

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

MINUTES OF THE REGULAR MEETING HELD

November 27, 2019

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 9:00 a.m., November 27, 2019 with Reeve John Light presiding.

Present: Reeve: John Light
Councillors: Wilfred Jurke
Jim Collins
Dale Crush
Ed Noble
Cory McCall
Director of
Finance: Bryson Leganchuk
Absent: Kim Schindel

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.

**Approve Minutes of November 6, 2019
Regular Meeting**

478/19 JURKE: That we approve the minutes of the November 6th, 2019 Regular Meeting of Council as presented.

CARRIED

Consent Agenda

479/19 JURKE: That we approve the consent agenda as amended.

CARRIED

Development Services Officer, Catherine Saretzky joined the meeting at 9:20 a.m.

**Development Permit
NW 01-53-27W3M**

480/19 CRUSH: That we approve the development permit application known as file DEV034-2019 to move a mobile home on to the NW 01-53-27-W3M for the purpose of having a full-time worker who is engaged in the principle agricultural use residing in the home with the following conditions:

- That due to concerns with possible flooding and site stability, the applicant will be required to produce a hydrology report and a geotechnical report prior for any development on the land to ensure the land is suitable for development.

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- That the resident of the mobile home be a full-time worker engaged in the principal agricultural use of the land. Further, that any change in occupancy shall have the occupant remain as a full-time worker engaged in the principal agricultural use of the land. Occupancy that does not conform to this is deemed to be in contravention of the zoning bylaw.
 - That the applicant submits a building permit and abide by all the stipulations set out by the building inspector, including ensuring the mobile home is placed on a permanent foundation.
 - That the applicant be responsible for ensuring permits and approvals are in place for any utility facilities and that they obtain and comply with any requirements and recommendations of all government ministries and agencies.
 - That all buildings and structures shall be set back at least 45 metres (150 feet) from the centreline of a municipal road allowance.
 - That all buildings and structures shall be set back at least 3 metres (10 feet) from any other yard line.
 - That the applicant be advised that they are not to block, divert, or otherwise alter the natural drainage patterns without prior consent from Water Security Agency.
 - That the applicant be responsible for ensuring permits and approvals are in place for any utility facilities and that they obtain and comply with any requirements and recommendations of all government ministries and agencies;
- Further, that the approved development permit, stating conditions of approval, be registered as an interest against title.

CARRIED

Demolition Permit**Lot 26 Block 2 Westbay Estates**

481/19

CRUSH: That we approve the permit application known as DEV035-2019 to remove and demolish the abandoned residence from Lot 26 Block 2 Plan 101949510 in Westbay Estates with the following conditions:

- That the applicant shall deposit with the municipality, payment in the amount of \$2,000.00 prior to the commencement of the removal of any structure. Further, that the deposit will be released back to the applicant, upon completion of removal and assurance that the site has been restored to the satisfaction of the development authority and that no debris or refuse has been left along the removal route.

CARRIED

Zoning Bylaw Amendment**High Density Country Residential District**

482/19

COLLINS: That administration start the process of amending *Zoning Bylaw 09-1989, Schedule I: HD CR - High Density Country Residential District* to the following:

- Amend *Schedule I. (C.)(1.)*; from 30 sites per quarter section to 40 sites per quarter section.
- Amend *Schedule I. (C.)(2.)*; from 5.0 acre minimum site size, to 1.0 acre minimum site size.
- Amend *Schedule I. (C.)(7.)*; from 2 large animals per 5.0 acres to 1 large animal per 2.5 acres.

CARRIED

In-Camera Regarding Strategic Planning

483/19

CRUSH: That we move in-camera to discuss strategic planning at 9:43 a.m.

CARRIED

Out of In-Camera

484/19

JURKE: That we rise out of the in-camera session at 9:53 a.m.

CARRIED

Tender for Ferry Crossing Land

485/19

Noble: That we instruct the Director of Finance to submit a bid in the amount of \$6,357.96 for the purchase of parcels of Parcel D and NW-16-52-25-W3 Ext 2 Plan P4539 within NW-16-53-25-W3, Parcels N and P Plan AP3707 within NW-16-53-25-W3 consisting of approximately 8.31 acres.

CARRIED

Development Services Officer, Catherine Saretzky left the meeting at 9:55 a.m.

Council broke for coffee at 9:55 a.m.

Council returned from coffee at 10:00 a.m.

Reeve Light recessed the Regular Council Meeting and opened the Public Meeting at 10:00 a.m. regarding the proposed Bylaw 23-2019 being a bylaw to amend Bylaw 14-2014 known as the Lloydminster Planning District Commission Zoning Bylaw.

Reeve Light adjourned the Public Meeting at 10:15 a.m. and resumed the Regular Meeting of Council.

Accounts for Approval

486/19

MCCALL: 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 Chief Administrative Officer (or designate):

- General cheques # 30197 to # 30208 and Electronic Funds Transfer # 3173 to #3179 totalling \$110,216.93

CARRIED

Councillor McCall left the Council Chambers at 10:20 a.m.

Cost Estimate to Build 2 Miles of Road on Range Road 3251 from Township Road 510 to Township Road 512

487/19

COLLINS: That we instruct the Chief Administrative Officer or designate to contract Clifton Associates Engineering to provide a cost estimate to rebuild 2 miles of road on Range Road 3251 from Township Road 510 to Township Road 512. The cost estimates will include providing a conventional or flyash/cement structure and a pavement or chip seal structure to be placed on top.

Carried

Councillor McCall returned to the Council Chambers at 10:30 a.m.

Bylaw 23-2019**LPDC Bylaw Amendment**

488/19

NOBLE: That Bylaw 23-2019 being a Bylaw to amend Bylaw 14-2014 known as the Lloydminster Planning District Commission Zoning Bylaw be given the second reading.

Carried

Bylaw 23 -2019**LPDC Bylaw Amendment**

489/19

JURKE: That Bylaw 23-2019 being a Bylaw to amend Bylaw 14-2014 known as the Lloydminster Planning District Commission Zoning Bylaw

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be read a third time, adopted sealed and signed by the Reeve and Chief Administrator Officer (or designate).

Carried

Fidelity Bond Coverage

- 490/19 MCCALL: That we instruct the Chief Administrative Officer or designate to purchase the following insurance coverage through SARM:
- Fidelity Bond: Coverage of \$200,000 for \$300;
 - Registered Mail: Coverage of \$50,000 for \$0; and
 - Money and Securities: Coverage of \$20,000 for \$205.

Carried

SAMA – Assessment of Oil and Gas Storage Equipment

- 491/19 NOBLE: That we acknowledge the letter received from Irwin Blank, Chief Executive Officer, Saskatchewan Assessment Management Agency, dated November 4, 2019 indicating that “to maintain the stability of the assessment system, and uphold existing precedents, the Province has decided to amend the regulations tied to the Municipalities Act to clarify the assessment of tanks as structures not as Resource Petroleum Equipment”.

Carried

Liability Insurance

- 492/19 JURKE: That we purchase \$8,000,000.00 worth of SARM Excess Liability insurance for the amount of \$1,873.

Carried

In-Camera for Strategic Planning

- 493/19 MCCALL: That we move in-camera to discuss strategic planning at 10:30 a.m.

Carried

Out of In-Camera

- 494/19 MCCALL: That we rise from the in-camera session at 10:35 a.m. and resume open forum.

Carried

Letter of Support Regarding Feasibility Study

- 495/19 CRUSH: That we instruct the Chief Administrative Officer (or designate) to send a letter to the City of Lloydminster indicating that the Rural Municipality of Britannia No. 502 is in support of the City of Lloydminster doing a feasibility study for the city’s existing road and rail infrastructure.

Carried

Jonas Hoegl, Rural Municipality of Britannia No. 502 APAS Representative and Scott Owens, Director of Division 6, APAS (Agricultural Producers Association of Saskatchewan), entered the Council Chambers 10:37 a.m. and gave an update on what APAS (Agricultural Producers Association of Saskatchewan) has been working on recently.

Jonas Hoegl and Scott Owens left the Council Chambers at 11:07 a.m.

APAS Membership

- 496/19 JURKE: That we approve the 2020 Membership fee for APAS (Agricultural Producers Association of Saskatchewan) in the amount of \$13,368.33.

Carried

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Duane Perillat, on behalf of the Hillmond Sports Society, entered the council chambers at 11:22 a.m. to discuss the expansion of the Hillmond Arena Parking Lot.

Duane Perillat left the Council Chambers at 11:40 a.m.

Hillmond Arena Parking Lot Upgrade

497/19

NOBLE: That we authorize the use of municipal equipment and operators to a maximum of 5 working days to upgrade the arena parking lot and that we contact Meridian Surveys Ltd. to survey the required land to be leased from the Hillmond Hall. Further, that we rescind motion 470/19.

CARRIED

Rural Municipality of Britannia Vision Statement

498/19

JURKE: That we adopt the following Vision Statement for the Rural Municipality of Britannia No. 502:

- *To be a thriving, sustainable rural municipality in which all our actions are governed by our fundamental values of honesty and integrity, respect, accountability, transparency and open mindedness.*

CARRIED

12:02 p.m. Council broke for lunch.

12:35 p.m. Council returned from lunch.

Dan Fedirko, Public Works Supervisor, entered the Council Chambers at 12:35 p.m.

Cindy Schreiber, Infrastructure Administrator, presented her review of the Engineering Proposals for the Mailbox Corner via speaker phone from 1:30 p.m. to 2:30 pm

Contract Clifton Engineering for Mailbox Corner Cost Estimate

499/19

CRUSH: That we hire Clifton Associates Ltd. to provide a cost estimate for the re-construction of the Mailbox Corner located South of 28-51-25-W3 and East of SE-28-51-25-W3. The design should consider the safest and most economical way to allow semi tractors to climb the hill located at this location.

CARRIED

Dan Fedirko left the council chambers at 2:54 p.m.

Authorize Director of Finance to Hire Temporary Part-Time Administration Support

500/19

COLLINS: That we authorize the Director of Finance to hire Temporary Part-Time Administration Support while Wanda Boon, Chief Administrative Officer, is on leave.

CARRIED

Bryson Leganchuk, Director of Finance, left the council chambers at 3:05 p.m.

Bryson Leganchuk returned to the council chambers at 3:12 p.m.

Bryson Leganchuk Temporary Wage Increase

501/19

JURKE: That we increase Bryson Leganchuk's wage by 10 percent retroactive to October 24, 2019, to compensate for the extra duties acquired while the Chief Administrative Officer has been on leave.

CARRIED

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502/19

Adjournment

CRUSH: That we adjourn the regular meeting of council, the time being 3:20 p.m.

CARRIED





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Chief Administrative Officer
(or designate)