

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, November 23, 2022

**PRESENT:** Susan Oakley-Paul, Reeve  
Brad Crassweller, Councillor Division 1  
Trent Reiger, Councillor Division 2  
John Wilke, Councillor Division 3  
Carl A. Husum, Councillor Division 4  
Rod Culbert, Councillor Division 5  
Grant Paul, Councillor Division 6

**ABSENT:**

**STAFF:** Brad Wiebe, Chief Administrative Officer  
Barry Wiebe, Manager of Public Works & Infrastructure  
Angela Bottcher, Manager of Policy & Human Resources  
Christine Trithardt, Manager of Administration  
Luke Brossart, Municipal Planner

*Oath of Offices for Councillor Trent Reiger, Councillor Carl Husum and Councillor Grant Paul were signed prior the November 23, 2022 Special Council Meeting.*

**Call to Order**

Reeve Oakley-Paul called the meeting to order at 5:31 p.m.

**Resolution Approval of Agenda**

**No. Moved by:** Councillor Wilke

2022/0312 THAT the agenda be adopted as amended by:

Moving agenda item 9.2.1 Discretionary Use Application for an Animal Kennel/Shelter at Blk/Par A Plan 102073339 Ext 0 within SW 03-16-20-W2M to after Delegations to 6.0

**CARRIED UNANIMOUSLY**

**Resolution Deputy Reeve**

**No. Moved by:** Councillor Culbert

2022/0313 THAT Councillor Carl Husum be nominated for Deputy Reeve to act in the absence of the Reeve.

**CARRIED UNANIMOUSLY**

**Delegation**

Peter Flaman made a presentation to Council on the DP 22-040: Discretionary Use Application for an Animal Kennel/Shelter at Blk/Par A Plan 102073339 Ext 0 within SW 03-16-20-W2M.

**Resolution DP 22-040: Discretionary Use Application for an Animal Kennel/Shelter at Blk/Par A Plan 102073339 Ext 0 within SW 03-16-20-W2M**

**No. Moved by:** Councillor Husum

THAT Discretionary Use DP-22-040 for an Animal Kennel/Shelter at Blk/Par A-Plan 102073339 Ext 0 within SW 03-16-20 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 an Animal Kennel/Shelter.
2. That the animal kennel/ shelter shall have a maximum capacity of 50 dogs. Any future expansion shall require a new development permit application.
3. Noise abatement measures may be required to ensure noise levels at adjacent sites are within acceptable thresholds.
4. The lot be kept free of refuse, and activities on-site shall not be a nuisance as per Bylaw 07-15.

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**Resolution No. 2022/0314 continued**

5. As per Zoning Bylaw Section 4.10b: Animals shall not be pastured within 15 m of any dwelling not owned by the operator of the pasture or owner of the animals, and no buildings or structures intended to contain birds or animals shall be located within 30 m of a property line.
6. Drainage shall be maintained on-site and not negatively affect adjacent properties.
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. Prior to the commencement of the operation, and 12 months post commencement, the RM of Sherwood shall perform a traffic count in order to determine if a Road Maintenance Agreement will need to be negotiated.
10. This permit is subject to the standards and requirements of Provincial Regulations, and all other applicable bylaws and requirements.
11. Applicant to provide record drawings with engineer certification that site development is in accordance with approved plans.

**CARRIED**

**Resolution October 19, 2022 Regular Council Meeting Minutes**

**No. Moved by:** Councillor Wilke

2022/0315 THAT the October 19, 2022 Regular Council Meeting minutes be approved as presented.

**CARRIED UNANIMOUSLY**

**Resolution Recess**

**No. Moved by:** Councillor Crassweller

2022/0316 THAT this meeting go into recess at 6:09 p.m.

**CARRIED UNANIMOUSLY**

**Reconvene**

**Moved by:** Reeve Oakley-Paul

THAT this meeting reconvene into regular session at 6:31 p.m.

**Resolution Administration & Finance Update & Monthly Financial Reports**

**No. Moved by:** Councillor Wilke

2022/0317 THAT the Monthly Financial Reports for October 31, 2022 be accepted as information and filed.

**CARRIED UNANIMOUSLY**

**Resolution Monthly Reserve Fund Summary**

**No. Moved by:** Councillor Culbert

2022/0318 THAT the Monthly Reserve Fund Summary for October 31, 2022 be accepted as information and filed.

**CARRIED UNANIMOUSLY**

**Resolution List of Accounts for Review**

**No. Moved by:** Councillor Crassweller

2022/0319 THAT cheque numbers 20548 to 20616 totaling \$522,919.94 for October 2022, 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 October 2022 totaling \$292,124.79 be ratified.

**CARRIED UNANIMOUSLY**

**Resolution Public Works Operations and Projects Update - October**

**No. Moved by:** Councillor Wilke

2022/0320

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THAT the October 2022 Public Works Operations and Projects Update report be accepted as information and filed.

**CARRIED UNANIMOUSLY**

**Resolution Roads & Infrastructure Committee Meeting Update**

**No. Moved by:** Councillor Husum

2022/0321 THAT the Roads & Infrastructure Committee Meeting Update report be accepted as information and filed.

**CARRIED UNANIMOUSLY**

**Resolution Bylaw No. 09/22 - Council Procedure Bylaw**

**No. Moved by:** Councillor Wilke

2022/0322 THAT Bylaw No. 09/22 - A Bylaw to Regulate the Meeting Procedures of Council Meetings and Committee Meetings, be read a second time.

**CARRIED UNANIMOUSLY**

**Resolution Bylaw No. 09/22 - Council Procedure Bylaw**

**No. Moved by:** Councillor Husum

2022/0323 THAT Bylaw No. 09/22 - A Bylaw to Regulate the Meeting Procedures of Council Meetings and Committee Meetings, be read a third time and hereby adopted.

**CARRIED UNANIMOUSLY**

**Resolution Bylaw No. 11/22 - Administrative Bylaw**

**No. Moved by:** Councillor Husum

2022/0324 THAT Bylaw No. 11/22 - A Bylaw to Provide for the Establishment of the Duties and Powers of the Administrator and Designated Officers, be read a first time.

**CARRIED UNANIMOUSLY**

**Resolution Water Rates & Fees Bylaw No. 07/22**

**No. Moved by:** Councillor Paul

2022/0325 THAT Bylaw No. 07/22 - A Bylaw to Establish the Water Rates and Fees be amended by adding a Bulk Water fill rate of \$5.00/cubic meter, be read a first time.

**CARRIED UNANIMOUSLY**

**Resolution Water Rates & Fees Bylaw No. 07/22**

**No. Moved by:** Councillor Reiger

2022/0326 THAT Bylaw No. 07/22 - A Bylaw to Establish the Water Rates and Fees be amended by adding a Bulk Water fill rate of \$5.00/cubic meter, be read a second time.

**CARRIED UNANIMOUSLY**

**Resolution Water Rates & Fees Bylaw No. 07/22**

**No. Moved by:** Councillor Husum

2022/0327 THAT Bylaw No. 07/22 - A Bylaw to Establish the Water Rates and Fees be amended by adding a Bulk Water fill rate of \$5.00/cubic meter, be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

**Resolution Water Rates & Fees Bylaw No. 07/22**

**No. Moved by:** Councillor Culbert

2022/0328 THAT Bylaw No. 07/22 - A Bylaw to Establish the Water Rates and Fees be amended by adding a Bulk Water fill rate of \$5.00/cubic meter, be read a third time and hereby adopted.

**CARRIED UNANIMOUSLY**

**Resolution Abatement of Taxes - PT NE 36-16-20-W2, Lot 318**

**No. Moved by:** Councillor Husum

2022/0329 WHEREAS the improvement at Lot 318 located on PT NE 36-16-20-W2 was removed in 2019 preventing TAXervice from being able to proceed under The Tax Enforcement Act;

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THEREFORE BE IT RESOLVED THAT an abatement in the amount of \$2,325.87 be granted for the removed improvement at Lot 318 on PT NE 36-16-20-W2.

<b>Municipal Taxes &amp; Interest</b>	<b>School Taxes &amp; Interest</b>	<b>Tax Enforcement Charges &amp; Interest</b>
\$998.16	\$847.83	\$479.88

**CARRIED UNANIMOUSLY**

**Resolution Abatement of Taxes - PT NE 36-16-20-W2, Lot 342**

**No. Moved by:** Councillor Reiger

2022/0330

WHEREAS the improvement at Lot 342 located on PT NE 36-16-20-W2 was removed in 2019 preventing TAXervice from being able to proceed under *The Tax Enforcement Act*;

THEREFORE BE IT RESOLVED THAT an abatement in the amount of \$1,272.36 be granted for the removed improvement at Lot 342 on PT NE 36-16-20-W2.

<b>Municipal Taxes &amp; Interest</b>	<b>School Taxes &amp; Interest</b>	<b>Tax Enforcement Charges &amp; Interest</b>
\$428.55	\$363.92	\$479.91

**CARRIED UNANIMOUSLY**

**Resolution Appointment to Regional Women in Government Committee**

**No. Moved by:** Councillor Husum

2022/0331

THAT Reeve Oakley-Paul be appointed as Council representative to the Regional Women in Government Committee for the year 2022.

**CARRIED UNANIMOUSLY**

**Resolution Targeted Sector Support Initiative (TSS) Application**

**No. Moved by:** Councillor Crassweller

2022/0332

THAT the Council of the RM of Sherwood No. 159 supports the Targeted Sector Support Initiative Grant application for a regional water and wastewater feasibility collaboration project with the Town of Grand Coulee.

**CARRIED UNANIMOUSLY**

**Resolution Investing in Canada Infrastructure Program (ICIP) Application**

**No. Moved by:** Councillor Culbert

2022/0333

THAT the RM of Sherwood provide a letter of support to the Town of Grand Coulee for the Investing in Canada Infrastructure Program grant application for a potential regional upgrade to the Grand Coulee wastewater Lagoon.

**CARRIED UNANIMOUSLY**

**Resolution Custom Work Invoice 2022-00133**

**No. Moved by:** Councillor Wilke

2022/0334

THAT Accounts Receivable Invoice # 2022-00133 in the amount of \$277.50 for grading plus accumulated interest on Accounts Receivable Account No. DER001 be transferred to Tax Roll No. 4125 000.

**CARRIED UNANIMOUSLY**

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- Resolution No.** 2022/0335  
**Asset Management Policy**  
**Moved by:** Councillor Crassweller  
THAT the 2022-06 Asset Management Policy be approved.  
**CARRIED UNANIMOUSLY**
- Resolution No.** 2022/0336  
**Communications**  
**Moved by:** Councillor Husum  
THAT the following correspondence be accepted as information and filed:  
1. White Butte RCMP Stats - August.2022  
2. White Butte RCMP Stats - September.2022  
3. Thank you STARS Donation  
4. Prairie Central District for Sport, Culture & Recreation - November 15, 2022 E-News Update  
**CARRIED UNANIMOUSLY**
- Resolution No.** 2022/0337  
**December Council Meeting Date**  
**Moved by:** Councillor Reiger  
THAT the December 21, 2022 Regular Council Meeting be rescheduled to Wednesday, December 14, 2022.  
**CARRIED UNANIMOUSLY**
- Resolution No.** 2022/0338  
**Recess**  
**Moved by:** Councillor Reiger  
THAT this meeting go into recess at 8:25 p.m.  
**CARRIED UNANIMOUSLY**
- Reconvene**  
**Moved by:** Reeve Oakley-Paul  
THAT this meeting reconvene into regular session at 8:37 p.m.
- Resolution No.** 2022/0339  
**Closed Session (Pursuant to LAFOIP)**  
**Moved by:** Councillor Husum  
THAT this meeting go into closed session at 8:38 p.m.  
**CARRIED UNANIMOUSLY**
- Resolution No.** 2022/0340  
**Reconvene**  
**Moved by:** Councillor Culbert  
THAT this meeting reconvene into regular session at 9:26 p.m.  
**CARRIED UNANIMOUSLY**
- Resolution No.** 2022/0341  
**Brandt Request for Annexation**  
**Moved by:** Councillor Crassweller  
THAT the Memorandum of Understanding between the City and RM regarding the municipal boundary alteration requests be accepted by the RM of Sherwood No 159 and that the Reeve and CAO be directed to execute the MOU; and,  
  
THAT Administration be directed to provide public notice for the Brandt/ MF Enterprises boundary alteration from the City of Regina to the RM of Sherwood No. 159 with a public meeting to be held on December 14, 2022 at 5:30 p.m. in Council Chambers.  
**CARRIED UNANIMOUSLY**

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**Resolution  
No.**  
2022/0342

**Adjournment**

**Moved by:** Councillor Paul

THAT this meeting be adjourned at 9:27 p.m.

**CARRIED UNANIMOUSLY**

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Reeve

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Administrator