

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, March 20, 2019

PRESENT: Jeffrey Poissant, Reeve
Brad Crassweller, Councillor Division 1
Susan Oakley-Paul, Councillor Division 2
John Wilke, Councillor Division 3
Carl Husum, Councillor Division 4
Rod Culbert, Councillor Division 5
Grant Paul, Councillor Division 6

ABSENT:

STAFF: Pam Malach, Chief Administrative Officer
Mike Mamona, Director of Operations
Erin Halliday, Director of Finance & Administration
Susan Stevenson, Development Officer
Tony Wood, Municipal Planner
Christine Trithardt, Assistant Administrator

ORDER: Reeve Poissant called the meeting to order at 5:35 p.m.

054/2019 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

055/2019 FEBRUARY 13, 2019 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the February 13, 2019 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

056/2019 MONTHLY BUDGET REPORT

COUNCILLOR HUSUM: THAT the Monthly Budget Reports for the period ending February 28, 2019, attached to and forming a part of these minutes, be accepted as information and filed.

CARRIED UNANIMOUSLY

057/2019 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 17177 to 17258 totaling \$173,972.96 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 \$126,266.48 be ratified.

CARRIED UNANIMOUSLY

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058/2019 INDEMNITY AGREEMENT – BRANDT PROPERTIES LTD.

COUNCILLOR CRASSWELLER: THAT subject to the owner fully executing and complying with the road allowance maintenance agreement dated March 20, 2019 Brandt Properties Ltd is hereby authorized to conduct approved modifications to road rights of way that adjoin land parcels owned by Brandt Properties Ltd.

CARRIED UNANIMOUSLY

Reeve Poissant declared a personal conflict of interest due to his parent's lands being rezoned in the new Zoning Bylaw and departed Council Chambers at 5:42 p.m.

Reeve Poissant passed the Chair to Deputy Reeve Husum at 5:42 p.m.

Deputy Reeve Husum assumed the Chair at 5:42 p.m.

059/2019 ZONING BYLAW NO. 18/17 RESCIND THIRD READING

COUNCILLOR CRASSWELLER: THAT resolution 381/2018 to adopt and read Bylaw No. 18/17 for a third time hereby be rescinded in order to address a technical legal error prior to re-adopting the said bylaw.

CARRIED UNANIMOUSLY

060/2019 ZONING BYLAW NO. 18/17

COUNCILLOR CULBERT: THAT the R.M. of Sherwood Zoning Bylaw; Bylaw No. 18/17 be read a third time as altered.

CARRIED UNANIMOUSLY

061/2019 REQUEST MINISTER TO DISPENSE REQUIREMENT TO ADVERTISE

COUNCILLOR CULBERT: THAT the R.M. of Sherwood No. 159 request the Minister to dispense the requirement to advertise the alteration under Section 211(2) of *The Planning and Development Act, 2007* as the alterations were minor in nature.

CARRIED UNANIMOUSLY

Reeve Poissant entered Council Chambers at 5:46 p.m.

Deputy Reeve Husum passed the Chair to Reeve Poissant at 5:46 p.m.

Reeve Poissant assumed the Chair at 5:46 p.m.

062/2019 SUBDIVISION FOR LINEAR PUBLIC UTILITY EASEMENTS

COUNCILLOR HUSUM: THAT proposed subdivision application (Community Planning File R0101-19R), which intends to subdivide for the purpose of registering several linear public utility easements housing a pressurized gas line, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

063/2019 SUBDIVISION FOR LINEAR PUBLIC UTILITY; NE 27-16-19-W2

COUNCILLOR CULBERT: THAT proposed subdivision application SU 19-004 (Community Planning File R0131-19R), which intends to subdivide for the purpose of registering a surface parcel housing a natural gas pipeline, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

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**064/2019 SUBDIVISION FOR LINEAR PUBLIC UTILITY EASEMENTS: 28 AND 29
16-20-W2**

COUNCILLOR WILKE: THAT proposed subdivision application SU 19-003 (Community Planning File R0128-19R), which intends to subdivide for the purpose of registering several linear public utility easements housing a powerline, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

**065/2019 DPA 19-005 DISCRETIONARY USE DEVELOPMENT PERMIT
APPLICATION FOR A SIGN MANUFACTURING BUSINESS AT LOT 4,
BLK/PAR Z, PLAN 102253687, SE 18-18-19-W2**

COUNCILLOR CULBERT: THAT Development Permit Application 19-005 for a sign manufacturing business at Lot 4, Blk/Par Z, Plan 102253687, SE 18-18-19-W2; be approved and,

THAT the Development Permit be issued with the following conditions:

1. The storm drainage easement restricts or prohibits use or development within DBR Subdivision Plan; drainage easement attached to be registered on applicant land.
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 consolidated drainage and grading plan prepared by Stantec, stamped and dated June 13, 2018, attached.
4. The approach(es) must be paved and only one (1) culvert shall be installed in accordance with the attached drawing prepared by BBL dated March 6th, 2019. Culvert(s) must have flared ends and erosion control and be inspected and approved by the RM of Sherwood. Approach and ditch grades will need to be verified by Stantec and the R.M. 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:
 - 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.
7. 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.
8. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09/15).
9. The Village of Bethune will be accepting septic effluent from this location.
10. Prior to occupancy and use of the building the Development Officer requires:
 - a. Confirmation that the address: **1831 Industrial Drive** 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 septic hauler that effluent will be hauled to the Village of Bethune.
 - c. As built drawings confirming that the site has been developed in accordance with conditions 3, 4, and 6(c).
 - d. A bank draft or cheque as security in the amount of the cost of landscaping and installation.
11. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.

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Resolution No. 065/2019 continued

12. This permit allows for construction of an 1,858 m² shop and office with 100 m² mezzanine.
13. Location of building shall be as shown on the attached March 6th, 2019 site plan.
14. Construction of building shall not commence until a building permit has been issued.
15. Building foundations must follow recommendations in the Ground Engineering Geotechnical Report (File GE-1552, Dated September 25th, 2015).
16. That the building shall be located as shown on attached site plan and that the intended use of the building is for manufacturing signs, office use and outdoor storage. Any other proposed use may require a separate development permit or discretionary use approval from Council. A pre-application meeting with the Planner/Development Officer will be required to verify use.
17. Applicants will be required to connect to R.M. water line as service becomes available. A future low pressure piped sewage system may be forthcoming in DBR Industrial Park with the expectation that the applicants upgrade their existing sewage holding tanks accordingly to tie into the municipal system. Fees may apply.
18. That prior to site development all subdivision works and roads are in satisfactory condition and approved by the R.M.

CARRIED UNANIMOUSLY

066/2019 2018 MUNICIPAL HAIL LOSSES

COUNCILLOR HUSUM: THAT the 2018 Municipal Hail Losses report be accepted as information and filed.

CARRIED UNANIMOUSLY

067/2019 ROYAL CANADIAN LEGION SASKATCHEWAN COMMAND "MILITARY SERVICE RECOGNITION BOOK"

COUNCILLOR HUSUM: THAT a quarter page full color advertisement to support the Royal Canadian Legion's Military Service Recognition Book in the amount of \$395.24 plus \$19.76 GST for a total cost of \$415.00 be approved.

CARRIED UNANIMOUSLY

068/2019 BYLAW NO. 02/19 – A BYLAW TO ESTABLISH RESERVE FUNDS

COUNCILLOR CULBERT: THAT Bylaw No. 02/19 – A Bylaw to Establish Reserve Funds, be read a second time.

CARRIED UNANIMOUSLY

069/2019 2019 PRELIMINARY ASSESSMENT INFORMATION

COUNCILLOR CULBERT: THAT the 2019 Preliminary Assessment Information report be accepted as information and filed.

CARRIED UNANIMOUSLY

070/2019 2019 BUDGET TIMELINE

COUNCILLOR CULBERT: THAT the 2019 Budget Timeline report be accepted as information and filed.

CARRIED UNANIMOUSLY

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071/2019 **2019-2023 STRATEGIC PLAN**

COUNCILLOR CULBERT: THAT the 2019 – 2023 RM of Sherwood Strategic Plan be adopted.

CARRIED UNANIMOUSLY

072/2019 **REGINA PROVINCIAL COURT BYLAW COURT SITTING SHARED USE AGREEMENT**

COUNCILLOR HUSUM: THAT the Regina Provincial Court Bylaw Court Sitting Shared Use Agreement with RM of Edenwold No. 158 be approved with an effective date retroactive to January 11, 2019.

CARRIED UNANIMOUSLY

073/2019 **COMMUNICATIONS**

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

1. January 30, 2019 Saskatchewan Party Letter – Regina Premier's Dinner
2. February 19, 2019 Saskatchewan 4-H Council – Support the Saskatchewan 4-H Foundation
3. Prairie Central District March 2019 E-News Update
4. Pitch-In Canada – Pitch-In Week, April 22-29, 2019
5. Prairie Valley School Division – Regional Meeting – Future of PreK-12 Education beyond 2020

CARRIED UNANIMOUSLY

074/2019 **DONATION TO 4-H SASKATCHEWAN**

COUNCILLOR WILKE: THAT the R.M. of Sherwood No. 159 make a donation of \$500.00 to the 4-H Saskatchewan Future Fund.

CARRIED UNANIMOUSLY

075/2019 **RECESS**

COUNCILLOR CULBERT: THAT this meeting recess at 7:02 p.m.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 7:20 p.m.

076/2019 **DELEGATION FROM CLINT VOS, KF AGGREGATES**

COUNCILLOR CRASSWELLER: THAT the letter from Mr. Clint Vos on behalf of KF Aggregates be received and filed as information; as Mr. Clint Vos did not appear before Council; and,

FURTHERMORE, THAT KF Aggregates written request for reconsideration to the already awarded tender for 2019 Gravel be denied pursuant to 2009-03 Purchasing Policy where KF Aggregates proposal did not meet specifications and evaluation criteria.

CARRIED UNANIMOUSLY

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077/2019 **CLOSED SESSION**

COUNCILLOR CRASSWELLER: THAT this meeting go into closed session at
7:56 p.m.

CARRIED UNANIMOUSLY

078/2019 **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at
8:49 p.m.

CARRIED UNANIMOUSLY

079/2019 **ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 8:49 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator