

MINUTES OF THE REGULAR MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN
Wednesday, July 16, 2014

PRESENT: Kevin Eberle, Reeve
Joe Repetski, Councillor Division 1
Tim Probe, Councillor Division 2
Dale Heenan, Councillor Division 3
Barry Jijian, Councillor Division 6

ABSENT: Vacant, Councillor Division 4
Vacant, Councillor Division 5

STAFF: Ron McCullough, Chief Administrative Officer
Adam Toth, Municipal Planner
Erin Halliday, Municipal Clerk
Lorna Hillier, Administrative Assistant
Garret Halbgewachs, Assistant Manager of Public Works

ORDER: Reeve Eberle called the meeting to order at 9:05 a.m.

348/14 **AGENDA**

COUNCILLOR JIJIAN: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATION

Colleen Jorgensen made a presentation to Council regarding the Servicing Agreement for a proposed subdivision on SW 22-18-19-W2.

349/14 **DELEGATION**

COUNCILLOR PROBE: THAT the presentation by Colleen Jorgensen be accepted as presented.

CARRIED UNANIMOUSLY

350/14 **JUNE 17, 2014 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR PROBE: THAT the minutes of the June 17, 2014 Regular Meeting of Council be adopted as presented.

CARRIED UNANIMOUSLY

351/14 **JUNE 30, 2014 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR REPETSKI: THAT the minutes of the June 30, 2014 Special Meeting of Council be adopted as presented.

CARRIED UNANIMOUSLY

352/14 **BANK RECONCILIATION & STATEMENT**

COUNCILLOR PROBE: THAT the Bank Reconciliation attached to and forming a part of these minutes and the Bank Statements for the Month of June 2014, be accepted as presented.

CARRIED UNANIMOUSLY

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353/14 STATEMENT OF FINANCIAL ACTIVITIES

COUNCILLOR PROBE: THAT the Statement of Financial Activities for the period ending June 30, 2014, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

354/14 BUDGETARY CONTROL REPORT

COUNCILLOR PROBE: THAT the Budgetary Control Report for the period ending June 30, 2014, be accepted as presented.

CARRIED UNANIMOUSLY

355/14 ACCOUNTS FOR APPROVAL

COUNCILLOR REPETSKI: THAT cheque numbers 11117 to 11199 totaling \$536,222.30, as outlined in the List of Accounts for Approval, attached to and forming part of these minutes be approved for payment; and,

THAT Payroll and Electronic Fund Transfers totaling \$77,804.55 be ratified.

CARRIED UNANIMOUSLY

356/14 JULY 2014 PUBLIC WORKS REPORT

COUNCILLOR REPETSKI: THAT the Manager of Public Works July 2014 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

357/14 TABLE UNPAID UTILITY ACCOUNTS POLICY

COUNCILLOR PROBE: THAT the Manager of Public Works written report with respect to the Unpaid Utility Accounts Policy, be tabled to allow time to review the policy and bring forward to the August 2014 Regular Meeting of Council.

CARRIED UNANIMOUSLY

358/14 ROAD GROOMER

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 purchase a Capital I Quick Attach Road Groomer from Triod Supply, as per quotation.

CARRIED UNANIMOUSLY

359/14 OUTSTANDING INVOICES

COUNCILLOR REPETSKI: THAT Administration notify customers with outstanding balances by registered letter, requesting payment in full within thirty days; and

FURTHERMORE THAT any remaining outstanding balances proceed to collection services or be applied to the tax roll.

CARRIED UNANIMOUSLY

Councillor Jijian declared pecuniary interest and left Council Chambers at 10:03 a.m.

360/14 PDAP – SHERWOOD FOREST

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 apply to the Ministry of Government Relations to be designated an eligible assistance area under the Provincial Disaster Assistance Program (PDAP), which provides financial assistance for restoring essential services and property as a result of the intense rain storm which occurred between June 28th and 30th, 2014.

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Councillor Jijian re-entered Council Chambers at 10:10 a.m.

361/14 NON-CONFORMING PARCEL-SW-10-18-19-W2-EXT 103

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration in conjunction with legal counsel, investigate and report back to Council in regards to the sale of land of LLD – SW 10-18-19-W2, Ext 103 which was to be designated as a public roadway at the time the development was approved; and

THAT Administration shall investigate and report back to Council in regards to a caveat to prevent construction on this site; and

THAT Administration will contact adjacent land owner, Lehigh Hanson Material Ltd. by registered letter of the report findings; and

FURTHERMORE THAT Administration investigates what Municipal Reserve/Servicing Agreements were obtained for this subdivision.

CARRIED UNANIMOUSLY

362/14 WELLINGS SUBDIVISION-LOCAL IMPROVEMENT REPORT

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 hereby adopt the Local Improvement Report for the Wellings Subdivision Roadway Reconstruction Project with an estimated cost of \$2,108,000.

CARRIED UNANIMOUSLY

363/14 APPLICATION TO THE LOCAL GOVERNMENT COMMITTEE OF THE SASKATCHEWAN MUNICIPAL BOARD

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 hereby authorize the Chief Administrative Officer to submit an application to the Local Government Committee of the Saskatchewan Municipal Board for the Roadway Reconstruction Project in the Wellings Industrial Park.

CARRIED UNANIMOUSLY

364/14 DEVELOPMENT OFFICER DESIGNATION

COUNCILLOR JIJIAN: THAT the R.M. of Sherwood No. 159 appoint Adam Toth, Municipal Planner as the Development Officer for the RM of Sherwood Zoning Bylaw (Bylaw 7/11).

CARRIED UNANIMOUSLY

365/14 RECESS

COUNCILLOR JIJIAN: THAT this meeting recess at 11:08 a.m.

CARRIED UNANIMOUSLY

366/14 RECONVENE

COUNCILLOR PROBE: THAT this meeting reconvene at 11:28 a.m.

CARRIED UNANIMOUSLY

OCP REPORT 14-001-LAND USE RE-DESIGNATION FOR RETAIL GAS BAR AND CARDLOCK FACILITY AND QUICK SERVE RESTAURANT-SW 6-17-20-W2

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159, the Ministry of Highways and Infrastructure and Suncor Energy Inc., enter into negotiations regarding access from Pinkie Road for a development to accommodate a proposed retail gas bar, convenience store, commercial card-lock facility and a quick serve restaurant.

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AMENDMENT

COUNCILLOR PROBE: AND THAT access is relegated only to Pinkie or Centre Road, whichever is more suitable.

CARRIED

FOR: Eberle, Repetski, Probe, Jijian
AGAINST: Heenan

367/14

**OCP REPORT 14-001-LAND USE RE-DESIGNATION FOR RETAIL GAS BAR AND
CARDLOCK FACILITY AND QUICK SERVE RESTAURANT-SW 6-17-20-W2**

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159, the Ministry of Highways and Infrastructure and Suncor Energy Inc., enter into negotiations regarding access from Pinkie Road for a development to accommodate a proposed retail gas bar, convenience store, commercial card-lock facility and a quick serve restaurant.

AND THAT access be relegated only to Pinkie or Centre Road, whichever is more suitable.

CARRIED UNANIMOUSLY

368/14

LIST OF ACTIONS TAKEN

COUNCILLOR PROBE: THAT the Acting Administrator's updated List of Actions Taken be accepted as information and filed.

CARRIED UNANIMOUSLY

369/14

2013 TAX ABATEMENT

COUNCILLOR REPETSKI: THAT Roll No. 1500 and Roll No. 1509 be granted the following 2013 tax abatements for the properties located on SE-35-18-21-W2 and SW-36-18-21-W2:

Roll No.	Municipal Taxes	School Taxes	Total
1500	351.02	316.89	667.91
1509	703.49	635.09	1338.58

AND THAT any tax enforcement costs and applicable interest costs to date be refunded.

CARRIED UNANIMOUSLY

370/14

APPOINT CAO

COUNCILLOR PROBE: THAT Ron McCullough be appointed as Chief Administrative Officer for the R.M. of Sherwood No. 159, effective July 14, 2014.

CARRIED UNANIMOUSLY

371/14

SIGNING AUTHORITY & MASTERCARD AUTHORIZATION

COUNCILLOR REPETSKI: THAT Ron McCullough be granted signing authority and added as an authorized contact for business accounts of the R.M. of Sherwood No. 159, as well as be added as an authorized user of the Business Mastercard.

CARRIED UNANIMOUSLY

372/14

CORRESPONDENCE

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

1. June 11, 2014 – Saskatchewan Assessment Management Agency – Board Response to SAMA 2014 Annual Meeting Resolution 2014-2
2. June 13, 2014 - Ministry of Government Relations – Municipal Infrastructure and Finance – 2014-2015 Revenue Sharing Grant
3. June 17, 2014 – House of Commons – New Building Canada Fund

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Resolution No. 372/14 continued;

4. June 17, 2014 – Truss T Manufacturing – Dust Control
5. June 24, 2014 – Dream Development – Opportunity for Acquisition of Land
6. June 24, 2014 – Saskatchewan Association of Rural Municipalities – Meeting re: Proposed Annexation Compensation Guideline
7. June 25, 2014 – Saskatchewan Party – Thank You Letter
8. June 26, 2014 – Government of Canada – Gas Tax Funding Announcement
9. June 30, 2014 - Royal Canadian Mounted Police – June 2014 Community Policing Report
10. June 26, 2014 - The Agricultural Producers Association of Saskatchewan (APAS) – Western Producer article re: Saskatchewan drainage/Manitoba flooding and response letter to Minister Ashton, Manitoba Ministry of Infrastructure and Transportation
11. July 2, 2014 – The Agricultural Producers Association of Saskatchewan (APAS) – 2014 Mid-Term meeting
12. July 4, 2014 – Jim Moser, Crown Enterprises Ltd. - Proposed water rate increase
13. July 9, 2014 – Saskatchewan Party – Invitation to Saskatchewan Party, Regina Premier's Golf Tournament
14. The Army, Navy and Air Force Veterans in Canada (ANAVETS) – Request for Support

CARRIED UNANIMOUSLY

373/14 MUNICIPAL GAS TAX AGREEMENT

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 ratify the Administrative Agreement on the Federal Gas Tax Fund for a ten year term, 2014-15 through 2023-24.

CARRIED UNANIMOUSLY

374/14 SARM re-MEETING TO DISCUSS PROPOSED ANNEXATION COMPENSATION GUIDELINE

COUNCILLOR REPETSKI: THAT Councillor Probe and Councillor Jijian represent the R.M. of Sherwood No. 159 at the August 14, 2014 meeting with the Ministry of Government Relations, to discuss the proposed Annexation Compensation Guideline; and

THAT Councillor Repetski be the alternate for this meeting.

CARRIED UNANIMOUSLY

375/14 RECESS

COUNCILLOR PROBE: THAT this meeting recess at 11:58 a.m.

CARRIED UNANIMOUSLY

376/14 RECONVENE

COUNCILLOR PROBE: THAT this meeting reconvene at 12:25 p.m.

CARRIED UNANIMOUSLY

Councillor Heenan left Council Chambers at 12:26 p.m.

Councillor Heenan re-entered Council Chambers at 12:28 p.m.

377/14 DREAM DEVELOPMENT-OPPORTUNITY FOR ACQUISITION

COUNCILLOR PROBE: That the R.M. of Sherwood No. 159 Administration request a formal offer to purchase from Dream Development, in response to their letter of June 24, 2014 regarding the opportunity for acquisition of RM properties.

CARRIED UNANIMOUSLY

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378/14 DUST CONTROL

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 Administration review the Dust Control Policy and bring forward a report to Council regarding the letter of June 17, 2014 from Truss T Mfg. Ltd. requesting dust control, due to increased traffic.

CARRIED UNANIMOUSLY

379/14 INVESTIGATE WORK CAMP

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 terminate the Welling's Work Camp as per letter of December 18, 2013, at Lot 7, Blk/Par W Plan 102058286, effective immediately; and

THAT Administration and legal counsel review the circumstances surrounding this development.

CARRIED UNANIMOUSLY

380/14 ENBRIDGE PIPELINE REPLACEMENT – LINE THREE

COUNCILLOR REPETSKI: THAT the R.M. of Sherwood No. 159 Administration engages with the Saskatchewan Association of Pipeline Landowners (SAPL) group, concerning the implications of the Enbridge Pipeline proposed Line Three replacement project.

CARRIED UNANIMOUSLY

381/14 MONTHLY CLEANUP OF GARBAGE FROM DUMP

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration seek legal counsel in pursuing enforcement by way of Bylaw, regarding garbage in areas of a two mile radius in the RM, of the W ½ of Section 3-18-19-W2 and for clean-up on a monthly basis on each quarter.

CARRIED UNANIMOUSLY

382/14 DRAINAGE DITCH

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration in conjunction with legal counsel shall investigate and report back to Council in regards to the transferring of ownership of the public drainage ditch in the SW 34-16-19-W2 as well as the Grande Coulee Drainage Ditch.

CARRIED UNANIMOUSLY

383/14 ROAD ALLOWANCE REDUCTION

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration in conjunction with legal counsel, shall investigate and report back to Council in regards to the road allowance reduction between:

NE 3-17-19-W2, NW 2-17-19-W2, SW 11-17-19-W2, SE 10-17-19-W2 and Blk/Par E Plan 102142134 Ext, 17-19-20RA 56 Ext 57, with a transfer value of \$24,349.31; and

THAT the adjacent landowner, Mr. McKell be sent a letter in regards to this report.

CARRIED UNANIMOUSLY

384/14 SOUTH HIGHWAY BYPASS STAKEHOLDERS

COUNCILLOR PROBE: THAT in the event of an informational meeting regarding the proposed south highway bypass, the R.M. of Sherwood No. 159 Administration will invite all stakeholders by registered mail; and

THAT all other ratepayers will be notified through the RM newsletter.

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385/14 HIGHWAY ACCESS FOR FARM EQUIPMENT

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 administration in conjunction with legal counsel, initiate meetings with the Ministry of Highways and Infrastructure and all stakeholders, regarding access for farm equipment relative to all highway routes.

CARRIED UNANIMOUSLY

386/14 TRANSFER OWNERSHIP OF ROAD

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration in conjunction with legal counsel, investigate and report back to council in regards to the transferring of ownership of the RM road (3/4 mile) on:

NE 4-16-19-W2 and
NW 4-16-19-W2

CARRIED UNANIMOUSLY

387/14 APPRAISAL SERVICES FOR RM PROPERTIES

COUNCILLOR PROBE: THAT the R.M. of Sherwood seek independent appraisal services from a certified appraiser to provide values for all lands owned by the RM of Sherwood for the purpose of establishing an inventory.

CARRIED UNANIMOUSLY

388/14 E-MAIL ADDRESSES

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 Administration gather current e-mail addresses from all ratepayers along all proposed highway development locations.

CARRIED UNANIMOUSLY

Councillor Jijian declared pecuniary interest and left Council Chambers at 1:05 p.m.

Councillor Jijian re-entered Council Chambers at 1:08 p.m.

389/14 SHERWOOD C&D

COUNCILLOR PROBE: THAT the R.M. of Sherwood No. 159 engage in a meeting with the City of Regina and Sherwood C&D, having all parties involved resolve the drainage issue into the Sherwood C&D drainage ditch, as a result of the water flow output allowed from Harbour Landing

CARRIED UNANIMOUSLY

390/14 RECESS

COUNCILLOR REPETSKI: THAT this meeting recess at 1:23 p.m.

CARRIED UNANIMOUSLY

391/14 RECONVENE

COUNCILLOR JIJIAN: THAT this meeting reconvene at 1:45 p.m.

CARRIED UNANIMOUSLY

392/14 IN CAMERA

COUNCILLOR PROBE: THAT this meeting go into In Camera session at 1:46 p.m.

CARRIED UNANIMOUSLY

393/14 RECONVENE

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COUNCILLOR JIJIAN: THAT this meeting reconvene into regular session at 2:06 p.m.

CARRIED UNANIMOUSLY

394/14 **ESTABLISH COMMITTEE**

COUNCILLOR PROBE: THAT a committee be established, headed by Councillor Heenan, to determine the requirements by the RM to support the rail realignment as proposed by Saskatchewan Ministry of Highways and Infrastructure.

CARRIED UNANIMOUSLY

395/14 **ADMINISTRATIVE ASSISTANT POSITION**

COUNCILLOR JIJIAN: THAT Council support Administration's recommendation regarding the hiring for the administrative assistant position.

CARRIED UNANIMOUSLY

Reeve Eberle declared pecuniary interest and left the meeting at 2:12 p.m.

Deputy Reeve Probe assumed the Chair at 2:12 p.m.

396/14 **IN CAMERA**

COUNCILLOR REPETSKI: THAT this meeting go into In Camera session at 2:15 p.m.

CARRIED UNANIMOUSLY

397/14 **RECONVENE**

COUNCILLOR HEENAN: THAT this meeting reconvene into regular session at 2:35 p.m.

CARRIED UNANIMOUSLY

398/14 **BYLAW NO. 01/14 – OFFICIAL COMMUNITY PLAN**

COUNCILLOR JIJIAN: THAT Bylaw No. 01/14, the Official Community Plan for the R.M. of Sherwood No. 159, be introduced and read a first time.

CARRIED

FOR: Repetski, Probe, Jijian

AGAINST: Heenan

399/14 **BYLAW NO. 02/14 – ZONING BYLAW**

COUNCILLOR REPETSKI: THAT Bylaw No. 02/14, the Zoning Bylaw for the R.M. of Sherwood No. 159, be introduced and read a first time.

CARRIED

FOR: Repetski, Probe, Jijian

AGAINST: Heenan

400/14 **PUBLIC HEARING**

COUNCILLOR REPETSKI: THAT a Public Hearing, with regards to Bylaw No. 01/14-OCP and Bylaw No. 02/14-Zoning Bylaw, be arranged for Thursday, August 28, 2014 at 7:00 p.m., with the location to be determined.

CARRIED UNANIMOUSLY

401/14 **ADJOURNMENT**

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COUNCILLOR HEENAN: THAT this meeting be adjourned at 3:38 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator