

MINUTES OF THE REGULAR COUNCIL MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 4400 CAMPBELL STREET, REGINA, SASKATCHEWAN
Wednesday, July 13, 2016

PRESENT: Jeffrey Poissant, Reeve
Joe Repetski, Councillor Division 1
Tim Probe, Councillor Division 2
Dale Heenan, Councillor Division 3
Carl A. Husum, Councillor Division 4
Grant Paul, Councillor Division 6

ABSENT: Rod Culbert, Councillor Division 5

STAFF: Ron McCullough, Chief Administrative Officer
Erin Halliday, Director of Finance & Administration
Andrew Hickey, Manager of Utilities
Adam Toth, Municipal Planner
Christine Trithardt, Administrative Assistant

ORDER: Reeve Poissant called the meeting to order at 5:30 p.m.

283/16

AGENDA

COUNCILLOR REPETSKI: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATION

Kevin Scherle, Sales Representative from Finning Canada made a presentation to Council regarding the contact with Finning and also talked about the equipment and about Finning Canada.

DELEGATION

Tim Dacey, Regional Manager, Canadian Operations and Kurt Silversides from Alliance Pipeline Ltd. made a presentation to Council regarding their planned flaring activity happening in October 2016.

Reeve Poissant declared a close family interest related to the Suncor project and stepped down from the Chair and left Council Chambers at 5:52 p.m.

Deputy Reeve Probe assumed the chair at 5:52 p.m.

Councillor Heenan entered Council Chambers at 5:52 p.m.

DELEGATION

Chad Novak, Saskatchewan Taxpayers Advocacy Group made a presentation to Council regarding concerns about public safety regarding the Suncor project.

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Reeve Poissant entered Council Chambers at 5:58 p.m.

Deputy Reeve Probe passed the Chair to Reeve Poissant at 5:58 p.m.

Reeve Poissant assumed the Chair at 5:58 p.m.

DELEGATION

Fred C. Zinkhan made a presentation to Council regarding 8.2.2 Proposed Yard Site with concerns about procedural fairness.

DELEGATION

Kevin Reese from The Creeks made a presentation to Council regarding the James Ripplinger proposed yard site.

284/16 JUNE 8, 2016 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR PROBE: THAT the June 8, 2016 Special Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

285/16 JUNE 8, 2016 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR HUSUM: THAT the June 8, 2016 Regular Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

286/16 JUNE BANK RECONCILIATION & BANK STATEMENTS

COUNCILLOR PROBE: THAT the Bank Reconciliation and Bank Statements for the Month of June 2016, be accepted as presented.

CARRIED UNANIMOUSLY

287/16 STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR PROBE: THAT the Statement of Financial Activities for the period ending June 30, 2016, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

288/16 JUNE 2016 LIST OF ACCOUNTS

COUNCILLOR REPETSKI: THAT cheque numbers 13670 to 13838 totalling \$1,721,111.16, as outlined in the List of Accounts, attached to and forming part of these minutes be accepted as information and filed; and

THAT Payroll and Electronic Funds Transfers totaling \$140,887.96 be ratified.

CARRIED UNANIMOUSLY

289/16 JUNE 2016 MONTHLY REPORT - UTILITIES

COUNCILLOR REPETSKI: THAT the June 2016 Monthly Report – Utilities written report be accepted as information and filed.

CARRIED UNANIMOUSLY

290/16 JUNE 2016 PUBLIC WORKS REPORT

COUNCILLOR PROBE: THAT the Director of Public Works & Infrastructure June 2016 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

291/16 RECESS

COUNCILLOR REPETSKI: THAT this meeting recess at 6:56 p.m.

CARRIED UNANIMOUSLY

292/16 RECONVENE

REEVE POISSANT: THAT this meeting reconvene into the regular session at 7:08 p.m.

CARRIED UNANIMOUSLY

Councillor Heenan entered Council Chambers at 7:08 p.m.

293/16 QUARTERLY BUILDING PERMIT REPORT

COUNCILLOR REPETSKI: THAT the Quarterly Building Permit Report written report be accepted as information and filed.

CARRIED UNANIMOUSLY

294/16 PROPOSED YARD SITE

COUNCILLOR PROBE: THAT Council approves the development permit application DPA 16-014 for a dwelling at SE 11-17-19-W2 Ext 6 and direct the Development Officer to issue a development permit with the following conditions:

- A) That all utilities are contacted to ensure facilities are not affected.
- B) That the dwelling be located on site in accordance with the attached site plan and incorporation a finished floor elevation of 575.2 metres and that prior to occupancy, a legal survey confirms the finished elevation.
- C) That water and sewer servicing is installed to Provincial regulations and standards.
- D) That all applicable building applications are applied for prior to construction.
- E) That landscaping shown on the attached site plan be installed before the end of July 31, 2017.
- F) That any future proposed agricultural buildings will require discretionary use approval.

CARRIED UNANIMOUSLY

295/16 BYLAW NO. 05/16, A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW, BYLAW NO. 7/11

COUNCILLOR REPETSKI: THAT Bylaw No. 05/16, A Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw, Bylaw No. 7/11 be read a first time.

CARRIED UNANIMOUSLY

296/16 **PROPOSED COMMERCIAL LANDSCAPING MATERIALS PROCESSING FACILITY**

COUNCILLOR PROBE: THAT Council approves the development permit application DPA 16-016 and direct the Development Officer to issue a development permit with the following conditions:

- A) That prior to commissioning of the landscaping products processing facility, the following must occur:
1. The facility location, access and landscaping is to be in conformance with the site plan.
 2. That a bank draft or cheque is submitted to the RM in the amount of the cost of the landscaping for security to ensure the landscaping is installed within 2 years. If the landscaping is not installed, the RM will perform the at the applicant's expense.
 3. That all utilities are contacted to locate facilities and confirm with the RM that facilities will not be affected.
 4. Hours of operation shall be 7 am to 6 pm Monday to Saturday.
 5. No drilling, pits, wells, foundations, pavement, buildings or other structures are to be excavated, drilled, installed or erected on, over, under, or through the right-of-way without the approval of TransGas.

CARRIED UNANIMOUSLY

297/16 **MEETING WITH GRAND COULEE COUNCIL**

COUNCILLOR REPETSKI: THAT Administration plan a meeting between Grand Coulee Council and the R.M. of Sherwood No. 159 Council as soon as possible and if possible before August 10th.

CARRIED UNANIMOUSLY

298/16 **CAO MONTHLY REPORT**

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

CARRIED UNANIMOUSLY

299/16 **2016 MUNICIPAL ELECTION – APPOINT RETURNING OFFICER**

COUNCILLOR REPETSKI: THAT Ron McCullough, Chief Administrative Officer be appointed Returning Officer for the 2016 Municipal Election for the election of Members of Council for odd-numbered divisions and for the election of the Reeve.

CARRIED UNANIMOUSLY

300/16 **2016 MUNICIPAL ELECTION – ADVANCE POLLS**

COUNCILLOR PROBE: THAT the Advance Polls for the 2016 Municipal Election be held on Saturday, October 15, 2016 from 12 p.m. to 6 p.m. at the Rural Municipality of Sherwood No. 159 Municipal Office located at 4400 Campbell Street, Regina, Saskatchewan, for the election of Members of Council for odd-numbered divisions and for the election of the Reeve.

CARRIED UNANIMOUSLY

301/16 **MAIL IN BALLOTS**

COUNCILLOR HEENAN: THAT Administration bring a report to the August 10th Council Meeting with a bylaw regarding mail in ballots.

CARRIED UNANIMOUSLY

302/16 2016 MUNICIPAL ELECTION – POLLING LOCATION

COUNCILLOR REPETSKI: THAT the polling place for the 2016 Municipal Election, being held on Wednesday, October 26th, 2016 from 9 a.m. to 8 p.m. be established at the Rural Municipality of Sherwood No. 159 Municipal Office located at 4400 Campbell Street, Regina, Saskatchewan for the election of Members of Council for odd-numbered divisions and for the election of the Reeve.

CARRIED UNANIMOUSLY

303/16 2016 MUNICIPAL ELECTION – REMUNERATION

COUNCILLOR PROBE: THAT Election Officials participating in the 2016 Municipal Election and working at the Advance Polls and the Election Poll be paid the following:

Deputy Returning Officer	\$450.00
Poll Clerk	\$300.00

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

CARRIED UNANIMOUSLY

304/16 CREDIT CARD POLICY REVISION

COUNCILLOR REPETSKI: THAT the Credit Card Policy No. 2014-07 be revised by changing the Public Works Manager job title to Manager of Roadways and by adding the Manager of Utilities with a limit of \$10,000.00.

