

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Tuesday, December 2, 2014

PRESENT: Kevin Eberle, Reeve
Joe Repetski, Councillor Division 1
Tim Probe, Councillor Division 2
Dale Heenan, Councillor Division 3
Carl A. Husum, Councillor Division 4
Rod Culbert, Councillor Division 5
Brian Wirth, Councillor Division 6

STAFF: Ron McCullough, Chief Administrative Officer
Melanie Cairns, Strategic Projects Coordinator
Erin Halliday, Director of Finance & Administration
Rod Benroth, Director of Public Works & Infrastructure
Rick Stuckenberg, Director of Planning & Development
Adam Toth, Municipal Planner
Christine Trithardt, Administrative Assistant

ORDER: Deputy Reeve Probe called the meeting to order at 5:34 p.m.

Reeve Eberle entered Council Chambers at 5:34 p.m.

601/14 **AGENDA**

COUNCILLOR REPETSKI: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

Deputy Reeve Probe stepped down from the Chair at 5:36 p.m.

Reeve Eberle assumed the Chair at 5:36 p.m.

DELEGATION

Anna Stilwell from Suncor Energy Products Partnership made a brief presentation to Council regarding their proposed development at SW 6-17-21-W2.

602/14 **DELEGATION**

COUNCILLOR PROBE: THAT the presentation by Anna Stilwell, Suncor Energy Products Partnership, be accepted as information.

CARRIED UNANIMOUSLY

603/14 **OCTOBER 18, 2014 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR PROBE: THAT the minutes of the October 18, 2014 Special Council Meeting be tabled to the December 16, 2014 Regular Council Meeting.

For – Eberle, Repetski, Probe, Husum, Culbert

Opposed – Heenan, Wirth

CARRIED

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604/14 NOVEMBER 5, 2014 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR PROBE: THAT the minutes of the November 5, 2014 Regular Council Meeting be tabled to the December 16, 2014 Regular Council Meeting.

For – Eberle, Repetski, Probe, Husum, Culbert
Opposed – Heenan, Wirth

CARRIED

605/14 NOVEMBER 17, 2014 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR REPETSKI: THAT the minutes of the November 17, 2014 Special Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

606/14 IN CAMERA

COUNCILLOR HUSUM: THAT this meeting go into In Camera session at 5:59 p.m.

CARRIED UNANIMOUSLY

607/14 RECONVENE

COUNCILLOR PROBE: THAT this meeting reconvene into regular session at 8:00 p.m.

CARRIED UNANIMOUSLY

608/14 OCP14-001 SUNCOR AMENDMENT REPORT

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 Council table the proposed Suncor decision until after the R.M. of Sherwood No. 159 and Ministry of Highways & Infrastructure is able to work on an MOU for infrastructure at a suitable location.

CARRIED UNANIMOUSLY

609/14 STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR PROBE: THAT the Statement of Financial Activities for the period ending October 31, 2014, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

610/14 BUDGETARY CONTROL REPORT

COUNCILLOR REPETSKI: THAT the Budgetary Control Report for the period ending October 31, 2014, be accepted as presented.

CARRIED UNANIMOUSLY

611/14 NOVEMBER 2014 PUBLIC WORKS REPORT

COUNCILLOR PROBE: THAT the Director of Public Works & Infrastructure November 2014 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

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612/14 RESOLUTION 235/13

COUNCILLOR REPETSKI: THAT Resolution 235/13 be superseded to rename the RM's Public Works Administration as follows:

- Rod Benroth – Director of Public Works and Infrastructure
- Garret Halbgewachs – Manager of Public Works

CARRIED UNANIMOUSLY

Councillor Tim Probe left Council Chambers at 8:43 p.m.

613/14 WELLINGS SUBDIVISION – LOCAL IMPROVEMENT ACT

COUNCILLOR HEENAN: THAT the Wellings Subdivision – Local Improvement Act report be accepted as information and filed.

CARRIED UNANIMOUSLY

614/14 PLANNING & DEVELOPMENT NOVEMBER MONTHLY REPORT

COUNCILLOR HUSUM: THAT the Director of Planning & Development November 2014 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

615/14 PLANNING & DEVELOPMENT REPORT – CURRENT ACTIVE APPLICATIONS

COUNCILLOR HEENAN: THAT the Planning & Development Report - December 2014 Current Active Planning Applications report be accepted as information and filed.

CARRIED UNANIMOUSLY

616/14 PLANNING & DEVELOPMENT REPORT – TOTAL PLANNING APPLICATIONS & FEES 2013 & 2014

COUNCILLOR CULBERT: THAT the Planning & Development Report – Total Planning Applications & Fees 2013 & 2014 report be accepted as information and filed.

CARRIED UNANIMOUSLY

617/14 SU 14-011 TRANSGAS SUBDIVISION APPLICATION

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 supports approval of the subdivision application SU 14-011 (Community Planning Number R1034-14R) subject to the following condition:

1. That a revised plan of proposed subdivision be resubmitted to the Planning and Public Works department indicating future road widening.

CARRIED UNANIMOUSLY

618/14 SU 14-012 FARMYARD SUBDIVISION APPLICATION

COUNCILLOR WIRTH: THAT the R.M. of Sherwood No. 159 supports approval of the subdivision application SU 14-012 (Community Planning Number R1060-14R) subject to the following condition:

1. That a revised plan of proposed subdivision be resubmitted to the Planning and Public Works department indicating future road widening.

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619/14 RECESS

COUNCILLOR REPETSKI: THAT this meeting recess at 9:29 p.m.

CARRIED UNANIMOUSLY

620/14 RECONVENE

COUNCILLOR HEENAN: THAT this meeting reconvene into regular session at 9:41 p.m.

CARRIED UNANIMOUSLY

621/14 NEW BUILDING REPORT

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 authorize proceeding with audio visual, information technology, mill work and office furnishings for an estimated cost of \$375,000.

CARRIED UNANIMOUSLY

622/14 FUNDS TRANSFER – OFF-SITE SERVICING FEES

COUNCILLOR REPETSKI: THAT the following amount \$1,206,179.50 be transferred from the R.M. of Sherwood No. 159 general chequing account to the RM of Sherwood No. 159 savings account no. 1.

CARRIED UNANIMOUSLY

623/14 TAXSERVICE

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 engage TAXservice to manage the Tax Enforcement process.

CARRIED UNANIMOUSLY

624/14 INCREASE CUMULATIVE LIMIT WITH CREDIT CARDS & CREDIT CARD POLICY

COUNCILLOR HUSUM: THAT Council approve the R.M. of Sherwood No. 159 Credit Card Policy as corrected; the corrections being:

- Increase the cumulative limit to \$51,000
- The RM of Sherwood will provide credit cards to each of the following staff and Council members with the following limits:
 - Chief Administrative Officer \$10,000
 - Director of Public Works & Infrastructure \$10,000
 - Director of Administration & Finance \$10,000
 - Director of Planning & Development \$10,000
 - Public Works Manager \$10,000
 - Reeve \$ 1,000

AND THAT a detailed report of all credit card statements be brought to Council each month.

CARRIED UNANIMOUSLY

625/14 CUETS CORPORATE RESOLUTION

COUNCILLOR CULBERT: THAT Council approve the following CUETS Corporate Resolution:

WHEREAS it is in the interest of the Corporation to enter into arrangements for the provision of a borrowing relationship with The Toronto-Dominion Bank, operating a division as CUETS Financial ("**CUETS Financial**") and, if required, to provide security and agreements therefore;

CUETS Corporate Resolution 625/14 Continued

BE IT RESOLVED THAT:

1. The Corporation is authorized to:
 - (a) open, maintain and operate one or more credit card accounts with CUETS Financial and to do all things in relation thereto;
 - (b) enter into credit agreements from time to time with CUETS Financial using CUETS
 - (c) enter into further arrangements for the provision of other financial services with CUETS Financial.

2. The Corporation is authorized and directed to create, execute and deliver in favour of CUETS Financial;
 - (a) CUETS Financial's standard documentation for the opening and operation of one or more credit card accounts;
 - (b) The credit agreements referred to above and any additional agreements described in such credit agreements; and
 - (c) Such further instruments and agreements as may be reasonably required to carry out the agreements described herein; and by doing so, to bind the Corporation and create the security set out in such agreements.

3. Any one individual listed below as an **"Account Administrator"** is authorized for and on behalf of the Corporation from time to time to:
 - (a) execute and deliver all of the documents and instruments described in paragraph 2 above;
 - (b) execute and deliver any other documents and instruments that may be reasonably required from time to time to carry out the transactions contemplated by this Resolution, subject to such amendments as the Account Administrator may approve, such approval to be conclusively evidenced by the execution of the said documents or instruments;
 - (c) give CUETS Financial instructions and perform transactions on behalf of the Corporation in connection with the ongoing operation of the credit card account(s), credit facilities and/or other financial services contemplated by this Resolution;
 - (d) authorize any person or persons (each, an **"Authorized User"**) to access, from time to time, credit available under the credit card account(s) established by CUETS Financial for the Corporation;
 - (e) establish and, from time to time, change the amount of credit that each individual Authorized User may access under the credit card account(s) established by CUETS Financial for the Corporation; and
 - (f) settle the Corporation's credit card account(s) with CUETS Financial and receive from CUETS Financial, and provide receipt of, statements and any other items or correspondence from and to CUETS Financial in connection with the Corporation's credit card account(s).

4. CUETS Financial is entitled to rely on such documents, instruments, instructions and transactions as duly and validly authorized and binding on the Corporation. CUETS Financial does not need to make any further inquiry into the authority of any Account Administrator to bind the Corporation.

5. CUETS Financial be provided with a copy of this Resolution together with a certified list of the names of the current officers and directors of the Corporation and, from time to time, be provided with any changes to such list.

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626/14 CORRESPONDENCE

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

1. November 13, 2014 – Southeast Regional Library
2. November 6, 2014 – 4H Saskatchewan
3. November 18, 2014 – The Agricultural Health and Safety Network
4. November 21, 2014 – TransCanada PipeLines – Information for Public Officials
5. November 24, 2014 – STARS
6. White Butte RCMP Policing Report for RM of Sherwood
7. New Building Canada Fund - Provincial Territorial Infrastructure Component
8. November 21, 2014 – STARS Receipt
9. Enbridge Line 3 Replacement Program Update

CARRIED UNANIMOUSLY

627/14 BYLAWS

COUNCILLOR CULBERT: THAT Bylaw 18/14, Bylaw 19/14 and Bylaw 20/14 be tabled.

CARRIED UNANIMOUSLY

628/14 ADJOURNMENT

COUNCILLOR CULBERT: THAT this meeting be adjourned at 11:04 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator