

RURAL MUNICIPALITY
OF
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD
September 27, 2023

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., September 27, 2023, with Reeve John Light presiding.

Present: Reeve: John Light
Councillors: Jim Collins
Wilf Jurke
Cory McCall
Elaine Newman
Ed Noble
H. John Wack

CAO: Bryson Leganchuk
EA: Liz Bailey

Absent:

508/23

Agenda Approved

COLLINS: That council approve the agenda for the September 27, 2023 regular meeting of council with the addition of: 3. c. 1. 684 Curve Upgrade (Division 1 Councillor), 5. f. Status of Babey Road (Division 6 Councillor), 5. g. Dust Control Late Season Applications (Division 6 Councillor).

CARRIED

Conflicts of Interest Declared: 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. Conflict of Interest Declared: None.

1. a.
509/23

September 13, 2023 Regular Council Meeting Minutes

WACK: That council approve the September 13, 2023 regular council meeting minutes as amended.

CARRIED

2. a.
510/23

July and August Building, Approach, and Crossing Permit Report

WACK: That council acknowledge the July and August 2023 Building, Approach, and Crossing Permit Report as presented and accept it as information.

CARRIED



511/23 **OCP and Zoning Bylaw - Development Inquiry Report**
COLLINS: That council request Northbound Planning provide a report on development and subdivision inquiries that did not result in applications due to conflicts with the Official Community Plan or Zoning Bylaw.
CARRIED

3. a
512/23 **Fees for Cats Surrendered to Border Paws**
JURKE: That the R.M. of Britannia No. 502 no longer pay for cats surrendered to Border Paws Animal Shelter by residents of the municipality.
DEFEATED

513/23 **Accounts for Approval**
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 CAO:

- General Cheques #32158 - 32172, Electronic Funds Transfer #6215 - 6242, Online Payments #3100 - 3120 all totaling \$196,889.87.

CARRIED

3. b.
514/23 **August Financial Report**
COLLINS: That council accept the August Financial Report as information.
CARRIED

3. c.
515/23 **2024 Budget Additions**
JURKE: That council approve the following six additions to the 2024 Draft Budget:

- Harbin Culvert Upgrade SW 22-52-25 \$80,000
- Dan Road Oil – RR 3253 from Twp 510-514 \$100,000
- Road Oiling – RR 3271 – Hwy 3 to Twp 530 \$120,000
- Road Oiling – RR 3274 – Hwy 303 to Twp 501A \$180,000
- Road Oiling – RR 3271 – Hwy 303 to Twp 500A \$80,000
- Total Other Operating Changes \$21,328

Total Additional Expenses: \$581,328
CARRIED

Council took a break from 10:30 a.m. to 10:35 a.m.

Operations Manager Michael Glavin joined the meeting at 10:35 a.m.

5. b.
516/23 **In Camera Session – Operations Human Resources Discussion**
JURKE: That council go in-camera to discuss a human resources matter, as per Part III of LAFOIPP, the time being 10:53 a.m.
CARRIED

517/23 **Return to Meeting**
JURKE: That council rise from the in-camera session and return to the regular council meeting, the time being 11:30 a.m.
CARRIED

Reeve Light left the meeting at 11:32 a.m.

Division 6 Councillor H. John Wack assumed the role of Deputy Reeve at 11:32 a.m. in Reeve Light's absence.



5. c.
518/23 **Operations Manager August 2023 Report**
NEWMAN: That council acknowledge the Operations Manager's Report for August 2023 as presented and accept it as information.
CARRIED

5. d.
519/23 **Project 205 - Chipseal Project Review**
NOBLE: That council accept the final inspection report prepared by the CAO in regards to the 7.0 km sealcoat project located on Britannia Road between Twp Road 510 and Twp Road 514.
CARRIED

5. g.
520/23 **Revision to Dust Abatement Policy TS-007**
NOBLE: Whereas, the current Dust Abatement Policy TS-007 has a June 15 deadline for accepting dust abatement applications; and Whereas, ratepayer requests for dust abatement received after this date are typically processed the following year;
Be it resolved that council instruct administration to revise Policy TS-007 to include two request deadlines within each dust abatement season and further, that the revised policy be brought back to a future council meeting for review.
CARRIED

Operations Manager Michael Glavin left the meeting at 12:15 p.m. and did not return

Council took a lunch break from 12:15 p.m. to 12:50 p.m.

6. a.
521/23 **Revision to Mowing Policy TS-001**
JURKE: That council approve the updates to the Ditch Mowing Policy TS-001 and that the changes become effective immediately.
CARRIED

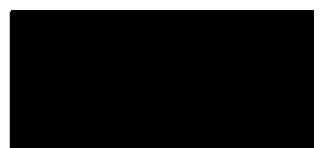
Reeve Light returned to the meeting at 12:57 p.m. and assumed his role as meeting chairperson.

6. b.
522/23 **Update on New Office Renovations**
WACK: That council acknowledge the office renovation update from the CAO as presented.
CARRIED

6. c.
523/23 **Housing Needs Assessment**
NEWMAN: That council instruct administration to get quotes for a housing needs assessment to prepare for future housing grants available through the federal and provincial governments.
CARRIED

Councillor Wack stepped out of the meeting at 1:40 p.m.

6. e.
524/23 **Water Fill Station**
JURKE: That council table further discussion regarding a pay-for-use water fill station until a later date.
CARRIED



6. f.
525/23 **Revision to Policy TS-004 Mulching Road Allowances**
NOBLE: That council approve the following revisions to Policy TS-004 Mulching Road Allowances;
- Mulching season revised to “August 31 to March 15”;
 - Additional considerations added for ground conditions and mulching near wetlands; and
 - Formatting of the policy updated
- and further, that the revised policy become effective immediately.
CARRIED

Councillor Wack returned to the meeting at 1:47 p.m.

8. a.
526/23 **Speed Limit Bylaw 16-2023 First Reading**
NOBLE: That council read Bylaw 16-2023, a bylaw to regulate the speed of motor vehicles, a first time.
CARRIED

- 527/23 **Speed Limit Bylaw 16-2023 Second Reading**
JURKE: That council read Bylaw 16-2023, a bylaw to regulate the speed of motor vehicles, a second time.
CARRIED

- 528/23 **Authorize Third Reading Speed Limit Bylaw 16-2023 at This Meeting**
COLLINS: That council authorize the third reading of Bylaw 16-2023, a bylaw to regulate the speed of motor vehicles, at this meeting of council.
CARRIED UNANIMOUSLY

- 529/23 **Speed Limit Bylaw 16-2023 Third Reading**
NEWMAN: That council read Bylaw 16-2023, a bylaw to regulate the speed of motor vehicles, a third and final time.
CARRIED

9. a.
530/23 **2023 Weed Management Plan**
MCCALL: That council approve the 2023 Weed Management Plan as presented.
CARRIED

9. b.
531/23 **CVR/Wilton/Britannia Discussion Group**
NOBLE: That council instruct the CAO to work with the County of Vermillion River and the R.M. of Wilton to re-establish a group where the three municipalities have the opportunity discuss different items of shared interest.
CARRIED

9. c.
532/23 **Revision to R.M. of Britannia Grant Program Policy PR-01**
NEWMAN: That council approves the amendments to Policy PR-001, R.M. of Britannia Grant Program, as presented and that these amendments become effective immediately.
CARRIED

Councillor Noble stepped out of the meeting at 1:59 p.m.

9. d.
533/23 **New Policy – TS-018 Outdoor Air Quality**
JURKE: That council approve Policy TS-018 Outdoor Air Quality as presented and that it become effective immediately.
CARRIED



Councillor Noble returned to the meeting at 2:02 p.m.

9. e.
534/23

New Policy – Disposal of Tax Enforcement Property

NOBLE: That council approve Policy GG-020 Policy for the Disposal of Property Obtained Through Tax Enforcement and that this policy become effective immediately.

CARRIED

9. f.
535/23

Potential Purchase of Hillmond Property

NEWMAN: That council instruct administration to draft an offer to purchase the subject Hillmond property for \$30,000.00.

DEFEATED

Councillor McCall stepped out at 2:18 p.m. and returned at 2:20 p.m.

9. h.
536/23

Policy for Residential Access Roads Discussion

WACK: That this item be tabled until a future meeting.

CARRIED

10.
537/23

Correspondence

MCCALL: That council accept as information the following list of correspondence:

1. Discovery Days Invitation
2. SARM/ Student Scholarship Information
3. September 14, 2023 River West Notice
4. September 15, 2023 R.M. of Edenwold SARM Midterm Resolutions (please note: deadline to “sponsor” midterm resolutions has passed)
5. September 16, 2023 U of S annual update
6. September 18, 2023 Invitation to Heart of Treaty 6 Gala
7. September 22, 2023 APAS Update


CARRIED

538/23

Adjournment

NOBLE: That the meeting be adjourned, the time being 2:55 p.m.

CARRIED


Reeve


Chief Administrative Officer



RM of Britannia
List of Accounts for Approval
Batch: 2023-00079 to 2023-00079

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
32158	2023-09-27	Brian Sheremeta	Sep 12/23	Overpaid Taxes Roll 5442 000	404.46	404.46
32159	2023-09-27	Crosby Hanna & Associates	#2 (407-21)	#185 - RM of Britannia BGP (23-0	3,323.63	3,323.63
32160	2023-09-27	FLAGSONLINE.CA	2023-#35	BFD - Hall - Flags	861.00	861.00
32161	2023-09-27	Gary Blythe Vacuum Services	19439	Pumping Holding Tanks	948.00	948.00
32162	2023-09-27	Harris Electric Co. Ltd.	37046	#214 - Q-HE0839 New Shop Elect	7,674.35	7,674.35
32163	2023-09-27	Itron Canada Inc.	50581	Temetra Walkby 2023 Subscriptio	3,025.19	3,025.19
32164	2023-09-27	John Deere Financial	O22541	Unit 99 - Hydraulic Oil/Filter	702.40	
			O23609	Unit 12 - Head Lights	146.77	849.17
32165	2023-09-27	Loraas Environmental Wilton	7517-0000000047	August 2023 Landfill Fees	867.64	867.64
32166	2023-09-27	Resource Mgt. Int'l Inc.	202112052	Gravel Measuring 3 Pits	7,814.99	7,814.99
32167	2023-09-27	The Royal Canadian Legion	Aug/17/2023	Ad in Recognition Book	260.00	260.00
32168	2023-09-27	Sore Oilfield Service	4601	#207- Road Oiling	11,076.45	11,076.45
32169	2023-09-27	S.U.M.A.	Sep 19/23	2022 TSS Grant Cancellation	4,500.00	4,500.00
32170	2023-09-27	UMAAS	Sep 19 2023	Oct 18 - Fall Workshop	210.00	210.00
32171	2023-09-27	Valor Energy Ltd.	RM10017	August 2023 ROW Spraying	13,963.06	13,963.06
32172	2023-09-27	Warehouse Services Inc.	482754/2	Unit 80 - Rear Brake Pads	43.37	
			483562/2	Shop - WD40/Grease Ends	191.23	234.60
					Total Computer Cheque:	56,012.54

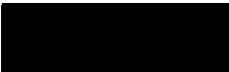
EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6215	2023-09-27	ASL Paving Ltd.	32301-31667	25TE Cold Mix	3,645.52	
			32301-31668	50TE Cold Mix	7,291.04	10,936.56
6216	2023-09-27	BAR Engineering Co. Ltd.	0040782	#205 - Britannia Rd Double Seal C	4,806.45	4,806.45
6217	2023-09-27	Border Paws Animal Shelter	INV-1944	4 x Cats Over Contract	600.00	600.00
6218	2023-09-27	Border Steel	0000142798	Shop - Angle Iron	72.41	72.41
6219	2023-09-27	Brown's Industrial Sales	R01559	#207 - Packer Rental	3,438.75	3,438.75

RM of Britannia
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EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6220	2023-09-27	Clifton Engineering Group Inc.	316089	GWM - Project Management	1,181.25	1,181.25
6221	2023-09-27	Culligan Lloydminster	50763TM	#8000980 - Shop Water & Ice	51.00	
			52331TM	#8000980 - Shop Water	27.00	78.00
6222	2023-09-27	Environmental 360 Solutions	QP 0000519107	Office Collection - September	126.84	
			QP 0000521249	Office Collection - Shredding	218.96	345.80
6223	2023-09-27	First Truck Centre	R004057263:01	Unit 24 - Test CPC Module	214.59	
			X004473953:01	BFD - L1 - Sensors	324.30	
			X004474099:01	Unit 26 - Starter	704.55	
			X004474160:01	Unit 24 - Module on Fire Wall	517.56	1,761.00
6224	2023-09-27	Fort Garry Industries Ltd.	F1344401	Shop - Heat Shrink	38.43	
			F1348479	BFD - Nitrile Gloves	66.10	
			F1350980	Shop - Power Probe Tester	220.24	
			F1363601	Shop - Heat Shrink Disconnect	36.70	
			F1367063	Trailer Plug, Switch	436.95	798.42
6225	2023-09-27	Jay's Transportation Group Ltd	S23794610	Baldes - Finning Freight	2,284.00	
			S23798950	Unit 83 - Finning Freight	505.70	2,789.70
6226	2023-09-27	JWS Inspection Services	108523	BLD011-2023 Woods SFD	1,039.76	1,039.76
6227	2023-09-27	Kings Energy Group	806171	Fuel Charges - Sept 7/23	50,995.80	50,995.80
6228	2023-09-27	Lash Enterprises	700342	Unit 12 - Hydraulic Hoses	117.00	117.00
6229	2023-09-27	Lloydminster Nut & Bolt	3924365	Shop - Nuts/Capscrews	77.19	
			3924366	Unit 3 - Blade Bolt	78.89	
			4067931	Return on Overstock of Nuts/Caps	-91.15	64.93
6230	2023-09-27	Meridian Source	13578	Tax Enforcement Posting	443.63	443.63
6231	2023-09-27	Meridian Surveys Ltd.	IN11724	Prop. Staking-Lot 7-8 Blk 2 Plan A	2,593.50	2,593.50
6232	2023-09-27	Midway Distributors Ltd.	191-032474	Unit 27 - Flasher Signal	45.72	45.72
6233	2023-09-27	Mun. Employees Pension Plan	File #321328	Aug 27 - Sep 9 Remittance	14,759.38	14,759.38
6234	2023-09-27	MuniSoft	2023/24-02674	Rural Tax Notices/Counter Receipt	225.16	225.16
6235	2023-09-27	NorthBound Planning Ltd.	IN230484	Sep 1 - Sep 15 2023 DSO Service	5,272.77	5,272.77
6236	2023-09-27	Northwind Radio Ltd.	237924	#207 - Radio Rental	1,029.00	
			238424	#212 - Radio Rental	220.50	1,249.50
6237	2023-09-27	Novlan Bros. Sales	115620	Unit 85 - Tire Pressure Module	679.49	
			528602	Elements & Gaskets	1,596.50	2,275.99
6238	2023-09-27	Princess Auto				



RM of Britannia
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EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			2157763	WTP - Gloves/Msk/Pressure Switc	221.46	221.46
6239	2023-09-27	Relay Distributing				
			451141	Shop - Toilet Paper	110.32	110.32
6240	2023-09-27	Sask. Assoc. of Rural Municipal.				
			SARM815930	Unit 79 - Tire Repair	54.88	
			SARM816041	Unit 83 - Skin Blade Board/Corner	3,039.72	
			SARM816063	2 x Wobbly Tires	112.47	
			SARM816064	Unit 29 - Tire Repair	57.73	3,264.80
6241	2023-09-27	SPI Health & Safety				
			11730721-00	SCBA - Flow Testing	2,268.29	2,268.29
6242	2023-09-27	Stuart Wright Ltd				
			6226397	Shop - Hitch Pin/Pressure Washer	164.56	
			6226787	Shop - Washers/Light Bulbs	598.80	763.36
				Total EFT:		112,519.71

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
3100	2023-09-21	ATCO Energy				
			Sep 11 2023	August '23 RM Office	352.88	352.88
3101	2023-09-21	Collabria Mastercard				
			Sep 13 2023 JB	Sep 13 Mastercard JBexson	419.55	419.55
3102	2023-09-21	Collabria Mastercard				
			Sep 13 2023 BL	Sep 13 Mastercard BLeganchuk	492.35	492.35
3103	2023-09-21	Collabria Mastercard				
			Sep 13 2023 MG	Sep 13 Mastercard MGlavin	271.24	271.24
3104	2023-09-21	Collabria Mastercard				
			Sep 13 2023 DO	Sep 13 Mastercard DOlynyk	208.28	208.28
3105	2023-09-21	Collabria Mastercard				
			Sep 13 2023 MK	Sep 13 Mastercard MKyle	120.72	120.72
3106	2023-09-21	Receiver General				
			09Sep2023	Aug 27 - Sep 9 Payroll Remit	23,091.23	23,091.23
3107	2023-09-21	SaskEnergy				
			Sep 13 2023 Sho	Aug '23 - Sep '23 - RM Shop	716.73	716.73
3108	2023-09-21	SaskEnergy				
			Sep 13 2023 WTP	Aug '23 - Sep '23 - G'street WTP	93.72	93.72
3109	2023-09-21	SaskEnergy				
			Sep 13 2023 LS	Aug '23 - Sep '23 - Lift Station	44.64	44.64
3110	2023-09-21	SaskPower				
			2151-0074-4486	Aug '23 - Sep '23 Rink Lights	32.60	32.60
3111	2023-09-21	SaskPower				
			2184-0073-9514	Aug '23 - Sep '23 H'mond St Light	110.56	110.56
3112	2023-09-21	SaskPower				
			2184-0073-9519	Aug '23 - Sep '23 H'mond Shed	484.29	484.29
3113	2023-09-21	SaskPower				
			2184-0073-9521	Aug '23 - Sep '23 G'st St Light	231.53	231.53
3114	2023-09-21	SaskPower				
			1953-0077-9830	Aug '23 - Sep '23 G'st Lift Statio	422.68	422.68
3115	2023-09-21	SaskPower				
			1953-0077-9833	Aug '23 - Sep '23 G'street Well	215.38	215.38



RM of Britannia
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Batch: 2023-00079 to 2023-00079

OTHER

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
3116	2023-09-21	SaskPower 1953-0077-9836	Aug '23 - Sep '23 H'mond Tank Lo:	80.64	80.64
3117	2023-09-21	SaskPower 1062-0083-9011	Aug '23 - Sep '23 N'bend Well	60.74	60.74
3118	2023-09-21	SaskTel Sep 16 2023 BFD	Aug '23 - Sep '23 BFD Phone	192.13	192.13
3119	2023-09-21	SaskTel Sep 16 2023 Off	Aug '23 - Sep '23 Office Phone	293.85	293.85
3120	2023-09-21	SaskTel Sep 7 2023 IBC	August '23 IBC Phone	421.88	421.88
				Total Other:	<u>28,357.62</u>
				Total AP:	<u>196,889.87</u>

Certified correct this 27th of September 2023

DO 

Reeve 

Administrator