

**RURAL MUNICIPALITY  
OF  
BRITANNIA No. 502**

**MINUTES OF THE REGULAR MEETING HELD  
January 26, 2022**

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 8:53 a.m., January 26, 2022, with Reeve Light presiding.

**Present:** Reeve: John Light

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

CAO: Alan Parkin

*Finance Manager, Bryson Leganchuk joined meeting at 8:56 a.m.  
Honorable Fred Bradshaw, Ryan Bellamy, and Ryan Cossitt joined the meeting at 8:56 a.m. via Zoom and left the meeting at 9:25 a.m.  
Finance Manager, Bryson Leganchuk left the meeting at 9:27 a.m.*

**Agenda Approved**

031/22 NOBLE: That the agenda for January 26, 2022 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.*

*Conflict of Interest Declared:*

*None Declared*


*Reeve Light left the meeting at 9:34 a.m.*

*Councillor Jurke assumed the chair.*

032/22 **January 12, 2022 Regular Council Meeting Minutes**  
CRUSH: That council approves the January 12, 2022 regular council meeting minutes.  
CARRIED

033/22 **January 12, 2022 Public Hearing Minutes for Bylaw 16-2021**  
MCCALL: That council approves the January 12, 2022 Public Hearing Minutes for Bylaw 16-2021 of the Public Hearing held on January 12, 2022 at 9:30 a.m., to discuss the proposed bylaw amendment known as Bylaw 16-2021 the Rural Municipality of Britannia No. 502 Official Community Plan.  
CARRIED

*Reeve Light rejoined the meeting at 9:37 a.m. and assumed the chair.*



- 034/22      **January 12, 2022 Public Hearing Minutes for Bylaw 24-2021**  
CRUSH: That council approves the January 12, 2022 Public Hearing Minutes for Bylaw 24-2021 of the Public Hearing held on January 12, 2022, to discuss the proposed bylaw amendment known as Bylaw 24-2021 the Rural Municipality of Britannia No. 502 Zoning Bylaw.  
CARRIED
- Development Services Officer, Liz Bailey, joined the meeting at 9:38 a.m.*
- 035/22      **Development Services Officer Report**  
JURKE: That council accept the report as presented.  
CARRIED
- 036/22      **Proposed Changes to Zoning Bylaw 24-2021**  
NOBLE: That council acknowledges the alterations proposed for Bylaw 24-2021 as a result of their consideration of representations made at the Public Hearing held on January 12, 2022. Further, that council instructs administration to incorporate these alterations into Bylaw 24-2021 for 2nd and 3rd reading and to submit a request to Community Planning that the advertisement requirements for these alterations be waived, as the changes are minor and do not change the intent of the bylaw.  
CARRIED
- 037/22      **Bylaw 24-2021 – Zoning Bylaw 2<sup>nd</sup> Reading**  
CRUSH: That council read Bylaw 24-2021, Zoning Bylaw, a second time.  
CARRIED
- 038/22      **Bylaw 24-2021 – Zoning Bylaw 3<sup>rd</sup> Reading**  
MCCALL: That council read Bylaw 24-2021, Zoning Bylaw, a third time.  
CARRIED
- Development Services Officer, Liz Bailey, left the meeting at 9:46 a.m.*
- 039/22      **Bylaw 25-2021 – Public Notice Policy 2<sup>nd</sup> Reading**  
COLLINS: That council read Bylaw 25-2021, Public Notice Policy, a second time.  
CARRIED
- 040/22      **Bylaw 25-2021 – Public Notice Policy 3<sup>rd</sup> Reading**  
NEWMAN: That council read Bylaw 25-2021, Public Notice Policy, a third time.  
CARRIED
- Finance Manager, Bryson Leganchuk, joined the meeting at 9:50 a.m.*
- 041/22      **Reserve Transfers**  
COLLINS: That council approves the transfers to and from the reserves as presented.  
CARRIED
- 042/22      **Finance Managers Report**  
JURKE: That council accepts the December Financial Report submitted by the Finance Manager as information.  
CARRIED
- 043/22      **Rural Integrated Roads for Growth Program**  
CRUSH: That council rescind SARM motion in regards to the RIRG program.  
CARRIED

044/22

**Accounts for Approval**

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 Administrator:

- General Cheques #31328 - 31336, Electronic Funds Transfer #4942 - 4967, Online Payments #2405 - 2416 all totalling \$486,530.25.

CARRIED

045/22

**Fire Department Wage Increases**

MCCALL: That council approves the following fire department wages for 2022:

- Deputy Chief - \$400.00/month;
- Officers - \$138.50/month;
- On Call Wages - \$75.00/day; and
- Response Wages - \$23.00/hour.

CARRIED

046/22

**Municipal Revenue Sharing Declaration**

CRUSH: That the R.M. of Britannia No. 502 council acknowledges the following items to be true to make the R.M. of Britannia No. 502 in compliance with the requirements eligible for the Municipal Revenue Sharing Grant:

- The R.M. of Britannia No. 502 has submitted the 2020 Audited Financial Statement to the Ministry of Government Relations;
- The R.M. of Britannia No. 502 has submitted the 2020 Public Reporting in Municipal Waterworks documentation to the Ministry of Government Relations;
- The R.M. of Britannia No. 502 is considered "in good standing" in regards to the Education Property Tax reporting and remittances;
- The R.M. of Britannia No. 502 has passed a Council Procedure Bylaw;
- The R.M. of Britannia No. 502 has adopted an Employee Code of Conduct;
- All the elected members of council have completed and filed their Public Disclosure Statement with the Administrator; and
- All the elected members of council have completed their Public Disclosure Statement Annual Declaration and filed it with the Administrator.

CARRIED

047/22

**January 2022 Payroll to Council for Acknowledgement**

NOBLE: That council acknowledges the January 2022 Payroll as per Bylaw 23-2021.

CARRIED

048/22

**Canada Pension Plan and Employment Insurance Increases for 2022**

JURKE: That council instruct administration to increase the hourly staff wages by \$0.25 per hour to cover the increased Canada Pension Plan and Employment Insurance premiums effective January 1, 2022.

CARRIED

*Councillor Noble left the meeting at 10:39 a.m. and returned at 10:42 a.m.*

*Councillor Jurke left the meeting at 10:40 a.m.*

049/22

**Tax Abatement**

CRUSH: Whereas, the R.M. of Britannia No. 502 has Policy GG-006 – Tax Abatement Policy that states council will review tax abatement requests from the current taxation year in the following circumstances:

- 1. A Property has changed use.

Whereas, the property owner for SE-30-52-27-W3, Roll 1567 000, did not have a commercial use on the property for 2021.

Be it resolved, that the R.M. of Britannia No. 502 council approves the following tax abatement:

Taxing Authority Taxes Abated	
Municipal	\$900.00
School	\$ 8.61
Total	\$908.61

CARRIED

*Council took a break from the meeting from 10:42 a.m. to 10:56 a.m.*

*All members of Council present at 10:56 a.m. following the break.*

*Operations Manager, Michael Glavin, joined the meeting at 10:56 a.m.*

050/22

**Operations Manager Report for December**

NEWMAN: That council accepts the Operations Manager report for December as information.

CARRIED

051/22

**Closed Session**

NOBLE: That council move into closed session at 11:44 a.m. to discuss a labour matter, section 16(1)(d) of LAFOIPP– Seasonal Operations Staff Hiring .

CARRIED

052/22

**Re-open to Regular Session**

MCCALL: That council rise out of the closed session to resume the regular council meeting at 11:57 a.m.

CARRIED

*Operations Manager, Michael Glavin, left the meeting at 12:15 p.m.*

053/22

**Concentrated Haul Agreements and Rates for 2022**

JURKE: That council instructs administration that the agreement and rates will remain unchanged for the period of April 1, 2022 to March 31, 2023.

CARRIED

054/22

**Pricing on Jackets**

Light: That council instruct administration to purchase seven RM jackets for members of council. Members of staff may purchase jackets upon payment of \$47 each, and further instructs administration to purchase other RM promotional merchandise for a total amount not to exceed \$3,000, from Ram Printing and Promotions Inc. in Lloydminster. These purchases are to be funded from the advertising budget account 510-200-170.

CARRIED

055/22

**Correspondence**

NOBLE: That council accepts the correspondence from STARS as information.

CARRIED

*Council broke for lunch at 12:26 p.m. and resumed the meeting at 1:00 p.m.*

*Development Services Officer, Liz Bailey, Finance Manager, Bryson Leganchuk, and Operations Manager, Michael Glavin re-joined the meeting at 1:00 p.m.*

*Councillor McCall left the meeting at 1:45 p.m. and returned at 1:47 p.m.*

*Councillor Noble left the meeting at 2:00 p.m. and returned at 2:05 p.m.*

*Councillor Newman left the meeting at 2:01 p.m. and returned at 2:05 p.m.*

*Finance Manager, Bryson Leganchuk and Operations Manager, Michael Glavin, left the meeting at 2:35 p.m.*

056/22

**Closed Session**

JURKE: That council move into closed session at 2:42 p.m. to discuss a land matter, section 17(1) of LAFOIPP – potential land purchase.

CARRIED

*Councillor Collins left the meeting at 2:50 p.m. and did not return.*

057/22

**Re-open to Regular Session**

CRUSH: That council rise out of the closed session to resume the regular council meeting at 3:04 p.m.

CARRIED

*Development Services Officer, Liz Bailey left the meeting at 3:04 p.m.*

*Development Services Officer, Liz Bailey returned at 3:14 p.m. and left the meeting at 3:20 p.m.*

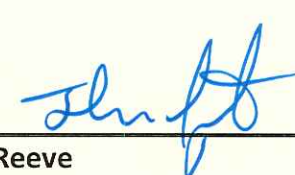
*Development Services Officer, Liz Bailey returned to the meeting at 3:24 p.m. and left at 3:25 p.m.*

058/22

**Adjournment**

JURKE: That council adjourn the meeting, the time being 3:26 p.m.

CARRIED

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Chief Administrative Officer



*Handwritten initials 'SL' with a flourish*

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
<b>Bank Code: AP - AP GENERAL</b>						
Computer Cheques:						
31328	2022-01-26	<b>Fed.of Canadian Municipalities</b> INV-28952-X9R7W	Act#43013 - 2022 Member Fees	681.90	681.90	✓
31329	2022-01-26	<b>Gary Blythe Vacuum Services</b> 17514	Pumping Holding Tanks	578.00	578.00	✓
31330	2022-01-26	<b>John Deere Financial</b> O75642 O75643	Unit 99 - Filters Unit 99 - Wiper Nozzle	1,297.13 20.24	1,317.37	✓
31331	2022-01-26	<b>Lloyd. Chamber Of Commerce</b> 136180	Lloyd Chamber Member 2022	466.20	466.20	✓
31332	2022-01-26	<b>Loraas Environmental Wilton</b> 0000421245	Dec 2021 Landfill Fees	531.46	531.46	✓
31333	2022-01-26	<b>Minister of Finance</b> FD2022076	Fire Dispatch Services 2022	3,390.98	3,390.98	✓
31334	2022-01-26	<b>Oman, Timothy</b> Jan 18 2022	Overpaid Taxes Roll 4195 000	3,546.50	3,546.50	✓
31335	2022-01-26	<b>Royal Canadian Legion #39</b> December 22	Breakfast Council/Staff 2021	346.50	346.50	✓
31336	2022-01-26	<b>Rural Municipal Admin.Assoc.</b> Jan 2022 Jan 18 2022	RMAA Member Fees 2022 Alan RMAA Members Fees 2022 Bryson	425.00 425.00	850.00	✓
Other:						
2405-Man	2022-01-18	<b>SaskPower</b> 2580-0059-6804	Dec 2021 BFD	702.00	702.00	✓
2406-Man	2022-01-18	<b>SaskPower</b> 1854-0068-0600	Dec 21/Jan 22 Rink Lights	31.01	31.01	✓
2407-Man	2022-01-18	<b>SaskPower</b> 2316-0062-5867	Dec 21/Jan 22 H'mond St Light	105.19	105.19	✓
2408-Man	2022-01-18	<b>SaskPower</b> 2316-0062-5873	Dec 21/Jan 22 H'mond Shed	444.88	444.88	✓
2409-Man	2022-01-18	<b>SaskPower</b> 2316-0062-5876	Dec 21/Jan 22 G'st St Light	220.31	220.31	✓
2410-Man	2022-01-18	<b>SaskPower</b> 2250-0063-1685	Dec 21/Jan 22 G'street Well	273.29	273.29	✓
2411-Man	2022-01-18	<b>SaskPower</b> 2349-0061-7890	Dec 21/Jan 22 H'mond Tank Load	562.62	562.62	✓
2412-Man	2022-01-18	<b>ATCO Energy</b> Jan 11 2022	Dec 2021 RM Office	327.99	327.99	✓
2413-Man	2022-01-18	<b>SaskEnergy</b> Jan 14 2022 LS	Dec 21/Jan 22 - Lift Station	33.41	33.41	✓
2414-Man	2022-01-18	<b>SaskEnergy</b>				



Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
		Jan 14 2022 WTP	Dec 21/Jan 22 - G'street WTP	164.87	164.87	✓
<b>2415-Man</b>	<b>2022-01-18</b>	<b>SaskEnergy</b> Jan 14 SHP	Dec 21/Jan 22 - RM Shop	2,108.76	2,108.76	✓
<b>2416-Man</b>	<b>2022-01-18</b>	<b>Receiver General</b> Jan 15 2022	Jan 2 - Jan 15 Payroll Remit	16,932.35	16,932.35	✓
Proposed Payments:						
<b>EFT 4942</b>		<b>Aultman Construction Ltd.</b> 6425	GS - Sewer Line Replaced	2,023.09	2,023.09	✓
<b>EFT 4943</b>		<b>BAR Engineering Co. Ltd.</b> 0032560	#140 - Road Failure Investigat	13,779.43	13,779.43	✓
<b>EFT 4945</b>		<b>Clartech Industries Ltd.</b> INV1009448	Calibration of Monitors	640.50	640.50	✓
<b>EFT4946</b>		<b>Culligan Lloydminster</b> 91344TL 91728TL	3407219 - RM Office Water #8000980 - Shop Water	17.39 46.39	63.78	✓
<b>EFT 4947</b>		<b>Enviroway Detergent Man. Inc.</b> IN058728 CN008415 IN058847	25 x Sodium Hypochlorite Credit - 27 x 20L Pail Return 2 x Chlorine WTP	1,050.00 283.50- 939.68	1,706.18	✓
<b>EFT 4948</b>		<b>Fountain Tire Ltd.</b> 059I206783	Unit 43 - Tire Service Call	342.25	342.25	✓
<b>EFT 4949</b>		<b>GFI Systems Inc.</b> 104234	GPS Lease Fees - Dec 2021	976.80	976.80	✓
<b>EFT 4950</b>		<b>GFL Enviromental Inc.</b> Y30000006193	Dec 2021 Recycling	272.35	272.35	✓
<b>EFT 4951</b>		<b>G. Force Diesel Service Ltd.</b> IN0077939	Unit 69 - SK Safety/Repairs	8,501.13	8,501.13	✓
<b>EFT 4952</b>		<b>Kings Energy Group</b> 562297	BFD - 118.25L Fuel	154.87	154.87	✓
<b>EFT 4953</b>		<b>Lash Enterprises</b> 678119 678209	Unit 89 - Fittings/Hoses Unit 9 - Hydraulic Hose	206.15 165.23	371.38	✓
<b>EFT 4954</b>		<b>Meridian Source</b> 6649	Zoning Bylaw Jan 6 Ad	895.13	895.13	✓
<b>EFT 4955</b>		<b>Midway Distributors Ltd.</b> 000-595869	WTS-Shop- Shovel/Creepers	439.33	439.33	✓
<b>EFT 4956</b>		<b>Muni-Soft</b> 2021/22-03268 2021/22-03781	2022 Equipment Maintenance Software Maintenance 2022	1,720.50 7,271.06	8,991.56	✓
<b>EFT 4957</b>		<b>Mun. Employees Pension Plan</b> File #178513	Dec 19 - Jan 1 Remittance	8,955.66	8,955.66	✓
<b>EFT 4958</b>		<b>NextGen Automation</b> 379272	Contract #LV102487041-01	835.46	835.46	✓
<b>EFT 4959</b>		<b>Northwind Radio Ltd.</b>				

Report Date  
2022-01-19 7:38 PM

R.M. of Britannia No. 502  
**List of Accounts**  
As of 2022-01-19  
Batch: 2022-00005

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
		231711	BFD - Paging Terminal	341.22	341.22	✓
EFT 4960		<b>Olynyk, Daymein</b> Jan 18 2022	Ink for Printer	115.38	115.38	✓
EFT 4961		<b>PWM Steel Services Ltd.</b> 105721	Unit 10 - Gauge Checker Plate	752.64	752.64	✓
EFT 4962		<b>Quik Pick Waste Disposal</b> 0000453446	Office Collection - Jan 2022	98.39	98.39	✓
EFT 4963		<b>Sask.Assoc.of Rural Municipal.</b> BON220502 LIA22502 MEM2022502 SARM807682 20315 PRINT-163062 PRINT-163129	Fidelity Bond Renewal 2022 LSIP Renewal 2022 Basic Membership Fee 2022 Unit 83 - Lock Tire Ring Legal Service-MMorris/CRiviere Yearly Decals Minute Paper	567.10 5,322.62 5,438.20 102.16 603.84 164.99 62.86	12,261.77	✓
EFT 4964		<b>Saskatchewan Health Authority</b> 3397858 3397859	Water Test - PW Shop Water Test - 32 Scenic Drive	23.00 23.00	46.00	✓
EFT 4965		<b>SRD Investments Ltd.</b> 44098	Unit 85 - Truck Wash	39.90	39.90	✓
EFT 4966		<b>Stuart Wright Ltd</b> 6175824 6176014	Shop - Aluminum Shovel Shop/Unit 85 - Bolts/Strap	76.11 637.20	713.31	✓
EFT 4967		<b>Triland Welding &amp; Machine Ltd.</b> 8643 8644	Spare - 4 x V Blades Shop - Flag Sign Template	735.65 113.40	849.05	✓
EFT 4944		<b>Brandt Tractor Ltd.</b> 2-713024	Purchase of '22 772G Grader	388,748.10	388,748.10	✓
				<b>Total for AP:</b>	<b>486,530.25</b>	

Certified correct this 26th of January, 2022  
DO

  
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