

MINUTES OF THE REGULAR COUNCIL MEETING OF  
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD IN COUNCIL CHAMBERS  
AT 1840 CORNWALL STREET, REGINA, SASKATCHEWAN  
Wednesday, March 25, 2015

**PRESENT:** Neil Robertson, Q.C., Reeve  
Joe Repetski, Councillor Division 1  
Dale Heenan, Councillor Division 3  
Carl A. Husum, Councillor Division 4  
Rod Culbert, Councillor Division 5

**ABSENT:** Tim Probe, Councillor Division 2  
Vacant, Councillor Division 6

**STAFF:** Steven Schiefner, Official Administrator  
Ron McCullough, Chief Administrative Officer  
Rick Stuckenberg, Director of Planning & Development  
Rod Benroth, Director of Public Works & Infrastructure  
Garret Halbgewachs, Manager of Public Works  
Erin Halliday, Director of Finance & Administration  
Adam Toth, Municipal Planner  
Christine Trithardt, Administrative Assistant

**ORDER:** Reeve Robertson called the meeting to order at 5:30 p.m.

**174/15** **AGENDA**

COUNCILLOR HUSUM: THAT the agenda be adopted as amended.

Moved the CAO Monthly Report to In Camera # 11.2

Add 11.3 Discussion on Proposed Highways Memorandum of Understanding

CARRIED UNANIMOUSLY

**175/15** **PUBLIC HEARING – BYLAW 22/14 – A BYLAW TO ESTABLISH A FEE FOR PLANNING RELATED SERVICES**

Reeve Robertson declared the Public Hearing open for Bylaw 22/14 – A Bylaw to Establish a Fee for Planning Related Services at 5:31 p.m.

Adam Toth provided an overview of Bylaw 22/14 – A Bylaw to Establish a Fee for Planning Related Services.

*Councillor Dale Heenan entered Council Chambers at 5:33 pm.*

Two (2) written submissions were received. One (1) from Tom Williams with Walker Projects and one (1) from Eric Wesling with First West Properties.

Reeve Robertson declared that the Public Hearing close for Bylaw 22/14 – A Bylaw to Establish a Fee for Planning Related Services at 5:40 p.m.

Councillor Repetski that this Public Hearing adjourn at 5:40 p.m.

CARRIED UNANIMOUSLY

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**176/15      FEBRUARY 25, 2015 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR CULBERT: THAT the minutes of the February 25, 2015 Regular Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

**177/15      MARCH 16, 2015 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR REPETSKI: THAT the minutes of the March 16, 2015 Special Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

**178/15      MARCH 18, 2015 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR CULBERT: THAT the minutes of the March 18, 2015 Special Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

**179/15      FEBRUARY BANK RECONCILIATION & BANK STATEMENTS**

COUNCILLOR REPETSKI: THAT the Bank Reconciliation and Bank Statements for the Month of February 2015, be accepted as presented.

CARRIED UNANIMOUSLY

**180/15      STATEMENT OF FINANCIAL ACTIVITIES**

COUNCILLOR HUSUM: THAT the Statement of Financial Activities for the period ending February 28, 2015, attached to and forming a part of these minutes, be accepted as presented.

CARRIED UNANIMOUSLY

**181/15      BUDGETARY CONTROL REPORT**

COUNCILLOR HUSUM: THAT the Budgetary Control Report for the period ending February 28, 2015, be accepted as presented.

CARRIED UNANIMOUSLY

**182/15      2015 INTERIM BUDGET**

COUNCILLOR REPETSKI: THAT the 2015 Interim Budget for the period ending February 28, 2015, be accepted as presented.

CARRIED UNANIMOUSLY

**183/15      JANUARY/FEBRUARY LIST OF ACCOUNTS**

COUNCILLOR REPETSKI: THAT the January/February List of Accounts be tabled to In Camera.

CARRIED UNANIMOUSLY

**184/15      LIST OF ACCOUNTS**

COUNCILLOR CULBERT: THAT cheque numbers 11969 to 12066 totalling \$748,051.45, as outlined in the List of Accounts, attached to and forming part of these minutes be accepted as information; and,

THAT Payroll and Electronic Fund Transfers totalling \$83,502.53 be ratified.

CARRIED UNANIMOUSLY

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**185/15      FEBRUARY 2015 PUBLIC WORKS REPORT**

COUNCILLOR REPETSKI: THAT the Director of Public Works & Infrastructure February 2015 written report be accepted as information and filed.

CARRIED UNANIMOUSLY

**186/15      TENDER – SALE OF EQUIPMENT**

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 accept the Tendered offer from Kramer Ltd. for \$170,000 to buy the 2007 Cat 14H from the R.M. of Sherwood No. 159.

CARRIED UNANIMOUSLY

**187/15      MHI – HIGHWAY 6 DESIGN**

COUNCILLOR CULBERT: THAT Administration proceed with the Scope Change # 1 as proposed by AECOM provided that we can obtain a 50% cost share partnership for the design of intersection improvements along Highway 6 at Inland Drive and Industrial Drive with the Ministry of Highways.

CARRIED UNANIMOUSLY

**188/15      ACTING CHAIR**

COUNCILLOR CULBERT: THAT Dale Heenan be appointed Acting Chair.

CARRIED UNANIMOUSLY

*Reeve Robertson stepped down from the Chair at 6:45 p.m.*

*Councillor Heenan assumed the Chair at 6:45 p.m.*

*Councillor Heenan stepped down from the Chair at 6:54 p.m.*

*Reeve Robertson assumed the Chair at 6:54 p.m.*

**189/15      LAND USE ENFORCEMENT**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 receive and file the Land Use Enforcement report.

CARRIED UNANIMOUSLY

**190/15      ENFORCEMENT POLICY 2015-05**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 adopt the Enforcement Policy, attached to and forming a part of these minutes.

CARRIED UNANIMOUSLY

**191/15      BUILDING BYLAW REPORT**

COUNCILLOR HUSUM: THAT the R.M. of Sherwood No. 159 receive and file the Building Bylaw report.

CARRIED UNANIMOUSLY

**192/15      PLANNING FEES BYLAW REPORT**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 receive and file the Planning Fees Bylaw report.

CARRIED UNANIMOUSLY

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**193/15      COUNCIL RESIGNATION**

COUNCILLOR HEENAN: WHEREAS the letter of resignation from Brian Wirth, Councillor for Division 6, dated and effective March 17<sup>th</sup>, 2015 attached to and forming part of these minutes was received by the Chief Administrative Officer; and

WHEREAS Section 6(1) of *The Local Government Election Act* states that where a vacancy on a council occurs that Council shall provide for the holding of a by-election to fill the vacancy;

THEREFORE BE IT RESOLVED THAT a by-election for Councillor, Division 6 for the Rural Municipality of Sherwood No. 159 be held on October 28, 2015.

For: Robertson, Heenan, Husum, Culbert

Against: Repetski

CARRIED

*Reeve Robertson stepped down from the Chair at 7:20 p.m.*

*Councillor Heenan assumed the Chair at 7:20 p.m.*

**194/15      THANK YOU**

REEVE ROBERTSON: THAT the R.M. of Sherwood No. 159 thank Brian Wirth for his service to the Municipality.

For: Robertson, Heenan, Husum, Culbert

Against: Repetski

CARRIED

*Councillor Heenan stepped down from the Chair at 7:24 p.m.*

*Reeve Robertson assumed the Chair at 7:24 p.m.*

**195/15      APPOINTMENT VACANCIES**

COUNCILLOR HEENAN: THAT Councillor Culbert be appointed as an alternate member to the White Butte Regional Planning Committee.

CARRIED UNANIMOUSLY

**196/15      SAMA ANNUAL MEETING**

COUNCILLOR REPETSKI: THAT Councillor Heenan be appointed as a voting delegate during the SAMA Annual Meeting on April 15, 2015.

CARRIED UNANIMOUSLY

**197/15      RECESS**

COUNCILLOR REPETSKI: THAT this meeting recess at 7:31 p.m.

CARRIED UNANIMOUSLY

**198/15      RECONVENE**

REEVE ROBERTSON: Called this meeting to reconvene into regular session at 7:48 p.m.

