

RURAL MUNICIPALITY  
OF  
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD  
August 23, 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 8:58 a.m., August 23, 2023, with Reeve John Light presiding.

<b>Present:</b>	Reeve:	John Light
	Councillors:	Jim Collins
		Wilf Jurke
		Cory McCall
		Elaine Newman
		Ed Noble
	CAO:	Bryson Leganchuk
	EA:	Liz Bailey
<b>Absent:</b>	Councillor	H. John Wack

452 /23

**Agenda Approved**

JURKE: That council approve the agenda for the August 23, 2023 regular meeting of council with the addition of: 4. d. Quality of Topsoil Replaced at 684 Curve Borrow.

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: Councillor Noble 4. d.*

1. a.  
453 /23

**August 9, 2023 Regular Council Meeting Minutes**

NOBLE: That council approve the August 9, 2023 regular council meeting minutes as amended.

CARRIED

*Development Services Officer Yvonne Prusak joined the meeting via Zoom at 9:05 a.m.*

2. a.  
454 /23

**LPDC OCP Consolidation Project**

NOBLE: That the R.M. of Britannia council will not proceed with the Crosby Hanna proposal as it does not align with the original scope and intent of the Official Community Plan consolidation project.

Further, that the City of Lloydminster and the RM of Wilton pursue the extensive first nations consultation directly with the groups concerned, if they choose, and bring recommendations to LPDC for Official Community Plan amendments, at a later date.

CARRIED



455/23

**LPDC Rules of Procedure**

NOBLE: That the R.M. of Britannia No. 502 recommend that the members of the commission review the Rules of Procedure in detail as a group at the September 8 Committee Meeting.

CARRIED

*Development Services Officer Yvonne Prusak left the meeting via Zoom at 9:56 a.m.*

3. a.  
456/23

**Accounts for Approval**

JURKE: 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 #32114 - 32126, Electronic Funds Transfer #6142 - 6167, Online Payments #3063 - 3083 all totaling \$107,051.62.

CARRIED

3. b.  
457/23

**Tax Abatement Roll 1330**

MCCALL: Whereas, in accordance with Policy GG-006 – Tax Abatement Policy – Council will review tax abatement requests for the current year in the following circumstances:

3. Administration made an error in the calculation of the 293-exemption amount applied to the ratepayer’s residence. The information must have been available on the RM’s tax program or provided by the ratepayer to Administration prior to Assessment Notices being mailed;

Whereas, the 293-exemption was not applied to the residential improvement for Roll 1330 000 NW 16-52-26 W3 Parcel A, Plan 00B04426 Ext. 2;

Be it resolved that council abate the following taxes:

Municipal Taxes: \$ 752.81

School Taxes: \$ 765.63

Total Abatement: \$1,518.44

CARRIED

*Operations Manager Michael Glavin joined the meeting at 10:11 a.m.*

4. b.  
458/23

**Operations Manager’s July 2023 Report**

JURKE: That council acknowledge the Operations Manager’s Report for July 2023 as presented and accept it as information.

CARRIED

4. c.  
459/23

**Options for Draining Lagoon Report**

NEWMAN: That council instruct the CAO to hire a third party to assist with draining the Greenstreet Lagoon if municipal forces aren’t available to do so in 2023.

CARRIED

*Councillor Noble declared a conflict of interest and left at 10:55 a.m.*

4. d.  
460/23

**Quality of Topsoil Replaced at 684 Curve Borrow**

MCCALL: That this item be tabled and discussed at the next regular meeting of council.

CARRIED

*Operations Manager Michael Glavin left the meeting at 10:58 a.m.*



*Council took a break at 10:59 a.m. All members of council returned to the meeting at 11:01 a.m.*

- 5. *Delegation – COL – Manager of Emergency Management Andrew DeGruchy joined the meeting at 11:01 a.m.*

*Delegation – COL – Manager of Emergency Management Andrew DeGruchy left the meeting at 11:22 a.m.*

461/23

**Regional Emergency Management Collective**

NEWMAN: That council join the Regional Emergency Management Collective for an annual cost of \$6,600.00, as led by the City of Lloydminster Manager of Emergency Management Andrew DeGruchy.  
**CARRIED**

3. c.

462/23

**Tax Abatement Roll 5099 000**

NEWMAN: Whereas, in accordance with Policy GG-006 – Tax Abatement Policy – Council will review tax abatement requests for the current year in the following circumstances:

- 4. An assessment appeal resulted in a change in the ratepayer’s assessment after the tax levy was applied;

Whereas, the appeal was to remove a well as it has been abandoned since March 8, 2019 for Roll 5099 000 91-11-29-51-26 W3;

Be it resolved that council abate the following taxes:

Municipal Base Taxes: \$ 2,290.00  
 Municipal Taxes: \$ 259.90  
School Taxes: \$ 76.42  
 Total Abatement: \$ 2,626.32

**CARRIED**

3. d.

463/23

**Reverse Interest Charges Roll 1044 000**

MCCALL: Reverse the following interest charges accrued by Roll 1044 000 as the landowner did not receive the 2022 Tax Notice due to an administrative error.

January Interest: \$ 44.62  
 February Interest: \$ 45.06  
 March Interest: \$ 45.51  
 April Interest: \$ 45.97  
 May Interest: \$ 46.43  
 June Interest: \$ 46.89  
 July Interest: \$ 47.36  
August Interest: \$ 3.22  
 Total Interest: \$ 325.06

**CARRIED**

3. e.

464/23

**2024 Budget Additions**

NEWMAN: That council approves the following two additions to the 2024 Draft Budget:

Fencing of Shop Compound around perimeters and Electric Gate	\$120,000
Fog Coat of RM Surfaced Roads (approx. 72 km’s) – 720,000m3 X .10/m2	\$72,000
Line Painting RM Roads	\$65,000
Chipseal / Fog Coat – 684 from Hwy 3 to Twp 522 and Twp between speed curves (5.0 km)	\$600,000
<b>Total Additions</b>	<b>\$857,000</b>

**CARRIED**



3. f.  
465/23 **August 2023 Payroll to Council for Acknowledgement**  
MCCALL: That council acknowledges the August 2023 Payroll as per Bylaw 23-2021.  
*CARRIED*
9. a.  
466/23 **Fire Department Committee Creation and Appointments**  
MCCALL: That council establishes a Fire Board Committee through section 81.1 (5) of the Municipalities Act. The following are appointed members of the Fire Board Committee:  
1) Fire Chief  
2) Deputy Chief  
3) CAO  
4) Reeve  
5) Councillor Jurke  
6) Councillor Wack or alternate  
*CARRIED*
- 467/23 **Policy PS-001 Fire Board Terms of Reference**  
MCCALL: That council approves Policy PS-001 Fire Board Terms of Reference and that this policy becomes effective immediately.  
*CARRIED*
- Councillor McCall left the meeting at 12:07 p.m. and returned at 12:09 p.m.*
9. b.  
468/23 **Follow-up from Meeting with the Minister of Highways**  
NEWMAN: That council acknowledge the report from the CAO on the Minister of Highways and Infrastructure meeting with the Reeve and CAO on August 14, 2023 regarding Highway 17 north of Lloydminster.  
*CARRIED*
9. c.  
469/23 **Acknowledgement of Utility Crossing Agreement with SaskTel**  
MCCALL: That council acknowledge the July 25, 2023 Crossing Agreement for installation of new fiber optic line SE 25-51-26W3M to SW 23-51-25W3M.  
*CARRIED*
9. d.  
470/23 **CAO Report for July 2023**  
NOBLE: That Council accepts the Chief Administrative Officer's report for July 2023 as information.  
*CARRIED*
- Council took a lunch break from 12:33 p.m. and returned to the meeting at 1:08 p.m.*
9. e.  
471/23 **Nuisance Property in Greenstreet**  
MCCALL: That council acknowledge the Order of Remedy dated August 18, 2023 for the following locations:  
• Lot 7, Block 2, Plan AP2196; and  
• Lot 8, Block 2, Plan AP2196.  
*CARRIED*



9. g.  
472/23

**Rail Safety Week Resolution**

NOBLE: That council acknowledge the following proclamation for rail safety week as issued by the Reeve:

WHEREAS Rail Safety Week is to be held across Canada from September 18 to 24, 2023;

WHEREAS, 232 railway crossing and trespassing incidents occurred in Canada in 2022; resulting in 66 avoidable fatalities and 43 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

Whereas CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is hereby resolved that the R.M. of Britannia support national Rail Safety Week to be held from September 18 to 24, 2023.

*CARRIED*

9. h.  
473/23

**Elevator Change in Scope for New Shop**

NOBLE: That council approves Change Order 01-Elevator with Craftex Builders for the upgrade of the Savaria lift to the Garaventa elevator in the amount of \$83,366.79.

*CARRIED*

9. j.  
474/23

**Drought Response Plan**

NOBLE: That council instruct the CAO to contact Doug Johnson of the Water Security Agency and request that the "Draft Hydrologic Drought Response Plan for Hillmond and the R.M. of Britannia" be presented at a future council meeting.

*CARRIED*

10.  
475/23

**Correspondence**

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

1. August 9, 2023 email from Community Futures;
2. July 24, 2023 Economic Partnership;
3. August 15, 2023 Rural Dart; and
4. August 14, 2023 Clubroot Soil Test Kit Email from Colleen Fennig.

*CARRIED*

476/23

**Contribution to Lloydminster & District Health Advisory Council**

NEWMAN: That the R.M. of Britannia No. 502 contribute \$250.00 to Lloydminster & District Health Advisory Council to offset the cost of the September 7, 2023 Community Health Meeting.

*CARRIED*



477/23

**Adjournment**

JURKE: That the meeting be adjourned, the time being 1:48 p.m.

*CARRIED*



Reeve



Chief Administrative Officer



**RM of Britannia**  
**List of Accounts for Approval**  
Batch: 2023-00069 to 2023-00069

Bank Code - AP - AP GENERAL

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
32114	2023-08-23	Bioclean Inc.	6049	RM Office - Side Yard Cleanup Ha	442.26	442.26
32115	2023-08-23	Don Hewitt	Aug 7 2023	Beaver Tails 10 @ \$30/Tail	300.00	300.00
32116	2023-08-23	Gary Hewitt	Aug 4, 2023	Beaver Tails 10 @ \$30/Tail	300.00	300.00
32117	2023-08-23	Gary Blythe Vacuum Services	19328	Pumping Holding Tanks	310.00	310.00
32118	2023-08-23	Hillmond Minor Ball	2023-G6	2023-G6 Grant Program Payout	1,450.00	1,450.00
32119	2023-08-23	Hillmond Central School	2023-G39	2023-G039 Grant Program Payout	2,351.23	2,351.23
32120	2023-08-23	Husky Oil Marketing Co.	163785	Trade ID#125263	2,940.00	2,940.00
32121	2023-08-23	John Deere Financial	O18371	Unit 63 - Knob/Pins/Bushing/Seals	558.96	
			O18372	Unit 65 - Coolant Tank	672.55	1,231.51
32122	2023-08-23	Loraas Environmental Wilton	7517-0000000040	July 2023 Landfill Fees	987.00	987.00
32123	2023-08-23	Pitney Bowes Leasing	3202226371	Postage Meter Lease - Sep '23 - N	138.66	138.66
32124	2023-08-23	1654000 Alberta Ltd. O/A Sign Advant	7139	Road Signs for Construction Proje	1,265.25	1,265.25
32125	2023-08-23	Western Financial Group	2983949	Policy 1145960 Ins Renewal	750.00	750.00
32126	2023-08-23	Warehouse Services Inc.	466054/2	Shop - Mother Cleaner/Spray Nine	235.35	235.35
				Total Computer Cheque:		12,701.26

**EFT**

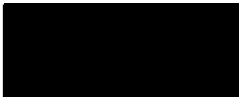
Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6142	2023-08-23	Bob's Backhoe Service	19921	Project 207 - Gravel Haul to TWP I	19,561.50	19,561.50
6143	2023-08-23	Border Steel	0000142559	Shop - 2" x 3/16 Flat Bar G-20	73.08	73.08
6144	2023-08-23	Brandt Tractor Ltd.	LDP826169-01	Unit 69 - Link-Height Control Valve	77.49	77.49
6145	2023-08-23	Lloydminster & District Co-op	162194	Propane Tank Rental	199.80	
			875901	BFD - 89L Fuel	111.77	
			877295	BFD - 97.99L Fuel	127.01	
			878708	BFD - 162L Fuel	209.91	
			880135	BFD - 140L Fuel	194.65	843.14
6146	2023-08-23	Culligan Lloydminster	48793TM	3407219 - RM Office Water	24.75	
			49218TM	#8000980 - Shop Water & Ice	69.75	94.50
6147	2023-08-23	Ed Noble				



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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6148	2023-08-23	Fort Garry Industries Ltd.	Aug 17 2023	August 2023 Council Committee (	581.82	581.82
6149	2023-08-23	GFL Enviromental Inc.	F1279113	Shop - Brake Cleaner/Junction Bo	217.19	217.19
6150	2023-08-23	JWS Inspection Services	Y30000016182	July 2023 Recycling	246.16	246.16
6151	2023-08-23	Lloyd Lock & Key	171923	BLD08-2023 SFD Dwelling	714.00	714.00
6152	2023-08-23	Lash Enterprises	L75339	4 x Genekey AMC	17.01	17.01
6153	2023-08-23	McAsphalt Industries Limited	699390	P1 - Crimp Fitting & Hydraulic Hos	63.63	
			699372	P1 - Crimp Fitting & Hydraulic Hos	55.30	118.93
6154	2023-08-23	McFadyen Construction	1048323	SS-1 Emulsion 3.09 MT - Oiling	2,572.43	2,572.43
6155	2023-08-23	Mun. Employees Pension Plan	2540	Hydrovac Power Lines RR3264 &	763.13	763.13
6156	2023-08-23	MuniSoft	File #313187	July 30 - Aug 12 Remittance	12,017.36	12,017.36
6157	2023-08-23	Northwind Radio Ltd.	2023/24-02305	Microsoft Office 365 Exchange - B	281.94	
			2023/24-02320	AR Multi-Batch Extension	276.39	558.33
6158	2023-08-23	NorthBound Planning Ltd.	237886	BFD - VHF Mobile/VHF Handheld	3,195.15	3,195.15
6159	2023-08-23	Novlan Bros. Sales	IN230441	Aug 1 - 15 2023 DSO Services	2,470.14	2,470.14
6160	2023-08-23	Oakley Mechanical Ltd.	526369	Unit 86 -Tailgate Handle	171.22	
			526381	Unit 85 - Front Axle Locking Hub	301.89	473.11
6161	2023-08-23	Pitney Works	31109	Unit 59 - SK Safety	546.00	
			31114	Unit 104 - SK Safety	341.25	
			31122	Unit 108 - SK Safety	409.50	
			31151	Unit 102 - SK Safety/Repairs	725.81	2,022.56
6162	2023-08-23	Purolator Inc	August 13, 2023	Account 6100-9080-0009-9762	1,620.00	1,620.00
6163	2023-08-23	Ram Printing & Promotions Inc.	454064926	Unit 84 - Finning Freight	38.52	38.52
6164	2023-08-23	Relay Distributing	183313	Inspection Report Books	1,583.40	1,583.40
6165	2023-08-23	Rosenau Transport Ltd.	448650	BFD - Hall - Pressure Washer Rep	5,663.29	5,663.29
6166	2023-08-23	Sask. Assoc. of Rural Municipal.	501495466	Crackseal Freight	1,083.42	1,083.42
			SARM815523	Unit 84 - Seat Belt	511.56	
			SARM815524	Unit 89 - End Edge, Cutting Edge,	772.00	
			SARM815565	Unit 84 - Seat Riser Assembly	2,387.09	
			SARM815575	Unit 57 - Tire Repiars & Replace	190.32	
			SARM815610	Orange Painted Lathe	4,540.74	8,401.71
6167	2023-08-23	Triod Supply Ltd.	000-151347	Unti 109 - Hitch	475.08	475.08





**RM of Britannia**  
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EFT

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
				Total EFT:	65,482.45

OTHER

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
3063	2023-08-16	SaskPower 0732-0084-0128	July '23 - Aug '23 H'mond Tank Lo	86.49	86.49
3064	2023-08-18	SaskPower 0732-084-0125	July '23 - Aug '23 G'street Well	243.98	243.98
3065	2023-08-18	SaskPower 0732-0084-0122	July '23 - Aug '23 G'st Lift Statio	445.62	445.62
3066	2023-08-18	SaskPower 0732-0084-0119	July '23 - Aug '23 G'st St Light	231.53	231.53
3067	2023-08-18	SaskPower 0732-0084-0117	July '23 - Aug '23 H'mond Shed	557.33	557.33
3068	2023-08-18	SaskPower 1920-0077-5390	Jul '23 - Aug '23 H'mond St Light	110.56	110.56
3069	2023-08-18	SaskPower 2415-0070-6162	Jul '23 - Aug '23 Rink Lights	32.60	32.60
3070	2023-08-18	SaskEnergy Aug 14 2023	July '23 - Aug '23 - RM Shop	696.45	696.45
3071	2023-08-18	SaskEnergy Aug 14 2023 GS	Jul '23 - Aug '23 - G'street WTP	79.84	79.84
3072	2023-08-18	SaskEnergy July 13 2023 GS	Jul '23 - Aug '23 - Lift Station	44.64	44.64
3073	2023-08-18	SaskTel Aug 7 2023 ICB	July '23 IBC Phone	421.88	421.88
3074	2023-08-18	Collabria Mastercard Aug 1 2023 Bexs	July 13 Mastercard JBexson	170.05	170.05
3075	2023-08-18	Receiver General 12Aug2023	July 30 - Aug 12 Payroll Remit	23,472.37	23,472.37
3076	2023-08-18	SaskPower 1788-0080-1552	July '23 - Aug '23 N'bend Well	31.96	31.96
3077	2023-08-18	Collabria Mastercard Aug 16 2023 BL	Aug 16 Mastercard BLeganchuk	155.51	155.51
3078	2023-08-18	Collabria Mastercard Aug 16 2023 MG	Aug 16 Mastercard MGlavin	377.99	377.99
3079	2023-08-18	Collabria Mastercard Aug 16 2023 MK	Aug 1 Mastercard MKyle	174.83	174.83
3080	2023-08-18	Collabria Mastercard Aug 16 2023 DO	Aug 16 Mastercard DOlynyk	770.68	770.68
3081	2023-08-18	SaskTel Aug 16 2023 Off	July '23 - Aug '23 Office Phone	293.85	293.85
3082	2023-08-18	SaskTel Aug16 2023 BFD	Jul '23 - Aug '23 BFD Phone	192.13	192.13
3083	2023-08-18	ATCO Energy Aug 11 2023	June '23 RM Office	277.62	277.62
				Total Other:	28,867.91



**RM of Britannia**  
**List of Accounts for Approval**  
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Total AP: 107,051.62

Certified correct this 23th of August 2023

DO

[Redacted Signature]

Reeve

[Redacted Signature]

Administrator