

RURAL MUNICIPALITY
OF
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD
October 25, 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., October 25, 2023, with Reeve John Light presiding.

Present: Reeve: John Light
Councillors: Jim Collins
Wilf Jurke – attending via Zoom
Cory McCall
Ed Noble
H. John Wack

CAO: Bryson Leganchuk
EA: Liz Bailey

Absent: Councillors: Elaine Newman

565/23

Agenda Approved

MCCALL: That council approve the agenda for the October 25, 2023 regular meeting of council with the addition of: 8. c. Nuisance Property (Div. 5) and 7. d. Weed Control (Div. 6).

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.
566/23

October 11, 2023 Regular Council Meeting Minutes

NOBLE: That council approve the October 11, 2023 regular council meeting minutes as presented.

CARRIED

2. *Delegation – Chief John Bexson and Deputy Chief Aaron Buckingham of the Britannia Fire Department joined the meeting at 9:07 a.m.*

2.c.
567/23

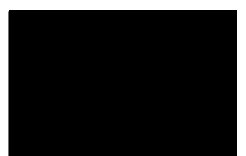
Fire Department Quarterly Statistics

MCCALL: That council acknowledge the Fire Department Quarterly Statistics and accept the report as information.

CARRIED

Councillor Collins joined the meeting at 9:27 a.m.

Delegation – Chief John Bexson and Deputy Chief Buckingham of the Britannia Fire Department left the meeting at 9:49 a.m. and did not return.



DSO Yvonne Prusak of Northbound Planning joined the meeting at 9:50 a.m. via Zoom.

DSO Ben Clipperton of Northbound Planning joined the meeting at 9:52 a.m.

3. c.
568/23

LPDC OCP Amendment Request - NB230512

COLLINS: That council advise the applicant that the R.M. of Britannia No. 502 does not wish to amend the LPDC OPC Future Land Use Map at this time and further, that the applicant receive a refund of their application fee, less \$250.00 plus GST.

CARRIED

9. a.
569/23

Prairie North Potable Water System Information

NOBLE: That council instruct the CAO to further investigate the funding provided by the province for the Prairie North Potable Water System and report back to the council at a future council meeting.

CARRIED

DSO Yvonne Prusak of Northbound Planning left the meeting at 10:35 a.m. and did not return.

DSO Ben Clipperton of Northbound Planning left the meeting at 10:35 a.m. and did not return.

Councillor Noble stepped out at 10:36 a.m. and returned at 10:39 a.m.

3. a.
570/23

September Building, Approach, and Crossing Report

WACK: That council acknowledge the September 2023 Building, Approach, and Crossing Report as presented and accept it as information.

CARRIED

Delegation Wyatt Moore from the Water Security Agency joined the meeting at 10:48 a.m.

Operations Manager Michael Glavin joined at 10:48 a.m.

8. a.
571/23

Drainage Project E5105275 V3

COLLINS: That council instruct the CAO to continue working with the Water Security Agency on drainage project E5105275 V3, from SE-13-51-28-W3, through the north ditch of TWP RD 512, to the outlet at SW-17-51-27-W3 and further, that the CAO explore grant funding opportunities for this project.

CARRIED

Delegation Wyatt Moore from the Water Security agency left the meeting at 11:13 a.m. and did not return.

4. a.
572/23

Accounts for Approval

WACK: 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 CAO:

- General Cheques # 32196 - 32210, Electronic Funds Transfer #6284 - 6314, Online Payments #3137 - 3155 all totaling \$892,710.14.

CARRIED



7. a.
573/23 **Operations Manager Report September 2023**
NOBLE: That council acknowledge the Operations Manager Report for September 2023 as presented and accept it as information.
CARRIED
7. b.
574/23 **Pressure Washer for New Shop**
MCCALL: That council approve the quote received from Relay Distributing for the pressure washer system as presented, for \$42,350.00 plus taxes.
CARRIED
- Operations Manager Michael Glavin left the meeting at 12:20 p.m. and did not return.*
- Council took a lunch break at 12:20 p.m. and returned to the meeting at 1:05 p.m.*
- Councillor McCall left the meeting at 1:10 p.m. and did not return.*
8. b.
575/23 **Resolution for Foreman Job Description**
JURKE: That council acknowledge the hiring of Barry Kastendieck as Foreman for the R.M. of Britannia No. 502, with the position reporting to the Operations Manager, effective October 10, 2023 at a wage of \$45.15 per hour. Further, that a Salary Grid be presented to council for this position prior to December 31, 2023 for council's consideration.
CARRIED
4. b.
576/23 **Financial Report for September 2023**
NOBLE: That council accept the September Financial Report as submitted.
CARRIED
4. c.
577/23 **2023 Tax Enforcement - Title Acquisition**
JURKE: That council authorize the treasurer to proceed with title acquisition in accordance with Section 22 (1) of the Tax Enforcement Act for the following property:
- Blk/Par A Plan 101851848 Ext 0, Title # 128504167
- CARRIED*
5. a.
578/23 **Custom Work Bylaw 17-2023 First Reading**
NOBLE: That the council of the R.M. of Britannia No. 502 read Bylaw No. 17-2023, a bylaw to establish custom work fees, a first time.
CARRIED
- 579/23 **Custom Work Bylaw 17-2023 Second Reading**
WACK: That the council of the R.M. of Britannia No. 502 read Bylaw No. 17-2023, a bylaw to establish custom work fees, a second time.
CARRIED
- 580/23 **Custom Work Bylaw 17-2023 Third Reading at this Meeting**
COLLINS: That the council of the R.M. of Britannia No. 502 proceed with the third reading of Bylaw No. 17-2023, a bylaw to establish custom work fees, at this meeting.
CARRIED UNANIMOUSLY



- 581/23 **Custom Work Bylaw 17-2023 Third Reading**
JURKE: That the council of the R.M. of Britannia No. 502 read Bylaw No. 17-2023, a bylaw to establish custom work fees, a third and final time.
CARRIED
9. b.
582/23 **Rescheduling Equipment Committee Meeting**
WACK: That council reschedule the Equipment Committee's bi-annual meeting from October 26, 2023 to November 30, 2023 to allow for the CAO to issue tenders for the purchase of the following:
- three semis;
 - one gooseneck trailer;
 - one trackhoe;
 - one one-ton truck;
 - one half-ton truck; and
 - one motor grader.
- And further, that the bids received be reviewed by the Equipment Committee at the November 30, 2023 meeting.
CARRIED
9. c.
583/23 **Table Better Together Proclamation**
WACK: That the Better Together Proclamation be tabled for discussion at a future council meeting.
CARRIED
9. d.
584/23 **New Office Renovations - Change Order #3**
NOBLE: That council acknowledge Change Order #3 to contract R.M. of Britannia No. 502 Office Renovation, Project No. CREN 2023-1031, in the amount of \$4,925.71 for the supply and installation of ¾" Sonopan panels to one (1) side of the W2, W3, W4 & W5 walls.
CARRIED
9. f.
585/23 **Request for Termination of Close and Lease**
NOBLE: That council instruct the CAO to give the lessee named in Appendix A of Bylaw 11-2022 one year's notice, in accordance with section 2. G. of the lease agreement, that the Municipality wishes to terminate the agreement.
CARRIED
9. g.
586/23 **Correspondence**
COLLINS: That council accept as information the following list of correspondence:
1. October 13, 2023 APAS Update;
 2. October 17, 2023 SARM Rural Dart; and
 3. October 19, 2023 APAS Update.
- CARRIED*
- 587/23 **2023 SARM Midterm Voting Delegates**
COLLINS: That council appoint Councillors Noble and Jurke as voting delegates at the 2023 SARM Midterm Convention.
CARRIED

588/23

Adjournment

NOBLE: That the meeting be adjourned, the time being 2:43 p.m.

CARRIED

Deputy [Redacted] *Reeve* [Redacted] Chief Administrative Officer [Redacted]



RM of Britannia
List of Accounts for Approval
Batch: 2023-00087 to 2023-00087

Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
32196	2023-10-25	102137247 Saskatchewan Ltd.			
		245	Weed Control	685.65	
		246	Weed Control	738.15	1,423.80
32197	2023-10-25	Can-Do Auto & Lube Ltd. 273998	BFD - C1 - Oil Change	130.52	130.52
32198	2023-10-25	Delco Automation Inc. M37509	Vitec Pail/Chl Reagent Pill	1,063.50	1,063.50
32199	2023-10-25	EECOL Electric Corp. LM 0623768	Shop - Emergency Light/Thermost	74.61	74.61
32200	2023-10-25	Gary Blythe Vacuum Services 19552	Pumping Holding Tanks	930.00	930.00
32201	2023-10-25	John Deere Financial O25917	Unit 98 - Mulch Teeth Bolts	890.20	890.20
32202	2023-10-25	Leon Wayne Hougham Oct 12, 2023	Motion 102/21 ROW Payment	274.69	
		Oct 13, 2023	Motion 102/21 - ROW Payment	1,367.31	1,642.00
32203	2023-10-25	Roger Appleton Oct 13, 2023	Motion 102/21 ROW Payment	869.53	869.53
32204	2023-10-25	Roger Ogram 2nd 50% 2023	2nd - 50% Grass Maint 2023	2,895.38	2,895.38
32205	2023-10-25	Reid & Wright Advertising Ltd 42326	Industrial Land for Sale Sign	3,583.65	3,583.65
32206	2023-10-25	Minister of Finance INV2016523242	BFD - Portable & Mobile Fees	1,665.00	1,665.00
32207	2023-10-25	Universal Consulting Group Ltd. CREN2022-1031	#214 - Shop/Office Interior Renova	11,446.05	11,446.05
32208	2023-10-25	Valor Energy Ltd. RM10018	September 2023 ROW Spraying	10,729.81	10,729.81
32209	2023-10-25	West-Can Seal Coating Inc. 2880	#205 - Double Seal Coat - Brit Rd	765,190.72	765,190.72
32210	2023-10-25	Western Municipal Consulting WMC23204	Board Submissions: Assessment /	420.00	420.00
				Total Computer Cheque:	802,954.77

OTHER

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
3137	2023-10-19	ATCO Energy Oct 12 2023	September '23 RM Office	294.19	294.19
3138	2023-10-19	Collabria Mastercard Oct 13 2023 JB	Oct 13 Mastercard JBexson	66.87	66.87
3139	2023-10-19	Collabria Mastercard Oct 13 2023 BL	Oct 13 Mastercard BLeganchuk	4,433.08	4,433.08
3140	2023-10-19	Collabria Mastercard Oct 13 2023 MG	Oct 13 Mastercard MGlavin	848.22	848.22
3141	2023-10-19	Collabria Mastercard Oct 13 2023 DO	Oct 13 Mastercard DOlynyk	222.35	222.35
3142	2023-10-19	Collabria Mastercard			



RM of Britannia
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OTHER

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
		Oct 13 2023 LB	Oct 13 Mastercard L Bailey	18.94	18.94	✓
3143	2023-10-19	Collabria Mastercard Oct 13 2023 MK	Oct 13 Mastercard MKyle	644.06	644.06	✓
3144	2023-10-19	Receiver General 07Oct2023	Sep 24 - Oct 7 Payroll Remit	22,716.07	22,716.07	✓
3145	2023-10-19	SaskEnergy Oct 13 2023 LS	Sep '23 - Oct '23 - Lift Station	45.54	45.54	✓
3146	2023-10-19	SaskEnergy Oct 13 2023 WTP	Sep '23 - Oct '23 - G'street WTP	122.94	122.94	✓
3147	2023-10-19	SaskPower 2250-0073-7400	Sep '23 - Oct '23 Rink Lights	32.60	32.60	✓
3148	2023-10-19	SaskPower 1722-0081-5356	Sep '23 - Oct '23 H'mond St Light	110.56	110.56	✓
3149	2023-10-19	SaskPower 2646-0070-2967	Sep '23 - Oct '23 H'mond Shed	616.17	616.17	✓
3150	2023-10-19	SaskPower 2646-0070-2970	Sep '23 - Oct '23 G'st St Light	231.53	231.53	✓
3151	2023-10-19	SaskPower 2547-0071-1153	Sep '23 - Oct '23 H'mond Tank Lo	59.89	59.89	✓
3152	2023-10-19	SaskPower 1656-0081-5281	Watts Property Power	97.64	97.64	✓
3153	2023-10-19	SaskTel Oct 7 2023 IBC	September '23 IBC Phone	421.88	421.88	✓
3154	2023-10-19	SaskTel Oct 16 2023 BFD	Sep '23 - Oct '23 BFD Phone	192.27	192.27	✓
3155	2023-10-19	SaskTel Oct 16 2023 Off	Sep '23 - Oct '23 Office Phone	292.90	292.90	✓
				Total Other:	31,467.70	

PROPOSED PAYMENTS

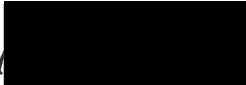
Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount	
6284	5 Star Services & Products Inc 156450RP	BFD - Uniform Shirts/Hats/Tags	581.60	581.60	✓
6285	Aquifer Distribution Ltd. S100389939.001	BFD - Hall - Flow Switch	559.72	559.72	✓
6286	Border Paws Animal Shelter INV-1984	7 x Over Contract	1,050.00	1,050.00	✓
6287	Brown's Industrial Sales R01551	#207 - Packer Rental	8,253.00	8,253.00	✓
6288	Cinco Developments Ltd. 7454	#193 - Rental Trackhoe	3,330.00		✓
	7455	#193 - Haul Rental Trackhoe	305.25		✓
	7456	#220 - Rental 2 Rock Trucks	4,662.00	8,297.25	✓
6289	Clifton Engineering Group Inc. 316583	GWM - Project Management	3,415.13	3,415.13	✓
6290	Culligan Lloydminster 54531TM	#8000980 - Shop Water	59.00		✓
	55142TM	3407219 - RM Office Water	19.00		✓
	7646630	3407219 - BFD Softener Salt x12	176.40	254.40	✓



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Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
6291	Enviroway Detergent Man. Inc.			
	CN009578	Credit - 10 x 20L Pail Return	-157.50	
	CN009813	Credit - 13 x 20L Pail Return	-204.75	
	IN068938	1 x Sodium Bisulphite	843.40	481.15 ✓
6292	First Truck Centre			
	X004476188:01	Unit 24,26,90 - Filters	1,182.55	1,182.55 ✓
6293	Fort Garry Industries Ltd.			
	F1414354	Door Straps/Tarp Ties	58.91	
	F1415486	BFD - Hall - Cleaner/1/4 Male Plug	54.97	113.88 ✓
6294	Gregg Distributors LP			
	000-456068	Cultery for Office	97.67	97.67 ✓
6295	JWS Inspection Services			
	109923	BLD012-2023 Wack MFH	210.00	210.00 ✓
6296	Lloydminster & District Co-op			
	05171469	#193 - 7' Fence Posts	809.03	
	05171647	#193 - 7' Fence Posts	809.03	
	890279	BFD - 99.01L Fuel	136.20	
	891027	BFD - 155L Fuel	209.76	
	892426	BFD - 152L Fuel	211.16	
	895225	BFD - 111.06L Fuel	153.82	
	896608	BFD - 104.02L Fuel	140.14	2,469.14 ✓
6297	Marsollier Petroleum Ltd.			
	413252	DEF 1040L & Deposit/Windshield ¹	1,362.34	1,362.34 ✓
6298	Motion Industries (Canada) Inc			
	AB83-00901070	BFD - Gas Detector	89.25	89.25 ✓
6299	Mun. Employees Pension Plan			
	File #327422	Sep 24 - Oct 7 Remittance	13,726.72	13,726.72 ✓
6300	Novlan Bros. Sales			
	116185	Unit 85 - Front Power Window Rep	388.28	
	528627	Unit 75 - Headlight Switch	155.54	
	529094	Unit 85 - Drivers Window Switch	155.89	
	529655	Unit 85 - Credit Window Switch	-36.87	662.84 ✓
6301	Penpaltv.ca			
	11562	Live Monitoring Shop	693.00	693.00 ✓
6302	Pitney Works			
	Oct 13, 2023	Account 6100-9080-0009-9762	540.00	540.00 ✓
6303	Purolator Inc			
	454546360	Unit 14 - Finning Freight	53.90	53.90 ✓
6304	Redhead Equipment Ltd.			
	P39673	Unit 29 - Beacon Relay	64.05	64.05 ✓
6305	Relay Distributing			
	452460	Hose for Pressure Washer	358.16	358.16 ✓
6306	Rocky Mountain Phoenix			
	IN028918	BFD - P2 - Test Pump/Repairs	2,387.84	
	IN028919	BFD - P3 - Mobile Service Pump T	3,173.32	5,561.16 ✓
6310	SRD Investments Ltd.			
	52578	Unit 102&57 - Truck/Trailer Wash	93.85	93.85 ✓
6307	Sask. Assoc. of Rural Municipal.			



RM of Britannia
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PROPOSED PAYMENTS

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
	SARM816432	Unit 14 - Valve Assembly	145.61	
	SARM816488	Unit 93 - Tire Repair	54.04	
	SARM816588	Unit 26 - Steer Tire/Wheel Alignme	568.92	
	SARM816589	Unit 55 - Wheel Alignment	279.11	
	SARM816590	Unit 75 - Tire Repair	47.16	1,094.84 ✓
6308	Saskatchewan Health Authority			
	3445046	Water Test - 32 Scenic Drive	23.00	
	3445056	Water Test - Hillmond School	23.00	46.00 ✓
6309	Southern Spur Enterprises Ltd.			
	67523	#208 - Hauling Oil	3,827.25	3,827.25 ✓
6311	Stuart Wright Ltd			
	6228664	Shop - Fuel Nozzle	850.73	
	6229171	Fence Material/Plugs/Fittings	203.97	1,054.70 ✓
6312	Tri-Power Solutions Ltd.			
	M1023-10	Shop - Stucchi Couplers	338.57	338.57 ✓
6313	Triland Welding & Machine Ltd.			
	10454	Unit 109 - Reinforced Hitch	802.27	
	10456	Unit 93 - Repair Mower Axle	540.16	1,342.43 ✓
6314	Triod Supply Ltd.			
	000-152640	Bolt Kits	413.12	413.12 ✓
		Total Proposed Payments:		<u>58,287.67</u>
		Total AP:		<u>892,710.14</u>

Certified correct this 25th of October 2023

DC 

F 

Administrator