

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, April 14, 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, Chief Administrative Officer
Barry Wiebe, Manager of Public Works (*via online*)
Angela Bottcher, Manager of Administration (*via online*)
Christine Trithardt, Assistant Administrator

ORDER: Reeve Oakley-Paul called the meeting to order at 5:33 p.m.

185/2021 AGENDA

COUNCILLOR HUSUM: THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

186/2021 MARCH 10, 2021 SPECIAL COUNCIL MEETING MINUTES

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

CARRIED UNANIMOUSLY

187/2021 MARCH 10, 2021 REGULAR COUNCIL MEETING MINUTES

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

CARRIED UNANIMOUSLY

188/2021 MARCH 10, 2021 PUBLIC HEARING MEETING MINUTES

COUNCILLOR HUSUM: THAT the March 10, 2021 Public Hearing Meeting minutes be approved as presented.

CARRIED UNANIMOUSLY

189/2021 MONTHLY FINANCIAL REPORTS – FEBRUARY 2021

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

CARRIED UNANIMOUSLY

190/2021 MONTHLY RESERVE FUND SUMMARY

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

CARRIED UNANIMOUSLY

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191/2021 2021 INTERIM BUDGET REPORT

COUNCILLOR CULBERT: THAT the 2021 Interim Budget Report ending February 28, 2021 be accepted as information and filed.

CARRIED UNANIMOUSLY

192/2021 LIST OF ACCOUNTS FOR REVIEW

COUNCILLOR CRASSWELLER: THAT cheque numbers 19276 to 19357 totaling \$104,817.62 for March 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 February 2021 totaling \$152,908.22 be ratified.

CARRIED UNANIMOUSLY

193/2021 PUBLIC WORKS OPERATIONS AND PROJECTS UPDATE - MARCH

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

CARRIED UNANIMOUSLY

194/2021 TEMPORARY MEDIAN CROSSING SIGNS AT THE BYPASS

COUNCILLOR HUSUM: THAT the Temporary Median Crossing Signs at the Bypass Report be accepted as information and filed.

CARRIED UNANIMOUSLY

195/2021 BYLAW NO. 06/21 – A BYLAW TO AMEND THE RM OF SHERWOOD ZONING BYLAW NO. 18/17

COUNCILLOR CULBERT: THAT Bylaw No. 06/21 - A Bylaw to amend the RM of Sherwood Zoning Bylaw No. 18/17, be read a first time.

CARRIED UNANIMOUSLY

196/2021 DISCRETIONARY USE APPLICATION DPA 21-001 FOR A RECYCLING, AND SALVAGE YARD (AUTO SALVAGE, REPAIR AND RECYCLING) AT LOT 2, BLK/PAR 1-PLAN 92R06235 EXT. 68, NE-14-18-20-W2M (3140 PASQUA ST N)

COUNCILLOR HUSUM: THAT Discretionary Use Application 21-001 for an Automotive Recycling, Repair and Salvage at Lot 2, Blk/Par 1 Plan 92R06235 Ext. 68, NE-14-18-20-W2M (3140 Pasqua Street N) be approved with the following conditions:

1. The Intended use for Automotive Recycling, repair and salvage. Any other use shall require a separate development permit or discretionary use approval from council.
2. That this site shall be developed in accordance with the site plan attached to the development permit.
3. The lot is to be kept free from refuse and not cause a nuisance at all times (Bylaw 07/15).
4. The applicant must submit an approach construction application prior to construction of any new approaches.
5. Prior to operations commencing, the applicant is required to implement measures for screening and aesthetic improvements. These measures may include solid fencing, berming, vegetative planting, or landscape material, or any combination of the above at least 2m in height.
6. The applicant is required to submit for approval a site grading and drainage plan for any site changes being made. Drainage shall be

Resolution No. 196/2021 continued

maintained on-site and not negatively affect adjacent properties. Natural drainage shall not be affected by stockpiled materials. Any revisions to existing grading and drainage shall require a professional engineered grading and drainage plan.

7. This permit is subject to the standards and requirements of Provincial Regulations, and all other applicable bylaws and requirements.
8. Stockpiled materials shall not exceed the height of perimeter fencing or be viewable from public roadways.
9. The Facility is required to monitor leachate and address, if necessary. Any change in operations will require approval from the Ministry of Environment.
10. Site operations shall follow the Ministry of Environment Construction and Demolition Waste Management and Disposal guidelines attached to the development permit approval.

CARRIED UNANIMOUSLY

197/2021 DISCRETIONARY USE DPA 21-002 FOR A RELIGIOUS INSTITUTION & COMMUNITY CENTRE LOCATED AT SE 24-17-19-W2M BLK/PAR E-PLAN 64R40422

COUNCILLOR HUSUM: THAT Discretionary Use DPA-21-002 for a Religious Institution at SE 24-17-19-W2M Blk/Par E-Plan 64R40422 be **approved** with the following conditions:

1. That the site shall be developed in accordance with the approved site plan and that the intended use of the building is for a religious institution and community centre.
2. Drainage shall be maintained on-site and not negatively affect adjacent properties. The provision of a site grading and drainage plan prepared by a professional engineer indicating proposed final elevations. The drainage plan shall be to the satisfaction of the Municipality and the Regina Bypass and is to be prepared at the cost of the developer. A building permit shall not be approved prior to the completion and acceptance of the drainage and grading plan [Section 169(2) of the Planning and Development Act, 2007]
3. The lot be kept free of refuse, and activities on-site shall not be a nuisance as per Bylaw 07-15.
4. Compliance with the comments provided by the Ministry of Highways and Regina Bypass Group as attached.
5. Construction of building shall not commence until a building permit has been issued
6. Prior to operation, details regarding water and sewage facilities must be submitted to and approved by Saskatchewan Health Authority including but not limited to: protection from contamination, treatment methods, results of water quality testing, and type of sewage disposal system.
7. The landowner is responsible for all costs of the servicing and development of the property, including any fees and requirements stipulated by the City of Regina, pursuant to the Extra Municipal Servicing Policy.
8. A landscaping plan shall be prepared by a professional landscape architect and submitted to the Rural Municipality of Sherwood for approval and a deposit consisting of 100% of the cost of landscaping prior to a building permit approval.
9. Provide the R.M. a plan to improve aesthetics at the site. These measures may include solid fencing, berming, vegetative planting, or landscape material, or any combination of the above at least 2m in height.

Resolution No. 197/2021 continued

10. Applicant shall submit a lighting plan to be approved by the RM Planning Department. All outside lighting shall be directed downward and not negatively impact neighboring residential sites use and/or enjoyment of surrounding lands.
11. Access to site must be from the existing approach from South Plains Road West. Any changes shall require an application to the Ministry of Highways.
12. Permits for potable water systems must be obtained through the Water Security Agency and constructed to applicable standards.

CARRIED

198/2021 DP 21-004 DISCRETIONARY USE DEVELOPMENT PERMIT
APPLICATION FOR A RAIL LOADING AND TRUCK RECEIVING FACILITY
AT 220522 FRONT STREET, NE 30-18-20-W2 PLAN DA251 EXT 51

COUNCILLOR CULBERT: THAT Discretionary Use DPA-21-004 for a Rail Loading and Truck Receiving Facility at 220522 Front Street, NE 30-18-20-W2 Plan DA251 Ext 51 be **approved** with the following conditions:

1. That the site is developed in accordance with the site plan attached to the development permit.
2. This permit allows for construction of a Rail Loading and Truck Receiving Facility in accordance with the attached site plan. 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 all building elevations are above the estimated peak water level to a safe building elevation as determined by WSA, if required.
4. That all drainage is contained on site and does not affect adjacent properties. Any changes to the site drainage and grading shall require an approved engineer stamped grading and drainage plan.
5. This permit is subject to the standards and requirements of Provincial regulations and requirements and other applicable municipal bylaws.
6. The lot is to be kept free of refuse and not cause a nuisance at all times (Bylaw 09-15).
7. Construction may not commence until a building permit has been issued.
8. Building foundations must follow the recommendations in a Geotechnical Report.
9. All utilities shall be contacted to ensure facilities are not affected. Applicants are required to call Sask 1st Call if they are planning to dig or excavate: 1-866-828-4888, from a cell phone #4888, or visit www.sask1stcall.com.

CARRIED

199/2021 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 6:42 p.m.

CARRIED UNANIMOUSLY

RECONVENE

REEVE OAKLEY-PAUL: THAT this meeting reconvene into regular session at 6:57 p.m.

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200/2021 SASKATCHEWAN SAFETY COUNCIL (SSC) – SERVICING AGREEMENT DECISION

COUNCILLOR CRASSWELLER: THAT the Servicing Fees in the Saskatchewan Safety Council Servicing Agreement be approved as attached to reflect the final figures from the Development Levy Study and that the Reeve and CAO are designated to sign the final agreement.

CARRIED UNANIMOUSLY

201/2021 BYLAW NO. 07/21 – A BYLAW TO ALLOW AND REGULATE REGIONAL RIDESHARE BUSINESS

COUNCILLOR WILKE: THAT Bylaw No. 07/21 - A Bylaw to Allow and Regulate Regional Rideshare Business, be read a first time.

CARRIED UNANIMOUSLY

202/2021 BYLAW NO. 07/21 – A BYLAW TO ALLOW AND REGULATE REGIONAL RIDESHARE BUSINESS

COUNCILLOR HUSUM: THAT Bylaw No. 07/21 - A Bylaw to Allow and Regulate Regional Rideshare Business, be read a second time.

CARRIED UNANIMOUSLY

203/2021 BYLAW NO. 07/21 – A BYLAW TO ALLOW AND REGULATE REGIONAL RIDESHARE BUSINESS

COUNCILLOR HUSUM: THAT Bylaw No. 07/21 - A Bylaw to Allow and Regulate Regional Rideshare Business, be given three readings at this meeting.

CARRIED UNANIMOUSLY

204/2021 BYLAW NO. 07/21 – A BYLAW TO ALLOW AND REGULATE REGIONAL RIDESHARE BUSINESS

COUNCILLOR CULBERT: THAT Bylaw No. 07/21 - A Bylaw to Allow and Regulate Regional Rideshare Business, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

205/2021 APRIL 2021 UPDATE – ADMINISTRATION & FINANCE

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

CARRIED UNANIMOUSLY

206/2021 FIRE DISPATCH INVOICE 2020-00200

COUNCILLOR HUSUM: THAT Accounts Receivable Invoice # 2020-00200 in the amount of \$1,695.61 for a fire dispatch call on Accounts Receivable Account No. BRA001 be transferred to Tax Roll No. 776 000.

CARRIED UNANIMOUSLY

207/2021 FIRE DISPATCH INVOICE 2019-00333 & 2019-00334

COUNCILLOR CULBERT: THAT the remaining balance of \$15,397.84 on Accounts Receivable Account No. MON001 for fire calls at SE 24-17-19-W2 be transferred to Tax Roll No. 648 000.

CARRIED UNANIMOUSLY

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208/2021 WHITE BUTTE REGIONAL PLANNING COMMITTEE

COUNCILLOR HUSUM: THAT the White Butte Regional Planning Committee report be tabled for further information.

CARRIED UNANIMOUSLY

209/2021 APPOINTMENT TO SOUTHEAST REGIONAL LIBRARY BOARD

COUNCILLOR HUSUM: THAT Councillor Brad Crassweller be appointed as the Rural Municipality of Sherwood No. 159 representative on the Southeast Regional Library Board.

CARRIED UNANIMOUSLY

210/2021 2021 WUQWATR MEMBERSHIP

COUNCILLOR CULBERT: THAT the request for Wascana Upper Qu'Appelle Watersheds Association Taking Responsibility Inc. (WUQWATR) 2021 Membership in the amount of \$300.00 be denied.

CARRIED UNANIMOUSLY

211/2021 SASKATCHEWAN RURAL CRIME WATCH

COUNCILLOR CULBERT: THAT the RM of Sherwood No. 159 participate in the Saskatchewan Rural Crime Watch Program; and,

THAT the RM of Sherwood No. 159 purchase a membership in the Saskatchewan Rural Crime Watch Association at a cost of \$50.00 for 2021.

CARRIED

212/2021 MEETING MANAGEMENT SOFTWARE

COUNCILLOR CULBERT: THAT Meeting Management Software be purchased from All-Net Meetings at a cost of \$4,495.00.

CARRIED

213/2021 MASS COMMUNICATION SYSTEM FOR RATEPAYERS

COUNCILLOR HUSUM: THAT a Mass Communication System for Ratepayers be purchased from Voyent Alert at a cost of \$1,800.00 to provide for mass notifications to RM ratepayers and others who sign up for the service for 1 year and then re-evaluate.

CARRIED

214/2021 2021 EDUCATION PROPERTY TAX MILL RATES

COUNCILLOR WILKE: THAT the 2021 Education Property Tax Mill Rates report be accepted as information and filed.

CARRIED UNANIMOUSLY

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215/2021 COMMUNICATIONS

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

1. Prairie Central District for Sport, Culture and Recreation - March 9, 2021 E-News
2. Prairie Central District for Sport, Culture and Recreation - March 23, 2021 E-News
3. Municipal Hail Continues to Help Save Lives Across Saskatchewan with Renewed Gift to STARS
4. March 25, 2021 SARM News Release – Canada Water Agency Concerns SARM
5. Saskatchewan Safety Council – Notice of Annual General Meeting
6. April 7, 2021 SARM News Release – SARM Responds to Provincial Budget

CARRIED UNANIMOUSLY

216/2021 RECESS

COUNCILLOR HUSUM: THAT this meeting recess at 7:47 p.m.

CARRIED UNANIMOUSLY

RECONVENE

REEVE OAKLEY-PAUL: THAT this meeting reconvene into regular session at 7:59 p.m.

217/2021 CLOSED SESSION

COUNCILLOR HUSUM: THAT this meeting go into closed session at 7:59 p.m.

CARRIED UNANIMOUSLY

218/2021 RECONVENE

COUNCILLOR REIGER: THAT this meeting go into regular session at 10:00 p.m.

CARRIED UNANIMOUSLY

219/2021 MEETING EXTENSION

COUNCILLOR HUSUM: THAT this meeting be extended until business is completed.

CARRIED UNANIMOUSLY

220/2021 CLOSED SESSION

COUNCILLOR HUSUM: THAT this meeting go into closed session at 10:00 p.m.

CARRIED UNANIMOUSLY

221/2021 RECONVENE

COUNCILLOR HUSUM: THAT this meeting go into regular session at 12:04 a.m.

CARRIED UNANIMOUSLY

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**222/2021 OFFICE OF THE SASKATCHEWAN INFORMATION AND PRIVACY
COMMISSIONER REVIEW REPORT**

COUNCILLOR REIGER: THAT the Council of the RM of Sherwood No. 159 accepts the Recommendations in the Office of the Saskatchewan Information and Privacy Commissioner Review Report 205-2019, 255-2019.

CARRIED UNANIMOUSLY

**223/2021 EAST COTTONWOOD CREEK WATERSHED ASSOCIATION – 2021
MEMBERSHIP VOLUNTARY CONTRIBUTION**

COUNCILLOR HUSUM: THAT the East Cottonwood Creek Watershed Association report be tabled for further information.

CARRIED UNANIMOUSLY

224/2021 ADJOURNMENT

COUNCILLOR PAUL: THAT this meeting be adjourned at 12:08 a.m.

CARRIED UNANIMOUSLY

Reeve

Administrator