

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 17, 2018

PRESENT: Jeffrey Poissant, Reeve
Brad Crassweller, Councillor Division 1
John Wilke, Councillor Division 3
Carl A. Husum, Councillor Division 4
Rod Culbert, Councillor Division 5
Grant Paul, Councillor Division 6

ABSENT: Vacant, Councillor Division 2

STAFF: Pam Malach, Chief Administrative Officer
Mike Mamona, Director of Operations
Adam Toth, Manager of Planning & Development
Susan Stevenson, Development Officer
Tony Wood, Municipal Planner
Christine Trithardt, Assistant Administrator

ORDER: Reeve Poissant called the meeting to order at 5:32 p.m.

Reeve Poissant declared a conflict of interest for the October 12, 2018 Special Council Meeting due to the legal proceedings being discussed.

339/2018 AGENDA

COUNCILLOR HUSUM: THAT the agenda be adopted as amended.

Remove 8.3.4 Special Assessment Bylaw for Wellings Local Improvement Project

Add 8.3.4 2018 SARM Mid Term Convention

CARRIED UNANIMOUSLY

Reeve Poissant declared a personal conflict of interest due to his parent's land being rezoned in the new Zoning Bylaw and departed Council Chambers at 5:34 p.m.

Reeve Poissant passed the Chair to Deputy Reeve Husum at 5:34 p.m.

Deputy Reeve Husum assumed the Chair at 5:34 p.m.

340/2018 RECESS

COUNCILLOR CULBERT: THAT this meeting recess at 5:35 p.m. for the purpose of the Public Hearing for the Alterations to Zoning Bylaw (Bylaw 18/17).

CARRIED UNANIMOUSLY

Reeve Poissant entered Council Chambers at 5:41 p.m.

Deputy Reeve Husum passed the Chair to Reeve Poissant at 5:41 p.m.

Reeve Poissant assumed the Chair at 5:41 p.m.

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RECONVENE

Reeve Poissant reconvened the meeting into regular session at 5:46 p.m.

DELEGATION

Joanne Kwasnicki, SARM Plant Health Officer made a presentation to Council regarding the Canadian Agricultural Partnership Rebate Programs that SARM currently offers and provided an overview of the new Plant Health Network Program and the services that she can provide assistance with to RM's.

Councillor Wilke entered Council Chambers at 5:57 p.m.

341/2018 SEPTEMBER 12, 2018 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the September 12, 2018 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

342/2018 OCTOBER 2, 2018 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the October 2, 2018 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

343/2018 MONTHLY BUDGET REPORT

COUNCILLOR HUSUM: THAT the Monthly Budget Report for the period ending September 30, 2018, attached to and forming a part of these minutes, be accepted as information and filed.

CARRIED UNANIMOUSLY

344/2018 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR HUSUM: THAT cheque numbers 16658 to 16765 totaling \$460,686.28 as outlined in the List of Accounts for Review attached to and forming part of these minutes be approved, and,

THAT Payroll and Electronic Fund Transfers totaling \$124,729.83 be ratified.

CARRIED UNANIMOUSLY

345/2018 PUBLIC WORKS MONTHLY REPORT – SEPTEMBER

COUNCILLOR WILKE: THAT the September Public Works Monthly Report be accepted as information and filed.

CARRIED UNANIMOUSLY

346/2018 SHERWOOD INDUSTRIAL PARK POTABLE WATER PROGRAM (SIP PWP)

COUNCILLOR CULBERT: THAT the Sherwood Industrial Park Potable Water Program (SIP PWP) report be accepted as information and filed.

CARRIED UNANIMOUSLY

347/2018 WATER TREATMENT PLANT AND DISTRIBUTION LINES UPDATE – OCTOBER 17, 2018

COUNCILLOR WILKE: THAT the Water Treatment Plant and Distribution Lines Update Report be accepted as information and filed.

CARRIED UNANIMOUSLY

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**348/2018 PROFESSIONAL BUILDING INSPECTIONS CERTIFICATE
APPOINTMENT ADDENDUM**

COUNCILLOR CULBERT: THAT in accordance with the service agreement with Professional Building Inspections, Inc., the R.M. of Sherwood hereby resolves to issue a certificate of Appointment for Bobby Baker, a Licensed Building Official who is a resident of the Province of Saskatchewan.

CARRIED UNANIMOUSLY

**349/2018 DISCRETIONARY USE APPLICATION DPA 18-031 FOR TRUCK DEPOT,
VEHICLE STORAGE YARD AND WAREHOUSE BUILDING**

COUNCILLOR CULBERT: THAT discretionary use application 18-031 for a truck terminal at Lots 14 and 15, Blk/Par 2, Plan 102168705 and direct the Development Officer to issue a Development Permit with the following conditions:

1. The storm drainage easement restricts or prohibits use or development within Plan 102202647; see attached easement document and legal survey plan of the easement.
2. All existing surface features within the easement that are affected by the development shall be returned to their original condition upon completion of work.
3. **Site grading, building elevations, culvert size, and all site drainage must conform to the standards and requirements of the storm drainage plan prepared by Walker Engineering Ltd. stamped and dated October 8th, 2015.**
4. The approach(es) must be paved and only one (1) culvert shall be installed. Culvert must have a flared end and erosion control and be inspected and approved by the R.M. of Sherwood. Approach and ditch grades will need to be verified by the R.M. of Sherwood and its construction manager before an approach permit is issued.
5. Landscaping must be installed within two (2) years in accordance with final landscaping plan.
6. The land owner must provide an engineering design for the approval of the RM of Sherwood for:
 - a. Installation of a septic holding tank, water connection, water line, tie-in, and connection to the municipal services, either existing or to be installed in Husum Road.
 - b. Curb box and or shutoff valves shall be located at the property line.
7. The land owner must provide:
 - a. Payment to the municipality for all service connection fees.
 - b. All mains, pipe fittings, valves, and equipment shall be installed in strict accordance with the manufacturer's recommendations.
 - c. "As-built" drawings showing the location of water and sanitary sewer services installed accompanied by the Regional Health Authority approvals.
8. While the location of underground utilities and mains shown on the PLAN are approximate, the land owner must locate all existing underground utilities and mains and protect the utilities from any damage and shall return all such utilities to their original condition upon completion of the work.
9. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09/15).
10. Prior to occupancy and use of the building the Development Officer requires:
 - a. Confirmation that an address has been posted on the front of the building, visible from the street, not obstructed from view, not smaller than 8" high, and contrasting color to the building to ensure visual clarity.
 - b. An agreement with an approved septage disposal facility to accept effluent **and** a letter from a sewage hauler that sewage can be accepted at this facility.
 - c. Confirmation of the supply of potable water by an approved water hauler.
 - d. As built drawings confirming that the site has been developed in accordance with conditions 3, 4, 6, and 7(c).

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Resolution No. 349/2018 continued

- e. A final landscaping plan.
 - f. A bank draft or cheque as security in the amount of the cost of landscaping and installation.
 - g. Confirmation that Lot 14 and Lot 15 have been consolidated into one legal lot.
11. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.
 12. This permit allows for:
 - i. Construction of Building #1 (East building)
 - ii. Semi-truck and trailer storage, and
 - iii. Construction of Building #2 (West building)
 13. That the building and storage compound shall be located as shown on the attached June 29, 2018 site plan.
 14. Construction of building(s) shall not commence until building permits have been issued.
 15. Building foundations must follow recommendations in the Ground Engineering Geotechnical Report (File GE-11130, Dated January 19th, 2012).
 16. That the intended use of Building #1 is for is for a Truck Depot (defined as any building where trucks or tractor trailers are stored or parked for commercial purposes) and other Light Industrial warehousing. The intended use of the vehicle storage yard is for semi-truck and trailer and other vehicular storage. Building #2's (Warehouse Building) intended use is for warehouse and storage space to lease for commercial use. Any other proposed use may require a separate development permit or discretionary use approval from Council. A preapplication meeting with the Planner/Development Officer will be required to verify use.
 17. Side yard drainage management requirements will be addressed in the final review from Associated Engineering not appended to this permit.
 18. Applicants are required to connect to R.M. water line, and a future low pressure piped sewage system may be forthcoming in the Parker Industrial Park with the expectation that the applicants upgrade their existing septage holding tanks accordingly to tie into the municipal system. Fees may apply.

CARRIED UNANIMOUSLY

350/2018 SU 18-009: SURFACE PARCEL SUBDIVISION OF CPR DRAINAGE DITCH; NE 14-17-21-W2 PARCEL A, PLAN 102104064

COUNCILLOR CULBERT: THAT proposed subdivision application SU 18-009 (Community Planning File R0706-18R) to subdivide for the purpose of recognizing an existing drainage channel contributing to the Cottonwood Creek be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

351/2018 SU 18-010: SURFACE PARCEL SUBDIVISION FOR NEW RESIDENTIAL SITE; NW 26-18-19-W2

COUNCILLOR CULBERT: THAT proposed subdivision application SU 18-010 (Community Planning File R0748-18R) intended to subdivide for the purposes of a new residential site be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

352/2018 SU 18-011: SURFACE PARCEL SUBDIVISION FOR GAS REGULATION FACILITY; NE 07-18-20-W2

COUNCILLOR CULBERT: THAT proposed subdivision application SU 18-011 (Community Planning File R0774-18R) intended to subdivide for the purposes of creating a new utility parcel which features a SaskEnergy natural gas regulation facility be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

353/2018 SU 18-012, SU 18-013, SU 18-014, SU 18-015 AND SU 18-016: SURFACE PARCEL SUBDIVISIONS FOR LINEAR PUBLIC UTILITY; NW 17-16-19-W2, AND S ½ 20-16-19-W2

COUNCILLOR CRASSWELLER: THAT proposed subdivision applications SU 18-012, SU 18-013, SU 18-014, SU 18-015 and SU 18-016 (Community Planning Files R0800-18R, R0801-18R, R0802-18R, R0803-18R and R0804-18R) intended to subdivide for the purposes of creating utility parcels to house a pressurized gas line be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

354/2018 2018 CHRISTMAS HOURS

COUNCILLOR HUSUM: THAT the RM of Sherwood Administration Office be closed from Noon, Monday, December 24th, 2018 and reopening on Wednesday, January 2nd, 2019.

CARRIED UNANIMOUSLY

355/2018 EXPROPRIATION OF LAND – NW 02-18-21-W2 – FRED DELARUE

COUNCILLOR WILKE: WHEREAS the R.M. of Sherwood received Justice Leurer's decision dated September 25, 2018 on the matter between the Rural Municipality of Sherwood No. 159 and Frederick Arthur Delarue on the expropriation of 4.13 acres of land for the new Sherwood Forest Bridge;

THAT in accordance with the Court of Queen's Bench Decision No. QBG 2283 with respect to the expropriation of 4.13 acres of land on the NW-02-18-21-W2nd, a payment of \$50,000 be made to the property owner, plus interest at a rate of 6 percent calculated from June 17, 2016 to the date of payment.

CARRIED UNANIMOUSLY

356/2018 POINT OF PRIVILEGE RESOLUTION – 2018 MIDTERM SARM CONVENTION

COUNCILLOR WILKE: THAT the RM of Sherwood No. 159 submit the following point of privilege resolution to be heard and considered at the 2018 Midterm SARM Convention;

WHEREAS under *The Local Government Election Act, 2015* section 67(6) indicates the returning officer shall not accept a nomination unless the nomination is valid, and the provisions of the Act have been met; and

WHEREAS under page 12 of the Government of Saskatchewan Election Guide for Saskatchewan Municipalities indicates that the returning officer has no authority to reject a fully completed nomination form;

BE IT RESOLVED that SARM requests the Ministry of Government Relations to amend *The Local Government Election Act, 2015* to remove the provision that allows the Returning officer to reject a fully completed nomination form.

CARRIED UNANIMOUSLY

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357/2018 **2018 SARM MIDTERM CONVENTION**

COUNCILLOR CULBERT: THAT the Chief Administrative Officer, Directors and any Member of Council that so wishes and within budget, attend the Saskatchewan Association of Rural Municipalities (SARM) 2018 Midterm Convention in Saskatoon, SK from November 14-15th, 2018; and,

THAT Pam Malach and Councillor John Wilke be appointed Voting Delegates at the Saskatchewan Association of Rural Municipalities (SARM) 2018 Midterm Convention.

CARRIED UNANIMOUSLY

358/2018 **COMMUNICATIONS**

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

1. Prairie Central District October 2018 E-News Update

CARRIED UNANIMOUSLY

Councillor Crassweller departed Council Chambers at 6:54 p.m.

Councillor Crassweller entered Council Chambers at 6:55 p.m.

359/2018 **RECESS**

COUNCILLOR HUSUM: THAT this meeting recess at 6:56 p.m.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 7:12 p.m.

360/2018 **CLOSED SESSION**

COUNCILLOR HUSUM: THAT this meeting go into closed session at 7:12 p.m.

CARRIED UNANIMOUSLY

361/2018 **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at 8:47 p.m.

CARRIED UNANIMOUSLY

Reeve Poissant passed the Chair to Deputy Reeve Husum at 8:48 p.m.

Deputy Reeve Husum assumed the Chair at 8:48 p.m.

Reeve Poissant declared a conflict of interest due to legal proceedings and departed Council Chambers at 8:49 p.m.

362/2018 **CLOSED SESSION**

COUNCILLOR CULBERT: THAT this meeting go into closed session at 8:50 p.m.

CARRIED UNANIMOUSLY

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363/2018 **RECONVENE**

COUNCILLOR PAUL: THAT this meeting reconvene into regular session at 9:56 p.m.

CARRIED UNANIMOUSLY

364/2018 **ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 9:57 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator