

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

MINUTES OF THE REGULAR MEETING HELD

March 17, 2021

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., March 17, 2021, with Reeve John Light presiding.

Present: Reeve: John Light

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

CAO: Alan Parkin

Absent: None

Agenda Approved

094/21 McCALL: That the agenda be approved with the addition of Councillor Remuneration Policy added by CLR Collins.

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 interest were declared.

- CLR NOBLE: to agenda item 4.e.
- CLR JURKE: to agenda item 4.b.

Approve the February 24, 2021 Regular Council Meeting Minutes

095/21 NOBLE: That Council approve the February 10, 2021 Regular Council Meeting minutes as presented.

CARRIED

Accept February 24, 2021 Pubic Hearing Minutes

096/21 MCCALL: That Council Accept February 24, 2021 Pubic Hearing Minutes as presented.

CARRIED

Delegation Via Speakerphone – Jenelle Saskiw, Jackie Toymayer & Stacey Codzow from the Lloydminster Exhibition Association @ 9:06 a.m. Call ending at 9:23 a.m.

Development Services Officer, Liz Bailey, joined the meeting at 9:24 a.m.

CLR JURKE left the meeting at 9:40 a.m.



097/ 21

SD002-2021 Subdivision Application

NOBLE: That Council acknowledges the subdivision application known as Community Planning File R0086-21S (SD002-2021) for Proposed Parcel A and Service Road on SE 02-50-27W3M. Further, that Council recommends the approval of Proposed Parcel A and denial of the Proposed Service Road, with the following conditions:

1. That the Parcel A be extended to include access to Highway 303, while maintaining compliance with Non-Farm Residential site size requirements, and that no Service Road be created.
2. That an Approach Approval Application be submitted to the RM for access to the Remaining Parcel from Range Road 3271, or the applicant enter into a registered easement on title of lands to allow for the continued access by both property owners utilizing existing access, or apply for a new access off of highway 303 for separate access to both property parcels.
3. That the fences/ corrals on the east side of Proposed Parcel A be removed/ rearranged to ensure they are all located on Proposed Parcel A or the Remaining Parcel, as required. Further, that all other fences are required to be clearly identified as being on Proposed Parcel A or the Remaining Parcel.
4. That a demolition/ building removal permit be obtained from the RM of Britannia and the abandoned residence on Proposed Parcel A be removed, with all existing services decommissioned/ removed as well, to the satisfaction of all required approving authorities.
5. That a development standard will be added to title of Proposed Parcel A by the RM of Britannia, requiring a drainage plan and proof of compliance with municipal and provincial flood avoidance, minimization, and mitigation standards, namely:
 - a. development of new buildings and additions to buildings in the floodway of the 1:500 year flood elevation of any watercourse or water body is prohibited.
 - b. any new development in the flood fringe of a 1:500 year flood must be flood proofed to an elevation 0.5 metres above the 1:500 year flood elevation. Where the safe building elevation is not available from the Water Security Agency, it will be the responsibility of the developer to obtain an engineer's report to determine the safe building elevation.
6. That the septic tank located on the south end of Proposed Parcel A be removed.
7. That the application as reviewed is compliant with RM of Britannia Basic Planning Statement Policy 5.4.4 Site Size and the RM of Britannia Zoning Bylaw Part IV Schedule A (b. 1.b.) Non Farm Residential.
8. That the application as reviewed is compliant with RM of Britannia Zoning Bylaw Schedule A – Agricultural/Resource District (A.) (1.a) Principle Uses and (1.e) Non-Farm Residential.
9. That the application as reviewed is compliant with RM of Britannia Zoning Bylaw Schedule A – Agricultural/Resource District (B.) (1.a) Agricultural Use.
10. That no municipal reserve land is required as per clause 183(a) of the PDA as the proposed is the first and only parcel subdivided from the quarter section.
11. That the applicant obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.

CARRIED

CLR JURKE rejoined the meeting at 9:52 a.m.



Hillmond School Accessory Building
 098/21 MCCALL: That Council approves the 24' x24' outdoor covered structure proposed by Hillmond Central School in principle, as an accessory structure to the school as per Zoning Bylaw 09-1989 Part III Section 14.1.1.2, further, that approval of the structure in principle does not constitute approval of Development Permit Application DEV004-2021.

CARRIED

Request for Close & Lease – C. Spasoff
 099/21 CRUSH: Whereas, Council has considered a request by the owner of SE 19-53-27W3M Ext. 43, NW 17-53-27W3M Ext. 34, and SE 17-53-27W3M Ext. 1 to lease portions of undeveloped right of way adjacent to these properties (namely the portions of Range Road 3275 and TWP Road 532); and Whereas, Council has initially determined that the lease 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 road closure of a portions of Range Road 3275 and TWP Road 532.

CARRIED

CLR NOBLE left the meeting at 10:00 a.m and rejoined at 10:02 a.m

Development Services Officer, Liz Bailey, left the meeting at 10:02 a.m.

Infrastructure Admin. Cindy Schreiber joined the meeting via speaker phone at 10:14 a.m.

CLR NOBLE left the meeting at 10:23 a.m and rejoined at 10:24 a.m

CLR NOBLE left the meeting at 10:25 a.m and rejoined at 10:26 a.m

Infrastructure Admin. Cindy Schreiber left the meeting at 10:32 a.m.

Matt Germshied with Finning joined the meeting at 10:32 a.m. via speakerphone.

CLR COLLINS left the meeting at 10:38 a.m. and returned at 10:39 a.m.

Matt Germshied with Finning left the meeting at 10:53 a.m

Plan of Proposed Subdivision – SE 15-52-26-W3 (McKenzie/Road)
 100/21 MCCALL: That Council approves payment of \$450.00 to the Minister of Finance, as part of the Application to Subdivide Land on the SE 15-52-26-W3. Subdivision is necessary in order to secure, under title, an existing road currently being used by the travelling public, as well as the remainder of the area to the South East, which will be considered a surface parcel, for a total of 4.04 acres.

CARRIED

#101 Appleton Road – Right of Way Purchases
 101/21 JURKE: That Council agrees to rescind, in its entirety, Motion #540/19.
 CARRIED

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#101 Appleton Road – Right of Way Purchases

102/21

MCCALL: That Council acknowledges the additional acres required on the Appleton/Morris road construction project (Township Road 530 and Range Road 3261), and agrees to make payment to the affected landowners, as follows:

- NW 31-52-25-W3 0.50 acres at \$1,739.06/acre = \$ 869.53
- SW 01-53-26-W3 0.30 acres at \$2,220.51/acre = \$ 666.15
- NE 36-52-26-W3 0.36 acres at \$3,109.00/acre = \$1,119.44
- NE 35-52-26-W3 0.20 acres at \$1,373.44/acre = \$ 274.69
- NW 35-52-26-W3 0.41 acres at \$3,334.91/acre = \$1,367.31

Further, that prior to payment being made, Administration be instructed to ensure an "Agreement for Sale of Land for Right of Way" is signed by the respective landowners, and that the document shall be seen as an amendment to the original signed Agreement for Sale of Land for Right of Way.

CARRIED

Water Reports

103/21

NOBLE: The council accepts the Water reports as presented for information.

CARRIED

Accounts for Approval

104/21

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 #30864 - 30887,
 - Electronic Funds Transfer #4203 - 4239,
 - Online Payments #2080 - 2091,
- All totaling \$120,434.32.

CARRIED

Rescind Motion 085/21 – Re: Term Deposit

105/21

CRUSH: That Council rescinds in its entirety motion 085/21.

CARRIED

Director of Finance, Bryson Leganchuk, joined the meeting at 11:11 a.m.

Deposit of Matured Term Funds

106/21

CRUSH: That Council approves to transfer the matured term of March 3, 2021 in the amount of \$37,090.83 plus interest of \$943.67 for a total of \$38,034.49 into the R.M. of Britannia No. 502's general chequing account.

CARRIED

January 2021 Cash Flow Statement

107/21

NOBLE: That Council accepts the January 2021 Cash Flow Statement as information.

CARRIED

February 2021 Cash Flow Statement

108/21

CRUSH: That Council accepts the February 2021 Cash Flow Statement as information.

CARRIED

January 2021 Financial Statement

109/21

JURKE: That Council accepts the January 2021 Financial Statement as information.

CARRIED

SLP

February 2021 Financial Statement

110/21 MCCALL: That Council accepts the February 2021 Financial Statement as information.

CARRIED

Tax Enforcement - Authorizing to Proceed with Title

111/21 JURKE: That Council authorizes the Director of Finance to request title in accordance with Section 22(1) of the Tax Enforcement Act for the following properties:

	Part of Lot	Lot	Blk	Plan					March 2021
Roll Number	Part of Section	Sec.	Twp	Rge	Meridian	Ext	Title Number	Parcel #	Tax Arrears
1434 000	NE	02	52	27	3	0	119018774	130593304	\$2,793.33
422 100			F	101904915		0	141095235	161910097	\$1,762.13
1765 200			A	10186640		0	140960246	154372002	\$2,524.70
3748 000		23	1	01B14407		0	127729727	130583156	\$6,112.49
1180 100			A	101929114		0	145509813	163550763	\$6,059.58
1954 000		21	6	82B07728		0	141174457	130597689	\$1,479.46
1955 000		22	6	82B07728		0	141174413	130597690	\$1,548.51
514 000			A	101715511		0	149011477	152959753	\$7,167.00
4303 000			A	101851848		0	128504167	153828568	\$4,140.46
557 000		5	2	102055968		0	144961971	165238386	\$11,652.45

Director of Finance, Bryson Leganchuk, left the meeting at 11:30 a.m

Council Motion 024/21 January 13, 2021

112/21 NOBLE: That Council acknowledges a change to Council Motion 024/21 January 13, 2021, substituting Balancesoil Farm Ltd. for Mr. Alphonse Hoegl, and instructs the Reeve and Chief Administrative Officer to sign five year agreement.

CARRIED

Office closure for Good Friday April 2, 2021

113/21 CRUSH: That Council approves the closure of the office in Lloydminster on Friday, April 2, 2021 in observance of Good Friday.

CARRIED

Suicide Prevention Hotline

114/21 JURKE: WHEREAS the Federal Government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;
 AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;
 AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directions or be placed on hold;
 AND WHEREAS the Rural Municipality of Britannia No. 502 recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;
 NOW THEREFORE BE IT RESOLVED THAT the Rural Municipality of Britannia No. 502 endorses this 988 crisis line initiative;
 And that Administration prepare a letter under the Reeve's signature to be sent indicating such support to the local MP, MLA, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

CARRIED

North Central Transportation Planning Committee

115/21 NOBLE: That Council accepts as information the correspondence from the North central Transportation Planning Committee.

CARRIED

- Policy GG-001 Policy Development**
116/21 JURKE: That Council approves Policy Development Policy GG-001, being a Policy that outlines the process for developing Policies for the Rural Municipality of Britannia No. 502 as presented.
CARRIED
- Policy GG-002 Council – General, Duties, Reeve and Deputy Reeve**
117/21 NOBLE: That Council approves Council – General, Duties, Reeve and Deputy Reeve Policy GG-002, being a Policy that outlines the general requirements of Council, duties of Council, duties of Reeve and Deputy Reeve as presented.
CARRIED
- Policy GG-003 Council – Conflict of Interest**
118/21 MCCALL: That Council approves Council – Conflict of Interest Policy GG-003, being a Policy that outlines the requirements of Council in regards to conflict of interest as presented.
CARRIED
- APAS AGM**
119/21 NEWMAN: That Council accepts the Agricultural Producers Association of Saskatchewan AGM package, 2019 and 2020 Financial Statements, Bylaws as information.
CARRIED
- Hillmond School Recreation Grant Deadline Extension**
120/21 MCCALL: That Council grants a deadline extension to Hillmond Central School for the Recreation Grant awarded May 6, 2020 by Motion 217/20, further, that all required receipts for the grant be submitted by July 31, 2021.
CARRIED
- Chief Administrative Officer report for February 2021**
121/21 CRUSH: That Council accepts the Chief Administrative Officer report for February as information.
CARRIED
- SK Lotteries Grant Funding Allocation for the 2021/2022 Grant Year**
122/21 COLLINS: That council allocate the 2021-2022 Saskatchewan Lotteries Recreation Grant as follows:
- | | |
|---|-------------|
| • Hillmond Central Sports Society | \$6,900.00 |
| • Hillmond Central School | \$2,498.00 |
| • Britannia United Services Memorial Hall | \$2,070.00 |
| • Nigel Stapleton Clay Shoot | \$807.00 |
| • Greenwood Community Centre | \$1,397.00 |
| Total Grant Funding | \$13,672.00 |
- CARRIED
- Heritage Capital Grant**
123/21 COLLINS: that Council defer motion until more information has been received from Lloydminster Exhibition Association in regards to there presentation to Council today.
CARRIED
- Correspondence**
124/21 MCCALL: That Council accepts the correspondence as presented.
CARRIED

SL

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

Council resumed session at 1:25 p.m. at the Hillmond Memorial Hall with all members of Council present.

Mr. Dean Yaremchuk and Mr. Larry Lang both from HMC Management Inc. joined the meeting at 1:25 p.m.

Closed Session for Human Resources

125/21

NOBLE: That Council move into closed session to discuss Human Resources matter Organizational Review at 1:25 p.m. with all members of Council, Chief Administrative Officer and Dean Yaremchuk and Larry Lang from HMC Management Inc. present.

CARRIED

Re-open to Regular Session

126/21

NOBLE: That Council rise out of the closed session to resume the regular council meeting at 3:37 p.m.

CARRIED

Organizational Review

127/21

CRUSH: That Council accepts in principle the closed session Salary Grids and Employee Evaluation Development Report Information overview as presented, and further instructs the Chief Administrative Officer to develop a transition plan from current structure for Council consideration based upon the information provided by HMC Management Inc.

CARRIED

Dean Yaremchuk and Larry Lang from HMC Management Inc. left the meeting at 3:42 p.m.

Hiring Freeze

128/21

MCCALL: That Council instructs the Chief Administrative Officer to contact all seasonal employees and advise them of a hiring freeze for the month of April 2021.

Road Surfacing Contract "Primary Grid 684 from Twp Rd 510 to 512 – Self Tendering

129/21

JURKE: That Council instructs the Chief Administrative Officer to submit a tender on the Road Resurfacing Contract "Primary Grid 684 from Twp Rd 510 to 512 on behalf of the Rural Municipality of Britannia No. 502 ("Self Tender") as dicussed.

Adjournment

130/21

CRUSH: That Council adjourn the meeting, the time being 4:21 p.m.

CARRIED



Reeve



Chief Administrative Officer