CARRIED UNANIMOUSLY

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*Reeve Robertson stepped down from the Chair at 8:29 p.m.*

*Councillor Heenan assumed the Chair at 8:29 p.m.*

*Councillor Heenan stepped down from the Chair at 8:38 p.m.*

*Reeve Robertson assumed the Chair at 8:38 p.m.*

**199/15      BYLAW NO. 04/15 – A BYLAW TO PROVIDE FOR A CODE OF CONDUCT FOR MEMBERS OF COUNCIL**

COUNCILLOR HEENAN: THAT the R.M. of Sherwood No. 159 table Bylaw No. 04/15, a Bylaw to Provide for a Code of Conduct for Members of Council, for one month to review further.

CARRIED UNANIMOUSLY

**200/15      CORRESPONDENCE**

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

1. February 24, 2015 APAS – 2014: A Year in Review
2. February 23, 2015 APAS – Increased the Value of our member benefit program
3. February 26, 2015 Minister of Government Relations
4. February 25, 2015 FCM – Annual Conference & Trade Show
5. White Butte Community Report for February 2015
6. February 6, 2015 2015 Premier's Events Invitation
7. March 3, 2015 Lumsden Valley Community Association (LuVCA)

CARRIED UNANIMOUSLY

**201/15      BYLAW NO. 07/15 – A BYLAW TO PROVIDE FOR THE ABATEMENT OF NUISANCES**

COUNCILLOR CULBERT: THAT Bylaw No. 07/15, A Bylaw to Provide for the Abatement of Nuisances, be introduced and read a first time.

CARRIED UNANIMOUSLY

**202/15      BYLAW NO. 21/14 – A BYLAW TO ESTABLISH A BUILDING BYLAW**

COUNCILLOR REPETSKI: THAT Bylaw No. 21/14, a Bylaw to Establish a Building Bylaw, be read a second time.

CARRIED UNANIMOUSLY

**203/15      BYLAW NO. 21/14 – A BYLAW TO ESTABLISH A BUILDING BYLAW**

COUNCILLOR CULBERT: THAT Bylaw No. 21/14, a Bylaw to Establish a Building Bylaw, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**204/15      BYLAW NO. 22/14 – A BYLAW TO ESTABLISH A FEE FOR PLANNING RELATED SERVICES**

COUNCILLOR CULBERT: THAT Bylaw 22/14 – A Bylaw to Establish a Fee for Planning Related Services, be read a second time.

CARRIED UNANIMOUSLY

**205/15      BYLAW NO. 22/14 – A BYLAW TO ESTABLISH A FEE FOR PLANNING RELATED SERVICES**

COUNCILLOR HUSUM: THAT Bylaw 22/14 – A Bylaw to Establish a Fee for Planning Related Services, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

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**206/15      RECESS**

COUNCILLOR REPETSKI: THAT this meeting recess at 9:12 p.m.

CARRIED UNANIMOUSLY

**207/15      RECONVENE**

REEVE ROBERTSON: Called this meeting to reconvene into regular session at 9:30 p.m.

CARRIED UNANIMOUSLY

**208/15      IN CAMERA**

COUNCILLOR REPETSKI: THAT this meeting go into In Camera session at 9:30 p.m.

CARRIED UNANIMOUSLY

**209/15      RECONVENE**

COUNCILLOR REPETSKI: THAT this meeting reconvene into regular session at 11:30 p.m.

CARRIED UNANIMOUSLY

**210/15      DEVELOPMENT MATTERS**

COUNCILLOR HUSUM: THAT Administration meet with 101196187 Saskatchewan Ltd. and report back to Council.

CARRIED UNANIMOUSLY

**211/15      1840 CORNWALL STREET**

COUNCILLOR CULBERT: THAT Administration be authorized to proceed with obtaining a real estate appraisal of 1840 Cornwall Street, proceed with Phase 2 Environmental Site Assessment and proceed with Public Tender for sale of property.

CARRIED UNANIMOUSLY

**212/15      ADJOURNMENT**

COUNCILLOR HUSUM: THAT this meeting be adjourned at 11:35 p.m.

CARRIED UNANIMOUSLY

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Reeve

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Administrator

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Official Administrator