

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

**MINUTES OF THE REGULAR MEETING HELD
December 8, 2021**

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 9:00 a.m., December 8, 2021, with Reeve Light presiding.

Present: Reeve: John Light

Councillors: Wilfred Jurke
Cory McCall
Dale Crush
Ed Noble
Elaine Newman

CAO: Alan Parkin

Absent: Councillor Jim Collins

Development Services Officer, Liz Bailey, joined the meeting at 9:02 a.m.

Agenda Approved

632/21 NOBLE: That the agenda for December 8, 2021 be approved as revised.

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. No conflicts of interest were declared.

633/21 **November 24, 2021 Regular Council Meeting Minutes**
JURKE: That council approves the November 24, 2021 regular council meeting minutes as revised.

CARRIED

634/21 **SD006-2021 Subdivision Application**
JURKE: That council acknowledges the subdivision application known as Community Planning File R0864-21S (SD006-2021) for Proposed Parcel C on LS 13 NW 32-50-27W3M. Further, that council recommends the approval of Proposed Parcel C, with the following conditions:
1. That the plan of proposed subdivision be revised to accommodate the following:
a. To provide an additional 5.18 metres (17 feet) of Right of Way adjacent to Township Road 510 on both the remaining parcel and proposed Parcel C; and
b. That the final area of Proposed Parcel C be adjusted so the final area of the remaining parcel is no less than 11 ha (27.18 acres), once additional Right of Way has been taken from both parcels, in order for the proposed

JL P

site sizes to be compliant with the Rural Municipality of Britannia Amended Zoning Bylaw Part IV Schedule B Section B.1, Site Area Requirements for Agricultural Use and Non-Farm Residential Use.

2. That the applicant pay to the Rural Municipality of Britannia cash-in-lieu of Municipal Reserve, as per clause 183(a) of the Planning and Development Act, as Proposed Parcel C is the second parcel subdivided from the quarter section. The total amount invoiced shall be based on the revised size of Proposed Parcel C and shall be subject to the Zone 1 Municipal Reserve Fee, as per the Rural Municipality of Britannia Policy 600-5 (2019).
3. That the application as reviewed is compliant with the Rural Municipality of Britannia Basic Planning Statement Amended Bylaw 03-1989 Bylaw Policy 5.4.7 Single Parcel Non-Farm Residential Subdivision.
4. That the applicant or future owner shall obtain an approach approval prior to or at the time of development on proposed Parcel C.
5. That the applicant obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.
6. That the Rural Municipality of Britannia is not aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed sites.
7. That the Rural Municipality of Britannia is not aware of any site conditions that make the land unsuitable for the intended use.
8. That the Rural Municipality of Britannia does not have any facilities that could be affected by the proposed development.

CARRIED

635/21

SD007-2021 Subdivision Application

MCCALL: That council acknowledges the subdivision application known as Community Planning File R0870-21S (SD007-2021) for Proposed Parcel A on SW 21-52-26W3M. Further, that council recommends the approval of Proposed Parcel A, with the following conditions:

1. That the application as reviewed is compliant with the Rural Municipality of Britannia Basic Planning Statement Amended Bylaw 03-1989 Bylaw Policy 5.4.4 Site Size.
2. That the application as reviewed is compliant with the Rural Municipality of Britannia Basic Planning Statement Amended Bylaw 03-1989 Bylaw Policy 5.4.7 Single Parcel Non-Farm Residential Subdivision.
3. That the application as reviewed is compliant with the Rural Municipality of Britannia Amended Zoning Bylaw Part IV Schedule B Section B.1. Site Area Requirements for Agricultural Use and Non-Farm Residential Use.
4. That the applicant or future owner shall obtain an approach approval prior to or at the time of development on Proposed Parcel A.
5. That the applicant obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.
6. That the Rural Municipality of Britannia is not aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed sites.
7. That the Rural Municipality of Britannia is not aware of any site conditions that make the land unsuitable for the intended use.
8. That the Rural Municipality of Britannia does not have any facilities that could be affected by the proposed development.

CARRIED

636/21

County of Vermilion River – Robinwood Area Structure Plan

JURKE: That council accept as information, the notice from the County of Vermilion River regarding the Robinwood Area Structure Plan.

52 P

CARRIED

Development Services Officer, Liz Bailey, left the meeting at 9:38 a.m.

637/21 **Bylaw 26-2021, A Bylaw to Provide for Entering into Road Maintenance Agreements First Reading**

NOBLE: That council reads Bylaw 26-2021, a Bylaw to Provide for Entering into Road Maintenance Agreements Between the Rural Municipality of Britannia No. 502 and Contractors Hauling Aggregate or Clay Within the Municipality, a first time.

CARRIED

638/21 **Bylaw 26-2021, A Bylaw to Provide for Entering into Road Maintenance Agreements Second Reading**

JURKE: That council reads Bylaw 26-2021, a Bylaw to Provide for Entering into Road Maintenance Agreements Between the Rural Municipality of Britannia No. 502 and Contractors Hauling Aggregate or Clay Within the Municipality, a second time.

CARRIED

639/21 **Bylaw 26-2021, A Bylaw to Provide for Entering into Road Maintenance Agreements Authorization for Third Reading**

NEWMAN: That council authorizes the third reading of Bylaw 26-2021, a Bylaw to Provide for Entering into Road Maintenance Agreements Between the Rural Municipality of Britannia No. 502 and Contractors Hauling Aggregate or Clay within the Municipality, at this meeting.

CARRIED UNANIMOUSLY

640/21 **Bylaw 26-2021, A Bylaw to Provide for Entering into Road Maintenance Agreements Authorization for Third Reading and Final Reading**

MCCALL: That council reads Bylaw 26-2021, a Bylaw to Provide for Entering into Road Maintenance Agreements Between the Rural Municipality of Britannia No. 502 and Contractors Hauling Aggregate or Clay within the Municipality, a third and final time.

CARRIED

Finance Manager, Bryson Leganchuk, joined the meeting at 9:40 a.m.

641/21 **Bylaw 27-2021, A Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations First Reading**

CRUSH: That council reads Bylaw 27-2021, a Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations, a first time.

CARRIED

642/21 **Bylaw 27-2021, A Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations Second Reading**

NOBLE: That council reads Bylaw 27-2021, a Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations, a second time.

CARRIED

643/21 **Bylaw 27-2021, A Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations Authorization for Third Reading**

JL. P

JURKE: That council authorizes the third reading of Bylaw 27-2021, a Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations, a third and final time.

CARRIED UNANIMOUSLY

644/21 **Bylaw 27,2021, A Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations Third and Final Reading**
NEWMAN: That Council reads Bylaw 27-2021, a Bylaw to License the Excavation of Gravel from Gravel Pits and Clay from Borrow Locations, a third and final time.

CARRIED

645/21 **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 #31242 - 31277, Electronic Funds Transfer #4842 - 4879, Online Payments #2361 - 2371 all totalling \$136,795.39.

CARRIED

646/21 **November 2021 Payroll to Council for Acknowledgement**
JURKE: That council acknowledges the November 2021 Payroll as per Bylaw 23-2021.

CARRIED

Finance Manager, Bryson Leganchuk, left the meeting at 9:52 a.m.

Fire Chief John Bexson and Deputy Fire Chief Aaron Buckingham joined the meeting at 9:53 a.m. and left the meeting at 10:43 a.m.

Council took a break from 10:43 a.m. to 10:49 a.m.

Operations Manager joined the meeting at 10:49 a.m.

647/21 **Mulching of Trees in Road Right of Way RR3265 South of Highway 3 (1 mile) - Division 5**
LIGHT: That council instruct administration to prepare a response for review at next meeting in regards to mulching on RR3265 south of highway 3.

CARRIED UNANIMOUSLY

Councillor Newman left the meeting at 11:46 a.m.

Operations Manager, Michael Glavin left the meeting at 11:58 a.m.

Councillor Noble left the meeting at 12:07 p.m. and returned at 12:13 p.m.

648/21 **Agricultural Producers Association of Saskatchewan Annual Membership**
CRUSH: That council instruct administration to prepare a letter to APAS in regards to why the Rural Municipality of Britannia is not renewing for 2022 for review at next meeting.

CARRIED

649/21 **2022 Salary Schedule**

J.L. P

JURKE: That council approve the SARM salary grid increase recommendation for all salary grids of one percent effective January 2, 2022.

CARRIED

650/21

Chief Administrative Officer Pay Increase

JURKE: That council approve the advancement of the Chief Administrative Officer to the next step of \$132,000 per annum, effective January 2, 2022.

CARRIED

651/21

Chief Administrative Officer Report

CRUSH: That council accepts the Chief Administrative Officer report for November 2021 as information.

CARRIED

652/21

Personal Electronic Device Use Policy HR-019

MCCALL: That council approves the Personal Electronic Device Use Policy HR-019 as presented.

CARRIED

653/21

**Confidential Information and Intellectual Property Policy HR-020
Correspondence**

NOBLE: That council approves the Confidential Information and Intellectual Property Policy HR-020 as presented.

CARRIED

654/21

Social Networking Policy HR-021

MCCALL: That council approves the Social Networking Policy HR-021 as presented.

CARRIED

655/21

2022 Corporate Plan

NOBLE: That council approves the 2022 Corporate Plan as presented.

CARRIED

656/21

Federation of Canadian Municipalities Membership

NOBLE: That Council approves the 2022-23 membership in the Federation of Canadian Municipalities in the amount of \$681.90.

CARRIED

657/21

Anti-Harassment Policy HR-012

CRUSH: That Council approves the revised Anti-Harassment Policy HR-012 as presented.

CARRIED

Councillor Noble left the meeting at 12:56 p.m.

Correspondence

658/21

CRUSH: That council accepts the correspondence as presented.

CARRIED

659/21

Adjournment

JURKE: That council adjourn the meeting, the time being 2:45 p.m.

CARRIED

SL P





Reeve



Chief Administrative Officer

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