

**RURAL MUNICIPALITY
OF
BRITANNIA NO. 502**

MINUTES OF THE REGULAR MEETING HELD

June 10, 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 9:00 a.m., June 10, 2020 with Reeve John Light presiding.

Present: Reeve: John Light

Councillors:

Ed Noble
Wilfred Jurke
Jim Collins
Cory McCall
Dale Crush

Acting

Administrator: Bryson Leganchuk

Absent: Councillors: Division 4 - Vacant

Agenda Approved as Presented

259/20 COLLINS: That the agenda be approved as presented.

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.

A conflict of interest was declared by Councillor Noble for agenda item 12.5 Noble Borrow Clean-up and Councillor Crush for agenda item 16.4 Beaver Control Designated Person.

Amend Minutes of the May 27, 2020

Regular Meeting

260/20 COLLINS: That we amend the minutes of the May 27, 2020 regular meeting of council by adding "future" before "road construction" in motion 252/20.

CARRIED

Approve Minutes of the May 27, 2020

Regular Meeting as Amended

261/20 COLLINS: That we approve the minutes of the May 27, 2020 regular meeting of council as amended.

CARRIED

IL B

Outstanding Agreements

262/20

McCALL: That we acknowledge the list of outstanding agreements for various projects within the municipality.

CARRIED

Mayor Albers of the City of Lloydminster entered the Council Chambers at 9:35 a.m.

Mayor Albers left the Council Chambers at 10:02 a.m. and did not return.

Development Services Officer, Catherine Saretzky, joined the meeting at 10:03 a.m.

Table Decision on SD007-2020, SE-15-50-28-W3, Parcel H Plan 102227989

263/20

COLLINS: That we table the discussion on the proposed subdivision on the SE-15-50-28-W3, Parcel H Plan 102227989, until this subdivision has been reviewed by Lloydminster Planning District Committee.

CARRIED

NE 36-51-27W3 (SD010-2019 / R0418-19s Geotechnical Investigation

264/20

NOBLE: That we approve the geotechnical investigation completed by JD Mollard and Associates (2010) Limited for the NE 36-51-27W3 (SD010-2019 / R0418-19s). Further, that any future development is to abide by the recommended setbacks illustrated in Figure 2 of the report.

CARRIED

Table Decision on SD007-2020, SE-15-50-28-W3, Parcel H Plan 102227989 Development Permit

265/20

COLLINS: That we table the discussion on file SD007-2020. This property is located within the Lloydminster Planning District Committee district and will need to go to the commission board for review prior to the Rural Municipality of Britannia No. 502 Council proceeding with the discussion on the Development Permit.

CARRIED

DEV003-2020 for an Aquaponics Greenhouse on the SE 07-53-25W3M

266/20

NOBLE: That we approve file DEV003-2020 for an Aquaponics Greenhouse on the SE 07-53-25-W3 with the following conditions:

- That the operation shall not act as a point of sale for consumers. All products must be sold off site;
- A development permit will need to be submitted to the municipality and approved if the operation will have on site sales for consumers;
- Hours of operation are 24 hours a day 7 days a week;
- A change in use or intensity of the development will require submission and approval of a new development permit application;
- That the applicant obtains and maintains approval with the government ministries;
- That the municipality register the interest on title.

CARRIED

Construct a New Approach on SW-18-51-25-W3

267/20

NOBLE: That the approach application, known as file APR001-2020, to construct a new approach onto the property located on the SW 18-51-25W3 is approved as follows:

- The applicant is required to build the approach to our municipal standard (Schedule "C" to Bylaw No. 30-2017);

JL BA

- Any approach approval is deemed to be a temporary approval, as over time and usage, the circumstances surrounding the approval of the approach may change. Council may require upgrades to the approach corresponding with greater use or they may require the approach to be removed due to alternate access or because the approach is no longer required;
- All costs to build, maintain, and utilize the approach are to be borne by the proponent, as well as the costs to provide gravel crushed to a size no larger than 1.5 inches.

CARRIED

268/20 **Temporary Workspace on Parcel B Plan 101362306 Ext 17**
 COLLINS: That we instruct the Acting Administrator to sign the Husky Oil Operations Limited, Agreement for Temporary Workspace on Parcel B Plan 101362306 Ext 17.

CARRIED

269/20 **City of Lloydminster Roof Signs Referral**
 COLLINS: The Rural Municipality of Britannia acknowledges the City of Lloydminster referral regarding File PD1651. Further, that we have no concerns pertaining to the Bylaw Amendment for roof signs.

CARRIED

270/20 **First Reading of Bylaw No. 07 – 2020**
 CRUSH: That we read Bylaw No. 07-2020, a Bylaw to Implement a Planning and Development Fee Schedule, a first time.

CARRIED

271/20 **In-Camera for Strategic Planning**
 CRUSH: That we move in-camera to discuss strategic planning at 11:10 a.m.

CARRIED

272/20 **Out of In-Camera**
 NOBLE: That we rise and report from the in-camera discussion at 11:33 a.m.

CARRIED

273/20 **Rezoning of Parcels within the Rural Municipality of Britannia No. 502**
 COLLINS: That we instruct Administration start the process to rezone the following parcels from Agricultural to Industrial:

- Surface Parcel 135821718 SE 01-50-28W3 Parcel A Plan 101745425 Ext 40 (38.882 ha)
- Surface Parcel 203501450 NE 01-50-28W3 Parcel B Plan 101362306 Ext 17 (48.79 ha)
- Surface Parcel 203501438 NE 01-50-28W3M Parcel C Plan 102295357 Ext 0 (12.701 ha)
- Surface Parcel 154186386 SE 12-50-28 Ext 1 (46.616 ha)
- Surface Parcel 154186397 SE 12-50-28W3 Parcel A Plan 101864910 Ext 0 (18.206 ha)
- Surface Parcel 127527217 NE 12-50-28 W3 Ext 0 (64.82 ha)

CARRIED

Catherine Saretzky, left the meeting at 11:36 a.m. and did not return.

274/20 **In-Camera for Human Resources**
 McCALL: That we move in-camera at 11:37 a.m. to discuss human resources.

CARRIED

JD. BA

Out of In-Camera

275/20

NOBLE: That we rise and report from the in-camera discussion at 11:52 a.m.

CARRIED

Employment Contract for New Chief Administrative Officer/Administrator

276/20

NOBLE: That we instruct the Reeve to sign the Employment Contract for Alan Parkin to be hired as the Chief Administrative Officer/Administrator of the Rural Municipality of Britannia No. 502 as presented.

UNANIMOUSLY CARRIED

Dan Fedirko, Public Works Operations Manager, joined the meeting at 11:53 a.m.

Council broke for lunch at 12:05 p.m.

Council returned from lunch at 12:35 p.m.

Account for Approval

277/20

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 #30474 – 30510;
- Electronic Funds Transfer #3546 - 3582, and
- Online Payments 1767 -1786 totalling \$145,175.55

CARRIED

Public Works Supervisor Hiring as Needed

278/20

JURKE: That we authorize the Public Works Supervisor to hire back seasonal staff that were laid off previously as needed.

CARRIED

A conflict of interest was declared by Councillor Noble for agenda item 12.5 Noble Borrow Clean-up and he left the room at 12:48 p.m.

Councillor Noble returned to the Council Chambers at 1:03 p.m. once the discussion of agenda item 12.5 Noble Borrow Clean-up was complete.

Guest Control Road Upgrade

279/20


CRUSH: That we instruct administration to draft a Request for Proposal for the upgrade of the Guest Control Road located on Range Road 3273 between Township Road 500 and Township Road 504 for a total of 4 miles. The upgrade will include the following:

- Widening the road to a 9-meter top;
- Cutting the road down by 150mm to achieve the 9-metre top;
- Placing 200mm of Type 33 gravel on the road; and
- Sealing the top of the road with a double chip seal consisting of 1,600 yards of seal aggregate and HF150 sealing grade emulsion.

The Request for Proposal will include the following evaluation percentages:

- | | |
|----------------------------------|-----|
| • Cost Estimate | 50% |
| • Company Profile and Experience | 25% |
| • References | 25% |

CARRIED

J.L. 

- 280/20 **RIRG Program Road Upgrade on Range Road 3251**
CRUSH: That we tender the upgrade of a portion of the Grid 684 from Township Road 510 to Township 512 for a total of 2 miles. This tender will include the placement of subbase, base and a double chip seal. The tender is to be opened prior to a council meeting and reviewed by staff with a summary to be presented to Council.
CARRIED
- 281/20 **2020 Cash Budget Approval**
NOBLE: That we approve the 2020 Cash Budget as presented and attach it to the minutes.
CARRIED
- 282/20 **2020 Mill Rate**
JURKE: That we approve a 2020 Mill Rate of 3.35 mills.
CARRIED
- 283/20 **May 2020 Payroll**
McCALL: That we approve the May 2020 Payroll of \$251,146.32.
CARRIED
- 284/20 **Bylaw No. 10-2020, First Reading**
NOBLE: That we read Bylaw No. 10-2020, A Bylaw to Extend the Time Required for the Completion of the Financial Statement, a first time.
CARRIED
- 285/20 **Bylaw No. 10-2020, Second Reading**
JURKE: That we read Bylaw No. 10-2020, A Bylaw to Extend the Time Required for the Completion of the Financial Statement, a second time.
CARRIED
- 286/20 **Bylaw No. 10-2020, Authorizing Third Reading at this Meeting**
NOBLE: That we authorize the third reading of Bylaw No. 10-2020, A Bylaw to Extend the Time Required for the Completion of the Financial Statement, at this meeting.
UNANIMOUSLY CARRIED
- 287/20 **Bylaw No. 10-2020, Third Reading**
JURKE: That we read Bylaw No. 10-2020, A Bylaw to Extend the Time Required for the Completion of the Financial Statement, a third and final time.
CARRIED
- 288/20 **Response Letter to Westlake Energy**
NOBLE: That we instruct the Acting Administrator to draft a letter in response to the letter dated May 11, 2020 from Westlake Energy. Council wishes to express in the letter why the mill rate and mill rate factors are set at our current amounts, why the road infrastructure costs are higher in Northwest Saskatchewan versus Central and South Saskatchewan, and why the tax amounts are required to maintain the municipality's infrastructure.
CARRIED
- Councillor Crush declared a conflict of interest in the next agenda item 16.4 Beaver Control Designated Person and left the meeting at 1:58 p.m.*
- 289/20 **Designated Beaver Control Hunter**
McCALL: That we appoint Aaron Crush as a Designated Beaver Control Hunter within the Rural Municipality of Britannia No. 502 boundaries

SL BL

and that he only shoots beavers where and when as directed by the Public Works Supervisor.

CARRIED

Councillor Crush returned to the meeting at 2:02 p.m.

Advertise for the Demolition and Removal of Property

290/20

McCALL: That we instruct the Acting Administrator to advertise for request for quotes for the demolition and removal of the improvement located on Lot 02 and 03, Block 2, Plan AP2196 in Greenstreet.

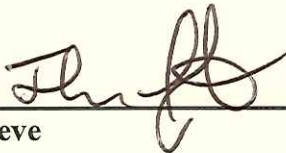
CARRIED

Adjournment

291/20

NOBLE: That we adjourn this meeting of council the time being 2:17 p.m.

CARRIED



Reeve



Acting Administrator