

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, October 14, 2020

PRESENT: Jeffrey Poissant, Reeve
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: Brad Crassweller, Councillor Division 1

STAFF: Pam Malach, Chief Administrative Officer
Mike Mamona, Director of Operations
Erin Halliday, Director of Finance & Administration
Brad Wiebe, Manager of Planning & Development
Barry Wiebe, Manager of Public Works
Christine Trithardt, Assistant Administrator

ORDER: Reeve Poissant called the meeting to order at 5:35 p.m.

368/2020 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as amended.

Add 8.2.4 Varzari Trading Ltd. Encroachment Agreement for Zora Road

CARRIED UNANIMOUSLY

369/2020 SEPTEMBER 9, 2020 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the September 9, 2020 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

370/2020 SEPTEMBER 9, 2020 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR HUSUM: THAT the September 9, 2020 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

371/2020 SEPTEMBER 29, 2020 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the September 29, 2020 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

372/2020 MONTHLY FINANCIAL REPORTS – AUGUST 2020

COUNCILLOR CULBERT: THAT the Monthly Financial Reports for August 2020 be accepted as information and filed.

CARRIED UNANIMOUSLY

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373/2020 MONTHLY RESERVE FUND SUMMARY

COUNCILLOR WILKE: THAT the Monthly Reserve Fund Summary for August 2020 be accepted as information and filed.

CARRIED UNANIMOUSLY

374/2020 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 18737 to 18837 totaling \$569,659.67 for September 2020, as outlined in the List of Accounts for Review attached to and forming part of these minutes be approved; and,

THAT the Payroll and Electronic Funds Transfer for August 2020 totaling \$4,705,362.01 be ratified.

CARRIED UNANIMOUSLY

375/2020 OPERATIONS PROJECT UPDATE – SEPTEMBER 2020

COUNCILLOR WILKE: THAT the September 2020 Operations Project Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

DELEGATION

Curtis Hicks, General Manager with Eco Level Ltd. made a presentation to Council regarding some of the work Eco Level Ltd. has been doing for other RM's in Southern Saskatchewan.

376/2020 PUBLIC WORKS OPERATIONS UPDATE – SEPTEMBER 2020

COUNCILLOR HUSUM: THAT the September Public Works Operations Update Report be accepted as information and filed.

CARRIED UNANIMOUSLY

377/2020 BYLAW NO. 17/20 – A BYLAW FOR THE PURPOSE OF ASSIGNING CIVIC ADDRESSES

COUNCILLOR CULBERT: THAT Bylaw No. 17/20 – A Bylaw for the Purpose of Assigning Civic Addresses, be read a first time.

CARRIED UNANIMOUSLY

378/2020 HARBOUR LANDING WEST CONCEPT PLAN REVISION – COMMENTS TO DREAM

COUNCILLOR OAKLEY-PAUL: THAT the RM Council accepts the proposed Harbour Landing West Concept Plan and the proposed configuration of the RM Office parcel (Parcel A, Block 13) with a parcel size of 0.60 ha (1.49 ac.0 and dimensions of 72.0 x 83.50 metres as shown on Plan RC-0065-20-J1-SCP-1_Rev2 and that the RM Council requests future discussion on the RM surplus lands and potential options for sale or land development.

CARRIED

379/2020 SUNCOR SERVICING AGREEMENT

COUNCILLOR WILKE: THAT the draft Servicing Agreement with Suncor Energy Products Partnership be accepted as presented.

CARRIED UNANIMOUSLY

380/2020 VARZARI TRADING LTD. ENCROACHMENT AGREEMENT FOR ZORA ROAD

COUNCILLOR HUSUM: **WHEREAS** the municipality and the applicant are parties to a Servicing Agreement dated May 9, 2018, (the "**Servicing Agreement**"), with an amendment for Zora Road construction dated June 11, 2020 pursuant to subsection 179(1) of *The Planning and Development Act, 2007*;

AND WHEREAS in accordance with the amending agreement Exhibit 'A' that the Zora Road right-of-way be widened to 42 metres and dedicating an additional 11 metres on each side of the existing 20.18 metre right-of-way;

AND WHEREAS Varzari Trading LTD. developed the storage yard north of the Varsteel access point on Zora Road based on the dimensions of the road right-of-way prior to widening, at 20.18 metres;

AND WHEREAS after the road widening is registered the storage yard will encroach into the widened road right-of-way;

AND WHEREAS the RM administration has confirmed in accordance with the final approved grading plan, the widened right-of-way is not currently needed for construction of the roadway or ditching but rather will be needed when Zora Road is further constructed at a future unknown date;

BE IT RESOLVED THAT on the condition that Varzari Trading LTD. grants the RM the registration of the 11m road widening plan, Council approves the Varzari Trading LTD. Zora Road encroachment agreement as presented to be executed and registered on title.

CARRIED UNANIMOUSLY

381/2020 RECESS

COUNCILLOR WILKE: THAT this meeting recess at 7:02 p.m.

CARRIED UNANIMOUSLY

RECONVENE

REEVE POISSANT: THAT this meeting reconvene into regular session at 7:16 p.m.

382/2020 OCTOBER 2020 UPDATE – ADMINISTRATION & FINANCE

COUNCILLOR HUSUM: THAT the October 2020 Administration & Finance Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

383/2020 2020 CHRISTMAS HOURS

COUNCILLOR HUSUM: THAT the RM of Sherwood Administration office be closed from Noon, Thursday, December 24th, 2020 and reopen on Monday, January 4th, 2021.

CARRIED UNANIMOUSLY

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384/2020 TAX INCENTIVE APPLICATION 19-014

COUNCILLOR CULBERT: **WHEREAS** all conditions of the tax incentive policy no. 2017-03 have been met;

WHEREAS the estimated municipal tax exemption is **\$34,640.64** and the estimated education tax exemption is **\$48,153.60** based on the 2020 tax rates;

THEREFORE BE IT RESOLVED that the Tax Incentive Application 19-014 for NE 34-16-20-W2, Parcel C, Plan 91R55762 be applied to the assessment in accordance to Tax Incentive Policy No. 2017-03 for the three-year term of 2021-2023.

CARRIED UNANIMOUSLY

385/2020 TAX INCENTIVE APPLICATION 20-001

COUNCILLOR WILKE: **WHEREAS** Building Permit # 18-019 for construction on property 213 Hellen Drive was issued on July 25, 2018 and the Tax Incentive Application being received on April 23, 2020; and,

WHEREAS indicated in Tax Incentive Policy No. 2017-03 the tax incentive application must be received from the property owner prior to issuance of a building permit;

THEREFORE BE IT RESOLVED that the Tax Incentive Application 20-001 be **DENIED**.

CARRIED UNANIMOUSLY

386/2020 REFUND OF TAXES – PT NW 2-18-21-W2

COUNCILLOR CULBERT: **WHEREAS** the RM of Sherwood expropriated 4.13 acres of land from NW 2-18-21-W2 in 2016;

AND **WHEREAS** Section 274 of *The Municipalities Act* allows a Council to refund all or any part of a tax;

BE IT RESOLVED THAT the RM of Sherwood No. 159 refund municipal taxes in the amount of \$104.41 and school taxes in the amount of \$21.78 paid on NW 2-18-21-W2 from 2016 to 2020 non the 4.13 acres of expropriated land.

CARRIED UNANIMOUSLY

387/2020 BYLAW NO. 19-20 – A BYLAW TO ESTABLISH THE WATER RATES AND FEES

COUNCILLOR WILKE: THAT Bylaw No. 19-20, A Bylaw to Establish the Water Rates and Fees be read a first time.

DEFEATED

Councillor Husum departed Council Chambers at 7:45 p.m.

388/2020 BYLAW NO. 20/20 – A BYLAW OF THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR CULBERT: THAT Bylaw No. 20/20 – A Bylaw of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan, To Provide for Incurring a Debt, be read a first time.

CARRIED UNANIMOUSLY

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389/2020 BYLAW NO. 20/20 – A BYLAW OF THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR OAKLEY-PAUL: THAT Bylaw No. 20/20 – A Bylaw of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan, To Provide for Incurring a Debt, be read a second time.

CARRIED UNANIMOUSLY

390/2020 BYLAW NO. 20/20 – A BYLAW OF THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR WILKE: THAT Bylaw No. 20/20 – A Bylaw of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan, To Provide for Incurring a Debt, be given three readings at this meeting.

CARRIED UNANIMOUSLY

391/2020 BYLAW NO. 20/20 – A BYLAW OF THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR INCURRING A DEBT

COUNCILLOR PAUL: THAT Bylaw No. 20/20 – A Bylaw of the Rural Municipality of Sherwood No. 159 in the Province of Saskatchewan, To Provide for Incurring a Debt, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

392/2020 MOTION TO RECONSIDER

COUNCILLOR OAKLEY-PAUL: THAT 8.3.6 Water Rates & Fees Bylaw 19/20 be reconsidered.

CARRIED UNANIMOUSLY

393/2020 BYLAW NO. 19/20 – A BYLAW TO ESTABLISH THE WATER RATES AND FEES

COUNCILLOR WILKE: THAT Bylaw No. 19-20, A Bylaw to Establish the Water Rates and Fees be read a first time.

CARRIED UNANIMOUSLY

394/2020 BYLAW NO. 19/20 – A BYLAW TO ESTABLISH THE WATER RATES AND FEES

COUNCILLOR PAUL: THAT Bylaw No. 19-20, A Bylaw to Establish the Water Rates and Fees be read a second time.

CARRIED UNANIMOUSLY

395/2020 BYLAW NO. 19/20 – A BYLAW TO ESTABLISH THE WATER RATES AND FEES

COUNCILLOR CULBERT: THAT Bylaw No. 19-20, A Bylaw to Establish the Water Rates and Fees be given three readings at this meeting.

CARRIED UNANIMOUSLY

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396/2020 BYLAW NO. 19/20 – A BYLAW TO ESTABLISH THE WATER RATES AND FEES

COUNCILLOR CULBERT: THAT Bylaw No. 19-20, A Bylaw to Establish the Water Rates and Fees be read a third time.

CARRIED UNANIMOUSLY

397/2020 BYLAW NO. 18/20 – A BYLAW FOR MAIL-IN BALLOTS

COUNCILLOR CULBERT: THAT Bylaw No. 18/20 – A Bylaw for Mail-in Ballots, be read a first time.

CARRIED UNANIMOUSLY

398/2020 BYLAW NO. 18/20 – A BYLAW FOR MAIL-IN BALLOTS

COUNCILLOR OAKLEY-PAUL: THAT Bylaw No. 18/20 – A Bylaw for Mail-in Ballots, be read a second time.

CARRIED UNANIMOUSLY

399/2020 BYLAW NO. 18/20 – A BYLAW FOR MAIL-IN BALLOTS

COUNCILLOR WILKE: THAT Bylaw No. 18/20 – A Bylaw for Mail-in Ballots, be given three readings at this meeting.

CARRIED UNANIMOUSLY

400/2020 BYLAW NO. 18/20 – A BYLAW FOR MAIL-IN BALLOTS

COUNCILLOR PAUL: THAT Bylaw No. 18/20 – A Bylaw for Mail-in Ballots, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

401/2020 MAIL-IN BALLOTS

COUNCILLOR CULBERT: WHEREAS voters who previously desired to vote by mail would have to appear in person at the municipal office to register for mail in voting;

BE IT RESOLVED THAT Administration issue a letter informing the ratepayers of the change in process where ratepayers will not have to appear in person at the municipal office for mail in voting.

CARRIED UNANIMOUSLY

402/2020 SCOPE OF WORK REVIEW OF COUNCIL CODE OF CONDUCT BYLAW

COUNCILLOR CULBERT: THAT the Scope of Work Review of Council Code of Conduct Bylaw be tabled until November Council Meeting.

CARRIED UNANIMOUSLY

403/2020 ALL NET CONNECT COMMUNICATION AUTOMATION

COUNCILLOR CULBERT: THAT the All Net Connect Communication Automation be tabled until the November Council Meeting.

CARRIED UNANIMOUSLY

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404/2020 COMMUNICATIONS

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

1. Aug.26.2020 Saskatchewan Crop Insurance Corporation – Wild Boar Sighting or Encounter
2. South Saskatchewan Vacation Guide Media Kit and Fact Sheet
3. Prairie Central District for Sport, Culture and Recreation – September 15, 2020 E-News
4. Sept.24.2020 National Veterans’s Week Speakers Program 2020
5. 4-H Saskatchewan Supporter Newsletter 2020
6. Prairie Central District for Sport, Culture and Recreation – September 29, 2020 E-News
7. Sept.29.2020 Email from Devon Ambros – Solarcor Energy Inc. – Funding for Solar Projects
8. Sept.23.2020 Letter from Agricultural Producers Association of Saskatchewan – Membership and Important Updates

CARRIED UNANIMOUSLY

405/2020 CLOSED SESSION

COUNCILLOR CULBERT: THAT this meeting go into closed session at 8:45 p.m.

CARRIED UNANIMOUSLY

406/2020 RECONVENE

COUNCILLOR WILKE: THAT this meeting go into regular session at 9:01 p.m.

CARRIED UNANIMOUSLY

407/2020 ADJOURNMENT

COUNCILLOR PAUL: THAT this meeting be adjourned at 9:02 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator