

**RURAL MUNICIPALITY  
OF  
BRITANNIA No. 502**

**MINUTES OF THE REGULAR MEETING HELD  
December 22, 2021**

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 9:07 a.m., December 22, 2021, with Reeve Light presiding.

**Present:** Reeve: John Light  
  
Councillors: Wilfred Jurke  
Cory McCall  
Dale Crush  
Ed Noble  
Elaine Newman  
  
CAO: Alan Parkin

**Absent:** Councillor Jim Collins

**Agenda Approved**

660/21 NOBLE: That the agenda for December 22, 2021 be approved with addition of item 8. h. (jackets).  
  
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. No conflicts of interest were declared.*

661/21 **December 8, 2021 Regular Council Meeting Minutes**  
JURKE: That council approves the December 8, 2021 regular council meeting minutes as revised.  
  
CARRIED

662/21 **Development Services Officer Year End Report**  
MCCALL: That Council accepts the Development Services Officer report for 2021 as information.  
  
CARRIED

663/21 **SD005-2021 Subdivision Application**  
MCCALL: That Council acknowledges the subdivision application known as Community Planning File R0764-21S (SD005-2021) for Proposed Parcel C on SE 03-53-26W3M Ext 19. Further, that Council recommends the approval of Proposed Parcel C, with the following conditions:  
1. That the applicant pay \$2,500.00 to the Rural Municipality of Britannia as cash-in-lieu of Municipal Reserve, as per clause 183(a) of the PDA, as the proposed is the third parcel subdivided from the quarter section and is located in Zone 4 of the Rural Municipality of Britannia under municipal Policy 600-5 (2019);

*JSL.*

2. That the application as reviewed is compliant with the Rural Municipality of Britannia Basic Planning Statement Amended Bylaw 03-1989 Bylaw Policy 5.4.4 Site Size;
3. That the application as reviewed is compliant with the Rural Municipality of Britannia Basic Planning Statement Amended Bylaw 03-1989 Bylaw Policy 5.4.7 Single Parcel Non-Farm Residential Subdivision;
4. That the application as reviewed is compliant with the Rural Municipality of Britannia Amended Zoning Bylaw Part IV Schedule B Section B.1. Site Area Requirements for Agricultural Use and Non-Farm Residential Use;
5. That the applicant or future owner shall obtain an approach approval prior to or at the time of development on Proposed Parcel C; and
6. That the applicant obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies.

CARRIED

*Finance Manager, Bryson Leganchuk, joined the meeting at 9:24 a.m.*

*Sergeant Jolyne Harrison, of the Maidstone RCMP, joined the meeting at 9:39 a.m.*

*Finance Manager, Bryson Leganchuk, left the meeting at 9:58 a.m.*

*Sergeant Jolyne Harrison left the meeting at 10:03 a.m.*

*Finance Manager, Bryson Leganchuk, returned to the meeting at 9:59 a.m.*

*Finance Manager, Bryson Leganchuk, left the meeting at 10:03 a.m.*

664/21

**Public Hearing for Bylaw 10-2021 – Road Closure Bylaw**

CRUSH: That council recess the regular council meeting at 10:03 a.m. to open the Public Hearing regarding Bylaw 10-2021.

CARRIED

*Bob Nelson joined the meeting at 10:04 a.m.*

*Bob Nelson left the meeting at 10:22 a.m.*

665/21

**Close Public Hearing and Reconvene Council Meeting**

JURKE: That council close the public hearing, the time being 10:22 a.m., and reconvene the regular council meeting.

CARRIED

*Finance Manager, Bryson Leganchuk, joined the meeting at 10:23 a.m.*

666/21

**Bylaw 10-2021 – Road Closure Bylaw 2<sup>nd</sup> Reading**

NOBLE: That council read Bylaw 10-2021, a Bylaw to Close a Portion of Road Described as Surface Parcel 203357224 LLD: SE 25-52-27W3M Plan AV3514 Ext 2, a second time.

CARRIED

667/21

**Bylaw 10-2021 – Road Closure Bylaw 3<sup>rd</sup> Reading**

CRUSH: That council read Bylaw 10-2021, a Bylaw to Close a Portion of Road Described as Surface Parcel 203357224 LLD: SE 25-52-27W3M Plan AV3514 Ext 2, a third time.

CARRIED

*Councillor Noble left the meeting at 10:30 a.m.*

*Councillor Noble returned to the meeting at 10:34 a.m.*

*PL 52*

- 668/21 **WellTraxx**  
CRUSH: That council approve the 2022 annual payment of \$5,000 for the WellTraxx RM software, pipeline module, account setup and maps module, for a 90 day trial, to be funded from the FCM Asset Management Grant or failing this, it will be funded from software/support G/L account 510-280-180.  
CARRIED
- 669/21 **Accounts for Approval**  
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 Administrator:
  - General Cheques #31278 - 31290,
  - Electronic Funds Transfer #4880 - 4905,
  - Online Payments #2372 - 2391 all totalling \$185,899.43.CARRIED
- 670/21 **ICIP Recreation Grant Application – Big Gully Park**  
MCCALL: That council instructs administration to make application to the Investing in Canada Infrastructure Program – Community, Culture and Recreation Infrastructure Stream for the development of the Big Gully Park. Council commits to contributing its share of the eligible and ineligible costs and any overages related to the project. The R.M. of Britannia No. 502 will fund their portion of the project via community donations and municipal reserve funding. Further Council agrees to meet legislated standards, to meet the terms and conditions of the ICIP program, to conduct an open tendering process, to manage the construction of the project, to fund the municipal share of the project, to fund ongoing operation and maintenance costs, and to follow any mitigation measures as required by the federal Impact Assessment Act and The Environmental Assessment Act (Saskatchewan).  
CARRIED  
*Operations Manager, Michael Glavin, joined the meeting at 10:58 a.m.*
- 671/21 **Finance Manager's Report for November**  
JURKE: That council accepts the November Financial Report submitted by the finance manager as information.  
CARRIED
- 672/21 **Appointment of Daymein Olynyk as Secretary for the Board of Revision**  
NOBLE: That council appoint Daymein Olynyk as secretary for the Board of Revision.  
CARRIED  
*Finance Manager, Bryson Leganchuk, left the meeting at 11:15 a.m.*
- 673/21 **Road Use Agreement – CNRL for Saltmere Gravel Pit**  
JURKE: That council does not approve the agreement with CNRL for Saltmere gravel pit as the RM is not actively working in the pit at this time.  
CARRIED
- 674/21 **Sask Water Corporation Prairie North Potable Water Supply System - Easement**  
CRUSH: That council review information from the Saskatchewan Water Corporation for the Prairie North Potable water supply system easement and provide direction to Reeve and CAO to sign agreements.  
CARRIED

- 675/21      **Operations Manager Report for November**  
MCCALL: That Council accepts the Operations Manager report for November as information.  

CARRIED

*Councillor Noble left the meeting at 11:52 a.m. and returned at 11:55 a.m.*

- 676/21      **Mulching of Trees RR 3265 from Township Road 522 to Highway 3**  
MCCALL: That council agrees to the mulching of trees RR 3265 from Township Road 522 to Highway 3 and that council instruct administration to send letters to the adjacent landowners prior to any work being commenced.

CARRIED

*Councillor McCall left the meeting at 12:04 p.m. and returned at 12:06 p.m.*

*Chief Administrative Officer, Alan Parkin, left the meeting at 12:20 p.m. and returned at 12:23 p.m.*

*Operations Manager, Michael Glavin, left the meeting at 12:30 p.m.*

*Council took a break from 12:30 p.m. to 12:45 p.m.*

- 677/21      **Chief Administrative Officer Report for December 2021**  
NEWMAN: That council accepts the Chief Administrative Officer report for December as information.

CARRIED

- 678/21      **Correspondence**  
NOBLE: That council accepts the correspondence received from the Lloydminster Roman Catholic Separate School Division No. 89 Audited Financial Statement and Saskatchewan Ministry of Agriculture - clubroot as information.

CARRIED

- 679/21      **SEPA Conference 2022**  
JURKE: That council agrees not send a member from EMO Committee to SEPA 2022 in Saskatoon.

CARRIED

- 680/21      **Public Notice Policy Bylaw 25-2021**  
MCCALL: That council reads Bylaw 25-2021, the RM of Britannia Public Notice Policy Bylaw, a first time.

CARRIED

- 681/21      **Gravel Pit Reclamation SE 12-52-25 W3M – Engineering**  
CRUSH: That Council awards the Gravel Pit Reclamation Plan Engineering project for the SE 12-52-25 W3M to Clifton Engineering for the total amount of \$33,911.00 plus applicable taxes, due to their experienced team and instructs the Reeve and Chief Administrative Officer to sign all of the necessary documents.

CARRIED

*SL P*

682/21

**Letter of Support for ICIP Recreation grant application – City of Lloydminster new event arena**

NOBLE: That council instructs administration to provide a letter of support for City of Lloydminster ICIP Grant Application for an event arena.

CARRIED

683/21

**Rural Municipal Administrators Association – Annual Convention**

CRUSH: That council approves the attendance of the Finance Manager at the annual Rural Municipal Administration Association Annual Convention May 16 to 19, in Regina.

CARRIED

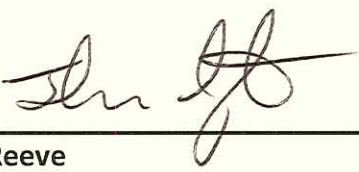
684/21

**Adjournment**

JURKE: That council adjourn the meeting, the time being 1:27 p.m.

CARRIED



  
 \_\_\_\_\_  
 Reeve

  
 \_\_\_\_\_  
 Chief Administrative Officer