CARRIED UNANIMOUSLY

305/16 CREDIT CARD POLICY

COUNCILLOR HUSUM: THAT Administration bring a revised credit card policy to the August 10th Council Meeting which will include a definition for "municipal related expenses".

CARRIED UNANIMOUSLY

306/16 TAX ABATEMENT – PT SE 24-17-19-W2

COUNCILLOR PROBE: THAT the RM of Sherwood No. 159 grant the following tax abatement on Roll No. 656 being PT SE 24-17-19-W2 due to the expropriation of a portion of the land and buildings by the Ministry of Highways & Infrastructure:

<u>Municipal</u>	<u>School</u>	<u>Total</u>
\$900.34	\$623.98	\$1,524.32

AND THAT any interest accrued to date on the abated taxes be reversed.

CARRIED UNANIMOUSLY

307/16 BYLAW NO. 06/16

COUNCILLOR PROBE: THAT Bylaw No. 06/16, A Bylaw to Establish a Utility Reserve Fund, be read a first time.

CARRIED UNANIMOUSLY

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308/16 **BYLAW NO. 06/16**

COUNCILLOR REPETSKI: THAT Bylaw No. 06/16, A Bylaw to Establish a Utility Reserve Fund, be read a second time.

CARRIED UNANIMOUSLY

309/16 **BYLAW NO. 06/16**

COUNCILLOR HUSUM: THAT Bylaw No. 06/16, A Bylaw to Establish a Utility Reserve Fund, be given three readings at this meeting.

CARRIED UNANIMOUSLY

310/16 **BYLAW NO. 06/16**

COUNCILLOR PROBE: THAT Bylaw No. 06/16, A Bylaw to Establish a Utility Reserve Fund, be read a third time and hereby be adopted.

CARRIED UNANIMOUSLY

311/16 **POLICY TO RECOVER UTILITY EXPENDITURES**

COUNCILLOR HEENAN: THAT Administration develop a policy to recover utility expenditures.

CARRIED UNANIMOUSLY

312/16 **2015 AUDITED FINANCIAL STATEMENTS**

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 audited 2015 Financial Statements, the Annual Auditor's Report and Management's Responsibility for Financial Reporting Report, the Annual Financial Synopsis and the Hail Certificate for SMHI prepared by Dudley & Company, be received and filed.

CARRIED UNANIMOUSLY

313/16 **TRANSFER FROM BRIDGE RESERVE**

COUNCILLOR PROBE: THAT \$911,786.78 be transferred from the R.M. of Sherwood No. 159 Bridge Reserve Fund to the General Operating Account to finance projects as per the 2016 Capital Budget and Clause 5 of Bylaw No. 31/13.

CARRIED UNANIMOUSLY

314/16 **TRANSFER FROM OFFSITE RESERVE**

COUNCILLOR HUSUM: THAT offsite servicing fees for water totaling \$363,281.81 be transferred from the account for designated offsite fees to the general operating account of the R.M. of Sherwood No. 159 to fund capital costs incurred to date related to the provision of water.

CARRIED UNANIMOUSLY

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315/16 COMMUNICATIONS

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

1. RCMP Stats – May 2016
2. Government Relations Potash Report September 2015
3. SARM Board Report – Potash Tax Sharing Review
4. June 6, 2016 cupw sttp Re: Federal government reviewing our public postal service – Have your say!
5. Prairie Valley School Division June 2016 Celebrate!
6. White Butte Regional Planning Committee Council Update June 2016
7. PREP Update Spring/Summer 2016
8. June 28, 2016 Suncor Energy Products Partnership

CARRIED UNANIMOUSLY

316/16 CANADA POST

COUNCILLOR REPETSKI: THAT in our next newsletter we highlight the fact that Canada Post is in review of services and there is a website welcoming peoples input and post on our website.

CARRIED UNANIMOUSLY

317/16 RIBBON CUTTING ON INLAND DRIVE

COUNCILLOR PROBE: THAT Councillor Repetski spearhead a ribbon cutting on Inland Drive on Wednesday, August 31st.

CARRIED UNANIMOUSLY

318/16 WEED CONTROL POLICY

COUNCILOR HUSUM: THAT Administration develop a policy for Council review for weed control on highway right-of-ways and new development areas.

CARRIED UNANIMOUSLY

319/16 ADJOURNMENT

COUNCILLOR REPETSKI: THAT this meeting be adjourned at 9:31 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator