

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

MINUTES OF THE REGULAR MEETING HELD

November 12, 2020

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 9:01 a.m., November 12, 2020 with Reeve John Light presiding.

Present: Reeve: John Light

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

CAO: Alan Parkin

Commissioner of Oaths:
Catherine Saretzky

Absent: None

CLR Jurke joined the meeting at 9:04 a.m.

Chief Administrative Officer Alan Parkin presented and collected the Oaths of Office as witnessed by Commissioner of Oaths Catherine Saretzky, from the newly elected, re-elected and current members of Council, as well as Reeve Light.

Agenda Approved as Presented

568/20 NOBLE: That the agenda be approved as presented with the addition of
- Water concerns, RR3262 chip seal, Hillmond Hall roof

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.

Conflict of interests were declared

*- CLR Collins – Agenda Item 9.c. – Aerial Ladder truck
- CLR McCall – Agenda Item 5. e. i. Subdivision SD010-2020 SE 27-52-26 W3M*

Approve the October 28, 2020 Regular Council Meeting Minutes

569/20 COLLINS: That Council approve the October 28, 2020 Regular Council Meeting minutes as presented.

CARRIED

SL. J.

570/20 Approve Waste Transfer Site Acceptance of Additional Material
 JURKE: That Council instructs the Chief Administrative Officer to sign documents attached to the RFD necessary to collect paint and antifreeze and begin collecting these products along with electronics at the Hillmond Waste Transfer Site once approval is received.
 CARRIED

571/20 Closed Session – Personnel Matters
 NOBLE: That Council go into Closed Session with CAO present under section 16 of LAFOIPP to discuss personnel matters (Organizational, Salary, Evaluation Review) at 9:35 a.m.
 CARRIED

572/20 Return to Open Session
 JURKE: That Council return to open session at 9:43 a.m.
 CARRIED

Development Services Officer, Catherine Saretzky, and Liz Bailey (Development Services Officer in training) joined the meeting at 9:44 a.m.

573/20 LPDC Bylaw Text Amendment (Industrial District)
 COLLINS: That Council direct administration to amend Bylaw 18-2014 known as the Lloydminster Planning District Commission Zoning Bylaw to include additional uses within the M1 – Industrial District. Further that we amend the following uses from permitted use to discretionary use within M1 – Industrial District:
 1. (4) Concrete and asphalt plants, mineral aggregate processing and storage;
 2. (17) Refining, processing and storage of petroleum resources, and related secondary industrial activity such as co-generation plants and greenhouses;
 3. (19) Stockyards.
 CARRIED

574/20 Service Agreement, Bellevista Farms and Feedlot (SD010-2019)
 MCCALL: That Council acknowledge the service agreement signed by the developers of the NE 36-51-27W3 Ext 0 Surface Parcel 1306072909 to construct Range Road 3270 in order for the proposed subdivision known as File R0418-19s (SD010-2019) to have frontage to an all-weather-graded road. Further, that the Reeve and Chief Administrative Officer sign and seal the agreement.
 CARRIED

CLR Noble left the meeting at 10:23 a.m.

575/20 SW 14-50-28 W3M Pipeline Re-Entry Access
 COLLINS: That council acknowledge the approval of file AP009-2020 to utilize an existing approach on the SW 14-50-28W3 Parcel G Plan 102227879 with the following recommendations:
 1. Saskatchewan Department of Highways to be notified of access request; and
 2. All future access requests for this location to be sent directly to Saskatchewan Department of Highways for approval.
 CARRIED

CLR Noble returned to the meeting at 10:26 a.m.

SL P.

- 576/20 **SW 06-50-27 W3M Pipeline Re-Entry Access**
COLLINS: That council acknowledge the approval of file AP010-2020 to utilize an existing approach on the SW 06-50-27W3 Parcel E Plan 60B05309.

CARRIED

CLR McCall declared a conflict and left the meeting at 10:27 a.m.

- 577/20 **Proposed Subdivision on SE 27-52-26 W3M**
JURKE: That council approve the subdivision application for the SE 27-52-26W3 Parcel A Plan 01B06076, known as Community Planning File R0658-20S to subdivide one (1) residential parcel consisting of 8.20 acres (Parcel E) with the following conditions:
- Site size is acceptable under Schedule A (B.)(1)(b.) in the Zoning Bylaw and under Section 5.4.7 of the Basic Planning Statement;
 - That the existing fence line on the north boundary of proposed Parcel E be surveyed to ensure it is located either entirely on parcel E or entirely on revised Parcel A
 - The location of and access to existing water and sewage facilities be confirmed to be located on the property remaining on Parcel A after subdivision.
 - A complete geotechnical assessment, including a topographical survey and drainage plan, prepared by a geotechnical engineer registered with the Province of Saskatchewan, as per Zoning Bylaw Part III – General Regulations, Section 7.A.a,c,d, and 7.C.b,c,
 - Applicant shall pay cash in lieu of municipal reserve in the amount of \$2,050.00 (10% of the subdivided land x \$2,500.00/ acre) prior to the subdivision being approved by community planning.
 - That an approach shall be approved prior to or at the time of the development of the land in proposed Parcel E.
 - That an approach approval be obtained for the existing north approach on Parcel A.
 - That culverts be installed in the north approach and any future approaches constructed for Parcel A and proposed Parcel E to the satisfaction of the RM of Britannia No. 502.
 - That the developer obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.

CARRIED

CLR McCall returned to the meeting at 10:40 a.m.

- 578/20 **City of Lloydminster Proposed Subdivision – PD1660**
JURKE: That The Rural Municipality of Britannia acknowledges the City of Lloydminster referral regarding file PD1660.
Further, that we have no concerns pertaining the Proposed Subdivision of all of Lot 2, Block 2, Plan No. 102102084 and Part of Lot 3, Block 2, Plan No. 102102084 to accommodate commercial development of 42074 44 Street (Lot 2).

CARRIED

- 579/20 **Appeal – Rural Address Sign SW 07-50-26 W3M**
CRUSH: That Council accepts the appeal of landowner at the SW 07-50-26 W3M to have the rural address sign removed and that the landowner be required to sign an agreement acknowledging acceptance of responsibility if emergency services is unable to respond to an emergency incident in light of the fact that they wanted rural address signage removed from their property, and further that this

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agreement be registered on title to make any future potential purchaser of lands aware of the lack of signage.

CARRIED

Development Services Officer, Catherine Saretzky, and Liz Bailey (Development Services Officer in training) left the meeting at 10:58 a.m.

Council took a break from 10:58 a.m. until 11:08 a.m.

Public Works Operations Manager, Dan Fedirko, joined the meeting at 11:08 a.m.

Operations Report for November 12, 2020

580/20 JURKE: That Council accept the operations report for November 12 as information.

CARRIED

Gravel Stockpile Site SW 03-50-27 W3M

581/20 COLLINS: That Council acknowledges the stockpile release document dated October 28, 2020 signed by the landowner of the SW 03-50-27-W3 and agrees to make payment for crop loss due to land area used for gravel storage, in relation to the Guest Control Road construction project on Range Road 3273 (between Twps 500 & 504) as follows: 2.79 acres crop loss @ \$400.00 per acre = \$1,116.00

CARRIED

Water Reports for October

582/20 NOBLE: That Council acknowledges the water reports for October.

CARRIED

Winter Weight Season Restriction Order

583/20 MCCALL: That Council chooses to opt out of the Winter Weight Season Restriction Orders put in place by the Province of Saskatchewan Ministry of Highways and Infrastructure.

CARRIED

Private Driveway Snow Removal

584/20 NEWMAN: That Council instructs administration to continue with private driveway snow removal as in previous years where residents have purchased flags from the RM, at \$30 each or four for \$100.

CARRIED

Release of Holdback for work completed on Range Road 3273

585/20 COLLINS: That Council That Council approves Progress Payment #4, holdback release to Kowal Construction ALTA Ltd. in the amount of \$89,765.67 for work completed on Range Road 3273 from Highway 303 to Township Road 504.

CARRIED

Closed Session – Personnel Matters

586/20 CRUSH: That Council along with CAO and Operations Manager go into Closed Session under section 16 of LAFOIPP to discuss personnel matters at 11:41 a.m.

CARRIED

J.L. f

Return to Open Session

587/20 MCCALL: That Council return to open session at 11:56 a.m.

CARRIED

Public Works Operations Manager, Dan Fedirko, left the meeting at 12:01 p.m.

CLR Collins declared a conflict and left the meeting at 12:04 p.m.

Aerial Ladder Truck Repairs

588/20 JURKE: That Council approves payment of Invoice 12978 to Transform Crane & Equipment in the amount of \$16,433.73 for repairs to the 1999 Seagrave Aerial Ladder truck.

CARRIED

CLR Collins returned to the meeting at 12:09 p.m.

Accounts for Approval

589/20 CRUSH: That Council approves accounts as attached hereto and further that they be signed by the Reeve and Administrator:

- General Cheques #30683 – 30705,
 - Electronic Funds Transfer #3914 – 3952,
 - Online Payments #1946 – 1961,
- all totaling \$154,606.51.

CARRIED

Chief Administrative Officer Report for October

590/20 NEWMAN: That Council accepts as information the Chief Administrative Officer's report for October 2020.

CARRIED

Strategic Planning Session

591/20 NOBLE: That Council sets January 13th, 2021 following Council meeting as session with Chief Administrative Officer to review current Mission and future Vision for the RM of Britannia, and further sets Thursday, January 14th as strategic planning session with Council, and administration commencing at 9 a.m. at the RM office.

CARRIED

Council took a brief lunch break from 12:16 p.m. until 12:32 p.m.

Greenstreet – Hillmond Community Open House

592/20 NEWMAN: That Council sets Wednesday, March 10th at 7 p.m. at the Hillmond Community Hall as a community Open House to go through projects planned for Greenstreet and Hillmond in 2021, and seek community feedback.

CARRIED

City of Lloydminster Neale Edmunds Storm Water System

593/20 NOBLE: That Council accepts information on the City of Lloydminster Neale Edmunds Storm Water System.

CARRIED

City of Lloydminster Joint Regional Growth Study

594/20 NEWMAN: That Council accepts information on the City of Lloydminster Joint Regional Growth Study as presented.

CARRIED

J.L. P

Council Emergency Management Plan

595/20 CRUSH: That Council approves the Council Emergency Management Plan as presented.

CARRIED

Weed Management Plan 2020 & 2021

596/20 JURKE: That Council adopt the Weed management Plan for the Rural Municipality of Britannia No. 502 for 2020 and 2021 as presented and instructs the CAO to submit this plan with the Invasive Plant Control Program claim.

CARRIED

Director of Finance, Bryson Leganchuk joined the meeting at 1:21 p.m.

Reeve Light left the meeting at 1:25 p.m.

Deputy Reeve Noble assumed the chair for the remainder of meeting.

October 2020 Payroll

597/20 MCCALL: That council approves the payroll for October 2020 in amount of \$312,283.24.

CARRIED

October 2020 Cash Flow

598/20 MCALL: That Council accepts as information the October 2020 Cash Flow Statement as presented.

CARRIED

October 2020 Financial Statement

599/20 JURKE: That Council accepts as information the October 2020 Financial Statement as presented.

CARRIED

Gas Tax Fund Reserve

600/20 CRUSH: That Council allocates \$173,800 of the Gas Tax Fund Reserve to 10 Mile Paving Project (2019).

CARRIED

Director of Finance, Bryson Leganchuk left the meeting at 2:00 p.m.

Correspondence

601/20 CRUSH: That Council acknowledges the correspondence as presented.

CARRIED

Adjournment

602/20 NOBLE: That Council adjourn the meeting of council the time being 2:01 p.m.

CARRIED

Reeve

Chief Administrative Officer