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 18, 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
Rod Culbert, Councillor Division 5
Grant Paul, Councillor Division 6

ABSENT:

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 5:34 p.m.

Conflict of Interest Declarations

No conflicts of interest were declared.

Resolution No. 2023/0228

Approval of Agenda
Moved by: Councillor Wilke

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

Resolution No. 2023/0229

September 20, 2023 Regular Council Meeting Minutes
Moved by: Councillor Crassweller

THAT the September 20, 2023 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

Resolution No. 2023/0230

Admin & Finance Update and Monthly Financial Reports
Moved by: Councillor Husum

THAT the Monthly Financial Reports for September 30, 2023 be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2023/0231

Monthly Reserve Fund Summary
Moved by: Councillor Culbert

THAT the Monthly Reserve Fund Summary for September 30, 2023 be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2023/0232

List of Accounts for Review
Moved by: Councillor Wilke

THAT cheque numbers 21215 to 21286 totaling $1,410,972.92 for September 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 September 2023 totaling $358,245.06 be ratified.

CARRIED UNANIMOUSLY

Resolution No. 2023/0233

Public Works & Roadways Update
Moved by: Councillor Wilke

THAT the Public Works & Roadways Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2023/0234

Infrastructure & Utilities Update
Moved by: Councillor Husum

THAT the Infrastructure & Utilities Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2023/0235

SU 23-015: Proposed Subdivision - ROW Transmission Line
Moved by: Councillor Crassweller

THAT proposed subdivision application SU 23-015 (Community Planning File 002026-2023), which intends to subdivide for the use of a Gas Transmission Line within NE 23-17-21 W2M, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

Resolution No. 2023/0236

SU 23-016: Proposed Subdivision - SaskWater Booster Station
Moved by: Councillor Crassweller

THAT proposed subdivision application SU 23-016 (Community Planning File 002011-2023), which intends to subdivide for the use of Water Booster Station within SE 3-18-21 W2M Ext 0, be recommended for approval by Community Planning with the following consideration:

1. 10 metre width of Road widening to be dedicated by plan of survey along Range Road 2212 for the parcel and the source quarter section.
2. 5 metre width of Road widening to be dedicated by plan of survey along Township Road 180 for the parcel and the source quarter section.

CARRIED

Resolution No. 2023/0237

DP 23-030: Discretionary Use Application for a RV and Boat Storage Yard at LSD 16 33-16-20-W2 Ext 16
Moved by: Councillor Reiger

THAT Discretionary Use DP 23-030 for Vehicle Storage (recreational vehicles and marine products) at LSD 16 33 16 20 2 Ext 16 be APPROVED with the following conditions:

1. That the site shall be developed in accordance with an approved site plan and that the intended use of the site is for a RV Storage Yard.
2. The lot be kept free of refuse, and activities on-site shall not be a nuisance as per Bylaw 07-15.
3. 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.
4. 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].
5. Construction of any buildings shall not commence until a building permit has been issued.
6. The landowner is responsible for all costs of the servicing and development of the property.
7. Access to site must be from the Service Road.
8. Landscaping shall be installed within two (2) years in accordance with the final landscaping plan.

Resolution No. 2023/0237 continued

9. Applicant to provide as-built drawings with engineer certification that site development is in accordance with approved plans.
10. That in support of conditions 8 and 9, a deposit of $5,000.00 shall be included with the application. Following completion, and a satisfactory inspection of these conditions, the deposit shall be refunded.
11. This permit is subject to the standards and requirements of Provincial Regulations, and all other applicable bylaws and requirements.
12. Circulated Government Agency comments are forthcoming and will be appended to this permit.

CARRIED UNANIMOUSLY

Resolution No. 2023/0238

Acceptable Use of Information Technology Policy Amendment
Moved by: Councillor Husum

THAT the RM of Sherwood No. 159 incorporate the recommendations presented as part of Acceptable Use of Information Technology Policy (s.23, Human Resources Policy Manual).

CARRIED

Resolution No. 2023/0239

Recess
Moved by: Councillor Wilke

THAT this meeting go into recess at 6:46 p.m.

CARRIED UNANIMOUSLY

Reconvene
Moved by: Reeve Oakley-Paul

THAT this meeting reconvene into regular session at 7:00 p.m.

Resolution No. 2023/0240

Public Works Service Requests
Moved by: Councillor Husum

THAT the Public Works Service Requests report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2023/0241

Bylaw No. 05/23 - Property Tax Discounts and Penalties
Moved by: Councillor Culbert

THAT Bylaw No. 05/23 - A Bylaw to Establish Property Tax Discounts and Penalties, be read a first time.

CARRIED

Resolution No. 2023/0242

Bylaw No. 05/23 - Property Tax Discounts and Penalties
Moved by: Councillor Wilke

THAT Bylaw No. 05/23 - A Bylaw to Establish Property Tax Discounts and Penalties, be read a second time.

CARRIED

Resolution No. 2023/0243

Bylaw No. 05/23 - Property Tax Discounts and Penalties
Moved by: Councillor Husum

THAT Bylaw No. 05/23 - A Bylaw to Establish Property Tax Discounts and Penalties, be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution No. 2023/0244

Bylaw No. 05/23 - Property Tax Discounts and Penalties
Moved by: Councillor Wilke

THAT Bylaw No. 05/23 - A Bylaw to Establish Property Tax Discounts and Penalties, be read a third time and hereby adopted.

CARRIED

Resolution No. 2023/0245

Closed Session (Pursuant to LAFOIP)
Moved by: Councillor Husum

THAT this meeting go into closed session at 7:49 p.m.

CARRIED UNANIMOUSLY

Resolution No. 2023/0246

Reconvene
Moved by: Councillor Husum

THAT this meeting reconvene into regular session at 8:42 p.m.

CARRIED UNANIMOUSLY

Councillor Culbert departed Council Chambers at 8:42 p.m.

Resolution No. 2023/0247

Request for Assistance to the Saskatchewan Water Security Agency
Moved by: Councillor Husum

THAT the RM of Sherwood proceed with a request for assistance to the Saskatchewan Water Security Agency regarding drainage changes that have been made at the following land locations:

E ½ Sec. 27-16-19 W2M
E ½ Sec. 22-16-19 W2M
W ½ Sec. 23-16-19 W2M

CARRIED UNANIMOUSLY

Resolution No. 2023/0248

Adjournment
Moved by: Councillor Paul

THAT this meeting be adjourned at 8:44 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator