

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 10, 2021

**PRESENT:** Susan Oakley-Paul, Reeve  
Brad Crassweller, Councillor Division 1  
Trent Reiger, 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:** Brad Wiebe, Acting Chief Administrative Officer  
Erin Halliday, Director of Finance & Administration  
Barry Wiebe, Manager of Public Works  
Angela Bottcher, Manager of Administration (*via online*)  
Christine Trithardt, Assistant Administrator

**ORDER:** Reeve Oakley-Paul called the meeting to order at 5:42 p.m.

**140/2021 AGENDA**

COUNCILLOR CULBERT: THAT the agenda be adopted as amended.

Add 8.1.4 2021 Dust Control Policy

Add 8.1.5 Bylaw No. 01/20 Amendment

CARRIED UNANIMOUSLY

**141/2021 RECESS**

COUNCILLOR HUSUM: THAT this meeting recess at 5:45 p.m. for the purpose of the Public Hearing for Bylaw No. 03/21 – A Bylaw for the Purpose of Establishing a Development Levy for Lands that are to be Developed or Redeveloped within the Rural Municipality of Sherwood.

CARRIED UNANIMOUSLY

**RECONVENE**

REEVE OAKLEY-PAUL: THAT this meeting reconvene into regular session at 5:49 p.m.

**142/2021 FEBRUARY 5, 2021 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR CULBERT: THAT the February 5, 2021 Special Council Meeting minutes be approved as amended, by amending the Planning & Development and Capital Projects Committee name to Planning & Economic Development Committee.

CARRIED UNANIMOUSLY

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**143/2021 FEBRUARY 10, 2021 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR WILKE: THAT the February 10, 2021 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**144/2021 FEBRUARY 10, 2021 REGULAR COUNCIL MEETING MINUTES**

COUNCILLOR CRASSWELLER: THAT the February 10, 2021 Regular Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**145/2021 FEBRUARY 16, 2021 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR WILKE: THAT the February 16, 2021 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**146/2021 FEBRUARY 19, 2021 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR WILKE: THAT the February 19, 2021 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**147/2021 MARCH 3, 2021 SPECIAL COUNCIL MEETING MINUTES**

COUNCILLOR WILKE: THAT the March 3, 2021 Special Council Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

**148/2021 MONTHLY FINANCIAL REPORTS – JANUARY 2021**

COUNCILLOR HUSUM: THAT the Monthly Financial Reports for January 2021 be accepted as information and filed.

CARRIED UNANIMOUSLY

**149/2021 MONTHLY RESERVE FUND SUMMARY**

COUNCILLOR WILKE: THAT the Monthly Reserve Fund Summary for January 2021 be accepted as information and filed.

CARRIED UNANIMOUSLY

**150/2021 2021 INTERIM BUDGET REPORT**

COUNCILLOR WILKE: THAT the 2021 Interim Budget Report ending January 31, 2021 be accepted as information and filed.

CARRIED UNANIMOUSLY

**151/2021 LIST OF ACCOUNTS FOR REVIEW**

COUNCILLOR HUSUM: THAT cheque numbers 19176 to 19275 totaling \$392,568.10 for February 2021, 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 January 2021 totaling \$157,150.69 be ratified.

CARRIED UNANIMOUSLY

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**152/2021 PUBLIC WORKS OPERATIONS AND PROJECTS UPDATE - FEBRUARY**

COUNCILLOR HUSUM: THAT the February Public Works Operations and Projects Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

**153/2021 CENTRE ROAD UPDATE (TWP 172)**

COUNCILLOR HUSUM: THAT the Centre Road Update (Twp 172) Report be accepted as information and filed.

CARRIED UNANIMOUSLY

**154/2021 2021 DUST CONTROL TENDER**

COUNCILLOR CULBERT: THAT the 2021 purchase of dust control contract be awarded to Fort Distributors at 0.35 cents per litre (plus GST) for the 2021 dust control program.

CARRIED UNANIMOUSLY

**155/2021 2021 DUST CONTROL POLICY**

COUNCILLOR CRASSWELLER: THAT Policy # 2021-02 Dust Control Policy be approved.

CARRIED UNANIMOUSLY

**156/2021 BYLAW NO. 05/21 – A BYLAW TO AMEND BYLAW NO. 01/20 TO REGULATE VEHICLE WEIGHTS WITHIN THE RURAL MUNICIPALITY OF SHERWOOD**

COUNCILLOR HUSUM: THAT Bylaw No. 05/21 - A Bylaw to amend Bylaw No. 01/20 to Regulate Vehicle Weights within the Rural Municipality of Sherwood, be read a first time.

CARRIED UNANIMOUSLY

**157/2021 BYLAW NO. 05/21 – A BYLAW TO AMEND BYLAW NO. 01/20 TO REGULATE VEHICLE WEIGHTS WITHIN THE RURAL MUNICIPALITY OF SHERWOOD**

COUNCILLOR WILKE: THAT Bylaw No. 05/21 - A Bylaw to amend Bylaw No. 01/20 to Regulate Vehicle Weights within the Rural Municipality of Sherwood, be read a second time.

CARRIED UNANIMOUSLY

**158/2021 BYLAW NO. 05/21 – A BYLAW TO AMEND BYLAW NO. 01/20 TO REGULATE VEHICLE WEIGHTS WITHIN THE RURAL MUNICIPALITY OF SHERWOOD**

COUNCILLOR HUSUM: THAT Bylaw No. 05/21 - A Bylaw to amend Bylaw No. 01/20 to Regulate Vehicle Weights within the Rural Municipality of Sherwood, be given three readings at this meeting.

CARRIED UNANIMOUSLY

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**159/2021 BYLAW NO. 05/21 – A BYLAW TO AMEND BYLAW NO. 01/20 TO REGULATE VEHICLE WEIGHTS WITHIN THE RURAL MUNICIPALITY OF SHERWOOD**

COUNCILLOR CULBERT: THAT Bylaw No. 05/21 - A Bylaw to amend Bylaw No. 01/20 to Regulate Vehicle Weights within the Rural Municipality of Sherwood, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**160/2021 BYLAW NO. 03/21 – A BYLAW FOR THE PURPOSE OF ESTABLISHING A DEVELOPMENT LEVY FOR LANDS THAT ARE TO BE DEVELOPED OR REDEVELOPED WITHIN THE RURAL MUNICIPALITY OF SHERWOOD**

COUNCILLOR HUSUM: THAT Bylaw No. 03/21 - A Bylaw for the Purpose of Establishing a Development Levy for Lands that are to be Developed or Redeveloped within the Rural Municipality of Sherwood, be read a second time.

CARRIED UNANIMOUSLY

**161/2021 BYLAW NO. 03/21 – A BYLAW FOR THE PURPOSE OF ESTABLISHING A DEVELOPMENT LEVY FOR LANDS THAT ARE TO BE DEVELOPED OR REDEVELOPED WITHIN THE RURAL MUNICIPALITY OF SHERWOOD**

COUNCILLOR CRASSWELLER: THAT Bylaw No. 03/21 - A Bylaw for the Purpose of Establishing a Development Levy for Lands that are to be Developed or Redeveloped within the Rural Municipality of Sherwood, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

**162/2021 SU 21-002: SURFACE PARCEL SUBDIVISION FOR EXISTING FARMYARD LOCATED AT NE-34-16-21-W2M**

COUNCILLOR WILKE: THAT proposed subdivision application SU 21-002 (Community Planning File R0051-21R), which intends to subdivide one 5.12ha (12.84ac) parcel to separate an existing farmyard from the remaining Quarter Section be recommended for approval by Community Planning with the following considerations:

1. 5 metre (16.4 ft.) of Road widening to be provided by plan of survey along the frontage of the subdivided parcel.

CARRIED UNANIMOUSLY

**163/2021 SU 21-003: SURFACE PARCEL SUBDIVISION TO SEPARATE ONE INDUSTRIAL SITE FROM SURROUNDING PARCEL AT BLK/PAR A-PLAN 75R37939 EXT.69 NE 14-18-20-W2M**

COUNCILLOR CULBERT: THAT proposed subdivision application SU 21-003 (Community Planning File R0052-21R), which intends to separate one industrial site from surrounding parcel at Blk/Par A-Plan 75R37939 Ext. 69 NE 14-18-20-W2M be recommended for approval by Community Planning with the following considerations:

1. Provision of cash-in-lieu of Municipal Reserve to the Municipality in the value of 0.05 ha. as required by Community Planning.

CARRIED UNANIMOUSLY

**164/2021 SU 21-004: SURFACE PARCEL SUBDIVISION TO SEPARATE 40 ACRES FROM SOURCE QUARTER SECTION LOCATED AT NW 33-16-19-W2M**

COUNCILLOR WILKE: THAT proposed subdivision application SU 21-004 (Community Planning File R0054-21R), which intends to subdivide one 16.19ha (40.00ac) parcel from a previous undivided Quarter Section be recommended for approval by Community Planning with the following considerations:

1. 5 metre (16.4 ft.) of Road widening to be provided by plan of survey along the frontage of the subdivided parcel.

CARRIED UNANIMOUSLY

**165/2021 SU 21-005: SURFACE PARCEL TIE REMOVAL LOCATED AT LSD 16 NE 16-18-20-W2M**

COUNCILLOR CULBERT: THAT proposed subdivision application SU 21-005 (Community Planning File R0066-21R), which intends to remove a parcel tie between two involuntarily severed pieces of land be recommended for approval by Community Planning.

CARRIED UNANIMOUSLY

**166/2021 SUNCOR REQUEST FOR SERVICING FEES ADJUSTMENT**

COUNCILLOR CULBERT: THAT the Servicing Fees in the Suncor Servicing Agreement be amended to reflect the final figures from the Development Levy Study as follows:

Application for Building permit will initiate payment of off-site servicing fees for drainage and roadways in the amount of \$497,330.55.

Water and Sewer Fees: Deferred for 10 years or until such time the RM provides these services, whichever comes first in the amount of \$381,716.25.

The applicant further agrees that the planning fees in the amount of \$3,329.10 (\$162/ acre) will be payable at the time of building permit application.

CARRIED UNANIMOUSLY

**167/2021 MARCH 2021 UPDATE – ADMINISTRATION & FINANCE**

COUNCILLOR WILKE: THAT the March 2021 Administration & Finance Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

**168/2021 COUNCIL HARDWARE UPGRADES**

COUNCILLOR CULBERT: THAT Council proceeds with the hardware upgrade of the Apple iPad Pro 128GB at a cost of \$1,299 each plus accessories with the cost to be funded with the Safe Restart Grant funds from the General Reserve Account.

CARRIED UNANIMOUSLY

**169/2021 OLD COMPUTER HARDWARE**

COUNCILLOR CRASSWELLER: THAT MicroAge clean up all old computers and Administration find an organization in which to donate them.

CARRIED UNANIMOUSLY

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**170/2021**    **RECESS**

COUNCILLOR HUSUM: THAT this meeting recess at 6:52 p.m.

CARRIED UNANIMOUSLY

**RECONVENE**

REEVE OAKLEY-PAUL: THAT this meeting reconvene into regular session at 7:06 p.m.

**171/2021**    **JOHNSON SHOYAMA GRADUATE SCHOOL OF PUBLIC POLICY –  
MUNICIPAL GOVERNANCE PROGRAM REGISTRATION**

COUNCILLOR HUSUM: THAT the all members of the RM of Sherwood Council be registered for the spring session of the Johnson Shoyama Graduate School of Public Policy Municipal Governance Program at the discounted rate of \$1,500 per seat.

CARRIED UNANIMOUSLY

**172/2021**    **MOOSE JAW REGINA ECONOMIC CORRIDOR COMMITTEE**

COUNCILLOR HUSUM: THAT Reeve Oakley-Paul be appointed designate and include voting authority for the Moose Jaw-Regina Economic Corridor committee; and,

THAT Councillor Crassweller be appointed as an alternate designate.

CARRIED UNANIMOUSLY

**173/2021**    **2021 MUNICIPAL BY-ELECTION – DECLARATION OF RESULTS**

COUNCILLOR WILKE: THAT the R.M. of Sherwood No. 159 acknowledge receipt of the Declaration of Results for Councillor for Division No. 2 from the 2021 Municipal By-Election provided by Brad Wiebe, Returning Officer.

CARRIED UNANIMOUSLY

**174/2021**    **2021-2022 FEDERATION OF CANADIAN MUNICIPALITIES  
MEMBERSHIP**

COUNCILLOR CULBERT: THAT the R.M. of Sherwood approve the membership with the Federation of Canadian Municipalities and make payment of the 2021-2022 Membership Fees in the amount of \$338.17.

CARRIED UNANIMOUSLY

**175/2021**    **COUNCIL COMMITTEES**

COUNCILLOR HUSUM: THAT a Capital Projects Committee be established, with Reeve Oakley-Paul being appointed as the Chair and Councillor Culbert being appointed as the Vice Chair.

CARRIED UNANIMOUSLY

**176/2021**    **COUGAR PROPERTY MANAGEMENT INC. TAX INCENTIVE REQUEST**

COUNCILLOR HUSUM: THAT the letter of request dated February 2, 2021 from Cougar Property Management Inc. for a tax incentive on SE-14-18-20-W2, Ext. 19 be DENIED.

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**177/2021 EAST COTTONWOOD CREEK WATERSHED ASSOCIATION – 2021  
MEMBER CONTRIBUTION**

COUNCILLOR HUSUM: THAT the request for the 2021 Membership Voluntary Contribution to the East Cottonwood Creek Watershed Association in the amount of \$10,000.00 be tabled for further information.

CARRIED UNANIMOUSLY

**178/2021 COMMUNICATIONS**

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

1. February 8, 2021 SAMA Nominations - Announcement
2. February 10, 2021 Wendy Trask – Introduction Letter to 2021 SAMA Board
3. February 19, 2021 Richard Marleau – Letter of Intent SARM SAMA Board Representative
4. February 22, 2021 NORQUIN – Quinoa Growers Wanted Across the Prairies
5. Prairie Central District for Sport, Culture and Recreation - February 23, 2021 E-News
6. March 2, 2021 John Wagner – Letter of Intent SARM SAMA Board Representative
7. March 2, 2021 Craig Snodgrass, Mayor of High River – Update on Alberta Coal Policy
8. February 26, 2021 Elevation Droneworks

CARRIED UNANIMOUSLY

**179/2021 RESCIND RESOLUTION NO. 175/2021**

COUNCILLOR HUSUM: THAT resolution no. 175/2021 be rescinded.

CARRIED UNANIMOUSLY

**180/2021 COUNCIL COMMITTEES**

COUNCILLOR CULBERT: THAT a Capital Projects Committee be established, with Reeve Oakley-Paul being appointed as the Chair and Councillor Reiger being appointed as the Vice Chair.

CARRIED UNANIMOUSLY

**181/2021 CLOSED SESSION**

COUNCILLOR CULBERT: THAT this meeting go into closed session at 8:00 p.m.

CARRIED UNANIMOUSLY

**182/2021 RECONVENE**

COUNCILLOR HUSUM: THAT this meeting go into regular session at 9:48 p.m.

CARRIED UNANIMOUSLY

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**183/2021 OFFER TO PURCHASE TAX TITLE LANDS**

COUNCILLOR PAUL: WHEREAS 4100 Campbell Street and 4061 Garry Street within the City of Regina and owned by the RM of Sherwood were obtained through the tax enforcement process and the sale of tax title property requires a public offering.

THAT the RM of Sherwood decline the Offer to Purchase the parcels described as 4100 Campbell Street and 4061 Garry Street within the City of Regina as the RM of Sherwood is not interested in selling at this time.

CARRIED UNANIMOUSLY

**184/2021 ADJOURNMENT**

COUNCILLOR PAUL: THAT this meeting be adjourned at 9:50 p.m.

CARRIED UNANIMOUSLY

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Reeve

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Administrator