

RURAL MUNICIPALITY
OF
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD
April 13, 2022

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 8:58 a.m., April 13, 2022, with Reeve Light presiding.

Present: Reeve: John Light
Councillors: Wilfred Jurke
Dale Crush
Ed Noble
Elaine Newman
Jim Collins
Cory McCall

CAO: Alan Parkin

Agenda Approved

124/22 CRUSH: That the agenda for April 13, 2022 be approved with additions of items 4. d. Commercial shop use on RR3281; 4. e. Hillmond property Available; 6. i. Investing in Canada Infrastructure Waste Water Grant; 6. j. Federation of Canadian Municipalities Grants for Community Halls; 7. e. Sign Post Replacement; 9. h. Saskatchewan Municipal Hail Insurance Withdrawl 502-0372; 9. i. Fire Memorandum of Understanding Paradise Hill.

CARRIED

Jolynne Harrison and Alex Hutchins from the RCMP Maidstone Detachment joined the meeting at 9:06 a.m.

Councillor Noble left the meeting at 9:20 a.m. and returned at 9:21 a.m.

Jolynne Harrison and Alex Hutchins left the meeting at 9:37 a.m.

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:

*Councillor Noble – Item 4. a. – Municipal Reserve Fee Policy Revaluation
Councillor Crush – Item 9. f. – Beaver Control Appointments*

125/22 **March 23, 2022 Regular Council Meeting Minutes**

CRUSH: That council approves the March 23, 2022 regular council meeting minutes as revised.

CARRIED

Development Services Officer, Liz Bailey, joined the meeting at 9:39 a.m.

Councillor Noble left the meeting at 9:42 a.m.

- 126/22 **Quotes for Municipal Reserve Fee Policy Reevaluation**
MCCALL: That council instruct administration to engage Atlas Appraisals for the Municipal Reserve Fee Policy Reevaluation, based on their quoted price of \$1,200.00 for services required.
CARRIED
Councillor Noble returned to the meeting at 9:51 a.m.
- 127/22 **Request to Close an Undeveloped Road Allowance – CL010-2022/ DEV 004-2022**
JURKE: Whereas, council has considered a request by the owner of NE 31-50-25W3M Plan 101861647 Ext. 0 and NE 32-50-25W3M Blk/Par AA-Plan 101861647 Ext. 0 to permanently close the undeveloped right of way adjacent to these properties (namely a portion of Range Road 3255);
and Whereas, council has initially determined that the road closure will not eliminate access to any lands;
and Whereas, council has initially agreed that this road is not currently needed by the public;
and Whereas, council deems it appropriate to proceed under Section 13 of the Municipalities Act;
Therefore, be it resolved that council instructs administration to contact the affected ministries for their approval, and further instructs administration to issue public notice, that council will consider possible permanent road closure of a portion of Range Road 3255.
And:
That all costs associated with the proposed closure of the undeveloped right of way adjacent to NE 31-50-25W3M Plan 101861647 Ext. 0 and NE 32-50-25W3M Blk/Par AA-Plan 101861647 Ext. 0 (namely a portion of Range Road 3255), including but not limited to a \$100.00 administrative fee, advertising costs, fees or compensation due to any parties arising from the closure, and ISC fees be invoiced to the owner(s) of NE 31-50-25W3M Plan 101861647 Ext. 0.
CARRIED
- 128/22 **Bylaw No. 06-2022 – A Bylaw to Provide for the Closing and Selling of a Municipal Road – First Reading**
NEWMAN: That council read Bylaw 06-2022, a Bylaw to Provide for the Closing and Selling of a Municipal Road, a first time.
CARRIED
- 129/22 **Commercial Property Use – Division 3**
NEWMAN: That council instructs administration to proceed with rezoning of NE 23-50-28 W3M, BLK/PAR B-Plan 101733881 Ext. 27 to commercial use in the Lloydminster Planning District.
CARRIED
Development Services Officer, Liz Bailey, left the meeting at 10:32 a.m.
Council took a break from 10:33 a.m. to 10:40 a.m.
Finance Manager, Bryson Leganchuk, joined the meeting at 10:40 a.m.
- 130/22 **Bylaw No. 05-2022 – Animal Control Bylaw – First Reading**
CRUSH: That council provides first reading of Animal Control Bylaw 05-2022 as revised.
CARRIED
- 131/22 **Bylaw No. 05-2022 – Animal Control Bylaw – Second Reading**
NOBLE: That council read Bylaw 05-2022, Animal Control Bylaw, a second time.
CARRIED

132/22

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 #31401 - 31425, Electronic Funds Transfer #5081 - 5124, and Online Payments #2482 - 2495 all totalling \$131,198.75.

CARRIED

Operations Manager, Michael Glavin, joined the meeting at 10:52 a.m.

Operations Manager, Michael Glavin, left the meeting at 11:24 a.m.

Operations Manager, Michael Glavin, returned to the meeting at 11:26 a.m.

133/22

March 2022 Finance Manager Report

JURKE: That council accepts the March 2022 Financial Report submitted by the Finance Manager as information.

CARRIED

134/22

Commercial Assessment Abatements

CRUSH: That council instructs the Finance Manager to prepare economic agreements of 30% assessment abatement for light commercial operations for 2022; 25% for 2023; and 20% for 2024.

CARRIED

135/22

RM of Britannia Grant Extension Request

NOBLE: That council approves the grant extension to July 30, 2022 due to COVID restrictions for Lloydminster Fish and Game Association in regards to their 2021/2022 grant for \$5,000 to remodel the shooting range.

CARRIED

136/22

Request for Event Change and Extension for RM Event Grant Funding

MCCALL: That council instruct administration to advise Hillmond Central Sports Society that the change of event and the extension have been approved.

CARRIED

Operations Manager, Michael Glavin, left the meeting at 11:44 a.m. and returned @ 11:45 a.m.

Finance Clerk, Marla Kyle, joined the meeting at 11:48 a.m.

137/22

RM Grants for 2022/2023 Allocation

NOBLE: That council instruct administration to allocate funds according to the recommendations from administration as follows:

Nigel Stapleton Clay Shoot	\$ 700.00
Greenstreet Recreation Association	\$ 250.00
Lloydminster Cross Country Ski Club	\$ 0.00
Lloydminster & Area Archer's Assoc.	\$2,596.28
Hillmond 4H Club	\$1,250.00
Britannia United Services Memorial Hall	\$14,458.00
Hillmond Central Sports Society	\$17,592.00
Hillmond Central School Community Council	\$ 1,000.00
Norbion Cooperative Community Centre	\$ 9,520.20
Lloydminster & District Fish & Game Association	\$ 2,161.17

CARRIED

Finance Clerk, Marla Kyle, left the meeting at 11:59 a.m.

Finance Manager, Bryson Leganchuk, left the meeting at 12:03 p.m.

Council took a break from 12:04 p.m. to 12:10 p.m.

Operations Manager, Michael Glavin, joined the meeting at 12:10 p.m.

Councillor Noble left the meeting at 12:15 p.m. and returned at 12:17 p.m.

138/22

Grader Repairs – Unit 9

JURKE: That council approve the expenditure for the replacement of the engine of Unit #9 for the cost of \$ 50,273.84 plus applicable taxes with Brandt Tractor.

CARRIED

139/22

Greenstreet Road (RR 3265) Paving Tender

CRUSH: That council approves award of the Greenstreet Road (RR3265) paving project to HJR Asphalt for the sum of \$1,097,000.00 plus GST of \$54,880.00 and PST of \$65,856.00, and instructs the Reeve and Chief Administrative Officer to sign contract, and further that any funding shortfall is to come from road reserve account #310-100-500.

CARRIED

Operations Manager, Michael Glavin, left the meeting at 12:27 p.m.

Development Services Officer, Liz Bailey, and Finance Manager, Bryson Leganchuk joined the meeting at 12:27 p.m.

Clarence Yam, TJ Karwandy, and Denny Huyghebaert of Edge HR Solutions joined the meeting via Zoom @ 12:30 p.m. and left meeting at 12:36 p.m.

140/22

Closed Session

NOBLE: That council move into closed session at 12:43 p.m. to discuss HR consultant as per Section 16 of LAFOIPP.

CARRIED

141/22

Re-Open to Regular Session

NOBLE: That council rise out of the closed session to resume the regular council meeting at 12:45 p.m.

CARRIED

142/22

Human Resources Consultant Services

NOBLE: That council approve Edge HR Solutions, to provide HR services to the RM when required.

CARRIED

Development Services Officer, Liz Bailey, and Finance Manager, Bryson Leganchuk left the meeting at 12:53 p.m.

Operations Manager, Michael Glavin, returned to the meeting at 12:54 p.m.

Councillor Noble left the meeting at 1:10 p.m. and returned at 1:11 p.m.

Councillor McCall left the meeting at 1:20 p.m. and returned at 1:22 p.m.

Operations Manager, Michael Glavin, left the meeting at 1:26 p.m.

JL P

Dorothy Mauer joined the meeting at 1:28 p.m. and left at 1:35 p.m.

Operations Manager, Michael Glavin, and Finance Manager, Bryson Leganchuk joined the meeting at 1:37 p.m.

Operations Manager, Michael Glavin, and Finance Manager, Bryson Leganchuk left the meeting at 1:56 p.m.

Operations Manager, Michael Glavin, and Finance Manager, Bryson Leganchuk joined the meeting at 2:09 p.m.

Operations Manager, Michael Glavin, and Finance Manager, Bryson Leganchuk left the meeting at 2:12 p.m.

Councillor Collins left the meeting at 2:20 p.m. and returned at 2:22 p.m.

143/22

Chief Administrators Report for March 2022

MCCALL: That council accept the Chief Administrators Report for March 2022 as information.

CARRIED

144/22

RM of Britannia Fire Chief Contract for 2023 and 2024

CRUSH: That council approves the Fire Chief contract with Mr. John Bexson for a two year period commencing on December 4, 2022.

CARRIED

145/22

Policy GG-017 – Asset Management

JURKE: That council approves Policy GG-017 – Asset Management to replace existing policy.

CARRIED

Councillor Newman left the meeting at 2:28 p.m. and returned at 2:29 p.m.

146/22

Emergency Measures Organization

NOBLE: That council accepts update in regards to the Emergency Measures Organization, and instructions the Chief Administrative Officer to contact members who are not participating on committee, move forward with items identified at March 24th table top discussion, and to contact Cenovus Energy in regards to concerns with a December 21, 2021 incident.

CARRIED

Councillor Crush left the meeting at 2:38 p.m.

147/22

Beaver Control Appointments 2022/2023

JURKE: That council appoints Mr. Aaron Crush and Mr. Gary Hewitt as holders of current fur licenses to undertake beaver control measures under RM Beaver Control Policy TS-009 for 2022/23.

CARRIED

Councillor Crush returned to the meeting at 2:41 p.m.

148/22

Correspondence

NOBLE: That council accepts the correspondence from the Agricultural Producers Association of Saskatchewan – Spring update; Carla Beck, Provincial critic for Municipalities – letter of introduction; Water Security

Agency – Request for assistance in a drainage matter SW 05-50-27 W3M (Krambury Estates) as information.

CARRIED

149/22

Saskatchewan Municipal Hail Insurance Withdrawl 502-0372

JURKE: That council agrees to the Saskatchewan Municipal Hail Insurance Withdrawl 502-0372 and instructs the Reeve and Chief Administrative Officer to sign the withdrawl application.

CARRIED


150/22

Adjournment

JURKE: That council adjourn the meeting, the time being 2:49 p.m.

CARRIED





Reeve



Chief Administrative Officer



Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
31401	2022-04-13	Bexson, Riley 100	BFD - P2 - Mechanical Repair	532.00	532.00 ✓
31402	2022-04-13	Bitter Edge Contracting Ltd 1229	Mar 2022 Safety Consulting	863.52	863.52 ✓
31403	2022-04-13	Britannia United Services Mar 28 2022	E18&19-21 Event Grant Payout EMO Tabletop Hall Rental	1,132.56 400.00	1,532.56 ✓
31404	2022-04-13	Collins Mr. Jim MAR 2022	Mar 2022 - Council Indemnity	821.20	821.20 ✓
31405	2022-04-13	Crosby Hanna & Associates #7 (387-47)	RM of Britannia OCP (19-053)	582.75	582.75 ✓
31406	2022-04-13	Five Star Industries FS22-0194	BFD - T1 - TIG Welding Porta	137.81	137.81 ✓
31407	2022-04-13	Gary Blythe Vacuum Services 17734	Pumping Holding Tanks	444.00	444.00 ✓
31408	2022-04-13	Information Services Corp. Mar 31, 2022	March 2022 Fees	310.35	310.35 ✓
31409	2022-04-13	John Deere Financial O78979	Unit 10&99 -Nozzle/Battery	192.31	192.31 ✓
31410	2022-04-13	Jurke, Wilfred MAR 2022 Mar 9 2022	Mar 2022 - Council Indemnity Mar 2022 - Council Committee	812.90 526.99	1,339.89 ✓
31411	2022-04-13	Light, John MAR 2022	Mar 2022 - Council Indemnity	529.81	529.81 ✓
31412	2022-04-13	Lloyd Catholic School Division Mar 2022	Mar 2022 EPT Remittance	18.06	18.06 ✓
31413	2022-04-13	McCall, Cory MAR 2022 Mar 31 2022	Mar 2022 - Council Indemnity Jan/Feb/Mar - Council Committ	599.85 1,755.19	2,355.04 ✓
31414	2022-04-13	Metercor Inc. 20206	Water Meters	7,992.00	7,992.00 ✓
31415	2022-04-13	Minister of Finance INV2016521224	BFD - Portable & Mobile Fees	1,198.80	1,198.80 ✓
31416	2022-04-13	Northwest Municipalities Assoc 2022-015	2022 Membership Fee	200.00	200.00 ✓
31417	2022-04-13	Provincial Mediation Board Mar 18 2022	Tax Enf. App Fees	60.00	60.00 ✓
31418	2022-04-13	R&D Plumbing & Heating Ltd. 106823	TSF Fee Heater Unit	11.05	11.05 ✓
31419	2022-04-13	Revering Law Office			

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
		61458	Title Searches & Draft Agreeeme	300.30	300.30	✓
31420	2022-04-13	Rivers West DSCR Inc. 2022-2023	2022-2023 Annual Membership	20.00	20.00	✓
31421	2022-04-13	Sandy Beach Regional Park Auth Mar 2022	Mar 2022 Sandy Beach Taxes	992.11	992.11	✓
31422	2022-04-13	Vantage CPA 45160	Dec 2021 - Financial Audit	6,105.00	6,105.00	✓
31423	2022-04-13	Welltraxx Ltd. SI-8020	Annual Licenses/Support	5,550.00	5,550.00	✓
31424	2022-04-13	Wholesale Fire & Rescue Ltd. INV/2021/4413	Rubber Industrial Fire Hose	7,011.18	7,011.18	✓
31425	2022-04-13	Central Towing & Recovery 18431	Unit 38 - Towing Darv's to PH	276.15	276.15	✓
Other:						
2482-Man	2022-04-01	Collabria Mastercard Mar 15 2022 MG	Mar 15 Mastercard MGlavin	92.94	92.94	✓
2483-Man	2022-04-01	Collabria Mastercard Mar 15 2022 BL	Mar 15 Mastercard BLeganchuk	104.47	104.47	✓
2484-Man	2022-04-01	Receiver General 26Mar2022-01	Mar 13 - Mar 26 Payroll Remit	15,569.74	15,569.74	✓
2485-Man	2022-04-01	SaskTel Mar 16 2022 OFF	Feb-Mar '22 Office Phone	566.57	566.57	✓
2486-Man	2022-04-01	SaskTel Mar 16 2022 BFD	Feb - Mar '22 BFD Phone	191.07	191.07	✓
2487-Man	2022-04-01	SaskTel Mar 28 2022 SHP	Feb-Mar 22 Shop Phone	163.76	163.76	✓
2488-Man	2022-04-01	Collabria Mastercard Mar 29 2022 BL	Mar 29 Mastercard BLeganchuk	151.81	151.81	✓
2489-Man	2022-04-01	Collabria Mastercard Mar 29 2022 AP	Mar 29 Mastercard AParkin	3,475.20	3,475.20	✓
2490-Man	2022-04-01	Collabria Mastercard Mar 29 2022 JB Mar 29 2022 JB2	Mar 29 Mastercard JBexson Mar 9 Mastercard JBexson	298.90 58.67	357.57	✓
2491-Man	2022-04-01	SaskEnergy Mar 21 202 OFF	Feb - Mar '22 RM Office	228.31	228.31	✓
2492-Man	2022-04-01	SaskTel Mobility Mar 29 2022 INT	Internet Charges - Mar 2022	110.95	110.95	✓
2493-Man	2022-04-01	SaskTel Mobility Mar 28 2022 CEL	Cell Phone Charges Mar 2022	512.52	512.52	✓
2494-Man	2022-04-01	SaskPower 0864-0073-7927	Mar 2022 BFD	665.48	665.48	✓
2495-Man	2022-04-01	SaskEnergy				

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		Mar 28 2022 BFD	Feb - Mar '22 BFD	991.98	991.98 ✓
Proposed Payments:					
EFT 5081		2247173 Alberta Ltd 51	Mar 2022 - Services	7,875.00	7,875.00 ✓
EFT 5082		Allstar Cleaning Services 398272	March 2022 Office Cleaning	525.00	525.00 ✓
EFT 5083		Border Steel 0000137138	Shop - Flat Bar	48.72	48.72 ✓
EFT 5084		Brandt Tractor Ltd. 4263876	Unit 103 - Air Filters	582.06	582.06 ✓
EFT 5085		Buckingham, Aaron Mar 2022	Mar 2022 Officer Wages	324.74	324.74 ✓
EFT 5086		Collins, Blair Mar 2022	Mar 2022 - Officer Wages	138.50	138.50 ✓
EFT 5087		Crush, Mr. Dale MAR 2022 Mar 31 2022	Mar 2022 - Council Indemnity Mar 2022 - Council Committ	572.87 1,470.69	2,043.56 ✓
EFT 5088		Crush, Mrs. Sharon Mar 2022 EMO	Mar 2021 EMO Meetings	293.51	293.51 ✓
EFT 5089		Culligan Lloydminster 98239TL 99497TL	#8000980 - Shop Water 3407219 - RM Office Water	17.39 17.39	34.78 ✓
EFT 5090		Finning Canada SI010094818	Unit 84 - Service Agreement	1,882.60	1,882.60 ✓
EFT 5091		First Truck Centre X004431443:01 X004426726:01 R004053652:01	24 26 32 - Filters Unit 90 - Air Filters Unit 90 - Repair Wipers & Lite	351.68 557.58 2,170.13	3,079.39 ✓
EFT 5092		Fort Garry Industries Ltd. F9295097	BFD - T1 - 3" Valve	124.32	124.32 ✓
EFT 5093		Fountain Tire Ltd. 059I208500 059I209161 059I209162	Unit 59 - Tire Repair Unit 10 - Tire Repair Unit 19 - Tire Repair	166.76 276.32 436.23	879.31 ✓
EFT 5094		Fritsch, Shane Mar 2022	Mar 2022 Officer Wages	136.31	136.31 ✓
EFT 5095		GFI Systems Inc. 104594	GPS Lease Fees - Mar 2022	987.90	987.90 ✓
EFT 5096		GFL Enviromental Inc. Y30000006518	Mar 2022 Recycling	188.80	188.80 ✓
EFT 5097		Hillmond Central Sport Society Mar 30 2022 Mar 28 2022	2021 RM Event Grant 2021 RM Event Grant	600.95 247.75	848.70 ✓
EFT 5098		JWS Inspection Services			

