislation, Policies or Bylaws:

Offsite servicing fees are collected through the Servicing Agreement process under Section 172 of *The Planning and Development Act, 2007*. The use of these fees is governed by Section 174 of the same act; Fees may be collected for sewage, water, drainage, roadways and related infrastructure, parks, or recreational facilities and can be used for capital costs within or outside the related subdivision where the infrastructure directly or indirectly serves the subdivision.

Implications:

a) Governance

b) Budget/Financial

This transfer from the Offsite Reserve Account is in accordance with our 2018 Capital Budget.

We currently have Offsite – Drainage funds totaling $200,002.78 on deposit, $186,274.25 of which are eligible to fund the SIP Master Drainage Plan as follows:

Developer	Applicable Offsite Drainage Fees
DBR Developments Ltd. – Phase 1	$24,046.10
DBR Developments Ltd. – Phase 2	$23,898.00
FirstWest Developments	$78,353.00
Glen Lipsett	$28,252.90
Spoger Holdings	$4,036.50
Shadow Lines	$3,687.75
Varzari Trading	$24,000.00
Total	**$186,274.25**

c) Staff Resources

d) Business/Strategic Plan

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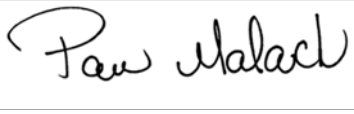
e) Ratepayers (Citizens/Local Businesses)

Other Discussion (Options, Benefits or Disadvantages)

Chief Administrative Officer Comments

Submitted By:	Erin Halliday, Director of Finance & Administration	

Approved By: Pam Malach, CAO	
Date:	January 4, 2019

Request for Decision

Report No.	AD19-006	Prepared by:	Christine Trithardt
Presented to Council:	January 9, 2019		
Agenda Item:	**Hudson Bay Route Association**		

Attachments:

Recommendation:

THAT the request for the Hudson Bay Route Association 2019 Membership in the amount of $300.00 be DENIED.

Summary:

The Hudson Bay Route Association has sent a 2019 membership request to the RM of Sherwood.

Background:

Council passed the following resolution at the January 10, 2018 Council Meeting.

031/2018 **HUDSON BAY ROUTE ASSOCIATION**

COUNCILLOR HUSUM: THAT the request for Hudson Bay Route Association 2018 Membership in the amount of $300.00 be denied.

CARRIED UNANIMOUSLY

The RM of Sherwood was a member of the Hudson Bay Route Association from 2012 through 2016 and did not renew our membership in 2017 and 2018.

The "On-to-the-Bay" Association was formed in 1924 to demand completion of the Hudson Bay Railway and Port of Churchill in the interests of the people of western Canada. On-to-the-Bay's successor, the Hudson Bay Route Association (HBRA), continues to play a vital educational and promotional role today in support of the Churchill Transportation Corridor.

Municipalities are the backbone of the Hudson Bay Route Association (HBRA) membership, leadership and program resources. HBRA is a stronger national voice for Manitoba, Saskatchewan and Alberta when the Association has popular support from all municipalities. HBRA is western Canada's front-line in support of the Churchill Corridor - municipalities need HBRA to make their transportation concerns heard at the national level. HBRA is a member driven volunteer organization which takes its direction from resolutions put forward at their Annual General Meeting.

Reference to Legislation, Policies or Bylaws:

Implications:

a) Governance

The Association has been lobbying governments and influencing transportation policy on behalf of prairie communities for over ninety years.

b) Budget/Financial

Was not budgeted for in 2018, however Administration can budget accordingly for 2019

c) Staff Resources

n/a

d) Business/Strategic Plan

Vision: Viable and Complete Community for our People

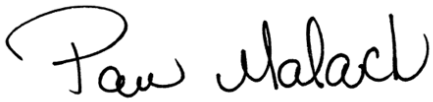
Mission: Excellence in service delivery providing a good quality of life for our people.

Values: Excellence in Leadership, The People of our Community, Accountable and Ethical Decision Making, Effective Programs, Efficient Service Delivery and the Prudent Use of Resources

e) Ratepayers (Citizens/Local Businesses)

Other Discussion (Options, Benefits or Disadvantages)

Chief Administrative Officer Comments

Submitted By: Christine Trithardt	
Approved By:	
Date:	January 4, 2019

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
9930 0010 Traffic Collision(s) - Fatal	1	0	1	0	0	0.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	7	0	7	0	0	0.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	3	0	3	0	0	0.0%
	11	0	11	0	0	0.0%

Violation group - Traffic Offences - Provincial Traffic Offences	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
9510 0010 Fail to Stop or Remain at Accident Scene (Provincial/Territorial)	2	0	2	0	0	0.0%
9530 0010 Driving While Disqualified or License Suspension (Provincial/Territorial)	2	0	2	2	0	100.0%
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violations - Provincial/Territorial	1	0	1	1	0	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	1	0	1	1	0	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	99	0	99	181	12	194.9%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	21	0	21	1	1	9.5%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/Territorial	9	0	9	9	0	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	37	0	37	20	12	86.5%
9910 0030 Drivers License Suspensions - By Police	1	0	1	1	0	100.0%
	173	0	173	216	25	139.3%

Violation group - Traffic offences - Impaired Operation Related Offences	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
9230 0010 Impaired Operation and/or over 80 mg% of Motor Vehicle	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - Provincial Statutes {except traffic}	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
8840 0311 Fire Prevention Act - Other Activities	4	0	4	0	0	0.0%
8840 0341 911 Act - Other Activities	1	0	1	0	0	0.0%
8840 0381 Other Provincial/Territorial Statutes (not otherwise specified) - Other Activities	1	0	1	0	0	0.0%
	6	0	6	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Other Criminal Code - Other Criminal Code	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
3410 0010 Failure to comply with condition of undertaking or recognizance / direction in remand order	1	0	1	1	0	100.0%
3480 0010 Being unlawfully at large	2	0	2	2	0	100.0%
	3	0	3	3	0	100.0%

Violation group - Other Criminal Code - Offensive Weapons	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
3375 0010 Possession of weapon for dangerous purpose	3	0	3	0	0	0.0%
	3	0	3	0	0	0.0%

Violation group - National Survey Codes	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
8999 3006 Request for Service of Legal Document - Warrant Other than Search Warrants-Criminal Code	3	0	3	0	0	0.0%
8999 3057 Prisoners Held	1	0	1	1	0	100.0%
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	31	0	31	12	19	100.0%
8999 3065 Victim Services Offered - Accepted	1	0	1	0	0	0.0%
8999 3066 Victim Services Offered - Declined	0	0	0	1	0	0.0%
8999 3067 Victim Services Requested - Not available	1	0	1	0	0	0.0%
8999 3071 Victim Services - Proactive Referral	1	0	1	0	0	0.0%
	38	0	38	14	19	86.8%

Violation group - Crimes Against the Person - Sexual Offences	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
1330 0010 Sexual Assault	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
1626 0030 Indecent communications	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Occurrence Stats (All Violations)

Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
1420 0010 Assault With Weapon or Causing Bodily Harm	1	0	1	1	0	100.0%
1430 0010 Assault	1	0	1	0	0	0.0%
	2	0	2	1	0	50.0%

Violation group - Crimes Against Property - Theft under $5000.00	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2140 0011 Other theft under $5000	6	0	6	1	0	16.7%
2142 0011 Theft under or equal to $5000 From a motor vehicle	2	0	2	0	0	0.0%
	8	0	8	1	0	12.5%

Violation group - Crimes Against Property - Theft over $5000.00	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2135 0101 Theft of truck	4	0	4	1	1	50.0%
	4	0	4	1	1	50.0%

Violation group - Crimes Against Property - Possession of Stolen Goods	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2156 0010 Possession of property obtained by crime less than or equal $5000	2	0	2	1	0	50.0%
	2	0	2	1	0	50.0%

Violation group - Crimes Against Property - Mischief	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	11	0	11	1	0	9.1%
	11	0	11	1	0	9.1%

Violation group - Crimes Against Property - Break and Enter	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2120 0010 Break and Enter - Business	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Common Police Activities - Related Police Activities	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
8550 0020 Abandoned Vehicles	2	0	2	0	0	0.0%
8550 0030 Suspicious Person/ Vehicle/ Property	7	0	7	0	0	0.0%
8550 0050 False Alarms	6	0	6	0	0	0.0%
8550 0060 Items Lost/Found - except passports	2	0	2	0	0	0.0%
	17	0	17	0	0	0.0%

Violation group - Common Police Activities - Assistance to General Public	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
8545 0130 Assistance to General Public	5	0	5	0	0	0.0%
	5	0	5	0	0	0.0%

Totals	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
	287	0	287	238	46	99.0%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Provincial Traffic Offences	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	2	0	2	2	0	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	1	0	1	1	0	100.0%
	3	0	3	3	0	100.0%

Violation group - Provincial Statutes {except traffic}	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - National Survey Codes	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Violation group - Crimes Against Property - Theft under $5000.00	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2140 0011 Other theft under $5000	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - Crimes Against Property - Theft over $5000.00	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
2135 0101 Theft of truck	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Totals	Reported	Unfounded	Actual	Clearance By Charge	Clearance Otherwise	Clearance Rate
	7	0	7	4	1	71.4%