

RURAL MUNICIPALITY
OF
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD
November 29, 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 9:05 a.m., November 29, 2023, with Reeve John Light presiding.

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

CAO: Bryson Leganchuk
EA: Liz Bailey

Absent:

608/23 **Agenda Approved**

COLLINS: That council approve the agenda for the November 29, 2023 regular meeting of council with the following additions: 9. h. Health Advisory Committee Update (Div. 4) and 9. i. Lloydminster Health Foundation Update (Div. 4).

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.

609/23 **November 15, 2023 Regular Council Meeting Minutes**

JURKE: That council approve the November 15, 2023 regular council meeting minutes as presented.

CARRIED

2. a.

610/23 **October 2023 Building and Approach Permit Report**

NOBLE: That council acknowledge the October 2023 Building and Approach Permit Report as presented and accept it as information.

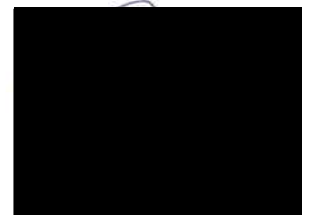
CARRIED

2. b.

611/23 **November 2023 Enforcement Order Summary**

JURKE: That council acknowledge the November 2023 Development Services Enforcement Order Summary as presented.

CARRIED



3. b.

612/23 **October Financial Report**

COLLINS: That council accept the October 2023 Financial Report as submitted.

CARRIED

3. c.

613/23 **2022/2023 Grant Program Request for Extension**

NOBLE: Whereas, council allocated \$3,575.23 to the North Bend Hall for the 2022/2023 RM Grant Program; and
Whereas, \$1,965.12 has been paid out to North Bend Hall as part of the allocation;

Be it resolved, that council approve the request for extension and further approves the payment of \$193. 73 to the North Bend Hall.

CARRIED

3. e.

614/23 **Credit Card Payments Discussion**

NOBLE: That council instructs administration to accept credit card payments in person at the RM office with no fee to the ratepayer at time of payment.

CARRIED

3. f.

615/23 **November 2023 Payroll to Council for Acknowledgement**

MCCALL: That council acknowledges the November 2023 Payroll as per Bylaw 23-2021.

CARRIED

5. b.

614/23 **October 2023 Operations Report**

JURKE: That council acknowledge the October 2023 Operations Report as presented and accept it as information.

CARRIED

Council took a break at 10:38 a.m. and returned to the meeting at 10:46 a.m.

4.

Delegation – Trenton Spence and Jordan Mihalicz of the Water Security Agency joined the meeting at 10:46 a.m.

Delegation – Trenton Spence and Jordan Mihalicz of the Water Security Agency left the meeting at 11:30 a.m. and did not return.

3. a.

617/23 **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 # 32237 - 32256, Electronic Funds Transfer #6361 - 6382, Online Payments #3180 - 3198 all totaling \$217,409.31.

CARRIED

5. c.

618/23 **Table SE 07-51-25W3M Approach Approval**

NOBLE: That the review and discussion of the SE 07-51-25W3M Approach Approval be tabled for discussion at a future council meeting, following an onsite review by the CAO and Division 1 Councillor.

DEFEATED



619/23 **SE 07-51-25W3M Approach Approval**

NEWMAN: Whereas, the RM of Britannia No. 502, through custom work, constructed an approach onto SE-07-51-25-W3; and
Whereas, the RM of Britannia No. 502 has determined that the approach does not meet the right-angle requirement as shown in Schedule "C" within Bylaw No. 02-2023, a bylaw to establish a road approach policy;
Therefore, be it resolved, the RM of Britannia No. 502 instruct the CAO to instruct the Operations Manager have this approach reconstructed to allow for a right angle onto Britannia Road.

CARRIED

5. d.

620/23 **Additional Project for 2024**

MCCALL: That council instruct the CAO to add the following clay capping project to the 2024 budget:

- RR 3262 – from Twp Rd 525 to Twp Rd 531.

CARRIED

Council took a lunch break at 11:55 p.m. and returned to the meeting at 12:20 p.m.

6. a.

621/23 **November 29, 2023 Update on New Office Renovations**

WACK: That council acknowledge the November 29, 2023 update on the New Office Renovation as presented.

CARRIED

6. d.

622/23 **Update on Access to NE/SE-01-50-28-W3**

COLLINS: That council instruct the CAO to begin the planning process for relocating the rail crossing located on Twp Rd 500, southeast of SE-01-50-28-W3, to allow access to SE-01-50-28-W3.

CARRIED

6. e.

623/23 **Deer Creek Recreation Site**

NOBLE: That council instruct administration to request an MOU from the Ministry of Parks, Culture, and Sport for the improvement and maintenance of the Deer Creek Recreation Site, located adjacent to the North Saskatchewan River on pt NE 28-52-25WM. Further, that council support administration in pursuit any grant or other funding and partnering opportunities that may be available for this project.

CARRIED

6. f.

624/23 **Former Shell Lease Site in Greenstreet**

MCCALL: That council acknowledge the November 20, 2023 letter received from Shell Canada Products regarding the former Shell site located on Lot 1, Block 7, Plan 102248973 Ext. 0 in the Hamlet of Greenstreet.

CARRIED

6. g.

625/23 **2024 APAS Membership**

JURKE: That council instruct administration to advise Agricultural Producers Association of Saskatchewan that the RM will not be purchasing an annual membership.

CARRIED

9. a.

626/23 **2024 Cost of Living Increase**

NOBLE: That council approves the economic increase of 4.5% to all salary grids including the Chief Administrative Officer effective January 1, 2024.

CARRIED



9. b.

627/23 2024 Regular Meeting Schedule

WACK: That, as per Section 6 of the Procedure Bylaw 21-2020, council approve the following list of 2024 regular council meeting dates:

- | | | |
|----------------------|---------------------|------------------------|
| 1. January 10, 2024 | 9. May 8, 2024 | 17. September 11, 2024 |
| 2. January 24, 2024 | 10. May 22, 2024 | 18. September 25, 2024 |
| 3. February 14, 2024 | 11. June 12, 2024 | 19. October 9, 2024 |
| 4. February 28, 2024 | 12. June 26, 2024 | 20. October 23, 2024 |
| 5. March 11, 2024 | 13. July 10, 2024 | 21. November 12, 2024 |
| 6. March 27, 2024 | 14. July 24, 2024 | 22. November 27, 2024 |
| 7. April 10, 2024 | 15. August 14, 2024 | 23. December 11, 2024 |
| 8. April 24, 2024 | 16. August 28, 2024 | |

CARRIED

9. c.

628/23 2024 Administration Office and Operations Department Closure Schedule

WACK: That council acknowledge the following list of civic holidays and observance dates (office/ operations closures) in 2024:

1. New Year's Day occurs and observed Monday January 1, 2024
2. Family Day occurs and observed Monday February 19, 2024
3. Good Friday occurs and observed Friday March 29, 2024
4. Victoria Day occurs and observed Monday May 20, 2024
5. Canada Day occurs and observed Monday July 1, 2024
6. Saskatchewan Day occurs and observed Monday August 5, 2024
7. Labour Day occurs and observed Monday September 2, 2024
8. Thanksgiving occurs and observed Monday October 24, 2024
9. Remembrance Day occurs and observed Monday November 11, 2024
10. Christmas Day occurs and observed Wednesday December 25, 2024
11. Boxing Day occurs and observed Thursday December 26, 2024

CARRIED

Councillor Wack stepped out at 1:38 p.m. and returned at 1:39 p.m.

9. e.

629/23 Tender for New Fire Truck

JURKE: That the RM of Britannia council tender for a new fire truck with the specification that have been presented by the members of the committee representing the Britannia Fire Department.

CARRIED

630/23 2024 Volunteer Firefighter Response Wages

COLLINS: That the RM of Britannia Council increase the hourly rate of pay for Britannia Fire Fighter Callouts from \$23.00/hour to \$27.00/hour, effective January 1, 2024.

CARRIED

631/23 Deficit for Britannia Fire Department Operating Costs

NOBLE: That the RM of Britannia council establish a \$242,170 deficit for the Britannia Fire Department Operating costs.

CARRIED

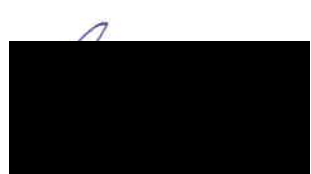
9. f.

632/23 Additional Staff Member for Office

WACK: That council authorize the CAO to add an additional Part-Time (with the potential of Full-Time in the future) Office Assistant position to the organizational structure.

CARRIED

Councillor Wack left the meeting at 2:15 p.m. and did not return.



9. g.

633/23 **City of Lloydminster Water Treatment Facility Discharge Notification**

MCCALL: That council acknowledge the notification received from the City of Lloydminster regarding their plan to discharge 20m³ to 30m³ of high-quality treated effluent into the stormwater channel southeast of the Wastewater Treatment Plant.

CARRIED

10.

634/23 **Correspondence**

COLLINS: That council acknowledge the following list of correspondence:

1. 2023-11-10 STARS Vigilant program Information;
2. 2023-11-15 Municipalities Today;
3. 2023-11-16 APAS Newsletter;
4. 2023-11-21 Sask Ag Now Event Invitation; and
5. 2023-11-23 City of Lloydminster – Landowner Notification – Discretionary Use Development Permit Application.

CARRIED

635/23 **Adjournment**

NOBLE: That the meeting be adjourned, the time being 2:43 p.m.

CARRIED



Reeve



Chief Administrative Officer



RM of Britannia
List of Accounts for Approval
Batch: 2023-00096 to 2023-00096

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
32237	2023-11-29	1st Choice Auto Detailing Ltd.	3811	Unit 86 - Truck Detailing	288.75	288.75
32238	2023-11-29	360 Supply Inc.	000-026217	Shop - Welding Supplies	1,398.96	1,398.96
32239	2023-11-29	Ber-Cam Welding Ltd.	1336	Unit 83 - Weld Gader Blade Skins	1,890.00	1,890.00
32240	2023-11-29	Saskatchewan Crime Stoppers	2023 Donation	2023 Donation	200.00	200.00
32241	2023-11-29	EECOL Electric Corp.	LM 0629051	Shop - Exit Light	88.65	88.65
32242	2023-11-29	Gary Blythe Vacuum Services	19662	Pumping Holding Tanks	620.00	620.00
32243	2023-11-29	Josh Klarholm	Nov 21 2023	Reimbursement PAD Payments	900.00	900.00
32244	2023-11-29	John Deere Financial	O27207	Unit 65 - Oil Line	282.74	
			O27208	Unit 65 - Fitting	238.98	
			O27419	Unit 65 - Return Oil Line	-344.74	
			O27420	Unit 30 & 65 - Switch/Filler Cap	94.91	
			O27608	Unit 65 - Oil Line	422.90	
			O27698	Unit 65 - Repair Kit/Tool	74.97	
			S79561	Unit 12 - Hydraulic Fittings	1,944.14	2,713.90
32245	2023-11-29	Lloyd Plumbing & Heating Ltd.	SW1094921	#220 Greenstreet Water Meter Rej	315.84	
			SW1095250	Repair Old Fire Hall Furnace	303.90	619.74
32246	2023-11-29	Marti R. & Maureen L. McEwen	Nov 20 2023	Borrow Material Clay	145.00	145.00
32247	2023-11-29	Megan Axley	Nov 20 2023	Reimbursement Difference Approa	2,550.52	2,550.52
32248	2023-11-29	Messer Canada Inc	2106965906	Ferroline C25	310.00	310.00
32249	2023-11-29	Nicholson Mechanical Ltd.	0000052715	Gear Washing Machine	28,049.81	
			0000052727	Gear Washing Machine Pump	1,304.25	
			0000052805	Gear Washing Machine Startup/Tr.	2,775.00	32,129.06
32250	2023-11-29	Noyce Photography	6284	BFD - Member Photos	798.00	798.00
32251	2023-11-29	Peggy McKenzie	Nov 20 2023	Borrow Material Clay	2,899.00	2,899.00
32252	2023-11-29	Valor Energy Ltd.	10312023	Road Oiling	47,256.24	
			RM10019	October 2023 ROW Spraying	2,291.94	49,548.18
32253	2023-11-29	Wilfred Jurke	Oct 31, 2023	October 2023 - Council Committee	379.27	379.27
32254	2023-11-29	West-Can Seal Coating Inc.	2901	#204 - Micro-Surface - Grid 684	60,973.12	60,973.12
32255	2023-11-29	Warehouse Services Inc.	504634/2	Unit 75 - Air Filters	111.20	111.20
32256	2023-11-29	Colin Wack				



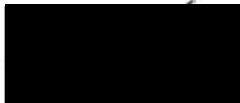
RM of Britannia
List of Accounts for Approval
Batch: 2023-00096 to 2023-00096

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
	Nov 22 2023		BLD013-2023 Building Permit Dep	1,000.00	1,000.00
				Total EFT:	159,563.35

EFT

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
6361	2023-11-29	Aultman Construction Ltd.			
		7030	4 Mile Well Replace Pump	4,196.74	4,196.74
6362	2023-11-29	Brandt Tractor Ltd.			
		1291968	Unit 103 - 1000 Hr Service	4,089.97	4,089.97
6363	2023-11-29	Clifton Engineering Group Inc.			
		317137	#170 - Lagoon Tender Package Pr	598.62	
		317157	#170 - Lagoon Tender Package Pr	598.62	1,197.24
6364	2023-11-29	2567658 Alberta Limited			
		59182TM	#8000980 - Shop Water	59.00	59.00
6365	2023-11-29	Ed Noble			
		Oct-Nov 2023	Oct - Nov 2023 Council Committee	1,393.91	1,393.91
6366	2023-11-29	Elaine Newman			
		Oct 31 2023	Oct 2023 - Council Committ	376.17	376.17
6367	2023-11-29	Enviroway Detergent Man. Inc.			
		CN009925	Credit - 6 x 20L Pail Return	-173.25	
		IN072108	1 x Sodium Bisulphite	769.95	596.70
6368	2023-11-29	Fort Garry Industries Ltd.			
		F1470368	Unit 26 - Switch	32.55	32.55
6369	2023-11-29	Kings Energy Group			
		600223	BFD Fuel Charges	502.56	
		600804	BFD Fuel Charges	192.81	695.37
6370	2023-11-29	Lash Enterprises			
		701746	Unit 79 - Valve Repair	1,915.39	
		702426	BFD - Hose/Fittings	185.55	
		702851	Unit 29 - Quick Coupler Adaptor	109.40	2,210.34
6371	2023-11-29	Lloydminster Nut & Bolt			
		3943894	WTS - Gear Clamps	36.19	
		3945538	WTS - Gear Clamps	35.51	71.70
6372	2023-11-29	Mun. Employees Pension Plan			
		File #336211	Nov 5 - Nov 18 Remittance	10,775.68	10,775.68
6373	2023-11-29	MuniSoft			
		2023/24-03365	Replaced Computers/Laptop	4,773.30	4,773.30
6374	2023-11-29	Novlan Bros. Sales			
		116465	Unit 75 - Heater Assembly/Pump A	2,121.38	2,121.38
6375	2023-11-29	Premier Auto Electric Ltd.			
		110061	Unit 26 - Starter Repair	138.60	138.60
6376	2023-11-29	Purolator Inc			
		454868976	Finning Freight	51.96	51.96
6377	2023-11-29	Rona Inc.			
		620-22857471	4 Mile Corner Sign	287.15	287.15
6378	2023-11-29	Sask. Assoc. of Rural Municipal.			



