

RURAL MUNICIPALITY  
OF  
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD  
May 10, 2023

The Britannia Municipal Council convened their regular meeting in the council chambers of the Rural Municipality of Britannia office located at 4824 – 47<sup>th</sup> Street, Lloydminster, SK commencing at 8:55 a.m., May 10, 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:** none

242 /23

**Agenda Approved**

WACK: That council approve the agenda for May 10, 2023 regular meeting of council with the addition of: 9. f. Subdivision Discussion (Div. 1), 9. g. Road Build at RR3255 & TWP 525, 9. h. Road Maintenance at the RR 3271& TWP RD 530 curve (Div. 6), 9. i. Fire Ban (Reeve).

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.  
243 /23

**April 26, 2023 Regular Council Meeting Minutes**

JURKE: That council approve the April 26, 2023 regular council meeting minutes.

CARRIED

*Development Services Officer Catherine Saretzky joined the meeting at 9:05 a.m.*

2. a.  
244 /23

**April DSO Report**

WACK: That council acknowledge the Development Services Officer Report for the April 2023 reporting period.

CARRIED

2. b.  
245 /23

**Rescind Motion 210/23**

NEWMAN: Whereas, council passed motion 210/23, instructing administration to draft an MOU agreement for the proposed improvement of Range Road 3254 south of Township Road 532 to an Acreage Access Road as per policy TS-008; and



Whereas, the applicant of DEV002-2023 has notified administration that they will be accessing the NW 09-53-25W3M by using Township Road 532, a graded all- weather road;  
Be it resolved that council rescind motion 210/23, as the MOU agreement for the proposed improvement of Range Road 3254 south of Township Road 532 is no longer required.

CARRIED

*Councillor Noble left the meeting at 9:47 a.m.*

2. c.  
246 /23

**Close and Lease Policy**

JURKE: That no new close and lease agreements be issued and that when all current close and lease agreements expire that they not be renewed. Further, that administration create and communicate a municipal close and lease policy.

CARRIED

*Councillor Noble returned to the meeting at 9:51 a.m.*

2.d.  
247 /23

**DEV026-2022 Delegation of Approving Authority**

NOBLE: Whereas, council passed motion 595/22 requesting that the applicant of DEV026-2022 provide confirmation from a certified Saskatchewan engineer that the proposed development is suitable to be constructed as proposed on the existing footprint of the previous house and that there are no concerns as per section 4.2., Hazardous Lands, Section 1. (1)(c) of Bylaw 24-2021, Rural Municipality of Britannia Zoning Bylaw; and

Whereas, the applicant will be providing administration with an engineer’s report confirming that the proposed development is suitable to be constructed on the existing footprint of the previous house after the May 10, 2023 council meeting; and

Whereas, the applicant requests that the development permit application be expedited in order meet the building contractors timeline to start construction of the proposed home;

Therefore, be it resolved that council delegates the Chief Administrative Officer to approve the engineer’s report with support of the Development Services Officer.

CARRIED

4. a.  
248 /23

**Building Bylaw 20-2022 – Rescind Motion 101/23**

MCCALL: Whereas, Bylaw 20-2022 has received conditional approval as per the April 18, 2023 letter received from the Building and Technical Standards Branch; and

Whereas, the letter states that certain amendments are required to be made to the bylaw prior to July 31, 2023;

Be is resolved that council rescinds motion 101/23, third Read of Bylaw 20-2022 so that the required amendments can be made.

CARRIED

249 /23

**Building Bylaw 20-2022 – Rescind Motion 31/23**

WACK: Whereas, Bylaw 20-2022 has received conditional approval as per the April 18, 2023 letter received from the Building and Technical Standards Branch; and

Whereas, the letter states that certain amendments are required to be made to the bylaw prior to July 31, 2023;

Be is resolved that council rescinds motion 31/23, second Read of Bylaw 20-2022 so that the required amendments can be made.

CARRIED



250/23 **Building Bylaw 20-2022 – Conditional Approval Amendments**  
NOBLE: That council acknowledges the following amendments to the proposed Bylaw 20-2022:

- Amendment to Section 3, Interpretation/Legislation;
- Amendment to Section 4, Scope of Bylaw;
- Amendment to Appendix A, Building Permit Application; and
- Amendment to Appendix E, Fee Schedule.

CARRIED

251/23 **Building Bylaw 20-2022 – Second Reading**  
JURKE: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 20-2022, the Building Bylaw, a second time.

CARRIED

252/23 **Building Bylaw 20-2022 – Third Reading**  
COLLINS: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 20-2022, the Building Bylaw, a third and final time.

CARRIED

*Development Services Officer Catherine Saretzky left the meeting at 9:58 a.m.*

6. a.  
253/23

**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 Administrator:

- General Cheques #31950 - 31969, Electronic Funds Transfer #5919 - 5945, Online Payments #2932 - 2952 all totaling \$112,126.04.

CARRIED

6. b.  
254/23

**April 2023 Payroll for Acknowledgement**

NEWMAN: That council acknowledges the April 2023 payroll as per Bylaw 23-2021.

CARRIED

*Finance Officer Daymein Olynyk joined the meeting at 10:00 a.m.*

6. c.  
255/23

**Heavy Duty Mechanic Cost Analysis**

MCCALL: That council accept the report provided by administration in regards to labour costs for equipment repairs from the year 2022. Further that council instructs administration to monitor and report the same costs for 2023 and bring a report to council for review in 2024.

CARRIED

*Finance Officer Daymein Olynyk left the meeting at 10:23 a.m.*

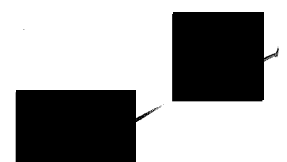
*Council took a break from 10:23 a.m. to 10:35 a.m.*

7. b.  
256/23

**Saltmere Gravel for Sale**

NOBLE: That council instruct administration to advertise for sale the aggregate material at the Saltmere Pit for \$5.00/ cyd, for sale to the general public, and that loading and delivery cost would be as per current Custom Work Rates.

CARRIED



8. a.  
257/23      **Response to Ratepayers' Resolution 02-2023: Consider Rejoining APAS**  
MCCALL: Whereas, at the April 27, 2023 Ratepayers' Supper the following resolution was put forward and carried:  
    **Resolution 02-2023**  
    *Be it resolved that council consider rejoining APAS once again;*  
    and  
Whereas, this resolution is not binding, as a majority of the population of the municipality was not present at the meeting, but the majority of ratepayers in attendance of the meeting voted in favour of this resolution;  
Be it resolved that council instructs administration to request an accountability report and presentation from APAS before council makes the decision of whether or not to join APAS again.  

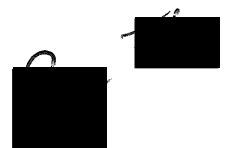
*CARRIED*
- 258/23      **Response to Ratepayers' Resolution 01-2023 to Lobby Government Regarding the 7:1 Ratio**  
WACK: Whereas, at the April 27, 2023 Ratepayers' Supper the following resolution was put forward and carried:  
    **Resolution 01-2023**  
    *Be it resolved that council provide a strong argument to SARM for keeping the variable tax rate and against the governments implementation of the 7:1 ratio; and*  
Whereas, this resolution is not binding, as a majority of the population of the municipality was not present at the meeting, but the majority of ratepayers in attendance of the meeting voted in favour of this resolution;  
Be it resolved that council continue to lobby the provincial government against the 7:1 ratio and that the ratepayers' resolution comments from the meeting be provided to the government as a part of the phase-in proposal submission.  

*CARRIED*
8. c.  
259/23      **Britannia Fire Department and Lloydminster Rescue Squad – Response Protocol**  
JURKE: That council accept the Britannia Fire Department and the Lloydminster Rescue Squad Response Agreement as presented and further, instruct the Reeve and CAO to sign and seal the agreement.  

*CARRIED*
8. d.  
260/23      **Big Gully Land Discussion**  
NOBLE: That council accepts the report on the Big Gully Land Discussion and instructs the CAO to continue with the recommendations in the report, with updates to be provided at future council meetings.  

*CARRIED*
8. e.  
261/23      **101296446 Saskatchewan Ltd Rip Rap Rock Agreement**  
MCCALL: That council instruct the Reeve and CAO to sign the Rip Rap Rock Agreement with 101296446 Saskatchewan Ltd. for the purchase of 1,942 yards of product at a rate of \$40.00/ cyd.  

*CARRIED*



8. f.  
262/23

**Choosing Realtor for Industrial Land Sale**

JURKE: That council instruct administration to enter into an agreement with CBRE – Saskatoon to market the R.M. of Britannia owned industrial land parcels on E 01-50-28W3M.

CARRIED

*Council took a lunch break from 11:55 p.m. to 12:25 p.m.*

8. g.  
263/23

**Revised Policy HR-016 Boot and Clothing Allowance**

WACK: That council accept policy HR-016 Boot and Clothing Allowance, revised as per Motion 237/23, and that it become effective immediately.

CARRIED

9. a.  
264/23

**Revised Policy HR-014 – Employee Recognition**

JURKE: That council approve revised Policy HR-014 - Employee Recognition to include a consideration for Long Service Awards, and that the revised policy become effective immediately.

CARRIED

9. b.  
265/23

**RO System – Tests and Permit to Operate**

MCCALL: That council review the Permit to Operate a Waterworks issued by Water Security Agency for the Greenstreet Water Treatment Plant Permit Number 2217-06-01 and place a copy on file.

CARRIED

9. d.  
266/23

**CAO Report for April 2023**

MCCALL: That council accept the Chief Administrative Officer report for April 2023 as information.

CARRIED

*Councillor Noble stepped out of the meeting at 1:34 p.m. and returned at 1:38 p.m.*

9.i.  
267/23

**Request for Fire Ban**

JURKE: That council request Chief Bexson provide advice to a designated officer to declare a Fire Ban as per Section 8 of Bylaw 10-2018, the Fire Ban Bylaw, based on public concern.

CARRIED

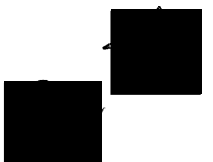
10.  
268/23

**Correspondence**

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

1. May 2, 2023 SARM Weekly Policy Bulletin.
2. May 4, 2023 email from SARM: Division Meeting Schedule and Div 6 Meeting Agenda.
3. May 4, 2023 email from Weed Inspector: Updated Invasive Plant Control Program.

CARRIED




269/23

**Adjournment**

WACK: That the meeting be adjourned, the time being 1:54 p.m.

*CARRIED*

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Chief Administrative Officer



**RM of Britannia**  
**List of Accounts for Approval**  
Batch: 2023-00038 to 2023-00038

Bank Code - AP - AP GENERAL

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
31950	2023-05-10	1st Choice Auto Detailing Ltd.				
			3094	Unit 105 - Scorpion Box Liner	619.50	619.50
31951	2023-05-10	Ainsley Kastendieck				
			May 2, 2023	Face Painting EMO Days	60.00	60.00
31952	2023-05-10	Albion Cemetery Fund				
			Apr 30, 2023	April 2023 Donation Payable	1,000.00	1,000.00
31953	2023-05-10	Cory McCall				
			APR 2023	Apr 2023 - Council Indemnity	742.03	742.03
31954	2023-05-10	Hailey Shirliffe				
			May 2, 2023	Face Painting EMO Days	60.00	60.00
31955	2023-05-10	Hillmond Central School				
			2022-G18	2022 RM Grant Payout	166.47	166.47
31956	2023-05-10	Image Press				
			127777	2021 Annual Reports	189.00	189.00
31957	2023-05-10	Information Services Corp.				
			Apr 30, 2023	Replenish Acct	84.00	84.00
31958	2023-05-10	Jim Collins				
			Apr 27 2023	Apr 12 - Apr 27 - Council Commite	569.50	
			APR 2023	Apr 2023 - Council Indemnity	1,035.28	1,604.78
31959	2023-05-10	John Deere Financial				
			O08532	Unit 6 - Shifter Knob	41.03	
			O08664	Unit 14 - 4 x Batteries	867.26	908.29
31960	2023-05-10	Michael Niesen				
			04-2023	Apr 2023 - Animal Control	408.16	408.16
31961	2023-05-10	Magnum Ranching				
			1531	Gift Card for Ratepayers Meeting	100.00	100.00
31962	2023-05-10	Norbion Co-operative Community				
			2022-G35	2022 RM Grant Payout	2,635.74	2,635.74
31963	2023-05-10	Sandy Beach Regional Park Auth				
			Apr 2023	Apr 2023 Sandy Beach Taxes	1,788.87	1,788.87
31964	2023-05-10	SolidCAD				
			110003661450	AEC Engineering Software Renew	4,473.30	4,473.30
31965	2023-05-10	Vantage CPA				
			47184	Dec 2022 - Financial Audit	18,043.05	18,043.05
31966	2023-05-10	Wilfred Jurke				
			APR 2023	Apr 2023 - Council Indemnity	985.40	985.40
31967	2023-05-10	Western Financial Group				
			2851653	Comm Auto Policy Add Unit 105	258.64	258.64
31968	2023-05-10	SRS Property Mgmt Corporation				
			2663	Apr 2023 Office Cleaning	607.95	607.95
31969	2023-05-10	Pitney Bowes Leasing				
			3202179815	Postage Meter Lease - Jun '23 - A	138.66	138.66
				Total Computer Cheque:		34,873.84

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5919	2023-05-10	2247173 Alberta Ltd				

**RM of Britannia**  
**List of Accounts for Approval**  
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EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			72	Apr 2023 - Services	7,875.00	7,875.00
5920	2023-05-10	Blair Collins				
			Apr 2023	Apr 2023 - Officer Wages	136.24	136.24
5921	2023-05-10	Culligan Lloydminster				
			36114TM	3407219 - RM Office Water	24.75	
			36276TM	#8000980 - Shop Water	24.75	49.50
5922	2023-05-10	Elaine Newman				
			APR 2023	Apr 2023 - Council Indemnity	456.41	
			Apr 30 2023	Apr 2023 - Council Committ	489.77	946.18
5923	2023-05-10	Ed Noble				
			APR 2023	Apr 2023 - Council Indemnity	1,155.70	1,155.70
5924	2023-05-10	First Truck Centre				
			X004462115:01	Unit 32 - Tie Rod End	124.72	
			X004462232:01	Unit 24 - Steering Column Parts	269.58	
			X004463064:01	Unit 32 - Return Tie Rod Ends	-124.72	269.58
5925	2023-05-10	Fort Garry Industries Ltd.				
			F1044121	BFD - T2 - Mud Flaps/Straps/Tape	265.72	
			F1054521	Unit 47 - Air Brake Hose/Air Door \	670.95	
			F1055457	Unit 47 - Hoses	40.95	
			F1055607	Unit 72 - Hydraulic Filter	143.43	
			F1057108	Unit 47 - Air Brake Line	49.35	
			F1060177	BFD - Straps/Pins/Bolts/Fasteners	220.19	1,390.59
5926	2023-05-10	Gerry Yaremy				
			Apr 2023	Apr 2023 Officer Wages	136.24	136.24
5927	2023-05-10	GFI Systems Inc.				
			200908	GPS Lease Fees	854.70	854.70
5928	2023-05-10	John Light				
			APR 2023	Apr 2023 - Council Indemnity	694.39	694.39
5929	2023-05-10	John Wack				
			APR 2023	April Council Indemnity	756.58	
			Apr 30, 2023	April Council Committee	594.15	1,350.73
5930	2023-05-10	JWS Inspection Services				
			102523	BLD003-2023 STIEB	3,123.75	3,123.75
5931	2023-05-10	K & L Electric Inc.				
			1339	WTS Repair/Replace Outside Ligh	1,523.38	1,523.38
5932	2023-05-10	Kings Energy Group				
			588857	Fuel Charges - BFD	231.98	231.98
5933	2023-05-10	Lois George				
			May 2, 2032	Overpaid Paid Taxes in error	2,000.00	2,000.00
5934	2023-05-10	Mun. Employees Pension Plan				
			File #286521	Apr 9 - Apr 22 Remittance	9,951.64	9,951.64
5935	2023-05-10	Meridian Source				
			11957	Assessment Roll Ad - Apr 20/23	212.63	212.63
5936	2023-05-10	Midway Distributors Ltd.				
			191-009777	BFD - P3 - Light Lens	6.70	
			191-011261	Unit 72 - Filters	89.76	
			191-011400	Unit 105 - Seat Cover/Bars/Weathr	1,267.30	1,363.76
5937	2023-05-10	Oakley Mechanical Ltd.				
			30906	Unit 24 - Safety/Repairs	3,005.50	
			30911	Unit 32 - SK Safety	546.00	
			30929	Unit 69 - Repair Clutch	546.00	4,097.50



**RM of Britannia**  
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EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
5938	2023-05-10	Ryan LeBlanc				
		Apr 2023		Apr 2023 - Bylaw Officer Serv	208.00	208.00
5939	2023-05-10	Rona Inc.				
		620-22740101		Shop - Key Pad Door Knob/Staple	383.03	383.03
5940	2023-05-10	Shane Fritsch				
		Apr 2023		Apr 2023 Officer Wages	136.24	136.24
5941	2023-05-10	Sask. Assoc. of Rural Municipal.				
		SARM813912		Unit 24 - Wheel Alignment	769.58	
		SARM813955		2 x Wobbly Tire Repair	87.89	
		SARM813956		Unit 32 - Wheel Alignment	285.05	
		EMAIL APR 2304		Employment Ad - DSO Term Posit	157.50	
		21688		Legal Service - CRiviere	93.24	
		EMAIL APR 2305		Employment Ad - Seasonal Positic	157.50	1,550.76
5942	2023-05-10	Saskatchewan Health Authority				
		3431864		Water Test - 32 Scenic Drive	23.00	
		3431905		Water Test - Hillmond School	23.00	46.00
5943	2023-05-10	SRD Investments Ltd.				
		50400		Unit 85 - Truck Wash	31.21	31.21
5944	2023-05-10	Triland Welding & Machine Ltd.				
		9946		Unit 83 - Wing Cylinders/Seal	621.65	621.65
5945	2023-05-10	Triod Supply Ltd.				
		000-148748		Blades for Graders	12,005.76	
		000-145116		Unit 78 - Spindle/Cotter Pin/Guard	930.89	
		000-145150		Unit 78 - Return Complete Guard	-1,104.93	11,831.72
				Total EFT:		52,172.10

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2932	2023-05-04	Receiver General				
		22Apr2023		Apr 9 - Apr 22 Payroll Remit	18,025.65	18,025.65
2933	2023-05-04	Collabria Mastercard				
		Apr15 2023 JB		Apr 15 Mastercard JBexson	68.13	68.13
2934	2023-05-04	Collabria Mastercard				
		Apr 17 2023 JB		Apr 17 Mastercard JBexson	19.85	19.85
2935	2023-05-04	Collabria Mastercard				
		Apr 30 2023 BL		Apr 30 Mastercard BLeganchuk	203.85	203.85
2936	2023-05-04	Collabria Mastercard				
		Apr 30 2023 MG		Apr 30 Mastercard MGlavin	847.19	847.19
2937	2023-05-04	Collabria Mastercard				
		Apr 30 2023 DO		Apr 30 Mastercard DOlynyk	376.67	376.67
2938	2023-05-04	Collabria Mastercard				
		Apr 30 2023 MK		Apr 30 Mastercard MKyle	513.71	513.71
2939	2023-05-04	SaskEnergy				
		Apr 28 2023 BFD		Mar '23 - Apr '23 BFD	582.58	582.58
2940	2023-05-04	SaskEnergy				
		Apr 28 2023 NS		Mar '23 - Apr '23 New Shop	824.03	824.03
2941	2023-05-04	SaskEnergy				
		Apr 21 2023 Off		Mar '23 - Apr '23 RM Office	314.25	314.25
2942	2023-05-04	SaskPower				



**RM of Britannia**  
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OTHER

Payment #	Date	Vendor Name	Reference	Invoice #	Invoice Amount	Payment Amount
				3900-0032-7573	341.06	341.06
2943	2023-05-04	SaskPower	Jan '23 - Apr '23 4 Mile Well			
				2844-0063-5450	568.90	568.90
2944	2023-05-04	SaskPower	April 2023 BFD			
				1359-0078-0533	329.36	329.36
2945	2023-05-04	SaskPower	April 2023 New Shop			
				0963-0080-8630	747.54	747.54
2946	2023-05-04	SaskPower	Jan '23 - Apr '23 WTS Shed			
				0798-0082-1609	72.50	72.50
2947	2023-05-04	SaskPower	Jan '23 - Apr '23 Eldon Well			
				0798-0082-1610	123.88	123.88
2948	2023-05-04	SaskPower	Jan '23 - Apr '23 Rex Well			
				3834-0036-0942	242.97	242.97
2949	2023-05-04	SaskTel	Jan '23 - Apr '23 Lindsay Well			
				Apr 28 2023 Sho	164.14	164.14
2950	2023-05-04	SaskTel Mobility	Mar '23 - Apr '23 Shop Phone			
				Apr 28 2023 Int	166.45	166.45
2951	2023-05-04	SaskTel Mobility	Internet Charges			
				Apr 28 2023 Cel	494.12	494.12
2952	2023-05-04	City Of Lloydminster	Cell Phone Charges			
				Apr 30, 2023	53.27	53.27
					<b>Total Other:</b>	<b>25,080.10</b>
					<b>Total AP:</b>	<b>112,126.04</b>

Certified correct this 10th of May 2023  
DO

Reeve

Administrator