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
		100722	BLD002-2022 ROSSWILL/SBRP	1,431.08	1,431.08	✓
EFT 5099		Kings Energy Group 797353	Mar Rental - Tank Monitor	44.40	44.40	✓
EFT 5100		Lash Enterprises 681434	BFD - Skidsteer - 2 Hose	54.03	54.03	✓
EFT 5101		LeBlanc, Ryan Mar 2022	Mar 2022 - Bylaw Officer Serv	208.00	208.00	✓
EFT 5102		Lloydminster Nut & Bolt 3759458	Shop - Jointer Links/Fittings	86.90	86.90	✓
EFT 5103		McFadyen Construction 1857	Shop - Pump Sump	763.13	1,526.26	✓
		1862	Shop - Pump Sump	763.13		
EFT 5104		Meridian Surveys Ltd. IN04710	#130 - Reestablish Pro. Pins	3,638.25	3,638.25	✓
EFT 5105		Midway Distributors Ltd. 000-611276	Unit 32 66 72 - Filters	655.08	655.08	✓
EFT 5106		Motion Industries (Canada) Inc AB83-0000885571	BFD - Hall - Fire Extinguisher	359.27	416.01	✓
		AB83-00885953	Unit 27 - Fire Extinguisher	56.74		
EFT 5107		Muni-Soft 2022/23-00642	Replaced AP Computer	1,636.77	1,584.72	✓
		2022/23-00582	GL Overview Webinar	114.45		
		2022/23-00589	EMA Prorated-Workstation	166.50		
EFT 5108		Mun. Employees Pension Plan File #196296	Mar 13 - Mar 26 Remittance	8,679.30	8,679.30	✓
EFT 5109		Newman, Elaine MAR 2022	Mar 2022 - Council Indemnity	601.65	3,421.28	✓
		Mar 17 2022	Reimburse SARM Hotel Room	398.25		
		Mar 9 2022	Reimburse Safety Vest	30.34		
		Mar 31 2022	Mar 2022 - Council Committ	2,391.04		
EFT 5110		NextGen Automation 398112	Contract #LV102487041-01	951.26	951.26	✓
EFT 5111		Noble, Mr. Ed Mar 24 2022	Feb25-Mar 9 2022 Council Commi	751.38	1,357.91	✓
		MAR 2022	Mar 2022 - Council Indemnity	606.53		
EFT 5112		Purolator Inc 450058622	Unit 83 - Finning Freight	84.39	180.54	✓
		450113594	P2 & 84 Freight	96.15		
EFT 5113		Quik Pick Waste Disposal 0000461864	Office Collection - Apr 2022	98.39	98.39	✓
EFT 5114		Ram Printing & Promotions Inc. 180382	Embroidered Caps	803.25	803.25	✓
EFT 5115		Relay Distributing 426153	Unit 10 - Screen/Strainer	47.78	47.78	✓
EFT 5116		Rosenau Transport Ltd.				

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		500361693	Unit 83 - Finning Frieght	232.82	232.82 ✓
EFT 5117		Sask.Assoc.of Rural Municipal. 20568	Legal Service - CRiviere	116.55	
		PF-4636-45534	Hydraulic Oil - L109932	590.22	706.77 ✓
EFT 5118		Sask. Municipal Hail Assoc. Mar 2022	SMHI March	11,642.37	11,642.37 ✓
EFT 5119		SRD Investments Ltd. 45219	Unit 90 - Truck Wash	153.51	153.51 ✓
EFT 5120		Stuart Wright Ltd 6181364	Shop - Sump Pump/Hose	405.47	405.47 ✓
EFT 5121		Sydia Bros. Ent. Ltd. 75589	Unit 81 - Haul to 3270 N 522	478.80	478.80 ✓
EFT 5122		Triod Supply Ltd. 000-141611	Shop - Rotating Bits	9,102.00	9,102.00 ✓
EFT 5123		WeldPro Limited Lloydminster 66907	Acetylene, c2 & oxygen lease	302.40	
		66919	Acetylene & oxygen lease	302.40	604.80 ✓
EFT 5124		Yaremy, Gerry Mar 2022	Mar 2022 Officer Wages	136.31	136.31 ✓
				Total for AP:	131,198.75

Certified correct this 13th of April, 2022
DO

