

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, July 8, 2020

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
Grant Paul, Councillor Division 6

ABSENT: Rod Culbert, Councillor Division 5

STAFF: Pam Malach, Chief Administrative Officer (*via online*)
Mike Mamona, Director of Operations
Erin Halliday, Director of Finance & Administration
Brad Wiebe, Manager of Planning & Development
Barry Wiebe, Manager of Public Works
Christine Trithardt, Assistant Administrator

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

273/2020 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as amended.

Add 8.1.3 Information Item – Roadata Report for Vehicle Permits – June 2020

CARRIED UNANIMOUSLY

274/2020 JUNE 10, 2020 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR CRASSWELLER: THAT the June 10, 2020 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

275/2020 JUNE 10, 2020 PUBLIC HEARING MEETING MINUTES

COUNCILLOR CRASSWELLER: THAT the June 10, 2020 Public Hearing Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

276/2020 JUNE 10, 2020 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the June 10, 2020 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

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277/2020 JUNE 16, 2020 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR WILKE: THAT the June 16, 2020 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

278/2020 MONTHLY FINANCIAL REPORTS – JUNE 2020

COUNCILLOR CRASSWELLER: THAT the Monthly Financial Reports for May 2020 be accepted as information and filed.

CARRIED UNANIMOUSLY

279/2020 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR WILKE: THAT cheque numbers 18494 to 18583 totaling \$209,721.48 for June 2020 as outlined in the List of Accounts for Review attached to and forming part of these minutes be approved; and,

THAT the Payroll and Electronic Funds Transfer for May 2020 totaling \$178,273.83 be ratified.

CARRIED UNANIMOUSLY

280/2020 PUBLIC WORKS OPERATIONS UPDATE – JUNE 2020

COUNCILLOR WILKE: THAT the June Public Works Operations Update Report be accepted as information and filed.

CARRIED UNANIMOUSLY

281/2020 OPERATIONS PROJECT UPDATE

COUNCILLOR HUSUM: THAT the Operations Project Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

282/2020 ROADATA REPORT FOR VEHICLE PERMITS – JUNE 2020

COUNCILLOR WILKE: THAT the June 2020 Roadata Report for Vehicle Permits report be accepted as information and filed.

CARRIED UNANIMOUSLY

283/2020 DPA 20-009 DISCRETIONARY USE DEVELOPMENT APPLICATION FOR A TEMPORARY CONCRETE AND ASPHALT CRUSHING FACILITY AT LSD 8, SE-18-18-19-W2M EXT. 11 (1751 INDUSTRIAL DRIVE)

COUNCILLOR OAKLEY-PAUL: THAT application DPA 20-009 for a temporary concrete and asphalt crushing facility at LSD 8, SE 18-18-19-W2 Ext. 11 be **APPROVED** with the following conditions:

1. Development Permit Conditions of **DPA 17-002 & DPA 19-013 remain in place;**
2. The permit is **valid until June 30, 2022** in accordance with the expiration of the site lease agreement. The applicant must relocate or have obtained an approved development permit for a permanent use before the expiry date. The site shall be restored to its original state by June 30, 2022. **No further temporary applications will be considered. No further extensions will be granted;**
3. Provision of a security deposit or letter of credit in the amount of \$60,000 for reclamation purposes that shall be refunded upon the site being restored to its original state or the applicant obtaining a permanent development permit on the site. **The security shall be received at the RM office by July 31st, 2020;**

Resolution No. 283/2020 continued

4. The lot is to be kept free of refuse and not cause a nuisance (Bylaw 07/15);
5. All outdoor storage must be screened from view from adjacent municipal roadways and public lands by a solid fence, landscape material, berm, vegetative plantings, or any combination of the above at least 2m in height (Zoning Bylaw 18-17, 8.2.3.1c);
6. This permit is subject to the standards and requirements of Provincial regulations and other municipal bylaws;
7. A road haul agreement may be required with consideration for the number of vehicle trips and weights of vehicles accessing and leaving the site;
8. This permit allows for temporary occupancy of the above-mentioned parcel for the purpose of crushing and storage of concrete, asphalt and other like aggregate materials. There may be 2 crushers onsite and one site office trailer.

CARRIED

284/2020 DPA 20-010 DISCRETIONAR USE DEVELOPMENT APPLICATION FOR A COMMERCIAL COMPOSTING FACILITY AT LOT 9 BLK/PAR L, PLAN 102113198 EXT 0, SE 18-18-19-W2

COUNCILLOR OAKLEY-PAUL: THAT Council **approve** Discretionary Use DPA 20-010 for a Commercial Composting facility at **1801 Culver Avenue, Lot 9 Blk/Par L, Plan 102113198 Ext 0** and direct the Development Officer to issue a development permit with the following conditions:

1. That this site shall be developed in accordance with the site plan attached to the development permit.
2. That an approach permit is obtained from the RM of Sherwood and that the approach is constructed in accordance with Approach Construction Permit General Conditions.
3. Drainage from this site shall be maintained onsite and not affect adjacent properties.
4. This lot is to be kept free of refuse and not be a nuisance (Bylaw 07-15).
5. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable bylaws.
6. The intended use of the building is for agricultural commercial composting. 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.
7. 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. This hauler must be on Water Security Agency's list of approved haulers.
8. Prior to occupation of the building the Development Officer requires: 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.
9. Where available, all properties in the R.M of Sherwood are required to connect to the waterworks system in accordance with Bylaw No. 17-17 as amended. All private and Co-op wells are to be decommissioned as per the Saskatchewan Water Security Agency's guidelines (FS-309) and inspected by the R.M. Consumers are responsible for the complete costs of well decommissioning and connecting to the municipal water system.

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285/2020 **SU 20-008: SURFACE PARCEL SUBDIVISION TO SEPARATE A DEVELOPED 10 ACRE FARMYARD FROM CULTIVATED FARMLAND AT NE & NW 14-18-21-W2M**

COUNCILLOR HUSUM: THAT proposed subdivision application SU 20-008 (Community Planning File R0348-20R), which intends to subdivide 10 acres for the purposes of separating a farmyard from an agricultural quarter section be approved as proposed.

CARRIED UNANIMOUSLY

286/2020 **RECESS**

COUNCILLOR WILKE: THAT this meeting recess at 7:34 p.m.

CARRIED UNANIMOUSLY

RECONVENE

Reeve Poissant reconvened the meeting into regular session at 7:43 p.m.

CARRIED UNANIMOUSLY

287/2020 **JULY 2020 UPDATE – ADMINISTRATION & FINANCE**

COUNCILLOR WILKE: THAT the July 2020 Administration & Finance Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

288/2020 **BYLAW NO. 15/20 – A BYLAW TO ESTABLISH PROPERTY TAX DISCOUNTS AND PENALTIES**

COUNCILLOR HUSUM: THAT Bylaw No. 15/20 – A Bylaw to Establish Property Tax Discounts and Penalties, be read a first time.

CARRIED UNANIMOUSLY

289/2020 **BYLAW NO. 15/20 – A BYLAW TO ESTABLISH PROPERTY TAX DISCOUNTS AND PENALTIES**

COUNCILLOR PAUL: THAT Bylaw No. 15/20 – A Bylaw to Establish Property Tax Discounts and Penalties, be read a second time.

CARRIED UNANIMOUSLY

290/2020 **BYLAW NO. 15/20 – A BYLAW TO ESTABLISH PROPERTY TAX DISCOUNTS AND PENALTIES**

COUNCILLOR HUSUM: THAT Bylaw No. 15/20 – A Bylaw to Establish Property Tax Discounts and Penalties, be given three readings at this meeting.

CARRIED UNANIMOUSLY

291/2020 **BYLAW NO. 15/20 – A BYLAW TO ESTABLISH PROPERTY TAX DISCOUNTS AND PENALTIES**

COUNCILLOR WILKE: THAT Bylaw No. 15/20 – A Bylaw to Establish Property Tax Discounts and Penalties, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

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292/2020 GAS TAX INFRASTRUCTURE INVESTMENT PLAN

COUNCILLOR HUSUM: THAT the Council of the RM of Sherwood No. 159 hereby submits an Infrastructure Investment Plan under the Gas Tax Fund in accordance with Annex B, Section 3 of the Municipal Gas Tax Fund Agreement. In providing this submission, the Council declares that the information provided is to the best of its knowledge and belief; true in substance and in fact; and complies with the terms and conditions in the Municipal Gas Tax Fund Agreement.

CARRIED UNANIMOUSLY

293/2020 2020 UNIFORM MILL RATE

COUNCILLOR WILKE: THAT the Rural Municipality of Sherwood No. 159 2020 Uniform Mill Rate be set at 4.90 mills.

CARRIED UNANIMOUSLY

294/2020 2020 MUNICIPAL ECONOMIC ENHANCEMENT PROGRAM (MEEP)

COUNCILLOR WILKE: THAT Council supports the participation in the 2020 Municipal Economic Enhancement Program (MEEP) and approve the following projects listed on the MEEP Funding Agreement Schedule B Project Plan:

1. Install City water and sewer mains to the Municipal Office property line for a total project cost of \$90,000; and,
2. Rebuild 900 metres of gravel road between RR 2190 & 2192 and RR 2192 & 2193. Road is currently restricted to 30T & 50km for a total project cost of \$50,000.

CARRIED UNANIMOUSLY

295/2020 FIRE DISPATCH INVOICE 2020-59, 2020-70 AND 2020-100

COUNCILLOR HUSUM: THAT in accordance with Bylaw No. 12/17 the costs relating to the fire at PT NE-24-17-19-W2 shall be charged directly to the persons who receive the services.

CARRIED UNANIMOUSLY

296/2020 FIRE DISPATCH INVOICE 2020-056 AND INVOICE 2020-099

COUNCILLOR OAKLEY-PAUL: THAT in accordance with Bylaw No. 12/17 the costs relating to the fire at Blk K, Plan 101357827 Ext 42 shall be charged directly to the person(s) who receive the services and not eligible for a monthly payment plan.

CARRIED UNANIMOUSLY

297/2020 2020 MUNICIPAL ELECTION – APPOINT RETURNING OFFICER

COUNCILLOR HUSUM: THAT Pam Malach, Chief Administrative Officer be appointed Returning Officer for the 2020 Municipal Election for the election of Members of Council of odd-numbered divisions and the election of Reeve.

CARRIED UNANIMOUSLY

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298/2020 2020 MUNICIPAL ELECTION – POLLING PLACE

COUNCILLOR OAKLEY-PAUL: THAT the polling place for the 2020 Municipal Election, being held on Monday, November 9, 2020 from 9:00 a.m. to 8:00 p.m. be held at the Rural Municipality of Sherwood No. 159 Municipal Office located at 4400 Campbell Street, Regina, Saskatchewan, for the election of Members of Council of odd-numbered divisions and the election of Reeve.

CARRIED UNANIMOUSLY

299/2020 2020 MUNICIPAL ELECTION – ADVANCE POLL

COUNCILLOR WILKE: THAT the Advance Poll for the 2020 Municipal Election be held on **October 24, 2020** from **1:00 p.m. to 5:00 p.m.** at the Rural Municipality of Sherwood Municipal Office at 4400 Campbell Street, Regina, SK, for the election of Members of Council of odd-numbered divisions and the election of Reeve.

CARRIED UNANIMOUSLY

300/2020 2020 MUNICIPAL ELECTION – REMUNERATION

COUNCILLOR WILKE: THAT Election Officials participating in the 2020 Municipal Election and working at the Advance Polls and on Election Day be paid the following:

	Advance Poll	Election Day
Deputy Returning Officer	\$200	\$475
Poll Clerk(s)	\$125	\$325

AND FURTHERMORE, THAT the officials be paid an additional \$75.00 for participating in the election training session.

CARRIED UNANIMOUSLY

301/2020 CLOSED SESSION

COUNCILLOR WILKE: THAT this meeting go into closed session at 8:31 p.m.

CARRIED UNANIMOUSLY

302/2020 RECONVENE

COUNCILLOR WILKE: THAT this meeting go into regular session at 8:55 p.m.

CARRIED UNANIMOUSLY

Councillor Husum recused himself due to potential not to be impartial and departed Council Chambers at 8:56 p.m.

303/2020 SASKATCHEWAN SAFETY COUNCIL – SERVICING AGREEMENT

COUNCILLOR CRASSWELLER: THAT Administration may negotiate the servicing agreement fees with Saskatchewan Safety Council to include contribute of roadways and drainage fees at the time of subdivision and that water and sewer fees may be deferred for 10 years or until such time that services become available; whichever comes first.

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304/2020 ADJOURNMENT

COUNCILLOR PAUL: THAT this meeting be adjourned at 9:00 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator