

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 9, 2019

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

ABSENT: Carl Husum, Councillor Division 4

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
Penni Greensides, Manager of Administration
Todd Mitchell, Municipal Planner
Christine Trithardt, Assistant Administrator

ORDER: Reeve Poissant called the meeting to order at 5:40 p.m.

275/2019 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

276/2019 SEPTEMBER 10, 2019 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the September 10, 2019 Special Council Meeting minutes be approved as presented.

Councillor Culbert entered Council Chambers at 5:41 p.m.

CARRIED UNANIMOUSLY

277/2019 SEPTEMBER 11, 2019 PUBLIC HEARING MEETING MINUTES

COUNCILLOR WILKE: THAT the September 11, 2019 Public Hearing Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

278/2019 SEPTEMBER 11, 2019 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the September 11, 2019 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

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279/2019 MONTHLY FINANCIAL REPORTS

COUNCILLOR CULBERT: THAT the Monthly Financial Reports for the period ending September 30, 2019, attached to and forming a part of these minutes, be accepted as information and filed.

CARRIED UNANIMOUSLY

280/2019 MONTHLY RESERVE FUND SUMMARY

COUNCILLOR CULBERT: THAT the Monthly Reserve Fund Summary Report be accepted as information and filed.

CARRIED UNANIMOUSLY

281/2019 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 17746 to 17840 totaling \$1,088,062.05 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 \$156,239.61 be ratified.

CARRIED UNANIMOUSLY

282/2019 OPERATIONS PROJECT UPDATE

COUNCILLOR CULBERT: THAT the Operations Project Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

283/2019 PUBLIC WORKS OPERATIONS UPDATE - SEPTEMBER

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

CARRIED UNANIMOUSLY

284/2019 UNIFOR 649 REQUEST UNDER BYLAW NO. 10/15

COUNCILLOR CULBERT: THAT under Bylaw No. 10/15, A Bylaw to Regulate the Use of Street and Roads, Unifor 649's request to permit the use of public road allowances for the storage of site trailers and/or washroom facilities near 2111 Albert Street and 2620 Gottselig Road be approved with conditions as follows:

1. No person shall park a vehicle on any road allowance, street or public highway
2. No object or substance shall be placed on the East side of Albert Street North or the North side of Culver Avenue
3. No structure shall be placed within the area of a right-angled triangle at the intersection of two roadways, where the legs of the triangle extend 140 meters from the mid-point of the intersection.
4. No person shall dig holes or remove any earth, gravel or asphalt from any highway/road allowance
5. Permitted structures placed in the road allowance must be temporary
6. No object or substance shall be placed on the public's right of passage that would hinder traffic movement
7. Permitted temporary structures must be a Minimum 2 meters from the road surface edge
8. Must provide the RM with a traffic accommodation plan for all areas affected
9. Upon removal of such permitted temporary structure the road allowance MUST be restored to its original condition

Resolution No. 284/2019 continued

10. The use of washroom facilities is subject to *The Private Sewage Works Regulations*
11. A person who has contravened these conditions is required to remove the encumbrance within 48 hours of the conviction or may be charged the expense of the RM doing so.

CARRIED

285/2019 SCHEDULE F OF THE SERVICING AGREEMENT

COUNCILLOR CRASSWELLER: THAT as Varzari Trading Ltd's request to amend Schedule F of the Servicing Agreement to "Option 1 – Drainage as Proposed" of the Walker Projects Drainage Options for Varsteel report dated October 3, 2019 BE APPROVED.

CARRIED UNANIMOUSLY

286/2019 DRAINAGE TO PARKER INDUSTRIAL SUBDIVISION

COUNCILLOR CRASSWELLER: WHEREAS "Option 3 – Drainage to Park Industrial Subdivision" of the Walker Projects Drainage Options report dated October 3, 2019 suggests an alternative option that establishes a drainage route with land control to an adequate outlet; and,

WHEREAS "Option 3 – Drainage to Parker Industrial Subdivision" of the Walker Projects Drainage Options report dated October 3, 2019 provides for an appropriate level of flood protection that does not have potential negative impacts to other landowners;

BE IT RESOLVED THAT Varzari Trading Ltd continue to conduct further analysis to determine the impacts and feasibility of "Option 3 – Drainage to Parker Industrial Subdivision" of the Walker Projects Drainage Options report dated October 3, 2019 to be implemented in the event of a validated complaint.

CARRIED UNANIMOUSLY

287/2019 RECESS

COUNCILLOR CULBERT: THAT this meeting recess at 7:15 p.m.

CARRIED UNANIMOUSLY

Councillor Crassweller departed Council Chambers at 7:20 p.m.

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 7:25 p.m.

TABLED BOARD APPOINTMENT – EAST COTTONWOOD CREEK WATERSHED ASSOCIATION

COUNCILLOR CULBERT: THAT the Board Appointment for the East Cottonwood Creek Watershed Association No. 21 on behalf of the RM of Sherwood be tabled until the October 15th, 2019 Special Council Meeting.

CARRIED UNANIMOUSLY

289/2019 DPA 19-041 DISCRETIONARY USE DEVELOPMENT PERMIT APPLICATION FOR A PULSE MILL AND SITE PLAN CHANGES FROM THE PREVIOUSLY APPROVED DPA 19-007 AT BLK/PAR P, PLAN 102257232 EXT 0, SW 18-16-19-W2

COUNCILLOR CULBERT: THAT Development Permit Application 19-041 for a pulse mill and site plan changes from the previously approved Development Permit Application 19-007 at Blk/Par P, Plan 102257232 Ext 0, SW 18-16-19-W2, be approved; and,

THAT a Development Permit be issued with the following conditions:

1. That the site is developed in accordance with the site plan attached to the development permit.
2. This permit allows for additional construction of a pulse mill and site plan revisions for the building, bins to support the cleaning process and warehouse in accordance with the attached site plan. Any other proposed use may require a separate development permit or discretionary use approval from Council. A pre-application meeting with the Planner and Development Officer will be required to verify use.
3. That all buildings shall be constructed 0.5m above the estimated peak water level to a safe building elevation of **574.4m**.
4. That all drainage is contained on site and does not affect adjacent properties. An approved engineer stamped grading and drainage plan is required.
5. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.
6. A landscaping plan is required to address noise attenuation and aesthetics. Landscaping must be completed within 2 years. The landowner shall provide to the Development Officer:
 - a. A final landscaping plan.
 - b. A bank draft or cheque as security in the amount of the cost of landscaping and installation.
 - c. Verification of completed landscaping. At this time the Development Officer will perform an inspection prior to release of security.
7. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09-15).
8. Construction may not commence until a building permit has been issued.
9. Building foundations must follow the recommendations in the Ground Engineering Geotechnical Report (File No. GE-1870), Dated September 12, 2018)
10. All utilities shall be contacted to ensure facilities are not affected. Applicants are required to call Sask 1st Call if they are planning to dig or excavate: 1-866-828-4888, from a cell phone #4888, or visit www.sask1stcall.com.

CARRIED UNANIMOUSLY

290/2019 MOOSE JAW REGINA ECONOMIC CORRIDOR COMMITTEE

COUNCILLOR WILKE: THAT the RM of Sherwood continue its membership with the Moose Jaw-Regina Economic Corridor Committee at no cost for the years 2019-2020; and,

THAT Reeve Poissant be appointed designate, Councillor Oakley-Paul be appointed as an alternate, and include voting authority for the Moose Jaw-Regina Economic Corridor Committee.

CARRIED UNANIMOUSLY

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291/2019 ENDORSEMENT OF HIGHWAY 46 LETTER

COUNCILLOR WILKE: THAT the Endorsement of Highway 46 Letter be tabled until the RM of Sherwood receives more information from the RM of Edenwold.

WITHDRAWN

292/2019 SU 19-018: SURFACE PARCEL SUBDIVISION FOR ONE 5 ACRE AGRICULTURAL SITE; PARCEL E PLAN NO. 101857024, NW 24-18-20 W2M

COUNCILLOR CULBERT: THAT proposed subdivision application SU 19-018 (Community Planning File R0678-19R), which intends to subdivide for the purposes of one 5 acre agricultural site, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

293/2019 2019 SARM MIDTERM CONVENTION

COUNCILLOR CULBERT: THAT the Chief Administrative Officer, Directors and any Member of Council that so wishes and within budget, attend the Saskatchewan Association of Rural Municipalities (SARM) 2019 Midterm Convention in Regina, SK from November 13th & 14th, 2019; and,

THAT Councillor John Wilke and Councillor Oakley-Paul be appointed Voting Delegates at the Saskatchewan Association of Rural Municipalities (SARM) 2019 Midterm Convention.

CARRIED UNANIMOUSLY

294/2019 2019 CHRISTMAS HOURS

COUNCILLOR WILKE: THAT the RM of Sherwood Administration office be closed from Noon, Tuesday, December 24th, 2019 and reopen on Thursday, January 2nd, 2020.

CARRIED UNANIMOUSLY

295/2019 FIRE DISPATCH INVOICE 2019-00164 & 2019-00165

COUNCILLOR CULBERT: THAT Invoice # 2019-00164 in the amount of \$1,729.66 and Invoice # 2019-00165 in the amount of \$1,797.40 for fire dispatch calls on Accounts Receivable Account No. SAS003 be transferred to Tax Roll No. 1852 000.

CARRIED UNANIMOUSLY

296/2019 FIRE DISPATCH INVOICE 2019-00169

COUNCILLOR PAUL: THAT Invoice # 2019-00169 in the amount of \$1,655.00 for fire dispatch call on Accounts Receivable Account No. ISB001 be transferred to Tax Roll No. 2288 000.

CARRIED UNANIMOUSLY

297/2019 FIRE DISPATCH INVOICE 2019-00171 & 2019-00172

COUNCILLOR CULBERT: THAT Invoice # 2019-00171 in the amount of \$1,655.00 and Invoice # 2019-00172 in the amount of \$1,729.66 for fire dispatch calls on Accounts Receivable Account No. RIG001 be transferred to Tax Roll No. 333 000.

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298/2019 FIRE DISPATCH INVOICE 2019-00173

COUNCILLOR WILKE: THAT Invoice # 2019-00173 in the amount of \$2,471.42 for fire dispatch call on Accounts Receivable Account No. DEP001 be transferred to Tax Roll No. 1466 000.

CARRIED UNANIMOUSLY

299/2019 COMMUNICATIONS

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

1. White Butte RCMP Stats – August 2019
2. 4-H Saskatchewan Donor Newsletter Fall 2019
3. Shock Trauma Air Rescue Service Foundation – Donation Request
4. Prairie Central District October 2019 E-News Update

CARRIED UNANIMOUSLY

300/2019 CLOSED SESSION

COUNCILLOR WILKE: THAT this meeting go into closed session at 8:16 p.m.

CARRIED UNANIMOUSLY

301/2019 RECONVENE

COUNCILLOR WILKE: THAT this meeting reconvene to regular session at 8:24 p.m.

CARRIED UNANIMOUSLY

302/2019 ADJOURNMENT

COUNCILLOR PAUL: THAT this meeting be adjourned at 8:24 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator