

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

MINUTES OF THE REGULAR MEETING HELD

December 18, 2019

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 8:03 a.m., December 18, 2019 with Reeve John Light presiding.

Present: Reeve: John Light

Councillors: Wilfred Jurke
Jim Collins
Dale Crush
Ed Noble
Cory McCall

Acting
Administrator: Bryson Leganchuk

Absent: Kim Schindel

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.

No Conflict of interest were declared.

**Approve Minutes of the December 11, 2019
Regular Meeting**

534/19

JURKE: That we approve the minutes of the December 11, 2019 regular meeting of council with the following amendments:

- Add “Dan Fedirko, Public Works Supervisor entered the Council Chambers at 12:30 p.m.”
- Add “at 1:35 p.m.” after Reeve, John Light stepped down from the chair of the meeting to be eligible make a motion
- Add “at 1:35 p.m.” after Councillor Noble, assumed the chair because of Reeve Light’s absence
- Add “Noble stepped down from the chair of the meeting at 1:45 p.m.”
- Add “Reeve, Light assumed the chair of the meeting at 1:45 p.m.”.

CARRIED

Consent Agenda

535/19

MCCALL: That we approve the consent agenda as presented.

CARRIED

JL BC

In-Camera for Strategic Planning

536/19 CRUSH: That we move in-camera to discuss strategic planning at 8:15 a.m.

CARRIED

Out of In-Camera

537/19 CRUSH: That rise out of the in-camera session to resume the regular council meeting at 8:21 a.m.

CARRIED

Development Services Officer, Catherine Saretzky joined the meeting at 8:22 a.m.

Jim Walters and Katrina Grise of Crosby Hanna & Associates entered the Council Chambers at 8:25 a.m. to speak to Council about what they are looking for in their new Zoning Bylaw and Official Community Plan.

Council recessed the regular meeting at 9:47 a.m. for break.

Council reconvened at 9:56 a.m.

Catherine Saretzky, Jim Walters and Katrina Grise left the meeting at 10:24 a.m. and did not return.

Norm Namur and Ryan LeBlanc of the Lloydminster Rescue Squad entered the Council Chambers at 10:30 a.m. to discuss the Lloydminster Rescue Squad's current activities and funding.

Norm Namur and Ryan LeBlanc left the Council Chambers at 10:50 a.m. and did not return.

Dan Fedirko, Public Works Supervisor and Cindy Schreiber, Infrastructure Administrator entered the Council Chambers at 10:53 a.m.

SW-3-50-27-W3 Right of Entry and Stockpile Area Agreement

538/19 COLLINS: That Council acknowledges the Right of Entry and Stockpile Area Agreement signed by the landowner of the SW 3-50-27-W3 which allows the RM to stockpile aggregate on this property for use in our construction of Range Road 3273 between Highway #303 and Township Road 504 (namely: Guest Control Road) and instructs the Reeve and Acting Administrator to sign the agreement on behalf of the Rural Municipality of Britannia No. 502.

CARRIED

Guest Controls Road Culvert Sleeve Installation Quotes

539/19 COLLINS: That Council instructs Administration to proceed with advertising on SaskTenders for a request for quote on work required to provide sleeves for the 4 – 1600mm culverts located on the Guest Control road project (Range Road 3273 between Sections 3 & 4-50-27-W3). Further, that prior to advertising, Administration be provided with information from Clifton Engineering Group Inc. on information regarding the appropriate size of sleeve to be used.

CARRIED

Councillor McCall left the council chambers and did not return at 12:15 p.m.

Council recessed for lunch at 12:15 p.m.

Council reconvened at 12:47 p.m. from lunch.

SL BC

Right-of-Way Payments for Appleton/Morris Road Project

540/19

JURKE: That upon notification from our legal surveyors Meridian Surveys, advising the Rural Municipality of Britannia No. 502 that additional acres are required on our Appleton/Morris road construction project, Council agrees to purchase additional acres as follows:

- SW 01-53-26-W3 0.296 acres @ \$1,026.98 = \$303.98
- NW 31-52-25-W3 1.53 acres @ \$803.98 = \$1,230.09
- NE 36-52-26-W3 3.657 acres, less 1.705 acres of old road plan to be consolidated back to this parcel, due to a road plan cancellation, for a total of 1.95 acres @ \$1,884.08 = \$3,677.72

Further, that prior to payment being made, Administration be instructed to ensure an "Agreement for Sale of Land for Right of Way" is signed by the respective landowners, and that the document shall be seen as an amendment to the original signed Agreement for Sale of Land for Right of Way.

CARRIED

BR

~~Ski Hill~~ Appleton Road New Right-of-Way

541/19

JURKE: That Council approves the road abandonment for Road Plan 98B16847 on Township Road 530 between Range Road 3260 & 3261. This proposed abandonment will not affect access of other property owners in the area, and no public utilities above or below the ground will be affected by the transfer. The old road will be transferred back to the adjacent land owners, who are in agreement to the transfer.

CARRIED

Dan Fedirko and Cindy Schreiber left the Council Chambers at 1:08 p.m. and did not return.

Accounts

542/19

CRUSH: 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 Acting Administrator:

- General cheques #30262 to #30274 and Electronic Funds Transfer #3223 totaling \$187,631.80.

CARRIED

In-Camera for Human Resources

543/19

CRUSH: That we move in-camera to discuss Human Resources at 1:12 p.m.

CARRIED

Out of In-Camera

544/19

CRUSH: That rise out of the in-camera session to resume the regular council meeting at 1:16 p.m.

CARRIED

Nelson Approach from Range Road 3270 to Parcel # 203357213

545/19

CRUSH: That we instruct administration to provide a cost estimate to build an approach on the road allowance north of the NE-24-52-27-W3 to access parcel # 20357213 from Range Road 3270. Further, that this cost estimate be provided to Doug Neis of the Department of Highways and Infrastructure to determine a protentional cost share for this project.

CARRIED

J.C.
BR

546/19

Base Tax Abatement for Consolidated Lots

COLLINS: That we authorize the following \$300.00 municipal base tax abatements because these property owners have paid their fees to consolidate their residential parcels, into one parcel, to the Rural Municipality of Britannia No. 502:

Roll 1875 000	\$ 300.00
Roll 1877 000	\$ 300.00
Roll 4874 000	\$ 300.00
Roll 1852 000	\$ 300.00
Roll 1854 000	\$ 300.00
Roll 1851 000	\$ 300.00
Roll 1823 000	\$ 300.00
Roll 1839 000	\$ 300.00
Roll 1856 000	\$ 300.00
Roll 1858 000	\$ 300.00
Roll 1860 000	\$ 300.00
Roll 1862 000	\$ 300.00
Roll 1866 000	\$ 300.00
Roll 1933 000	\$ 300.00
Roll 1926 000	\$ 300.00
Roll 1935 000	\$ 300.00
Roll 1889 000	\$ 300.00
Roll 1892 000	\$ 300.00
Roll 1905 000	\$ 300.00
Roll 1882 000	\$ 300.00
Roll 1841 000	\$ 300.00
Roll 1908 000	\$ 300.00
Roll 1848 000	\$ 300.00
Roll 1844 000	\$ 300.00
Total	\$7,200.00

CARRIED

547/19

Auditor Engagement Agreement

CRUSH: That we authorize the Reeve and Acting Administrator to sign the Auditor Engagement Agreement with Vantage Chartered Professional Accountants on behalf of the Rural Municipality of Britannia No. 502.

CARRIED

548/19

Adjournment

JURKE: That we adjourn this regular meeting of council, the time being 1:58 p.m.

CARRIED



[Handwritten Signature]

 Reeve

[Handwritten Signature]

 Acting Administrator



Accounts for Approval

Meeting Date: December 18, 2019

Agenda Item Number: 12.1 Accounts for Approval

A list of accounts for approval as of December 18, 2019 will be included here

"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 #30262 to #30274 and Electronic Funds Transfer #3223 totaling \$187,631.80

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
30262	2019-12-18	Spoiled During Printing			
30263	2019-12-18	Spoiled During Printing			
30264	2019-12-18	Petty Cash	November/ December Petty Cash		
Dec 12 2019		530-400-110 - TS - Maint. - Materi	FEKastendiek - Tow Cable	200.00	
		210-400-900 - Suspense	DPerillat - M/C Expense	6.60-	193.40
30265	2019-12-18	Trans-Care Rescue Ltd.	Fire Dept bunker gear		
18768		525-200-130 - PS - Fire - Bunker C	Fire Dept bunker gear	10,022.98	
		110-340-110 - GST Receivable - 1	Both Tax Code	472.78	
		900-110-110 - GST Paid	Both Tax Code	472.78	10,495.76
30266	2019-12-18	Spoiled During Printing			
30267	2019-12-18	Voided by the print process			
30268	2019-12-18	Voided by the print process			
30269	2019-12-18	SGI-AUTOFUND DIVISION	C1 Reg. Renewal		
723 KMG 2020		525-200-110 - PS - Fire - Insuranc	C1 Reg. Renewal	1,587.50	1,587.50
560 HCB 2020		530-260-100 - TS - Maint. - Insura	Unit 32 Reg Renewal	1,015.52	1,015.52
931 KZZ 2020		530-260-100 - TS - Maint. - Insura	Unit 38 Reg. Renewal	1,489.46	1,489.46
340 ISS 2020		530-260-100 - TS - Maint. - Insura	Unit 59 Reg. Renewal	4,054.26	4,054.26
793 JGW 2020		530-260-100 - TS - Maint. - Insura	Unit 66 Reg. Renewal	1,086.52	1,086.52
483 JIM 2020		530-260-100 - TS - Maint. - Insura	Unit 69 Reg. Renewal	4,054.26	4,054.26
935 JPT 2020		530-260-100 - TS - Maint. - Insura	Unit 70 Reg. Renewal	1,474.62	1,474.62
451 JSB 2020		530-260-100 - TS - Maint. - Insura	Unit 73 Reg. Renewal	1,662.50	1,662.50
219 KBK 2020		530-260-100 - TS - Maint. - Insura	Unit 75 Reg. Renewal	1,521.26	1,521.26
970 LJG 2020		530-260-100 - TS - Maint. - Insura	Unit 85 Reg. Renewal	1,536.36	1,536.36
454 LJV 2020		530-260-100 - TS - Maint. - Insura	Unit 86 Reg. Renewal	1,517.02	1,517.02
124 LPM 2020		530-260-100 - TS - Maint. - Insura	Unit 90 Reg. Renewal	1,469.92	1,469.92
159 IBI 2020		530-260-100 - TS - Maint. - Insura	PJ Trailer Reg. Renewal	129.52	129.52
581 KQA 2020		530-260-100 - TS - Maint. - Insura	Unit 5 Reg. Renewal	398.76	398.76
376 KLS 2020		530-260-100 - TS - Maint. - Insura	Unit 10 Reg. Renewal	129.52	129.52
852 KMX 2020		530-260-100 - TS - Maint. - Insura	Unit 19 Reg. Renewal	129.52	129.52

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R.M. of Britannia No. 502
List of Accounts
As of 2019-12-17
Batch: 2019-00138

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
807 KZK 2020		530-260-100 - TS - Maint. - Insura	Unit 25 Reg. Renewal	129.52	129.52
658 HWR 2020		530-260-100 - TS - Maint. - Insura	Unit 47 Reg. Renewal	129.52	129.52
311 JKQ 2020		530-260-100 - TS - Maint. - Insura	Unit 58 Reg. Renewal	129.52	129.52
500 JVT 2020		530-260-100 - TS - Maint. - Insura	Unit 74 Reg. Renewal	129.52	129.52
008 KFT 2020		530-260-100 - TS - Maint. - Insura	Unit 79 Reg. Renewal	129.52	129.52
168 GTY 2020		530-260-100 - TS - Maint. - Insura	Unit 91 Reg. Renewal	162.38	162.38
092 LQG 2020		530-260-100 - TS - Maint. - Insura	Unit 94 Reg Renewal	651.04	651.04
933JFL 2020		530-260-100 - TS - Maint. - Insura	Unit 20 Reg renewal	2,723.48	2,723.48
806KZK 2020		530-260-100 - TS - Maint. - Insura	Unit 24 Reg renewal	2,689.90	2,689.90
130 GWS 2020		530-260-100 - TS - Maint. - Insura	Unit 27 Reg Renewal	4,028.82	4,028.82
370 GYN 2020		530-260-100 - TS - Maint. - Insura	Unit 28 Reg Renewal	3,717.82	3,717.82
547 KMG 2020		530-260-100 - TS - Maint. - Insura	Unit 80 Reg. Renewal	1,496.88	1,496.88
				Payment Total:	39,374.44
30270	2019-12-18	Saunders, Glenn	HR-Development Strat.Plan		
1020		510-200-135 - GG - Cont. - Humar	HR-Development Strat.Plan	4,900.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	245.00	
		900-110-110 - GST Paid	GST Tax Code	245.00	5,145.00
30271	2019-12-18	Hougham, Winston	642 cyd Rocks @ \$4.00/cyd		
Dec 17/19		530-440-100 - TS - Maint. - Gravel	642 cyd Rocks @ \$4.00/cyd	2,568.00	2,568.00
30272	2019-12-18	Hougham, Aaron	988 cyd Rocks @ \$4.00/cyd		
Dec 17/19		530-440-100 - TS - Maint. - Gravel	988 cyd Rocks @ \$4/cyd	3,952.00	3,952.00
30273	2019-12-18	McKenzie, Peggy	Oct/Nov Clay 107 cyd		
Dec 17/19		535-900-110 - TS - Const. - Other	Oct/Nov Clay 107cyd @0.5	53.50	53.50
30274	2019-12-18	Dmytryshyn & Sons Contracting	28712 cyd Gravel Crushed		
10433		530-440-100 - TS - Maint. - Gravel	28712 cyds @ \$3.95/cyd	113,412.40	
		110-340-110 - GST Receivable - 1	GST Tax Code	5,670.62	
		900-110-110 - GST Paid	GST Tax Code	5,670.62	119,083.02
2019 Chip Seal		530-440-100 - TS - Maint. - Gravel	12 cyds Chipseal - Crush	120.00-	120.00-
				Payment Total:	118,963.02

Proposed Payments:

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
EFT		Lloydminster & District Co-op	Fire Dept Fuel		
269858		525-200-115 - PS - Fire - Oil/Fuel	Fire Dept Fuel	80.69	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.03	
		900-110-110 - GST Paid	GST Tax Code	4.03	84.72
191064		530-425-110 - TS - Maint. - Fuel	Shop- Propane	2,737.19	
		110-340-110 - GST Receivable - 1	GST Tax Code	145.60	
		900-110-110 - GST Paid	GST Tax Code	145.60	2,882.79
270034		525-200-115 - PS - Fire - Oil/Fuel	Fire Dept Fuel	93.75	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.69	
		900-110-110 - GST Paid	GST Tax Code	4.69	98.44
191033		530-425-110 - TS - Maint. - Fuel	Shop- Propane	714.10	
		110-340-110 - GST Receivable - 1	GST Tax Code	35.71	
		900-110-110 - GST Paid	GST Tax Code	35.71	749.81
191034		530-425-110 - TS - Maint. - Fuel	Shop- Propane	1,026.63	
		110-340-110 - GST Receivable - 1	GST Tax Code	51.33	
		900-110-110 - GST Paid	GST Tax Code	51.33	1,077.96
400638		530-425-110 - TS - Maint. - Fuel	Shop- Propane	1,675.50	
		110-340-110 - GST Receivable - 1	Both Tax Code	21.25	
		900-110-110 - GST Paid	Both Tax Code	21.25	1,696.75
270169		525-200-115 - PS - Fire - Oil/Fuel	Fire Dept Fuel	79.11	
		110-340-110 - GST Receivable - 1	GST Tax Code	3.96	
		900-110-110 - GST Paid	GST Tax Code	3.96	83.07
270275		525-200-115 - PS - Fire - Oil/Fuel	Fire Dept Fuel	123.50	
		110-340-110 - GST Receivable - 1	GST Tax Code	6.18	
		900-110-110 - GST Paid	GST Tax Code	6.18	129.68
270398		525-200-115 - PS - Fire - Oil/Fuel	Fire Dept Fuel	79.49	
		110-340-110 - GST Receivable - 1	GST Tax Code	3.97	
		900-110-110 - GST Paid	GST Tax Code	3.97	83.46
				Payment Total:	6,886.68
				Total for AP:	187,631.80

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Certified correct this 18th day of December, 2019
JA
