

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, May 8, 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 (*via telephone*)

**ABSENT:** Grant Paul, Councillor Division 6

**STAFF:** Pam Malach, Chief Administrative Officer  
Mike Mamona, Director of Operations  
Erin Halliday, Director of Finance & Administration  
Brad Wiebe, Manager of Planning & Development  
Susan Stevenson, Development Officer  
Emily Keddy, Administrative Assistant

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

**110/2019 AGENDA**

COUNCILLOR WILKE: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

**111/2019 APRIL 17, 2019 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR HUSUM: THAT the April 17, 2019 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**112/2019 APRIL 17, 2019 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR CRASSWELLER: THAT the April 17, 2019 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**113/2019 APRIL 24, 2019 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR WILKE: THAT the April 24, 2019 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

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**114/2019 MONTHLY BUDGET REPORTS**

COUNCILLOR WILKE: THAT the Monthly Budget Reports for the period ending April 30, 2019, attached to and forming a part of these minutes, be accepted as information and filed.

CARRIED UNANIMOUSLY

*Councillor Culbert connected via telephone at 5:35 p.m.*

**115/2019 LIST OF ACCOUNTS FOR REVIEW**

COUNCILLOR HUSUM: THAT cheque numbers 17362 to 17440 totaling \$208,444.55 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 \$138,294.51 be ratified.

CARRIED UNANIMOUSLY

**116/2019 PUBLIC WORKS PROJECT UPDATE**

COUNCILLOR WILKE: THAT the Public Works Project Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

**117/2019 2019 DUST CONTROL**

COUNCILLOR HUSUM: THAT the 2019 purchase of dust control product be awarded to 1122449 Ab Ltd o/a Dust Control c/o Craig Renwick for a price of \$0.29 per litre (plus GST) for the 2019 Dust Control Program.

CARRIED

**118/2019 2019 DUST CONTROL**

COUNCILLOR HUSUM: THAT Administration check with other Municipalities to see if Canola Oil Product has been used for dust control suppressant and the results.

CARRIED UNANIMOUSLY

**119/2019 DPA 19-007 DISCRETIONARY USE DEVELOPMENT PERMIT APPLICATION FOR AN OAT CLEANING FACILITY AT BLK/PAR P, PLAN 102257232 EXT 0, SW 18-16-19-W2**

COUNCILLOR CULBERT: THAT Discretionary Use Development Permit Application 19-007 for an Oat Cleaning Facility (Cleaning, Storage and Finished Goods Warehouse) at Blk/Par P, Plan 102257232 Ext 0, SW 18-16-19-W2 be APPROVED with the following conditions:

1. That the site is developed in accordance with the site plan attached to the development permit prior to occupancy.
2. This permit allows for construction of a 371.6m<sup>2</sup> building, bins to support the cleaning process and storage bins and a warehouse for finished goods (size to be determined). The intended use of the building is to house the oat cleaning equipment. Any other proposed use may require a separate development permit or discretionary use approval from Council. A pre-application meeting with the Planner and Development Officer will be required to verify use.
3. That the 371.6m<sup>2</sup> building and the future warehouse building shall be constructed 0.5m above the estimated peak water level to a safe building elevation of **574.4**.

**Resolution No. 119/2019 continued**

4. That all drainage is contained on site and does not affect adjacent properties.
5. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.
6. A landscaping plan is required to address noise attenuation and aesthetics. Landscaping must be completed within 2 years. The landowner shall provide to the Development Officer:
  - a) A final landscaping plan.
  - b) A bank draft or cheque as security in the amount of the cost of landscaping and installation.
  - c) Verification of completed landscaping. At this time the Development Officer will perform an inspection prior to release of security.
7. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09-15).
8. Construction of either building may not commence until a building permit has been issued.
9. Building foundations must follow the recommendations in the Ground Engineering Geotechnical Report (File No. GE-1870), Dated September 12, 2018)
10. All utilities shall be contacted to ensure facilities are not affected. Applicants are required to call Sask 1<sup>st</sup> Call if they are planning to dig or excavate: 1-866-828-4888, from a cell phone #4888, or visit [www.sask1stcall.com](http://www.sask1stcall.com).

CARRIED UNANIMOUSLY

**120/2019 DPA 19-009 MEDICAL CANNABIS FACILITY AT LOT 9, BLK/PAR W, PLAN 102058286 EXT 0, SW 10-18-19-W2**

COUNCILLOR CULBERT: THAT Development Permit Application 19-009 for a Medical Cannabis Facility at Lot 9, Blk/Par W, Plan 102058286 Ext 0, SW-10-18-19-W2 be approved with the following conditions:

1. That the facility is developed according to site plan attached to the development permit.
2. That the applicant receives approval from Health Canada to become a Licensed Producer pursuant to the *Cannabis Act* and the *Access to Cannabis for Medical Purposes Regulations (ACMPR)* and confirmation of such is provided to the Development Officer.
3. That the applicant provides the R.M. with security plans that will be consistent with the Government of Canada's *Directive on Physical Security Requirements for Controlled Substances*.
4. Prior to occupancy and use of the building the Development Officer requires:
  - a. Confirmation that the correct address, Unit 20 & 21 - 1026 Kearns Crescent, 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.

**Resolution No. 120/2019 continued**

- b. An approved agreement with an approved septage disposal facility to accept effluent **and** a letter from a sewage hauler that sewage can be accepted at this location. The City of Regina will require analysis on wastewater prior to the first disposal. If the water tests at an unreasonable level, the City may require pre-treatment; see Wastewater & Storm Water Bylaw on [www.regina.ca](http://www.regina.ca) for allowable and/or surchargeable wastewater concentrations. Please contact Environmental Services through Hauled Wastewater email, [HWS@regina.ca](mailto:HWS@regina.ca) to discuss sampling and analytical requirement and hauling to City of Regina facilities.
  - c. A final landscaping plan.
  - d. A bank draft or cheque as security in the amount of the cost of landscaping and installation.
5. This permit allows for development of two existing bays totally 696.8m<sup>2</sup> in a 2,248.3m<sup>2</sup> condo warehousing building.
  6. Construction may not commence until a Building Permit has been issued.
  7. The intended use of the building is for a **Medical Marijuana Facility**. Any other proposed use will require a separate development permit or discretionary use approval from Council. A pre-application meeting with the Development Officer/Planner will be required to verify use.
  8. This permit is subject to the standards and requirements of Provincial regulations and requirements and other municipal bylaws.
  9. All utilities must be contacted to ensure that facilities are not affected prior to development. Applicants are required to contact Sask 1<sup>st</sup> Call if they are planning to dig or excavate: 1-866-828-4888 or visit [www.sask1stcall.com](http://www.sask1stcall.com).
  10. This permit is subject to the standards and requirements of Provincial regulations and requirements and other municipal bylaws.

CARRIED UNANIMOUSLY

**121/2019 DPA 19-013 TEMPORARY CONCRETE CRUSHING FACILITY AT LSD 8, SE 18-18-19-W2**

COUNCILLOR CRASSWELLER: THAT a twelve-month extension be granted to the applicant of DPA 19-013 for a temporary crushing facility at LSD 8, SE 18-18-19-W2 provided that the applicant come into compliance with the conditions set out by Administration in their original permit within two months from the date of this resolution. Prior to the expiration of the temporary permit the applicant should be encouraged to bring forth a plan that would justify a discretionary use approval on a permanent basis.

CARRIED UNANIMOUSLY

**122/2019 RECESS**

COUNCILLOR CULBERT: THAT this meeting recess at 6:57 p.m.

CARRIED UNANIMOUSLY

**RECONVENE**

Reeve Poissant reconvened the meeting into regular session at 7:10 p.m.

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**123/2019 SUBDIVISION FOR LINEAR PUBLIC UTILITY; N ½ 34-16-19-W2**

COUNCILLOR CULBERT: THAT proposed subdivision application SU 19-007 (Community Planning File R0223-19R), which intends to subdivide for the purpose of registering an easement for a natural gas pipeline, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

**124/2019 SUBDIVISION FOR LINEAR PUBLIC UTILITY; SE 3-17-19-W2 & NE 34-16-19-W2**

COUNCILLOR CULBERT: THAT proposed subdivision application SU 19-008 (Community Planning File R0224-19R), which intends to subdivide for the purpose of registering an easement for a natural gas pipeline, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

**125/2019 SUBDIVISION FOR LINEAR PUBLIC UTILITY; NW & E ½ 2-17-19-W2, W ½ 1-17-19-W2**

COUNCILLOR CRASSWELLER: THAT proposed subdivision application SU 19-009 (Community Planning File R0222-19R), which intends to subdivide for the purpose of registering an easement for a natural gas pipeline, be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

**126/2019 SASKATCHEWAN SAFETY COUNCIL SUBDIVISION**

COUNCILLOR HUSUM: WHEREAS The Saskatchewan Safety Council ("SSC") has applied for subdivision of NE-5-17-20-W2;

AND WHEREAS the proposed use of the subdivided land is not a permitted use under the provisions of the Zoning Bylaw No. 16/16 but is instead a discretionary use and the development proposal does not conform with the future land use intentions set forth in the Official Community Plan Bylaw No. 16/16 (being Commercial and Light Industrial uses);

AND WHEREAS SSC has not applied for approval of the proposed use by Council;

BE IT RESOLVED that Council is not prepared to grant approval for the uses contemplated by the subdivision application and that notice of this resolution be communicated forthwith to Provincial Government Relations Community Planning branch; and

BE IT FURTHER RESOLVED that no further discretionary use applications that do not conform to the Official Community Plan's designated intended uses for Commercial/Mix-use, Commercial/Light Industrial, Employment Lands, and Industrial Uses as set forth on schedules B3 and B4 of the Official Community Plan shall be accepted by Administration or considered by Council until such time as those schedules should be amended, or Council should determine by resolution to reopen applications for such discretionary uses.

CARRIED UNANIMOUSLY

*Councillor Culbert disconnected via telephone at 7:40 p.m.*

**127/2019 SASKATCHEWAN SAFETY COUNCIL SERVICING AGREEMENT**

COUNCILLOR WILKE: WHEREAS The Saskatchewan Safety Council has rejected the terms and conditions sought in the RM's Servicing Agreement relating to the proposed subdivision of NE-5-17-20-W2 and has proposed instead to pay 20% (\$347,717.23) of the off-site servicing fees upon successful subdivision and the remaining 80% (\$1,386,868.91) at the completion of the services for which the fees are levied;

WHEREAS the foregoing proposal would see the RM be required to finance the provision of the services to the subdivided land until completion without full assurance of payment;

BE IT RESOLVED That Saskatchewan Safety Council's payment proposal for servicing agreement fees be DENIED.

CARRIED UNANIMOUSLY

**128/2019 BYLAW NO. 02/19 – A BYLAW TO ESTABLISH RESERVE FUNDS**

COUNCILLOR CRASSWELLER: THAT Bylaw No. 02/19 – A Bylaw to Establish Reserve Funds, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**129/2019 FINANCIAL RESERVE FUND POLICY 2019-02**

COUNCILLOR OAKLEY-PAUL: THAT Policy No. 2019-02 - Financial Reserve Fund Policy, be approved as amended, Schedule 1 shall include rationale for determining optimal balance.

CARRIED UNANIMOUSLY

**130/2019 2019 EDUCATION PROPERTY TAX MILL RATES**

COUNCILLOR WILKE: THAT the 2019 Education Property Tax Mill Rates be accepted as presented by the Government of Saskatchewan:

<b>Property Class</b>	<b>Mill Rate</b>
Agricultural	1.43 mills
Residential	4.12 mills
Commercial/Industrial	6.27 mills
Resource	9.68 mills

CARRIED UNANIMOUSLY

**131/2019 2019 WUQWATR MEMBERSHIP**

COUNCILLOR WILKE: THAT the request for Wascana Upper Qu'Appelle Watersheds Association Taking Responsibility Inc. (WUQWATR) 2019 Membership in the amount of \$250.00 be denied.

CARRIED UNANIMOUSLY

**132/2019 COMMUNICATIONS**

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

1. April 17, 2019 – Thank you for Supporting 4-H in Saskatchewan!
2. April 29, 2019 SARM urges Saskatchewan residents to speak out about the canola crisis
3. Prairie Central District May 2019 E-News Update

CARRIED UNANIMOUSLY

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**133/2019**    **RECESS**

COUNCILLOR HUSUM: THAT this meeting recess at 9:01 p.m.

CARRIED UNANIMOUSLY

**RECONVENE**

Reeve Poissant reconvened the meeting into regular session at 9:19 p.m.

**134/2019**    **CLOSED SESSION**

COUNCILLOR CRASSWELLER: THAT this meeting go into closed session at  
9:19 p.m.

CARRIED UNANIMOUSLY

**135/2019**    **RECONVENE**

COUNCILLOR HUSUM: THAT this meeting reconvene into regular session at  
10:01 p.m.

CARRIED UNANIMOUSLY

**136/2019**    **ADJOURNMENT**

COUNCILLOR OAKLEY-PAUL: THAT this meeting be adjourned at 10:01 p.m.

CARRIED UNANIMOUSLY

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Reeve

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Administrator