

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, August 9, 2023

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
Grant Paul, Councillor Division 6

ABSENT: Rod Culbert, Councillor Division 5

STAFF: Brad Wiebe, Chief Administrative Officer
Angela Bottcher, Manager of Policy & Human Resources
Christine Trithardt, Manager of Administration
Joe McKay, Manager of Public Works & Roadways
Nick Loiselle, Manager of Infrastructure & Utilities
Luke Brossart, Municipal Planner

Call to Order

Reeve Oakley-Paul called the meeting to order at 5:29 p.m.

Conflict of Interest Declarations

Councillor Crassweller declared a conflict of interest on agenda item 8.2.9 DP 23-025: Discretionary Use Application for a Temporary Ag Storage Yard at LSD 7 & 8 SE 08-17-20-W2M.

Resolution No.
2023/0181

Approval of Agenda

Moved by: Councillor Wilke

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

Resolution No.
2023/0182

Public Hearing for Bylaw No. 04/23 and Bylaw No. 06/23

THAT this meeting go into recess at 5:31 p.m. for the purpose of the Public Hearing for Bylaw No. 04/23 - A Bylaw to Provide for the Closing and Selling of a Municipal Road and Bylaw No. 06/23 - 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 5:34 p.m.

Delegation - Sheena Jorgenson/TSL Jorgenson - Approaches at 1050 Kearns Crescent

Kevin and Sheena Jorgenson made a presentation to Council on the approaches that were paved in the Wellings Local Improvement Project and requested reimbursement from the RM of Sherwood for the cost of paving their own approaches at 1050 Kearns Crescent.

Resolution No.
2023/0183

June 21, 2023 Special Council Meeting Minutes

Moved by: Councillor Husum

THAT the June 21, 2023 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

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- Resolution No.** 2023/0184 **June 21, 2023 Regular Council Meeting Minutes**
Moved by: Councillor Wilke
THAT the June 21, 2023 Regular Council Meeting minutes be approved as presented.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0185 **July 6, 2023 Special Council Meeting Minutes**
Moved by: Councillor Husum
THAT the July 6, 2023 Special Council Meeting minutes be approved as presented.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0186 **Admin & Finance Update and Monthly Financial Reports**
Moved by: Councillor Crassweller
THAT the Monthly Financial Reports for June 30, 2023 and July 31, 2023 be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0187 **Monthly Reserve Fund Summary**
Moved by: Councillor Husum
THAT the Monthly Reserve Fund Summary for June 2023 and July 2023 be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0188 **List of Accounts for Review**
Moved by: Councillor Wilke
THAT cheque numbers 21020 to 21095 totaling \$399,475.80 for June 2023 and 21096 to 21157 totaling \$952,438.58 for July 2023, 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 June 2023 totaling \$461,911.01 and for July 2023 totaling \$806,488.43 be ratified.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0189 **Public Works & Roadways Update**
Moved by: Councillor Reiger
THAT the Public Works & Roadways Update report be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0190 **Infrastructure & Utilities Update**
Moved by: Councillor Reiger
THAT the Infrastructure & Utilities Update report be accepted as information and filed.
CARRIED UNANIMOUSLY
- Resolution No.** 2023/0191 **Armour Road Rebuild Tender**
Moved by: Councillor Crassweller
THAT the Armour Road Surface Stabilization tender be awarded to **Arnold Earth Moving Ltd.** at their tendered price of \$394,402.09 including taxes for the 5.6 km section of Armour Rd with the additional section along RR2212 to be completed using the same unit bid prices up to the budget maximum of \$900,000 to complete a total distance of up to 12 km of roadway.
CARRIED UNANIMOUSLY

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Resolution No. 2023/0192 **Bylaw No. 06/23 - RZ 23-001: Rezoning to I1-Light Industrial for General Road as shown on Plan No. 101942322, Parcel A, Plan No. 102335925 and Parcel V, Plan No. 102405967 - 2nd Reading**
Moved by: Councillor Wilke

THAT Bylaw No. 06/23 - A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a second time.

CARRIED UNANIMOUSLY

Resolution No. 2023/0193 **Bylaw No. 06/23 - RZ 23-001: Rezoning to I1-Light Industrial for General Road as shown on Plan No. 101942322, Parcel A, Plan No. 102335925 and Parcel V, Plan No. 102405967 - 3rd Reading**
Moved by: Councillor Husum

THAT Bylaw No. 06/23 - A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

Resolution No. 2023/0194 **Road Closure of all that portion of General Road legally described as Blk/Par S1 Plan 101942322 Ext 0, Parcel No. 164040858-1st Reading**
Moved by: Councillor Reiger

THAT Bylaw No. 04/23 - A Bylaw to Provide for the Closing and Selling of a Municipal Road, be read a first time.

CARRIED UNANIMOUSLY

Resolution No. 2023/0195 **Road Closure of all that portion of General Road legally described as Blk/Par S1 Plan 101942322 Ext 0, Parcel No. 164040858-2nd Reading**
Moved by: Councillor Crassweller

THAT Bylaw No. 04/23 - A Bylaw to Provide for the Closing and Selling of a Municipal Road, be read a second time.

CARRIED UNANIMOUSLY

Resolution No. 2023/0196 **Road Closure of all that portion of General Road legally described as Blk/Par S1 Plan 101942322 Ext 0, Parcel No. 164040858-Be given three readings**
Moved by: Councillor Husum

THAT Bylaw No. 04/23 - A Bylaw to Provide for the Closing and Selling of a Municipal Road, be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution No. 2023/0197 **Road Closure of all that portion of General Road legally described as Blk/Par S1 Plan 101942322 Ext 0, Parcel No. 164040858-3rd Reading**
Moved by: Councillor Wilke

THAT Bylaw No. 04/23 - A Bylaw to Provide for the Closing and Selling of a Municipal Road, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

Resolution No. 2023/0198 **SU 23-013: Surface Parcel Subdivision to separate 12 industrial sites from LSD 1 18 18 19 2 Ext 8 for DBR Phase 3**
Moved by: Councillor Wilke

THAT proposed subdivision application SU 23-013 (Community Planning File R001740-2023), which intends to separate twelve (12) industrial sites from LSD 1 18-18-19-2 ext 8 for DBR Phase 3 be recommended for approval by Community Planning with the following considerations:

1. That a servicing agreement is required to be signed prior to final subdivision approval.
2. Provision of cash-in-lieu of Municipal Reserve to the Municipality as required by Community Planning.

CARRIED UNANIMOUSLY

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Resolution No. **SU 23-014: Surface Parcel Subdivision to separate one 4.05 hectare (10.00 acre) parcel from a source parcel located at NE 1/4 34-18-19-W2M**
2023/0199

Moved by: Councillor Husum

THAT the RM has no concerns with the proposed subdivision application SU 23-014 (Community Planning File 001806-2023), which intends to subdivide one 4.05 hectare (10.00 acre) parcel (Proposed Parcel A) from source quarter section NE¼ 34-18-19-W2M, and recommends 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 Range Road 2192 for the source quarter section.

CARRIED UNANIMOUSLY

Councillor Crassweller departed Council Chambers at 6:31 p.m.

Resolution No. **DP 23-025: Discretionary Use Application for a Temporary AG Storage Yard at LSD 7 & 8 SE 08-17-20-W2M**
2023/0200

Moved by: Councillor Reiger

THAT Discretionary Use DP 23-025 for Agricultural equipment, fuel, and chemical supply establishments (temporary agricultural equipment storage only with no fabrication) 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.
2. That the approval of this Agricultural Equipment Storage 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. That the lot shall be kept free of refuse and activities on-site shall not cause 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 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 is to be prepared at the cost of the developer. [Section 169(2) of the Planning and Development Act, 2007].
7. The landowner is responsible for all costs of the servicing and development of the property.
8. Access to site must be from the existing approach from the Service Road.
9. This permit is subject to the standards and requirements of Provincial Regulations, and all other applicable bylaws and requirements.
10. Applicant to provide as-built drawings with engineer certification that site development is in accordance with approved plans.

and, THAT Resolution No. 404/2021 for DP 21-031: Discretionary Use Application for a Temporary RV Storage Yard at LSD 7 & 8 SE 08-17-20 W2M be rescinded.

CARRIED UNANIMOUSLY

Councillor Crassweller entered Council Chambers at 6:47 p.m.

Resolution No. **Recess**
2023/0201

Moved by: Councillor Husum

THAT this meeting go into recess at 6:47 p.m.

CARRIED UNANIMOUSLY

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Reconvene

Moved by: Reeve Oakley-Paul

THAT this meeting reconvene into regular session at 7:02 p.m.

Resolution Policy Review

No. Moved by: Councillor Husum

2023/0202

THAT the Policy Review report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution Policy Repeal

No. Moved by: Councillor Husum

2023/0203

THAT the RM of Sherwood Council repeal the following policies:

1. 1998-01 Foreman Reporting Process
2. 1998-02 Employee Service Contracts
3. 1999-01 Community Event License Special Occasion Permit Approval
4. 1999-02 Smoke Caused by Burning Crop Residue
5. 2000-03 Abatement & Compromise of Taxes
6. 2003-02 Grass Seeding
7. 2003-03 Safety Policy
8. 2004-05 Municipal Office Parking Lot
9. 2004-08 Operation of Motor Vehicles
10. 2005-02 Statements of Indemnity
11. 2006-04 Meetings by Electronic Means
12. 2006-05 Retrieval of Old Documents
13. 2008-06 Board of Revision Remuneration
14. 2009-06 Council Meeting Attendance Protocol
15. 2011-01 Truck Use Policy
16. 2014-02 Salary Administration Policy
17. 2016-02 External Meeting Policy
18. HR#-002 (2017) Employee Maternity and Parental Leave Top-Up Policy

CARRIED UNANIMOUSLY

Resolution Communications

No. Moved by: Councillor Paul

2023/0204

THAT the following correspondence be accepted as information and filed:

1. Office of the Saskatchewan Information and Privacy Commissioner - 2022/2023 Annual Report
2. July 20, 2023 SARM News Release - SARM Addresses Drought Crisis

CARRIED UNANIMOUSLY

Resolution Closed Session (Pursuant to LAFOIP)

No. Moved by: Councillor Husum

2023/0205

THAT this meeting go into closed session at 7:40 p.m.

CARRIED UNANIMOUSLY

Resolution Reconvene

No. Moved by: Councillor Husum

2023/0206

THAT this meeting reconvene into regular session at 8:07 p.m.

CARRIED UNANIMOUSLY

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Resolution **Adjournment**
No. **Moved by:** Councillor Paul
2023/0207 THAT this meeting be adjourned at 8:07 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator