

RURAL MUNICIPALITY
OF
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD
January 11, 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 9:00 a.m., January 11, 2023, with Reeve John Light presiding.

Present: Reeve: John Light (*via Zoom*)
Councillors: Wilf Jurke
Ed Noble
Cory McCall
H. John Wack

CAO: Bryson Leganchuk
EA: Liz Bailey

Absent: Councillors: Jim Collins
Elaine Newman

001/23

Agenda Approved

JURKE: That the agenda for January 11, 2023 with the addition of item 7.c. the McKenzie Road (Reeve).

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.
002/23

December 14, 2022, Regular Council Meeting Minutes

WACK: That council approve the December 14, 2022 regular council meeting minutes as amended.

CARRIED

Delegation Jordan Scott and Wade Weaver of Danrea Asphalt and Maintenance Ltd. joined the meeting at 9:04 a.m. to make a presentation regarding Micro Surfacing.

Operations Manager Michael Glavin joined at 9:04 a.m.

Delegation Jordan Scott and Wade Weaver of Danrea Asphalt and Maintenance Ltd. left the meeting at 9:50 a.m.

Delegation Colleen Young, Member of the Legislation Assembly for the Lloydminster constituency joined the meeting at 9:54 a.m. to discuss the "One Window Project" from the Ministry of Energy and Resources, the effects of the 7:1 Taxation Ratio on municipal and provincial revenue, and provincial grant funding for infrastructure in heavy oil municipalities.

Delegation Colleen Young left the meeting at 10:27 a.m.

Council took a break from 10:27 a.m. to 10:32 a.m.

Councillor McCall left the meeting at 10:32 a.m.

003/23

Information to MLAs Domotor and Young

JURKE: That council instruct administration to provide traffic, asset, and financial information to MLAs Domotor and Young to support their advocacy for the Rural Municipality of Britannia No. 502 in regards to the effective tax ratio and "One Window Project."

CARRIED

Councillor McCall returned to the meeting at 10: 39 a.m.

7. b.

004/23

TS-015 Hot and Cold Weather Work Policy

NOBLE: That council approve TS-015 Hot and Cold Weather Work Policy as presented, and that the policy become effective immediately.

CARRIED

Delegation Darwin Oswell, Earl Oswell, Dennis Harrison, Jennifer Dase, and Lionel Oswell of Saltmere Farms Ltd. joined the meeting at 11:03 a.m. to discuss the gravel pit reclamation.

Delegation Darwin Oswell, Earl Oswell, Dennis Harrison, Jennifer Dase, and Lionel Oswell of Saltmere Farms Ltd. left the meeting at 11:25 a.m.

Operations Manager Michael Glavin left the meeting at 11:29 a.m.

Development Services Officer Catherine Saretzky joined the meeting at 11:30 a.m.

3. a.

005/23

2022 Development Services Officer Annual Report

JURKE: That council acknowledge the 2022 Development Services Officer annual report and accept it as information.

CARRIED

3. b.

006/23

Subdivision Application SD003-2022

MCCALL: That council table the subdivision application known as Community Planning File SUBD00951-2022 (SD003-2022) for the purpose of registering a utility easement on the NE 01-50-28W3M and SE 01-50-28W3M. Furthermore, that the subdivision application be forwarded to the Lloydminster Planning District Commission for comment, as per section 8.c of the LPDC Rules of Procedure.

CARRIED

3. c.

007/23

Sandy Beach Regional Park – Building Permit Process

MCCALL: That council agree to enter into an inter-jurisdictional agreement with the Sandy Beach Regional Park as per Section 22 of The Construction Codes Act, SS 2021, c9, for the purpose of assisting with the administration of building permits for the Park. Further, that council is agreeable to the inter-jurisdictional agreement on the condition that Sandy Beach Regional Park adopt a Building Bylaw under The Constructions Codes Act, SS 2021, c9.

CARRIED

3. d.

~~008/23~~

~~**Plan Review and Building Inspections Proposal**~~

~~JURKE: That council accept the Plan Review and Building Inspections Services Proposal received from JWS Services Inspections and MuniCode Services Ltd. to provide plan review and building inspection services to the R.M. of Britannia No. 502, with the intent of allowing the building permit applicant to choose the company they would like to utilize. Further, that council instruct~~

Motion rescinded by motion 027/23 on January 25, 2023.

BL

~~the Reeve and CAO to sign and seal an agreement with JWS Services Inspections and MuniCode Services Ltd. for the Plan Review and Building Inspection Services, to be effective for three years from the date of signing.~~

CARRIED

Development Services Officer Catherine Saretzky left the meeting at 12:14 p.m.

Council broke for lunch at 12: 15 p.m. and returned to the meeting at 12:45 p.m.

6. a.
009/23

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 Chief Administrative Officer:

- General Cheques #31790 - 31834, Electronic Funds Transfer #5685 - 5721, Online Payments #2763 - 2797 all totaling \$1,475,991.59.

CARRIED

6. b.
010/23

December 2022 Payroll for Acknowledgement

WACK: That council acknowledge the December 2022 Payroll as per Bylaw 23-2021.

CARRIED

8. a.
011/23

2023 per Kilometre Rate

NOBLE: That council establish the rate of \$0.68 per kilometre for the use of personal vehicles for RM business, effective January 1, 2023, as per the Canada Revenue Agency's recommended rate for 2023.

CARRIED

012/23

Deputy Reeve Appointment for January and February 2023

NOBLE: That council appoint Division 2 councillor Wilfred Jurke as Deputy Reeve for January and February 2023, as per section 34 of the Procedure Bylaw 21-2020.

CARRIED

Councillor Ed Noble left the meeting at 1:32 p.m. and returned at 1:35 p.m.

013/23

Cost Estimate for Repairs to Residence on pt. NE 23-50-28W3M

MCCALL: That council instruct administration to obtain a cost estimate for repairs required to make the residence located at pt. NE 23-50-28W3M parcel 164516272 fit for residential occupancy.

CARRIED

014/23

January 13, 2023 One Window Project - Council Attendees

LIGHT: That council appoint councillors Jurke and Noble as the elected officials to attend the January 30, 2023 meeting organized by provincially appointed facilitator Holterman Waller Strategy Inc, with Chief Administrative Officer Bryson Leganchuk, to discuss the "One Window Project."

CARRIED

BL

8. g.
015/23

Update to 2023 Council Appointments

JURKE: That council make the following revised appointments for 2023:

- Chief Administrative Officer: Bryson Leganchuk
- Treasurer/ Assessor: Bryson Leganchuk
- Development Services Officer: Catherine Saretzky
- Municipal Solicitor: SARM Legal Counsel
- Pound Keeper – Stray Animals Act: Kent Thompson
- Pound Keeper – Stray Dogs: Lloydminster Border Paws Animal Society
- Animal Control Officer: Michael Niesen
- Weed Inspector: Carri Zeller
- Bylaw Officer: Ryan Leblanc
- Britannia Fire Chief: John Bexson
- Development Appeals Board:
 - Secretary – EA Liz Bailey
 - Member – Marilyn Napper
 - Member – Neil Geall
 - Member – Neil Johnson
 - Member – Tom Hougham
 - Member – Bill Cosh
- Lakeland Library Region Board: Councillor Newman
- Lloydminster and District Community Futures: Councillor McCall
- Lloydminster Planning District Commission:
 - Elected Official – Reeve Light
 - Elected Official – Councillor Collins
 - Elected Official Alternate – Councillor Jurke
 - Administration – CAO Bryson Leganchuk
 - Administration – DSO Catherine Saretzky
 - Administration Alternate – EA Liz Bailey
- Lloydminster Regional Health Board: Councillor Newman
- Local Emergency Measures Organization:
 - Councillor Collins
 - CAO Bryson Leganchuk
 - Fire Chief John Bexson
 - EMO Deputy Coordinator Melissa Winter
 - Bill Cosh
 - Norm Namur
 - Ryan LeBlanc
 - Sharon Crush
- Northwest Municipalities Association:
 - Reeve Light
 - Councillor Jurke
- Northwest Mutual Aid: Councillor Collins
- OH & S Committee Employer Representatives:
 - Councillor Collins
 - Councillor Wack
 - CAO Bryson Leganchuk
 - Operations Manager Michael Glavin
- Paradise Hill Health Board: Councillor McCall
- RCMP Community Consultive Group: Councillor Noble
- Sandy Beach Regional Park Board: Councillor McCall

CARRIED

8. h. i.
016/23

Britannia Fire Department – Officer Minimum Standards and Qualifications

NOBLE: That council approve the minimum standards and qualifications established for the Britannia Fire Department Fire Chief, Deputy Fire Chief, Captain, and Lieutenant, as established in the Standard Operation Procedure Job Description documents 1-1-3, 1-1-4, 1-1-5, and 1-1-6.

CARRIED

8. h. ii.
017/23

HR-025 Training New and Young Workers Policy

JURKE: That council approve GG-025 Training New and Young Workers Policy as presented, and that the policy become effective immediately.

CARRIED

9. b.
018/23

Presentation of Bond to Council

MCCALL: That the Rural Municipality of Britannia No. 502 council acknowledges the fidelity bond in the amount \$200,000 and money and securities coverage of \$20,000 presented to Council in accordance with section 113 of the Municipalities Act.

CARRIED

9. c.
019/23

MOU - Lloyd Rescue Usage of Shop

NOBLE: That the Rural Municipality of Britannia No. 502 council instruct the Reeve and CAO to sign the Memorandum of Understanding with the Lloydminster Rescue Squad for the purpose of equipment storage at the municipal shop located on Blk/Par B-Plan 101733881 Ext 27, Parcel 164516261.

CARRIED

9. d.
020/23

Water Test Results from Neale Edmonds

JURKE: That the Rural Municipality of Britannia No. 502 council accepts the water sample test provided by the Evan Boser of Aquamen Ltd. for the Neale Edmonds complex east of the City of Lloydminster.

CARRIED

9. e.
021/23

Municipal Revenue Sharing Declaration

MCCALL: That the Rural Municipality of Britannia No. 502 council acknowledges that Rural Municipality of Britannia No. 502 has met the following requirement to be eligible for the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statements to the Ministry;
- Submission of the 2021 Public Report on Municipal Waterworks to the Ministry;
- Is in good standing with respect to the reporting and remittances of Education Property Taxes;
- Has adopted a Council Procedure Bylaw;
- Has adopted an Employee Code of Conduct; and
- All members of council have filed annually updated Public Disclosure Statement.

CARRIED

022/23

Correspondence

NOBLE: That council accepts as information the following list of correspondence:

1. December 14, 2022 Letter and request for donation from Lloydminster Region Health Foundation;
2. December 19, 2022 Letter, membership survey, and annual invoice from West Central Government Committee;
3. 2022 Rural Municipality of Britannia No. 502 Yearly Data submission to Saskatchewan Water Security Agency by Evan Boser.
4. 2023 SARM Annual Convention and Trade Show Information and Registration Information;
5. January 4, 2023 Announcement from SARM Director Division 6 Darwin Whitfield;
6. January 5, 2023 Notice for SAMA's 2023 Annual General Meeting;



7. January 5, 2023 Announcement from RMAA regarding upcoming workshops in March 2023;
8. January 5, 2023 Announcement from North Central Transportation Planning Committee regarding upcoming workshops in February and March 2023; and
9. 2023 MuniSoft Community Project Initiative Draw.

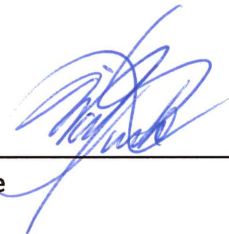
CARRIED

023/23

Adjournment

NOBLE: That council adjourn the meeting, the time being 2:40 p.m.

CARRIED



Reeve



Chief Administrative Officer

