

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, December 9, 2020

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

ABSENT: Vacant, Councillor Division 2

STAFF: Brad Wiebe, Acting Chief Administrative Officer
Erin Halliday, Director of Finance & Administration
Barry Wiebe, Manager of Public Works
Angela Bottcher, Manager of Administration
Todd Mitchell, Municipal Planner
Christine Trithardt, Assistant Administrator

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

465/2020 AGENDA

COUNCILLOR WILKE: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

466/2020 RECESS

COUNCILLOR CULBERT: THAT this meeting recess at 5:31 p.m. for the purpose of the Public Hearing for Bylaw No. 21/20 – A Bylaw to amend the Rural Municipality of Sherwood No. 159 Zoning Bylaw No. 18/17.

CARRIED UNANIMOUSLY

RECONVENE

DEPUTY REEVE HUSUM: THAT this meeting reconvene into regular session at 5:40 p.m.

467/2020 NOVEMBER 18, 2020 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the November 18, 2020 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

468/2020 NOVEMBER 18, 2020 REGULAR COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the November 18, 2020 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

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469/2020 NOVEMBER 24, 2020 SPECIAL COUNCIL MEETING MINUTES

COUNCILLOR CULBERT: THAT the November 24, 2020 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

470/2020 MONTHLY FINANCIAL REPORTS – OCTOBER 2020

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

CARRIED UNANIMOUSLY

471/2020 MONTHLY RESERVE FUND SUMMARY

COUNCILLOR WILKE: THAT the Monthly Reserve Fund Summary for October 2020 be accepted as information and filed.

CARRIED UNANIMOUSLY

472/2020 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR CULBERT: THAT cheque numbers 18930 to 19019 totaling \$211,884.61 for November 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 October 2020 totaling \$322,701.93 be ratified.

CARRIED UNANIMOUSLY

473/2020 OPERATIONS PROJECT UPDATE – NOVEMBER 2020

COUNCILLOR WILKE: THAT the November 2020 Operations Project Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

474/2020 PUBLIC WORKS OPERATIONS UPDATE – NOVEMBER 2020

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

CARRIED UNANIMOUSLY

475/2020 OH&S INSPECTION OF RM BUILDINGS SEPTEMBER 21, 2020

COUNCILLOR CRASSWELLER: THAT the OH&S Inspection of RM Buildings September 21, 2020 report be accepted as information and filed.

CARRIED UNANIMOUSLY

476/2020 BYLAW NO. 22/20 – A BYLAW TO AMEND BYLAW NO. 16/16

COUNCILLOR CULBERT: THAT Bylaw No. 22/20, A Bylaw to amend Bylaw No. 16/16, be read a first time.

CARRIED UNANIMOUSLY

477/2020 BYLAW NO. 23/20 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW NO. 18/17

COUNCILLOR CULBERT: THAT Bylaw No. 23/20, A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a first time.

CARRIED UNANIMOUSLY

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478/2020 DECEMBER.2020 UPDATE – ADMINISTRATION & FINANCE

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

CARRIED UNANIMOUSLY

479/2020 MUNICIPAL REVENUE SHARING DECLARATION

COUNCILLOR CULBERT: **THAT** Council of the Rural Municipality of Sherwood No. 159 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

1. Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
2. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
3. Adoption of a Council Procedures Bylaw;
4. Adoption of an Employee Code of Conduct; and,
5. All members of Council have filed and annually updated their Public Disclosure Statements, as required; and,

THAT Council authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED UNANIMOUSLY

480/2020 SAFE RESTART PROGRAM

REEVE OAKLEY-PAUL: THAT the R.M. of Sherwood No. 159 move the funding in the amount of \$58,103.00 from the Safe Restart Program in a designated Safe Restart reserve and review as part of the 2021 budget process.

CARRIED UNANIMOUSLY

481/2020 RECESS

COUNCILLOR CULBERT: THAT this meeting recess at 6:24 p.m.

CARRIED UNANIMOUSLY

RECONVENE

DEPUTY REEVE HUSUM: THAT this meeting reconvene into regular session at 6:34 p.m.

482/2020 BYLAW NO. 21/20 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW NO. 18/17

COUNCILLOR CULBERT: THAT Bylaw No. 21/20, A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a second time.

CARRIED UNANIMOUSLY

483/2020 BYLAW NO. 21/20 – A BYLAW TO AMEND THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 ZONING BYLAW NO. 18/17

COUNCILLOR WILKE: THAT Bylaw No. 21/20, A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a third time and hereby adopted

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**484/2020 SASKATCHEWAN FEDERATION OF POLICE OFFICERS – 13TH ANNUAL
CRIME PREVENTION GUIDE**

COUNCILLOR WILKE: THAT in accordance to RM of Sherwood Policy No.#2000-02 Council denies the request of a charitable donation or purchase of an advertisement space from the Saskatchewan Federation of Police.

CARRIED UNANIMOUSLY

485/2020 RESCHEDULE JANUARY 13, 2021 REGULAR COUNCIL MEETING

COUNCILLOR CULBERT: THAT the January 13, 2021 Regular Council Meeting be rescheduled to Wednesday, January 20, 2021.

CARRIED

486/2020 COUNCIL REMUNERATION PUBLIC NOTICE

COUNCILLOR WILKE: **THAT** as per section 128(1) of *The Municipalities Act*, Public Notice is hereby given that Council intends to consider a report respecting the remuneration for Members of Council and for Members of Council Committees and other bodies established by Council, at a Regular Meeting of the Rural Municipality of Sherwood No. 159 to be held Wednesday, January 20th, 2021 at 5:30 p.m. in the Council Chambers of the Municipal Office located at 4400 Campbell Street, Regina.

CARRIED UNANIMOUSLY

**487/2020 APPOINTMENT TO SHERWOOD-REGINA REGIONAL DEVELOPMENT
COMMITTEE**

COUNCILLOR CRASSWELLER: THAT Councillor Culbert and Reeve Oakley-Paul be appointed as Council representatives to the Sherwood-Regina Regional Development Committee (SRRDC) for the year 2021; and,

FURTHERMORE THAT Councillor Crassweller be appointed as an alternate representative to the SRRDC.

CARRIED UNANIMOUSLY

488/2020 APPOINTMENT OF AUDITOR

COUNCILLOR CRASSWELLER: THAT the R.M. of Sherwood No. 159 appoint Dudley & Co. as Municipal Auditor for the purpose of auditing the fiscal year ending December 31, 2020.

CARRIED UNANIMOUSLY

489/2020 APPOINTMENT OF MUNICIPAL SOLICITOR

COUNCILLOR CRASSWELLER: THAT the R.M. of Sherwood No. 159 appoint M. Kim Anderson and associates of Robertson Stromberg as Municipal Solicitor for the year of 2021.

CARRIED UNANIMOUSLY

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490/2020 APPOINTMENT OF BOARD OF REVISION

COUNCILLOR WILKE: THAT the R.M. of Sherwood No. 159 appoint Gord Krismer & Associates Ltd. as the Board of Revision for 2021; and,

THAT the following be appointed as members and secretary respectively: Clint Krimser, Gord Krismer, Cameron Duncan, Jeff Hutton, David Lang, Christina Krismer, Kirby Bodnard, Brenda Lauf and Aileen Swenson as Secretary of the Board of Revision for 2021.

CARRIED

491/2020 FIRE DISPATCH INVOICE 2020-00120, 2020-00131 & 2020-00133

COUNCILLOR WILKE: **THAT** Accounts Receivable Invoice # 2020-00120 in the amount of \$1,774.04, Accounts Receivable Invoice # 2020-00131 in the amount of \$2,084.03 and Accounts Receivable Invoice # 2020-00133 in the amount of \$1,774.04 for fire dispatch calls on Accounts Receivable Account No. 102002 be transferred to Tax Roll No. 345 000.

CARRIED UNANIMOUSLY

492/2020 FIRE DISPATCH INVOICE 2020-00143, 2020-00144 & 2020-00145

COUNCILLOR WILKE: **THAT** Accounts Receivable Invoice # 2020-00143 in the amount of \$3,241.82, Accounts Receivable Invoice # 2020-00144 in the amount of \$2,274.04 and Accounts Receivable Invoice # 2020-00145 in the amount of \$1,774.04 for fire dispatch calls on Accounts Receivable Account No. JDT001 be transferred to Tax Roll No. 306 000.

CARRIED UNANIMOUSLY

493/2020 FIRE DISPATCH INVOICE 2020-00147

COUNCILLOR WILKE: **THAT** Accounts Receivable Invoice # 2020-00147 in the amount of \$1,774.04 for fire dispatch calls on Accounts Receivable Account No. PWL001 be transferred to Tax Roll No. 343 000.

CARRIED UNANIMOUSLY

494/2020 2021 INTERIM BUDGET

COUNCILLOR WILKE: THAT the RM of Sherwood No. 159 adopt the following interim budget for the year 2021 until the annual Operating and Capital Budgets are adopted:

Costing Center	2021 Interim Budget
General Government	\$707,103.00
Protective Services	\$195,000.00
Bylaw Enforcement	\$6,000.00
Transportation Services	\$1,049,282.00
Environmental Health	\$16,400.00
Health & Welfare	\$1,000.00
Planning & Development	\$369,000.00
Recreation & Culture	\$8,500.00
Strategic Plan Execution	\$18,000.00
Utilities	\$822,042.00
Total	\$3,192,327.00

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495/2020 2021 PRELIMINARY ASSESSMENT VALUES

REEVE OAKLEY-PAUL: THAT the 2021 Preliminary Assessment Values report be accepted as information and filed.

CARRIED UNANIMOUSLY

496/2020 2021 MUNICIPAL INSURANCE

REEVE OAKLEY-PAUL: THAT the RM of Sherwood's fidelity bond, liability, and property insurance coverage be renewed for 2021 at current coverage levels.

CARRIED UNANIMOUSLY

497/2020 CYBER LIABILITY COVERAGE

REEVE OAKLEY-PAUL: THAT Administration check into SARM's Cyber Liability insurance and check with Microage to see what coverages are currently in place for the security of the RM of Sherwood electronic information.

CARRIED UNANIMOUSLY

498/2020 COMMUNICATIONS

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

1. Prairie Central District for Sport, Culture and Recreation – November 17, 2020 E-News
2. November 20, 2020 Letter from SARM re: Name use of "Municipalities of Saskatchewan"
3. November 20, 2020 Letter from Minister of Government Relations – To all Newly Elected and Re-elected Members of Council
4. November 30, 2020 Letter from Canadian Pacific
5. December 1, 2020 News Release: SARM Comments on the Speech from the Throne

CARRIED UNANIMOUSLY

499/2020 CLOSED SESSION

COUNCILLOR CULBERT: THAT this meeting go into closed session at 7:33 p.m.

CARRIED UNANIMOUSLY

500/2020 RECONVENE

COUNCILLOR WILKE: THAT this meeting go into regular session at 7:39 p.m.

CARRIED UNANIMOUSLY

501/2020 RECESS

COUNCILLOR CULBERT: THAT this meeting recess at 7:39 p.m.

CARRIED UNANIMOUSLY

RECONVENE

DEPUTY REEVE HUSUM: THAT this meeting reconvene into regular session at 7:50 p.m.

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502/2020 **CLOSED SESSION**

COUNCILLOR WILKE: THAT this meeting go into closed session at 7:50 p.m.

CARRIED UNANIMOUSLY

503/2020 **RECONVENE**

COUNCILLOR CULBERT: THAT this meeting go into regular session at 9:58 p.m.

CARRIED UNANIMOUSLY

504/2020 **ALLOCATION OF SURPLUS FUNDS**

COUNCILLOR CULBERT: THAT the surplus funds pertaining to Council Resolution No. 357/2020 be transferred to the RM of Sherwood's General Reserve Fund.

CARRIED UNANIMOUSLY

505/2020 **ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 10:00 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator