

**RURAL MUNICIPALITY
OF
BRITANNIA No. 502**

MINUTES OF THE REGULAR MEETING HELD

September 9, 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., September 9, 2020 with Deputy Reeve Dale Crush presiding.

Present: Deputy Reeve: Dale Crush

Councillors: Ed Noble - Via Speakerphone
Wilfred Jurke
Jim Collins
Cory McCall

CAO: Alan Parkin

Absent: Reeve: John Light
Councillors: Division 4 – Vacant

Agenda Approved as Presented

436/20 JURKE: That the agenda be approved with the following additions;
1. 7.d – Buggy incident

CARRIED

CLR McCall joined the meeting at 9:03 am

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.

*The following conflict of interests were declared;
CLR Collins in regards to item 10 e.*

437/20 **Approve Minutes of the August 26, 2020 Regular Meeting**
MCCALL: That Council approve the August 26, 2020 minutes as presented.

CARRIED

438/20 **Approve Minutes of the August 26, 2020 Public Hearing Meeting**
MCCALL: That Council approve the August 26, 2020 minutes as presented.

CARRIED

439/20 **Purchase of Dry Sand**
JURKE: That Council approve the purchase of 500 tonnes of dry sand from Arnolds Sand and Gravel delivered to Hillmond site for the amount of \$40/ tonne, plus applicable taxes.

CARRIED

S.L. J.

440/20

Coring Roads Policy

JURKE: That Council approve the Geotechnical Inspection (Coring Roads) Policy as presented.

CARRIED

Development Services Officer, Catherine Saretzky, joined the meeting at 9:15 a.m.

441/20

Approach Application NW 17-52-27W3

JURKE: That council deny the request known as file APC006-2020 from Ridgeline Canada on behalf of Husky Oil, to allow the approach remain in place on the 12-17-52-27W3M adjacent to Range Road 3275 due to the current erosion concerns and that the approach be removed and reclaimed. Further, That the landowner of the NW 17-52-27W3M be advised that they must use the existing approach on either the North quarter line or the South quarter line of the subject property to obtain access to the subject land. Further, that administration contact Ridgeline Canada in regards to use the dirt and clay from the approach reclamation on 12-17-52-27W3M for the purpose of using the material on Range Road 3275.

CARRIED

442/20

City of Lloydminster Proposed Bylaw Amendment

COLLINS: That Council acknowledges the City of Lloydminster referral regarding File PD1655 Further, that we have no concerns pertaining the Bylaw Amendment to add Pet Care Facilities as a Discretionary Use in the Neighborhood Commercial (C3) District.

CARRIED

443/20

Bylaw 11-2020 – 1st Reading

NOBLE: That Bylaw 11-2020, A Bylaw to amend Bylaw 17-2014 known as the Lloydminster Planning District Official Community Plan be given a first reading.

CARRIED

444/20

Bylaw 12-2020 – 1st Reading

COLLINS: That Bylaw 12-2020, A Bylaw to amend Bylaw 18-2014 known as the Lloydminster Planning District Zoning Bylaw be given a first reading.

CARRIED

Public Works Operations Manager, Dan Fedirko, joined the meeting at 9:28 a.m.

445/20

Bylaw 19-2020

COLLINS: That Bylaw 19-2020, A Bylaw to amend Bylaw 18-2014 known as the Lloydminster Planning District Zoning Bylaw be given a first reading.

CARRIED

Development Services Officer, Catherine Saretzky, left the meeting at 9:34 a.m.

446/20

Operations Report

COLLINS: That Council accept the Operations Report for August as information.

CARRIED

447/20

NE 24-52-27 W3 & SE 25-52-27 W3

NOBLE: That Council provide back the old North/ South road Right of Way for NE 24-52-27 W3 & SE 25-52-27 W3 to the adjacent Landowners

CARRIED

Director of Finance Bryson Leganchuk joined the meeting at 10:05 a.m.

Public Works Operations Manager, Dan Fedirko, left the meeting at 10:05 a.m.

Accounts for approval

448/20 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 #30605 – 30625;
- Electronic Funds Transfer #3753 - 3789,
- Online Payments #1867 – 1885 &1887,

Totaling \$150,918.56 CARRIED

May Cash Flow

449/20 MCCALL: That Council approves the May 2020 Cash Flow Statement as presented. CARRIED

June Cash Flow

450/20 JURKE: That Council approves the June 2020 Cash Flow Statement as presented. CARRIED

CLR Collins left the meeting at 10:15 a.m.

CLR Collins returned to the meeting at 10:16 a.m.

May Statement of Financial Activities

451/20 JURKE: That Council approve the May 2020 Statement of Financial Activities as presented. CARRIED

June Statement of Financial Activities

452/20 JURKE: That Council approve the June 2020 Statement of Financial Activities as presented. CARRIED

STARS Donation

453/20 COLLINS: The Council approves a donation to the STARS Foundation in the amount of \$4306.00, which represents \$2.00/ capita of the population of the RM of Britannia No. 502 CARRIED

Neil Geall – 293 Exemption

454/20 NOBLE: That Council approve the exemption of the residence from taxation on the SW-30-50-25-W3 because the owner of the residence owns enough land within the R.M. of Britannia No. 502 to exempt his house from taxation. Further that we approve the following tax abatement to the property:

Municipal Taxes: \$ 412.94
 School Taxes: \$ 507.85
 Total Taxes= \$ 902.79 CARRIED

Shawn Van Metre– 293 Exemption

455/20 NOBLE: Whereas, the owner of Parcel A, NW-34-50-25-W3 has submitted an Affidavit – Exemptions from Taxation in Rural Municipalities for land that he rents within the R.M. of Britannia No. 502 and the R.M. of Frenchman Butte No. 501 to be placed against the assessment of his house. Whereas, this Affidavit was received after the assessment roll for 2020 has been closed. Be it resolved, that Council

JL. sp.

authorizes the affidavit to be utilized for the preparation of the 2021 assessment roll. CARRIED

456/20 **Katherine Clark- SAMA Error**
MCCALL: Whereas, the owner of Lot 5, Blk 5, Plan 81B07244 has determined an error of the SAMA Property Profile where it indicated that the owner's residence had a completed basement and the residence does not have a completed basement. Whereas, SAMA has indicated the change in taxable assessment to this property because of the error is \$31,280
Be it resolved, that council abates the following taxes:
Municipal = \$104.79
School= \$128.87
Total= \$233.66 CARRIED

Director of Finance Bryson Leganchuk left the meeting at 10:40 a.m.

457/20 **Progress Payment #2 – Kowal Construction**
COLLINS: That Council acknowledges Progress Payment Number 2 received from Clifton, and further approves payment in the amount of \$195,240.97 to Kowal Construction Alta Ltd. for construction on the Guest Control Road (Range Road 3273 between Townships 500 & 504) up to August 31, 2020 CARRIED

458/20 **Award of Contract for review of Organization Structure, Salary Grids, and Employee Evaluations**
COLLINS: That Council approve the hiring of HMC Management Inc. to undertake a review of the RM of Britannia organizational structure, salary grids, and employee evaluation processes for a sum not to exceed \$50,000 including all applicable taxes. CARRIED

Council broke for coffee at 10:46 a.m.

Council resumed session at 10:54 a.m.

Deputy Fire Chief Aaron Buckingham joined the meeting at 10:54 a.m.

CLR Collins left the meeting due to declared conflict of interest, at 10:54 a.m.

459/20 **1999 Seagrave Aerial Truck Pump Repairs**
JURKE: That council approve Rocky Mountain Phoenix to repair the 1999 Seagrave Aerial Ladder truck pump not to exceed \$14,929.93 plus taxes. CARRIED

460/20 **1999 Seagrave Aerial Truck Inspection**
JURKE: That Council approve Transform Crane & Equipment to clean, inspect and repair vehicle structure of 1999 Seagrave aerial truck, not to exceed \$10,218 plus taxes. CARRIED

CLR Collins rejoined the meeting at 11:12 a.m.

Deputy Fire Chief Aaron Buckingham left the meeting at 11:16 a.m.

J.C.P

CAO August Report

461/20 MCCALL: That Council accept as information, the Chief Administrative Officer report for the month of August 2020.

CARRIED

Letters for Financial Assistance for Range Road 3251 from Township Road 510 to 512

462/20 NOBLE: That Council instructs the Chief Administrative Officer to send a letter to Husky Energy requesting financial support in the amount of \$1,250,000 and further that a letter be sent to Canadian Natural Resources asking for financial support in the amount of \$125,000, as well as Baytex Energy asking for financial support in the amount of \$125,000 for Range Road 3251 from Township Road 510 to 512 granular base with paved surface.

CARRIED

Bylaw No. 18-2020 Sandy Beach Authority Agreement 1st Reading

463/20 JURKE: That Council read Bylaw No. 18-2020 a bylaw for the Entering into an Agreement with the Sandy Beach Lake Regional Park Authority, a first time.

CARRIED

Bylaw No. 18-2020 Sandy Beach Authority Agreement 2nd Reading

464/20 COLLINS: That Council read Bylaw No. 18-2020 a bylaw for the Entering into an Agreement with the Sandy Beach Lake Regional Park Authority, a second time.

CARRIED

Bylaw No. 18-2020 Sandy Beach Authority Agreement 3rd Reading

465/20 NOBLE: That Council authorize the third reading of Bylaw No. 18-2020 a bylaw for the Entering into an Agreement with the Sandy Beach Lake Regional Park Authority, at this meeting.

CARRIED UNANIMOUSLY

Bylaw No. 18-2020 Sandy Beach Authority Agreement Final

466/20 MCCALL: That Council read Bylaw No. 18-2020 a bylaw for the Entering into an Agreement with the Sandy Beach Lake Regional Park Authority, a third and final time.

CARRIED

SARM Annual General Meeting

467/20 MCCALL: That Council appoint CAO Alan Parkin and Director of Finance Bryson Leganchuk to be voting delegates at the 2020 SARM Annual General Meeting on October 22, 2020.

CARRIED

Pay out of Banked Time

468/20 JURKE: That Council approve the pay out of banked time to Cindy Schrieber in the amount of 15.75 hours of additional banked time over and above the 80 hours maximum as per policy.

CARRIED

Employee Drivers Abstract Policy

469/20 JURKE: That Council approves the employee driver's abstract policy as presented.

CARRIED

Emergency Measures Coordinator

470/20 COLLINS: That Council appoint Alan Parkin as Local Emergency Measures Coordinator and Melissa Winter as Assistant Emergency Measures Coordinator.

JL A

CARRIED

471/20 **Final Notice Form G - Lot 2 and 3 Block 2 Plan No AP2196 Ext 0**
 MCCALL: That Council authorize the Director of Finance to proceed with Form G Thirty Day Final Notice in accordance with Section 24 of the Municipalities Act for Lot 2 and 3 Block 2 Plan No AP2196 Ext 0 in Greenstreet. Further, if the arrears and costs are not fully paid within 30 days after Form G is deemed served, council authorizes the Director of Finance to proceed with title acquisition.

CARRIED

472/20 **Proceed with Notice of Violation- Lot 2 and 3 Block 2 Plan No AP2196 Ext 0**
 COLLINS: That Council instruct the Chief Administrative Officer to proceed with remedying the contraventions of the R.M. of Britannia No. 502's Nuisance Abatement Bylaw for Lot 2 and 3 Block 2 Plan No AP2196 Ext 0 by removing the dilapidated uninhabitable building(s)/ mobile home from the site; in accordance with Section 366 (1) of the Municipalities Act.

CARRIED

473/20 **Adjournment**
 MCCALL: That Council adjourn the meeting of council, time being 11:56 a.m.

CARRIED



 Reeve



 Chief Administrative Officer