

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

**MINUTES OF THE REGULAR MEETING HELD
July 14, 2021**

The Britannia Municipal Council convened their Regular Meeting in the Council Chambers of the Rural Municipality of Britannia Office located at 4824 – 47th Street, Lloydminster, SK commencing at 8:56 a.m., July 14, 2021, with Deputy Reeve Cory McCall presiding.

Present: Councillors: Wilfred Jurke
Elaine Newman
Cory McCall
Dale Crush
Ed Noble

CAO: Alan Parkin

Absent: Reeve John Light
Councillor Jim Collins

Conflicts of Interest Reported:

Members were asked to declare if they had any conflicts of interest relating to agenda items for the meeting, and if so, that they should declare them in accordance with Sections 144 and 144.1 of The Municipalities Act.

No conflict of interests were declared.

Development Services Officer, Liz Bailey, joined the meeting at 8:56 a.m

Agenda Approved

357/21 NOBLE: That the agenda for July 14, 2021 be approved as revised with the addition of item 7.f. (parking of machinery on SH684 project).
CARRIED

Approve the June 23, 2021 Regular Council Meeting Minutes

358/21 JURKE: That Council approve the June 23, 2021 Regular Council Meeting Minutes as presented.
CARRIED

**Amendment to Agreement for Sale of Land for ROW
NW 31-51-26W3M**

359/21 CRUSH: That Council accepts the amended agreement for sale of Land for Right of Way as presented and instructs administration to present it to the landowner of NW 31-51-26W3M. Further, that Council acknowledges the following:

1. That the amended agreement does not adjust the estimated area of land to be purchased, 1.01 acres, or the amount to be paid to the land owner, \$3,104.05.
2. That the amended agreement removes the option of having a temporary fence installed during construction, at the request of the landowner.
3. That the amended agreement provides for approximately 576.2 metres of four wire fence to be install prior to construction, at the request of the land owner.

JL W.

4. That all other terms and conditions of the agreement are unchanged. Council further instructs the Reeve and Administrator to sign and seal the agreement once it has been signed by the landowner.

CARRIED

360/21

Amendment to Bellevista Subdivision Servicing Agreement

CRUSH: That Council accepts Amendment #1 to the Bellevista Servicing Agreement dated November 2, 2020 as presented and instructs administration to present the amendment to the Developer. Further, that Council acknowledged the following:

1. The Agreement is amended as follows:

a. Section 1.2 shall be replaced in its entirety with:

The Developer is responsible for constructing approximately 1100 metres of Range Road 3270 – as shown on the attached document Schedule “B.1” labeled in orange, to the minimum standards as set out in Schedule “C”. Construction shall not commence until the Municipality has obtained all executed agreements and permits.

b. Section 3.4 shall be replaced in its entirety with:

After satisfactory completion of the road and at the request of the Developer, and if still satisfied with the improvements, the Municipality shall assume all rights and responsibilities for the improvements.

c. Section 5.2 shall be replaced in its entirety with:

The improvements shall be completed within one year of the effective date of written notification issued by the Municipality that construction may commence.

d. That Schedule B.1 shall be added to the list of schedules, showing the approximate location where 1100 metres of improvements are to be constructed.

e. That any reference to “the first half mile” shall be followed by (804.672 metres).

Council further instructs the Reeve and Administrator to sign and seal the amendment once it has been agreed to by the Developer.

CARRIED

361/21

SD004-2021 (R0543-21S) Subdivision Application

NOBLE: That Council acknowledges the subdivision application known as Community Planning File R0543-21S (SD004-2021) for Proposed Parcel B on SW 24-50-28W3M Ext 2. Further, that Council recommends the approval of Proposed Parcel B, with the following conditions:

1. That a motion of support is received for the proposed subdivision from the Lloydminster Planning District Commission and forwarded to Community Planning, as per Section 8.c of the Lloydminster Planning District Commission Rules of Procedure.

2. That the applicant pay \$7,590.00 to the Rural Municipality of Britannia as cash-in-lieu of Municipal Reserve, as per clause 183(a) of the PDA, as the proposed is the second parcel subdivided from the quarter section and is located in Zone 1 of the Rural Municipality of Britannia under municipal Policy 600-5 (2019).

3. That the application as reviewed is compliant with the Rural Municipality of Britannia Lloydminster Planning District Commission Official Community Plan Bylaw Sections 4.2 Residential Policy Area and 6.2(2) Subdivision.

4. That the application as reviewed is compliant with the Rural Municipality of Britannia Lloydminster Planning District Commission Official Community Plan Bylaw Table 8-1 Required Separation Distance between Uses.

5. That the application as reviewed is compliant with the Rural Municipality of Britannia Lloydminster Planning District Commission

JL

Zoning Bylaw Section 6 A – Agriculture District regulations regarding site size.

6. That the applicant shall obtain an approach approval prior to or at the time of development on Proposed Parcel B.

7. That the applicant obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.

CARRIED

Development Services Officer, Liz Bailey, left the meeting at 9:08 a.m.

Finance Manager, Bryson Leganchuk, joined the meeting at 9:09 a.m.

June 2021 Payroll to Council for Approval

362/21

CRUSH: That council approves the June 2021 Payroll as presented.

CARRIED

June 2021 Cash Flow Statement

363/21

NOBLE: That Council acknowledges the June 2021 Cash Flow Statement as presented.

CARRIED

June 2021 Financial Statement

364/21

NEWMAN: That Council acknowledges the June 2021 Financial Statement as presented;

CARRIED

Michael Glavin Credit Card Authorization

365/21

CRUSH: That Council authorizes the issuance of a R.M. of Britannia No. 502 Business Mastercard Card to Michael Glavin with a \$5,000 credit limit.

CARRIED

Bylaw No. 15-2021 Sandy Beach Agreement – 1st Reading

366/21

CRUSH: That Council reads Bylaw No. 15-2021, a Bylaw for the Entering into an Agreement with Sandy Beach Lake Regional Park Authority, a first time.

CARRIED

Bylaw No. 15-2021 Sandy Beach Agreement – 2nd Reading

367/21

NOBLE: That Council reads Bylaw No. 15-2021, a Bylaw for the Entering into an Agreement with Sandy Beach Lake Regional Park Authority, a second time.

CARRIED

Bylaw No. 15-2021 Sandy Beach Agreement – Authorize a 3rd Reading

368/21

JURKE: That Council authorizes the third reading of Bylaw No. 15-2021, a Bylaw for the Entering into an Agreement with Sandy Beach Lake Regional Park Authority, at this meeting.

CARRIED UNANIMOUSLY

Bylaw No. 15-2021 Sandy Beach Agreement – 3rd and Final Reading

369/21

NEWMAN: That Council reads Bylaw No. 15-2021, a Bylaw for the Entering into an Agreement with Sandy Beach Lake Regional Park Authority, a third and final time.

CARRIED

Accounts for Approval

370/21

JURKE: That the following accounts requiring Council approval, a list of which is attached hereto and forms a part of these minutes, be approved for payment and signed by the Reeve and Administrator:

- General Cheques #31016 - 31043,
- Electronic Funds Transfer #4459 - 4504,
- Online Payments #2205 - 2220,

All totaling \$354,743.29.

CARRIED

Finance Manager, Bryson Leganchuk, left the meeting at 9:32 a.m.

Chief Administrative Officer Report for June

371/21

NOBLE: That Council accepts the Chief Administrative Officer report for June as information.

CARRIED

Policy HR-009 Hours of Work

372/21

JURKE: That Council approves the Hours of Work Policy HR-009 as presented.

CARRIED

Policy HR-010 Hiring and Termination of Employees

373/21

NEWMAN: That Council approves the Hiring and Termination of Employees Policy HR-010 as presented.

CARRIED

Policy HR-011 Progressive Discipline

374/21

JURKE: That Council approves the Progressive Discipline Policy HR-011 as presented.

CARRIED

Operations Manager Michael Glavin joined the meeting at 9:47 a.m.

Correspondence

375/21

NOBLE: That council acknowledges the Correspondence as presented as information.

CARRIED

Finance Manager, Bryson Leganchuk, joined the meeting at 9:57 a.m.

June Equipment Utilization and Operations Managers Report

376/21

JURKE: That Council approves the June Equipment Utilization and Operations Managers report as presented.

CARRIED

Finance Manager, Bryson Leganchuk, left the meeting at 10:18 a.m.

Water Report

377/21

JURKE: That council accepts the Water Well testing report presented as information.

CARRIED

CLR McCall left the meeting at 10:29 a.m. and returned at 10:36 a.m.

Operations Manager Michael Glavin left the meeting at 10:39 a.m.

Handwritten initials: JL

Agricultural State of Emergency

378/21

JURKE: That council declares a State of Agriculture Disaster in regards to the ongoing drought, and further advise the MLA, MP, Agriculture Minister and adjacent municipalities of Council's resolution.

CARRIED

Closed Session

379/21

CRUSH: That Council move into closed session at 10:52 a.m. to discuss a Labour Matter as per Section 23 of LAFOIPP Act in regards to Council member code of conduct.

CARRIED

CLR Noble left the meeting at 11:00 a.m. and returned at 11:01 a.m.

Re-open to Regular Session

380/21

JURKE: That Council rise out of the closed session to resume the Regular Council Meeting at 11:12 a.m.

CARRIED

Council took a break from 11:17 a.m. to 12:00 p.m.

Closed Session

381/21

NOBLE: That Council move into closed session to discuss a land matter as per Section 17 (1) of LAFOIPP Act in regards to the valuation of Municipal Owned lands at the E1/2 01-50-28 W3M.

Re-open to Regular Session

382/21

NEWMAN: That Council rise out of the closed session and resume the regular Council Meeting at 12:07 a.m.

CARRIED

Development Services Officer, Liz Bailey, joined the meeting at 12:07 p.m.

Public Hearing – Bylaw 16-2021 Rural Municipality of Britannia Official Community Plan

383/21

CRUSH: That Council recess the regular Council meeting at 12:15 p.m. to open the Public Hearing to review Bylaw 16-2021 Rural Municipality of Britannia Official Community Plan.

CARRIED

Close Public Hearing for Bylaw 16-2021

384/21

NOBLE: That Council close the public hearing, the time being 12:17 p.m. and reconvene the regular council meeting.

CARRIED

Adjournment

385/21

CRUSH: That Council adjourn the meeting, the time being 12:19 p.m.

CARRIED



Reeve

Chief Administrative Officer