

**RURAL MUNICIPALITY  
OF  
BRITANNIA No. 502**

**MINUTES OF THE REGULAR MEETING HELD**

**July 22, 2020**

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 9:05 a.m., July 22, 2020 with Reeve John Light presiding.

**Present:** Reeve: John Light

Councillors:

Ed Noble  
Wilfred Jurke  
Jim Collins  
Cory McCall  
Dale Crush

Acting

Administrator: Bryson Leganchuk

**Absent:** Councillors: Division 4 – Vacant

**Agenda Approved as Presented**

353/20 NOBLE: That the agenda be approved as presented.

CARRIED

**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.*

*Councillor Crush declared a conflict of interest with agenda item: 16.4 RR 3272 Water Issue.*

**Amend Minutes of the July 8, 2020 Regular Meeting**

354/20 NOBLE: That we amend the July 8, 2020 minutes by making the following amendment:

- Change the mover of motion 347/20 from “NOBLE” to “JURKE”; and
- Change the mover of motion 348/20 from “NOBLE” to “COLLINS”

CARRIED

**Approve Minutes of the July 8, 2020  
Regular Meeting as amended**

355/20 NOBLE: That we approve the minutes of the July 8, 2020 regular meeting of council as amended.

CARRIED

*Development Services Officer, Catherine Saretzky, joined the meeting at 9:15 a.m.*

JL BL

**Subdivision Application on the SE 15-50-28W3 Parcel H Plan 102227989**

356/20

COLLINS: That we approve the subdivision application on the SE 15-50-28W3 Parcel H Plan 102227989 (File R0292-20s / SD007-2020) with the following conditions:

- That File DEV002-2020 receives approval;
- The developer is exempt from providing Municipal Reserve land under clause 183(e) of *The Planning and Development Act, 2007*; and
- That the developer obtains the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.

CARRIED

**Development Permit for the SE 15-50-28W3 Parcel H Plan 102227989 (file DEV002-2020)**

357/20

COLLINS: That the development permit for the SE 15-50-28W3 Parcel H Plan 102227989 (file DEV002-2020) for a business dwelling be approved with the following conditions:

- That the business dwelling is considered an accessory use to the primary commercial business (geotechnical company);
- Hours of operation are 24 hours a day, 7 days a week; and
- A change in use or intensity of the development will require submission and approval of a new development permit application.

CARRIED

*Nicole Drobot, a ratepayer of the Rural Municipality of Britannia No. 502, attended the council meeting from 9:30 a.m. to 9:35 a.m. via speakerphone.*

*Catherine Saretzky left the meeting at 9:35 a.m., and did not return.*

*Daron Priest, a ratepayer of the Rural Municipality of Britannia No. 502, entered the council chambers at 9:40 a.m.*

*Daron Priest left the council chambers at 10:00 a.m. and did not return.*

*Council recessed for coffee at 10:00 a.m.*

*Council reconvened from coffee at 10:07 a.m.*

*Derek Sieben, CPA of Vantage Chartered Professional Accountants, attended the council meeting at 10:07 a.m. via speakerphone to discuss the Rural Municipality of Britannia No. 502's 2019 Financial Statements.*

*Council Noble left the meeting at 10:21 a.m.*

*Council Noble returned to the meeting at 10:25 a.m.  
Derek Sieben left the meeting a 10:25 a.m. and did not return.*

*JL BZ*



- 358/20 **Approve 2019 Financial Statements as Presented**  
CRUSH: That Council approve the Rural Municipality of Britannia No. 502's 2019 Financial Statement as presented by Derek Sieben, CPA of Vantage Chartered Professional Accountants, and instruct the Reeve and Acting Administrator to sign the Management's Responsibility Letter.  
CARRIED
- 359/20 **In-Camera for Strategic Planning**  
NOBLE: That Council move in-camera for strategic planning at 10:30 a.m.  
CARRIED
- 360/20 **Rise from In-Camera**  
CRUSH: That Council rise from the in-camera discussion at 10:38 a.m.  
CARRIED
- 361/20 **SW 31-50-26-W3 & SE 36-50-27-W3, Borrow and Crop Damage Payment**  
JURKE: That Council agrees to make payment for borrow material used and subsequent crop damages, to the landowners of the SW 31-50-26-W3, as shown on the borrow agreement dated March 4, 2020, as follows:  
Borrow material 4,185.82 cubic yards at .50¢ per cubic yard = \$2,092.91  
Crop damages 0.256 acres at \$400.00 per acre = \$102.40  
Total: \$2,195.31  
Borrow was used on the Range Road 3270 road construction project located between SW 31-50-26-W3 & SE 36-50-27-W3.  
CARRIED
- 362/20 **Signage at "T" Intersection of Range Road 3265 and Township Road 510**  
JURKE: That Council has reviewed information submitted by Clifton Associates Ltd. dated July 7, 2020, which provided information on the "T" intersection of Range Road 3265 and Township Road 510 in regards to reducing accidents at this location. After consideration of the options presented, council agrees to the increased signage recommended in Option #3, and instructs public works to ensure the signage, as noted in this report, is installed once the scheduled road construction at this intersection has been completed.  
CARRIED
- 363/20 **Amendment to Motion 314/20**  
COLLINS: That we amend motion 314/20 by changing the wording of "tender the chip seal oil requirements needed of ~~115~~ 210 tonnes HF150S" to "acquire as needed, the 115 tonnes of HF150S."  
CARRIED
- 364/20 **Maintenance Required on Large Diameter Culverts on Range Road 3271A Between Township Road 505 and Township Road 510**  
COLLINS: That Council acknowledges and approves the recommendation of the public works department to do the required culvert repairs located on Range Road 3271A between Townships 505 & 510 (through SE 35-50-27-W3) which crosses the Big Gully Creek.  
CARRIED
- 365/20 **Amend Motion 236/20 and 237/20**  
NOBLE: That we amend motion 236/20 and 237/20 by replacing the word "East" with the word "North."  
CARRIED

JL. BK



*Councillor Noble declared a conflict of interest with agenda item 6. 7(a) Close & Lease Bylaw – Noble left the Council Chambers at 10:45 a.m.*

**Bylaw 16 – 2020 First Reading**

366/20

JURKE: That we read Bylaw 16-2020, A Bylaw to Provide for the Closing and Leasing of Certain Roads to Edward Noble, a first time.

CARRIED

*Councillor Noble returned to the Council Chambers at 10:48 a.m.*

**Accounts**

367/20

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 #30546 – 30556;
- Electronic Funds Transfer #3645 – 3676; and
- Online Payments #1805 -1836, totalling \$202,063.25.

CARRIED

**Capital Budget**

368/20

McCALL: That we approve the 2020 Capital Budget as presented with a projected surplus of \$32,616.

CARRIED

*Dan Fedirko, Public Works Operations Manager, joined the meeting at 10:50 a.m.*

*Chris McKechnie and Evan Priest entered the council chambers at 11:00 a.m. to discuss a product that prevents wind erosion to the side slopes of gravel roads.*

*Chris McKechnie and Evan Priest left the meeting at 11:20 a.m., and did not return.*

*Frank Skilnick of Clifton Associates, Eric Green of Clifton Associates, and Cindy Schreiber, Infrastructure Administrator, entered the Council Chambers at 11:30 a.m. to discuss the Guest Control Road Chip Seal Project located on Range Road 3232 from Township Road 500 to Township Road 504.*

369/20

**Hiring Kowal Construction Alta Ltd. for Guest Controls Project**

COLLINS: That we accept the proposal submitted by Kowal Construction Alta Ltd. to widen, place 200mm of base material and apply seal coat on Range Road 3273 from Township Road 500 to Township Road 504. Further, that we require the Agreement Contract No. 2020-01a be signed and a 50% performance bond be received, prior to the commencement of work. If a change order is required, it must be signed by both an Engineer from Clifton Associates and our Public Works Supervisor.

CARRIED

*Council broke for lunch at 12:12 p.m.*

*Council reconvened the meeting at 12:45 p.m.*

*Frank Skilnick of Clifton Associates and Eric Green of Clifton Associates left the Council Chambers at 12:50 p.m. and did not return.*

**Delete Gravel Pit Road from Road Construction Projects**

JL BC



- 370/20 NOBLE: That we delete the Gravel Pit Road construction project located on Township Road 522 from Range Road 3255 to Range Road 3262 from our future road construction projects listing.

CARRIED

*Dan Fedirko, Public Works Operations Manager left the meeting at 2:15 p.m. and did not return.*

*Harlow J. Fox of Kowal Construction Alta Ltd. attended the Council Meeting via speakerphone at 2:20 p.m. to discuss the unit rate for excavating failure locations.*

*Harlow J. Fox left the meeting at 2:25 p.m. and did not return.*

**Core Samples and Gravel Pile Measurements Required for Guest Controls Project**

- 371/20 CRUSH: That we instruct administration to acquire core material samples within the Guest Control Road on Range Road 3273 from Township Road 500 to Township Road 504. These samples should be taken where failures have been repaired and other strategic locations within the road to ensure a proper base is prepared prior to the chip seal being applied. The R.M. of Britannia No. 502 acknowledges the price quoted by Harlow J. Fox of Kowal Construction Alta Ltd. of \$ 8.00 per cubic metre of material excavated for failure repairs. Further, that we instruct administration to have pile measurements done prior to work commencing and after work is completed, to determine the amount of aggregate used on the Guest Control Road. This measurement will be utilized as a baseline measurement to compare with the contractor's scale measurements.

CARRIED

*Cindy Schreiber, left the Council Chambers at 2:40 p.m. and did not return.*

**RIRG Program Second Intake Project**

- 372/20 NOBLE: That we acknowledge the approval of a 50% cost share up to \$500,000 for the Base and Subbase Project: Grid 684 – Township Road 510 to 512. Further, that we request that the RIRG Program Committee consider allocating money from the RIRG Program Second Intake to the Mail Box Corner grading project located South of 28-51-25-W3 and East of 28-51-25-W3.

CARRIED

**Rural Integrated Roads for Growth Capital Project Funding Agreement**

- 373/20 NOBLE: That we instruct the Reeve and Acting Administrator to sign the Rural Integrated Roads for Growth Capital Project Funding Agreement between the Saskatchewan Association of Rural Municipalities and the R.M. of Britannia No. 502 for a 50% cost share, to a maximum of \$500,000, for the Base and Subbase project on Range Road 3251 from Township Road 510 to 512.

CARRIED

**Grass Maintenance Contract for Albion Cemetery and Britannia Fire Hall**

- 374/20 CRUSH: That we instruct the Reeve and Acting Administrator to sign the Grass Maintenance Agreement with Roger Ogram to maintain the grass at the Albion Cemetery located on the NE-27-52-26-W3 and the Britannia Fire Department located on the SE-01-50-28-W3 for the period of July 20, 2020 to October 15, 2021.

CARRIED

54 BC

375/20

**Adjournment**

MCCALL: That we adjourn this meeting of council the time being 3:08 p.m.

CARRIED

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Acting Administrator