

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, September 15, 2021

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

ABSENT: Carl A. Husum, Councillor Division 4

STAFF: Brad Wiebe, Chief Administrative Officer
Barry Wiebe, Manager of Public Works and Infrastructure
Christine Trithardt, Manager of Administration
Luke Brossart, Municipal Planner

Call to Order

Reeve Oakley-Paul called the meeting to order at 5:36 p.m.

**Resolution
No.**
400/2021

Approval of Agenda

Moved by: Councillor Crassweller

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

**Resolution
No.**
401/2021

Public Hearings

Moved by: Councillor Reiger

THAT this meeting go into recess at 5:36 p.m. for the purpose of the Public Hearing for Bylaw No. 16/20 - A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17.

CARRIED UNANIMOUSLY

Reconvene

Moved by: Reeve Oakley-Paul

THAT this meeting reconvene into regular session at 5:46 p.m.

**Resolution
No.**
402/2021

August 18, 2021 Regular Council Meeting Minutes

Moved by: Councillor Culbert

THAT the August 18, 2021 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**Resolution
No.**
403/2021

August 18, 2021 Public Hearing Meeting Minutes

Moved by: Councillor Crassweller

THAT the August 18, 2021 Public Hearing Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

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**Resolution
No.**
404/2021

**DP 21-031: Discretionary Use Application for a Temporary RV
Storage Yard at LSD 7 & 8 SE 08-17-20 W2M**
Moved by: Councillor Culbert

THAT Discretionary Use DPA-21-031 for Temporary Vehicle Storage (recreational vehicles and marine products) at LSD 7 & 8 SE 08-17-20 W2M be **APPROVED** with the following conditions:

1. That the site shall be developed in accordance with the approved site plan and that the intended use of the site is for a RV Storage Yard.
2. Approval of this Vehicle Storage (recreational vehicles and marine products) is only valid for 60 months (5 years) from the Development Permit's Date of Issue. The applicant shall notify the R.M. in writing if the project requires an extension to the Development Permit.
3. Prior to any permanent development or subdivision on the site a professionally prepared concept plan shall be required.
4. The lot be kept free of refuse, and activities on-site shall not be a nuisance as per Bylaw 07-15.
5. Prior to any aggregate being added to the site, a road haul and road maintenance agreement is to be negotiated between the RM of Sherwood, The Ministry of Highways, and the Applicant.
6. Drainage shall be maintained on-site and not negatively affect adjacent properties. The provision of a site grading and drainage plan prepared by a professional engineer shall be provided and approved by the RM prior to commencement of development. The drainage plan shall be to the satisfaction of the Municipality and the Regina Bypass and is to be prepared at the cost of the developer. No development except for gravel storage shall take place prior to the completion and acceptance of the drainage and grading plan [Section 169(2) of the Planning and Development Act, 2007]. Prior to any gravel/aggregate being added to the site, a stockpile location shall be proposed by Associated Engineering during the required Grading and Drainage review.
7. Construction of any buildings shall not commence until a building permit has been issued.
8. The landowner is responsible for all costs of the servicing and development of the property.
9. Access to site must be from the existing approach from the Service Road. Any changes shall require an application to the Ministry of Highways.
10. This permit is subject to the standards and requirements of Provincial Regulations, and all other applicable bylaws and requirements.
11. Applicant to provide as-built drawings with engineer certification that site development is in accordance with approved plans.
12. Circulated Government Agency comments are forthcoming and will be appended to this permit.

CARRIED UNANIMOUSLY

**Resolution
No.**
405/2021

Recess
Moved by: Councillor Wilke

THAT this meeting go into recess at 6:15 p.m.

CARRIED UNANIMOUSLY

Reconvene
Moved by: Reeve Oakley-Paul

THAT this meeting reconvene into regular session at 6:43 p.m.

