

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

MINUTES OF THE REGULAR MEETING HELD

December 9, 2020

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 9:03 a.m., December 9, 2020 with Reeve John Light presiding.

Present: Reeve: John Light

Councillors: Ed Noble – Via Phone
Wilfred Jurke
Jim Collins
Elaine Newman
Cory McCall
Dale Crush – Via Phone

CAO: Alan Parkin

Absent: None

Delegation Sgt. Jolyne Harrison – Maidstone RCMP 9:03 – 9:20 a.m.

Agenda Approved as Presented

630/20 MCCALL: That the agenda be approved as presented

CARRIED

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.

Conflict of interests declared:

– CLR McCall Item 5.b. SD010-2020 appeal

Approve the November 25, 2020 Regular Council Meeting Minutes

631/20 COLLINS: That Council approve the November 25, 2020 Regular Council Meeting minutes with amendment to motion 612/20 amount changed to \$37,258.41.

CARRIED

Approve the November 25, 2020 Public Hearing Minutes

632/20 CRUSH: That council approved the Public Hearing Meeting minutes of the November 25, 2020 as presented.

CARRIED

Development Services Officer, Liz Bailey joined the meeting at 9:25 a.m.

CLR Collins left the meeting at 9:27 a.m.

City of Lloydminster Referral File PD1661

633/20 NOBLE: That the Rural Municipality of Britannia acknowledges the City of Lloydminster referral regarding file PD1661. Further, that we have no

John Light

concerns pertaining to the permitting process for development permits as provided in City of Lloydminster Bylaw 39-2020.

CARRIED

CLR McCall left the meeting at 9:28 a.m.

CLR Collins returned to the meeting at 9:28 a.m.

CLR McCall returned to meeting at 9:43 a.m.

634/20

Requested Close & Lease – NW 13-51-27 W3 Ernest Holman

COLLINS: Whereas, Council has considered a request by the owner of the NW 13-51-27W3 to lease a portion of undeveloped right of way adjacent to this property (namely a portion of Range Road 3271); and Whereas, Council has initially determined that the lease will not eliminate access to any lands; and Whereas, Council has initially agreed that this road is not currently needed by the public; and Whereas, Council deems it appropriate to proceed under Section 13 of the Municipalities Act; Therefore, be it resolved that council instructs Administration to contact the required Ministries for their approval, and further instructs Administration to issue public notice, that council will consider possible road closure of a portion of Range Road 3271

CARRIED

635/20

Requested Close & Lease – SE 19-53-25 W3 Thomas Hougham

JURKE: Whereas, Council has considered a request by the lessee of the Crown land SE 19-53-25W3 to lease a portion of undeveloped right of way adjacent to this property (namely the portion of Range Road 3255); and Whereas, Council has initially determined that the lease will not eliminate access to any lands; and Whereas, Council has initially agreed that this road is not currently needed by the public; and Whereas, Council deems it appropriate to proceed under Section 13 of the Municipalities Act; Therefore, be it resolved that council instructs Administration to contact the affected Ministries for their approval, and further instructs Administration to issue public notice, that council will consider possible road closure of a portion of Range Road 3255

CARRIED

636/20

Requested Close & Lease – NW 22-53-26 W3 Michael K. Thompson

COLLINS: Whereas, Council has considered a request by the owner of NW 22-53-26W3 (Parcel 149936990) and the Crown land Lessee of SE 21-53-26W3 and NE 21-53-26W3 to lease a portion of undeveloped right of way adjacent to these properties (namely portions of TWP Road 534 and Range Road 3263); and Whereas, Council has initially determined that the lease will not eliminate access to any lands; and Whereas, Council has initially agreed that these roads are not currently needed by the public; and Whereas, Council deems it appropriate to proceed under Section 13 of the Municipalities Act; Therefore, be it resolved that council instructs Administration to contact the affected Ministries for their approval, and further instructs Administration to issue public notice, that council will consider possible road closure of a portion of TWP Road 534 and Range Road 3263.

CARRIED

50.1

637/20 **Requested Close & Lease – NE 09-53-26 W3 Aaron Hougham**
 CRUSH: Whereas, Council has considered a request by the owner of NE 09-53-26 and the Lessee of Crown land NW 09-53-26W3 to lease portions of undeveloped right of way adjacent to these properties (namely the portions of TWP Road 532 and Range Road 3263); and Whereas, Council has initially determined that the lease will not eliminate access to any lands; and Whereas, Council has initially agreed that this road is not currently needed by the public; and Whereas, Council deems it appropriate to proceed under Section 13 of the Municipalities Act; Therefore, be it resolved that council instructs Administration to contact the affected Ministries for their approval, and further instructs Administration to issue public notice, that council will consider possible road closure of a portion of TWP Road 532 and Range Road 3263.
 CARRIED

638/20 **Requested Close & Lease – Winston Hougham**
 JURKE: Whereas, Council has considered a request by the lessee of lands listed in Bylaw 30-2015 to continue to lease various undeveloped right of ways included in Bylaw 30-2015 being;
 -W of 26-53-26 W3 on RR 3262
 -W of NW 23-53-25 W3 on RR 3262
 -W of SW 19-53-25 W3 on RR 3260
 -N of 23-53-26 W3 on TWP 534
 -E of 23-53-26 W3 on RR 3261
 -N of NE 09-51-25 W3 on TWP 521

and Whereas, Council has initially determined that the leases will not eliminate access to any lands;
 and Whereas, Council has initially agreed that this roads are not currently needed by the public;
 and Whereas, Council deems it appropriate to proceed under Section 13 of the Municipalities Act;
 Ministries for their approval, and further instructs Administration to issue public notice, that council will consider possible road closure of a portion of the undeveloped right of ways listed in Bylaw 30-2015.
 CARRIED

639/20 **FUTURE LAND USE MAP**
 COLLINS: That Council acknowledges the future land use map prepared by Crosby Hanna & Associates.
 CARRIED

CLR McCall left the meeting at 9:57 a.m.

CLR Jurke left the meeting at 9:58 a.m.

CLR Jurke returned to meeting at 9:59 a.m.

CLR McCall returned to meeting at 10:02 a.m.

CLR McCall left the meeting at 10:03 a.m.

Trudy MCall joined via phone at 10:03 a.m.

5/2/21

Appeal of Conditions for Proposed Subdivision SE 27-52-26 W3M (SD010-2020)

The appellant requested information in regards to conditions and why an existing development requires a geotechnical assessment, and why an approach has to be upgraded. The Development Services Officer, Liz Bailey, explained the intent of the two conditions of concern to the appellant. Council requested information from the appellant regarding their intent for the subdivision. Appellant indicated that they are intending to sell the originating parcel with existing home and keep the subdivided Parcel E undeveloped, at this time.

Trudy McCall left the meeting at 10:16 a.m.

- 640/20 **Conditions for Proposed Subdivision SE 27-52-26 W3M (SD010-2020)**
 NEWMAN: That Council removes condition for the requirement of "A complete geotechnical assessment, including a topographical survey and drainage plan, prepared by a geotechnical engineer registered with the Province of Saskatchewan, as per Zoning Bylaw Part III – General Regulations, Section 7.A.a,c,d, and 7.C.b,c," as there is no new development being considered for proposed Parcel E at this time
 CARRIED

Development Services Officer, Liz Bailey left the meeting at 10:25 a.m.

Council took a break from 10:25 a.m. to 10:31 a.m.

Councillor McCall returned to the meeting at 10:31 a.m.

Operations Manager, Dan Fiderko joined the meeting at 10:31 a.m.

- 641/20 **Right of Entry and Stockpile Area Agreement SW 24-52-27 W3M**
 NOBLE: That Council acknowledges and approves the Right of Entry and Stockpile Area Agreement signed by the landowner of the SW 24-52-27-W3 allowing the Municipality to stockpile riprap aggregate on this property for future maintenance purposes. Further, Council approves the \$1.00 per cubic yard payment which will be made upon the Municipality removing the material from the property.
 CARRIED

- 642/20 **Price for purchase of Rip Rap 2021**
 JURKE: That Council sets the rate for the purchase of rip rap at \$0.50 per cubic yard commencing January 1, 2021.
 CARRIED

- 643/20 **Borrow Material from NE 35-52-27 W3M**
 CRUSH: That Council agrees to make payment to the landowner of the NE 35-52-27-W3 for borrow material used on the Deck Culvert project (Township Road 530 between Range Roads 3270 & 3271). Total volume removed was 179.83 cyds at .50¢ per cubic yard for a payment amount of \$89.92. Council further acknowledges that this borrow area will remain open and will be used for other 2021 projects.
 CARRIED

- 644/20 **Unit # 20 and Sanding Unit**
 MCCALL: That Council instructs the Operations manager to send Unit #20 and sander to the next Ritchie Brothers Auctioneers sale.
 CARRIED

JL. P.

Operations Report for November

645/20 NEWMAN: That Council approves the operations report for November as information.

CARRIED

Purchase of New Sanding Unit

646/20 MCCALL: That Council approves the purchase of one Tenco 10.09 cubic yard sander and required controls including installation from Fort Garry Industries Ltd. of Saskatoon for \$27,300 plus delivery and taxes.

CARRIED

Equipment Utilization Reports for November

647/20 JURKE: That Council accepts as information the November 2020 equipment utilization reports as presented.

CARRIED

Director of Finance, Bryson Leganchuk joined the meeting at 11:08 a.m.

Operations Manager, Dan Fiderko left the meeting at 11:15 a.m.

November 2020 Payroll

648/20 MCCALL: That Council approves the November 2020 Payroll as presented.

CARRIED

Mower R15 and Side Arm Insurance

649/20 NOBLE: That Council approves the SARM Property Self Insurance Program Final Proof of Loss claim in the amount of \$7,163.92 for the 2019 John Deere Mower R15 and 2019 Degelman Side Arm damage claim that occurred on August 6, 2020. Further that Council instructs the Reeve and Administrator to sign the Final Proof of Loss form agreeing to the payment for the claim of \$6,163.92.

CARRIED

Municipal Base Tax on Roll 5712 000

650/20 MCCALL: That Council approves the tax abatement of the municipal base tax of \$330.00 on Roll 5712 000, Alternate # 502-870312313 because a SAMA error caused Roll 5712 000 to be created when the Alternate # 502-870312313 was already utilized under Roll 5661 000.

CARRIED

Husky Oil Tax Abatement

651/20 COLLINS: That Council acknowledges the request received from Husky Oil Operations Limited regarding the removal of base tax on 34 tax cards because Husky Oil Operations Limited believes that 34 tax cards have been created that are a part of different oil well sites. Council requests that Administration contact Husky Oil Operations Limited and highlight the annual assessment appeal process that allows Husky Oil Operations Limited to formally request these changes to be made through the assessment appeal process. Further, the R.M. of Britannia No. 502 council denies the request of Husky Oil Operations Limited to abate 34 alternate number's base tax of \$330.00 each for a total abatement of \$11,220.00.

CARRIED

Jonas Hoegl, representing APAS joined the meeting at 11:34 a.m.

Jonas Hoegl, representing APAS left the meeting at 12:00 p.m.

J.C. J.

Accounts for Approval

652/20 JURKE: That Council approves the following accounts, 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 #30726 - 30770,
- Electronic Funds Transfer #3989 - 4029,
- Online Payments #1983 - 1993,

All totaling \$274,039.38.

CARRIED

Tax Abatement for Roll 5510 000

653/20 NOBLE: That council approves the following interest tax abatement for Roll 5510 000: Municipal Taxes \$515.71, School Taxes \$152.47, Total Taxes \$668.18 The change of ownership for wellsite 91 05 08 52 25 W3 was changed from Freehold Resource Limited to Canadian Natural Resources Limited but Canadian Natural Resources Limited was not notified of this change until August 25, 2020. Canadian Natural Resources Limited is responsible for the 2019 and 2020 taxes for Roll 5510 000, 91 05 08 52 25 W3.

CARRIED

Tax Enforcement and Tax Abatement for NW 06-51-27 W3M

654/20 MCCALL: That Council approves the following tax enforcement costs and interest tax abatement for Roll 3718 000: Municipal Taxes \$122.55, School Taxes \$ 89.70, Total Taxes \$212.25, The change of ownership for Roll 3718 000 was not changed when the change of ownership for the NW-06-51-27-W3 was received on April 24, 2018, causing interest and tax enforcement costs to be added to the tax card. The NW-06-51-27-W3 has two tax cards Roll 933 000 – Agricultural Land and Residential Land and Roll 3718 000 – Residential Improvements. Further, that Council instructs administration to send an invoice to the previous owner of the NW-06-51-27-W3 for the taxes owing from January 1, 2018 to April 23, 2018.

CARRIED

Director of Finance, Bryson Leganchuk left the meeting at 12:10 p.m.

Council took a break for lunch from 12:11 p.m. to 12:47 p.m.

Unexpended Grants for 2019 and 2020

655/20 COLLINS: That Council approve transferring unexpended funding for RM grants for 2019 in the amount of \$9,819.24 and for 2020 in the amount of \$17,363.38 into a reserve for future grant funding, and further instructing administration to contact those with unexpended grant funding amounts for 2019 and 2020 that these funds may be available for future projects.

CARRIED

1999 Seagrave Aerial Pump Ladder Truck update

656/20 JURKE: That Council accepts the update on the 1999 Seagrave Aerial Pump Ladder truck as information.

CARRIED

CLR Collins left the meeting at 12:59 p.m.

CLR Collins returned to meeting at 1:00 p.m.

Christmas Office Closure

657/20 MCCALL: That Council approves the closure to the public of the Rural Municipality of Britannia No. 502 office on December 24th at 1PM, December 25th and 28th, 2020 and January 1, 2021.

J.C. f

CARRIED

658/20

Council Committee Appointments for 2021

MCCALL: That Council approves the following Committee Appointments for 2021:

OH&S Committee – Councillor Collins and Councillor Crush and CAO Parkin representing the employer.

R.M. Officials: Administrator – Alan Parkin;

Treasurer/Assessor – Bryson Leganchuk;

Municipal Solicitors – Mike Morris (SARM)

Pound Keepers – Kent Thompson (Stray Animals Act),

Lloydminster SPCA - Dogs and Cats;

Dog/Cat Control Officer – Trisha Lampitt;

Pest Control Officer - Erin McGladdery;

Bylaw Enforcement Officer – Ryan Leblanc;

Plant Health Officers as Pest Control Officer – Colleen Fennig (SARM)

Appointments:

Lloydminster & District Community Futures – Councillor McCall;

Development Appeals Board – Secretary – Bryson Leganchuk;

Mrs. Marilyn Napper, Mr. Neil Geall,

Mr. Neil Johnson, Mr. Tom E. Hougham, Mr. Bill Cosh;

Lakeland Library Region – Councillor McCall;

Lloydminster Regional Health Advisory – Councillor Newman;

Paradise Hill Health and Community Futures – Councillor McCall;

Northwest Municipalities Association – Councillor Jurke;

Northwest Mutual Aid – Councillor Collins;

Lloydminster Planning District Commission – Reeve Light and

Councillor Collins (Councillor Jurke – alternate);

RCMP Community Consultative Group – Councillor Jurke;

Fire Chief – John Bexson

Local Emergency Measures Organization (EMO) – Councillor Collins,

Administrator Parkin, Landfill Operator Melissa Winter,

Payroll Clerk Marla Kyle, Fire Chief Mr. John Bexson,

Mr. Bill Cosh, Mr. Norm Namur, Mr. Don Whiting,

Mrs. Sharon Crush, Mrs. Karen Collins

Sandy Beach Regional Park – Councillor McCall.

CARRIED

659/20

Council Meeting Time and Dates for 2021

NOBLE: That Council approves the following dates for Regular Council meetings in 2021 commencing at 9 AM,

January 13, 27, July 14, 28

February 10, 24, August 11, 25

March 17, 31, September 8, 22

April 14, 28, October 13, 27

May 12, 26, November 10, 24

June 9, 23, December 8, 22, 2021.

CARRIED

660/20

Rural Water – Future Needs

JURKE: That Council approves the draft future water needs map, and instructs administration to send to SaskWater, along with a letter indicating an interest in water for rural consumers in the RM of Britannia.

CARRIED

661/20

CAO Report for November

JURKE: That Council accepts the Chief Administrative Officer report for November as information.

J.C. ↗

CARRIED

CLR Collins left the meeting at 1:39 p.m.

Fire Hall Capital Work

662/20

CRUSH: That Council approves the fire hall capital work, including the installation of handrail on the stairwell to upstairs meeting room in the amount \$6,930 plus taxes to Tom Yanchuk Construction of Lloydminster.

CARRIED

CLR Collins returned to meeting at 1:41 p.m.

Correspondence

663/20

COLLINS: That Council accepts the correspondence as presented.

CARRIED

Development Services Officer, Liz Bailey joined the meeting at 2:01 p.m.

Jim Walters and Tanner Traves of Crosby Hanna & Associates joined the meeting at 2:02 p.m. via electronic means (Go To meeting).

CLR Newman left the meeting at 2:20 p.m.


CLR Newman returned to meeting at 2:22 p.m.

Adjournment

664/20

NOBLE: That Council adjourn the meeting of council the time being 2:57 p.m.

CARRIED



Reeve



Chief Administrative Officer