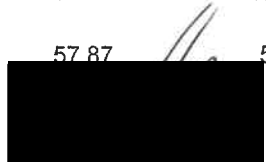
RM of Britannia
List of Accounts for Approval
Batch: 2023-00096 to 2023-00096

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			PF-5049-46813	Unit 90 - 124717 Univis N 22	804.87	
			SARM817006	Unit 89 - Repair 2 Tires	781.02	
			SARM817007	Shop - Tire Test Equipment	332.60	
			SARM817008	Unit 24 - Tire Repair	59.59	
			SARM817009	Unit 86 - Tire Repair/Replacement	352.06	
			SARM817010	Unit 107 - Wheel Alignment	344.44	2,674.58
6379	2023-11-29	Saskatchewan Health Authority				
			3448380	Water Test - 32 Scenic Drive	23.00	
			3448381	Water Test - Hillmond School	23.00	46.00
6380	2023-11-29	SRD Investments Ltd.				
			52921	Unit 75 - Truck Wash	107.42	107.42
6381	2023-11-29	Stuart Wright Ltd				
			6231708	Camlock & Chain	231.29	231.29
6382	2023-11-29	Truck Zone				
			03P33446	Air Dryer Cartridge/Filter	272.31	272.31
				Total EFT:		36,399.36

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
3180	2023-11-22	ATCO Energy				
			Nov 10 2023	October '23 RM Office	326.78	326.78
3181	2023-11-22	Collabria Mastercard				
			Nov 18 2023 BL	Nov 18 Mastercard BLeganchuk	1,482.14	1,482.14
3182	2023-11-22	Collabria Mastercard				
			Nov 18 2023 MG	Nov 18 Mastercard MGlavin	902.62	902.62
3183	2023-11-22	Collabria Mastercard				
			Nov 18 2023 DO	Nov 18 Mastercard DOlynyk	488.07	488.07
3184	2023-11-22	Collabria Mastercard				
			Nov 18 2023 LB	Nov 18 Mastercard LBailey	97.46	97.46
3185	2023-11-22	Collabria Mastercard				
			Nov 18 2023 MK	Nov 18 Mastercard MKyle	191.78	191.78
3186	2023-11-22	SaskEnergy				
			Nov 14 2023 WTP	Oct '23 - Nov '23 - G'street WTP	132.96	132.96
3187	2023-11-22	SaskEnergy				
			Nov 14 2023 LS	Oct '23 - Nov '23 - Lift Station	49.88	49.88
3188	2023-11-22	SaskPower				
			2151-0075-4776	Oct '23 - Nov '23 Rink Lights	32.60	32.60
3189	2023-11-22	SaskPower				
			2283-0072-5280	Oct '23 - Nov '23 H'mond St Light	110.56	110.56
3190	2023-11-22	SaskPower				
			2283-0072-5285	Oct '23 - Nov '23 H'mond Shed	1,171.43	1,171.43
3191	2023-11-22	SaskPower				
			2283-0072-5288	Oct '23 - Nov '23 G'st St Light	231.53	231.53
3192	2023-11-22	SaskPower				
			2283-0072-5294	Oct '23 - Nov '23 G'street Well	315.33	315.33
3193	2023-11-22	SaskPower				
			2943-0066-1142	Oct '23 - Nov '23 H'mond Tank Loc	406.48	406.48
3194	2023-11-22	SaskPower				
			3669-0045-2634	Oct '23 - Nov '23 N'bend Well	57.87	57.87



RM of Britannia
List of Accounts for Approval
Batch: 2023-00096 to 2023-00096

OTHER

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
3195	2023-11-22	SaskTel Nov 7 2023 IBC	October '23 IBC Phone	421.88	421.88
3196	2023-11-22	SaskTel Nov 16 2023 BFD	Oct '23 - Nov '23 BFD Phone	192.69	192.69
3197	2023-11-22	SaskTel Nov 16 2023 Off	Oct '23 - Nov '23 Office Phone	293.36	293.36
3198	2023-11-22	Receiver General 18Nov2023	Nov 5 - Nov 18 Payroll Remit	14,541.18	14,541.18
				Total Other:	<u>21,446.60</u>
				Total AP:	<u>217,409.31</u>

Certified correct this 29th of November 2023

DO 

Reeve 

Administrator