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- Resolution No.** 406/2021 **Financial Update & Monthly Financial Reports**
Moved by: Councillor Culbert
THAT the Monthly Financial Reports for August 2021 be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 407/2021 **Monthly Reserve Fund Summary**
Moved by: Councillor Culbert
THAT the Monthly Reserve Fund Summary for August 2021 be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 408/2021 **List of Accounts for Review**
Moved by: Councillor Wilke
THAT cheque numbers 19665 to 19711 totaling \$196,455.70 for August 2021, 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 the Payroll and Electronic Funds Transfers for August 2021 totaling \$5,718,527.55 be ratified.
CARRIED UNANIMOUSLY
- Resolution No.** 409/2021 **Public Works Operations and Projects Update - August**
Moved by: Councillor Reiger
THAT the August Public Works Operations and Projects Update report be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 410/2021 **Recessed Pavement on Rge Rd 2212 (South of Dewdney Avenue)**
Moved by: Councillor Crassweller
THAT the Recessed Pavement on Rge Rd 2212 (South of Dewdney Avenue) report be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 411/2021 **Bylaw No. 16/20 - Zoning Bylaw No. 18/17 Amendment**
Moved by: Councillor Culbert
THAT Bylaw No. 16/20 - A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a second time.
CARRIED UNANIMOUSLY
- Resolution No.** 412/2021 **Bylaw No. 16/20 - Zoning Bylaw No. 18/17 Amendment**
Moved by: Councillor Crassweller
THAT Bylaw No. 16/20 - A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a third time and hereby adopted.
CARRIED UNANIMOUSLY

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**Resolution
No.**
413/2021

**DP 21-024: Discretionary Use Application for a Group Home located
at SW 2-18-19 W2M Proposed Parcel B, HWY 46**
Moved by: Councillor Culbert

THAT Discretionary Use DPA 21-024 for Institutional Use at SW 2-18-19-
W2M Proposed Parcel B Hwy 46 be **approved** with the following conditions:

1. That the site shall be developed in accordance with the approved site plan and that the intended use of the building is for a Group Home.
2. The lot be kept free of refuse, and activities on-site shall not be a nuisance as per Bylaw 07-15.
3. Construction of building shall not commence until a building permit has been issued.
4. Prior to operation, details regarding water and sewage facilities must be submitted to and approved by Saskatchewan Health Authority including but not limited to: protection from contamination, treatment methods, results of water quality testing, and type of sewage disposal system.
5. The landowner is responsible for all costs of the servicing and development of the property, including any fees and requirements stipulated by the City of Regina, pursuant to the Extra Municipal Servicing Policy.
6. A landscaping plan shall be prepared by a professional landscape architect and submitted to the Rural Municipality of Sherwood for approval and a deposit consisting of 100% of the cost of landscaping prior to a building permit approval.
7. Access to site must be from Prince of Wales Drive, and the applicant must submit an approach construction application prior to construction of any new approaches.
8. This permit is subject to the standards and requirements of Provincial Regulations, and all other applicable bylaws and requirements.
9. Applicant to provide as-built drawings with engineer certification that site development is in accordance with approved plans.

CARRIED UNANIMOUSLY

**Resolution
No.**
414/2021

**SU 21-013: Surface Parcel Subdivision to separate four 4.05 hectare
(10 acre) parcels from two source quarter sections located at SW &
SE ¼ 16-16-19 W2M**
Moved by: Councillor Crassweller

THAT proposed subdivision application SU 21-013 (Community Planning File R0633-21R), which intends to subdivide four 4.05ha (10.00ac) parcels from two source quarter sections located at SW & SE ¼ 16-16-19-W2M be recommended for approval by Community Planning with the following consideration:

1. 10 metre (32.8 ft.) width of Road widening to be dedicated by plan of survey along the frontage of Township Road 162 (Over Dimension Route).
2. 5 metre (16.4 ft.) width of Road widening to be dedicated by plan of survey along the front of Range Road 2194.
3. Provision of cash-in-lieu of Municipal Reserve to the Municipality as required by Community Planning.

CARRIED UNANIMOUSLY

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Resolution No. 415/2021 **SU 21-014: Surface Parcel Subdivision to separate one 8.09 hectare (20 acre) parcel from source quarter section located at SE ¼ 21-16-21 W2M**
Moved by: Councillor Wilke

THAT proposed subdivision application SU 21-014 (Community Planning File R0647-21R), which intends to subdivide one 8.09ha (20.00ac) parcel from a source quarter section located at SE ¼ 21-16-21-W2M be recommended for approval by Community Planning with the following consideration:

1. 5 metre (16.4 ft.) width of Road widening to be dedicated by plan of survey along the frontage of Range Road 2213 (Future Over Dimension Route).

CARRIED UNANIMOUSLY

Resolution No. 416/2021 **SU 21-015: Surface Parcel Subdivision to separate one 5.25 hectare (12.98 acre) parcel from source quarter section located at SE ¼ 21-17-21 W2M**
Moved by: Councillor Paul

THAT proposed subdivision application SU 21-015 (Community Planning File R0619-21R), which intends to subdivide one 5.25ha (12.98ac) parcel from a source quarter section located at SE ¼ 21-17-21-W2M be recommended for approval by Community Planning with the following considerations:

1. 5 metre (16.4 ft.) width of Road widening to be dedicated by plan of survey along the frontage of Range Road 2213.
2. That the applicant enters into a Drainage Easement Agreement with the RM of Sherwood to ensure that the drainage channel within the source quarter section is recognized and remains unabated.

CARRIED UNANIMOUSLY

Resolution No. 417/2021 **September.2021 - Administration Update**
Moved by: Councillor Crassweller

THAT the September Administration Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 418/2021 **2021 Christmas Hours**
Moved by: Councillor Crassweller

THAT the RM of Sherwood Administration office be closed from Noon, Thursday, December 23rd, 2021 and reopen on Tuesday, January 4th, 2022.

CARRIED UNANIMOUSLY

Resolution No. 419/2021 **2021 SARM Midterm Convention**
Moved by: Councillor Crassweller

THAT the Chief Administrative Officer, Managers and any Member of Council that are interested, attend the Saskatchewan Association of Rural Municipalities (SARM) 2021 Midterm Convention in Regina, SK from November 9th & 10th, 2021; and,

THAT Councillor Wilke and Councillor Husum be appointed as Voting Delegates at the Saskatchewan Association of Rural Municipalities (SARM) 2021 Midterm Convention.

CARRIED UNANIMOUSLY

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**Resolution
No.**
420/2021

**Communications
Moved by:** Councillor Wilke

THAT the following correspondence be accepted as information and filed:

1. Prairie Central District for Sport, Culture and Recreation – August 18, 2021 E-News
2. August 24, 2021 SARM News Release – SARM Federal Election Priorities for Rural Saskatchewan
3. SARM Midterm Resolution Deadline – September 25, 2021
4. RM of Eye Hill No. 382 – Proposed SARM Resolution
5. Prairie Central District for Sport, Culture and Recreation – September 8, 2021 E-News
6. August 27, 2021 - 4-H Saskatchewan
7. September 7, 2021 AM – SK Asset Management Saskatchewan
8. September 10, 2021 Email from Canada Pacific – Rail Safety Week 2021

CARRIED UNANIMOUSLY

Councillor Crassweller departed Council Chambers at 8:37 p.m.

Councillor Crassweller entered Council Chambers at 8:38 p.m.

**Resolution
No.**
421/2021

**Recess
Moved by:** Councillor Reiger

THAT this meeting go into recess at 8:38 p.m.

CARRIED UNANIMOUSLY

**Reconvene
Moved by:** Reeve Oakley-Paul

THAT this meeting reconvene into regular session at 8:48 p.m.

**Resolution
No.**
422/2021

**Closed Session
Moved by:** Councillor Culbert

THAT this meeting go into closed session at 8:49 p.m.

CARRIED UNANIMOUSLY

**Resolution
No.**
423/2021

**Reconvene
Moved by:** Councillor Crassweller

THAT this meeting reconvene into regular session at 9:42 p.m.

CARRIED UNANIMOUSLY

**Resolution
No.**
424/2021

**National Day for Truth and Reconciliation
Moved by:** Councillor Wilke

THAT the RM of Sherwood acknowledge the National Day for Truth and Reconciliation on September 30th as a statutory holiday.

CARRIED

**Resolution
No.**
425/2021

**Adjournment
Moved by:** Councillor Paul

THAT this meeting be adjourned at 9:45 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator