

RURAL MUNICIPALITY
OF
BRITANNIA No. 502

MINUTES OF THE REGULAR MEETING HELD
February 26, 2025

The Britannia Municipal Council convened their regular meeting in the council chambers of the Rural Municipality of Britannia office located at NE 23-50-28 W3M, RM of Britannia, SK commencing at 8:57 a.m., February 26, 2025, with Deputy Reeve Wilf Jurke presiding.

Present:	Deputy Reeve:	Wilf Jurke
	Councillors:	Joe Hufnagel Spenser McGowan Elaine Newman Ed Noble H. John Wack
	CAO:	Bryson Leganchuk
	EA:	Liz Bailey
Absent:	Reeve:	John Light

114/25 **Agenda Adopted**

NOBLE: That council approve the agenda for the February 26, 2025 regular meeting of council with the following additions: 6. f. Ditch Mowing (Div 6).

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. Conflict of Interest Declared:

- Councillor Wack – Agenda Item 6. c.

1. a.

115/25 **February 12, 2025 Meeting Minutes**

NEWMAN: That council approve the February 12, 2025 regular meeting minutes as presented.

CARRIED

Councillor Ed Noble stepped out at 9:07 a.m. and returned at 9:08 a.m.

2.

116/25 **Correspondence**

HUFNAGEL: That council acknowledge the following list of correspondence and accept it as information:

1. 2025-02-11 SARM Rural Dart
2. 2025-02-12 REMC February Update
3. 2025-02-12 SARM News Release - New Executive Director
4. 2025-02-13 APAS Ag Matters
5. 2025-02-13 SAW Drought Preparedness Planning Follow Up
6. 2025-02-14 LCSD Thank You and Event Invite
7. 2025-02-14 MCSnet Request for Letter of Support

8. 2025-02-14 SARM Convention Info
9. 2025-02-18 Ministers' Orders Re Alteration of Francophone Ed. Boundaries
10. 2025-02-18 SARM Rural Dart
11. 2025-02-19 SARM News Release Re Cleanup of Abandoned Buildings
12. 2025-02-20 APAS Events Invite
13. 2025-02-20 Prairie Steel SARM Convention Hospitality Room Invite
14. 2025-02-20 Titan SARM Hospitality Room Invite

CARRIED

Development Services Officer Ben Clipperton joined the meeting at 9:12 a.m.

Councillor Ed Noble stepped out of the meeting at 9:14 a.m. and returned 9:18 a.m.

Councillor Spenser McGowan stepped out of the meeting at 9:57 a.m. and returned at 9:58 a.m.

3. c.

117 /25 **Leave Regular Meeting to Open Public Hearings for Bylaw 03-2025 and Bylaw 05-2025**

WACK: That council break from the regular meeting to open the public hearings for Bylaw 03-2025 and 05-2025, the time being 10:02 a.m.

CARRIED

Present: Deputy Reeve Wilf Jurke, Councillor Ed Noble, Councillor Joe Hufnagel, Councillor Elaine Newman, Councillor Spenser McGowan, Councillor H. John Wack, DSO Ben Clipperton, CAO Bryson Leganchuk, and EA Liz Bailey.

118 /25 **Resume Regular Meeting**

NEWMAN: That council return to the regular meeting, the time being 10:43 a.m.

CARRIED

Present: Deputy Reeve Wilf Jurke, Councillor Ed Noble, Councillor Joe Hufnagel, Councillor Elaine Newman, Councillor Spenser McGowan, Councillor H. John Wack, DSO Ben Clipperton, CAO Bryson Leganchuk, and EA Liz Bailey.

5. a.

119 /25 **Bylaw 03-2025 Second Reading**

HUFNAGEL: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 03-2025, a bylaw to amend Bylaw 16-2021, the Official Community Plan, to allow for internal boundary re-arrangement, the second time.

CARRIED

120 /25 **Bylaw 03-2025 Third Reading**

NOBLE: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 03-2025, a bylaw to amend Bylaw 16-2021, the Official Community Plan, to allow for internal boundary re-arrangement, a third and final time.

CARRIED

5. b.

121 /25 Bylaw 05-2025 – Road Closure Bylaw (Rowing Club) First Reading

MCGOWAN: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 05-2025, a road closure bylaw to close part of ORA 78-52-27 W3M, the first time.

*CARRIED***122 /25 Bylaw 05-2025 – Road Closure Bylaw (Rowing Club) Second Reading**

WACK: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 05-2025, a road closure bylaw to close part of ORA 78-52-27 W3M, the second time.

*CARRIED***123 /25 Bylaw 05-2025 – Road Closure Bylaw (Rowing Club) Third Reading at this Meeting**

NEWMAN: That the council of the Rural Municipality of Britannia No. 502 unanimously agree to read Bylaw 05-2025, a road closure bylaw to close part of ORA 78-52-27 W3M, a third time at this meeting

*CARRIED***124 /25 Bylaw 05-2025 – Road Closure Bylaw (Rowing Club) Third Reading**

WACK: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 05-2025, a road closure bylaw to close part of ORA 78-52-27 W3M, a third and final time.

CARRIED

5. c.

125 /25 Bylaw 06-2025 – LPDC Zoning Bylaw Amendment – Secondary Suites First Reading

HUFNAGEL: That the council of the Rural Municipality of Britannia No. 502 read Bylaw 06-2025, a bylaw to amend LPDC Zoning Bylaw 18-2014 to replace garden suites with secondary suites and revise accessory building regulations, the first time.

CARRIED

Development Services Officer Ben Clipperton left the meeting at 11:06 a.m. and did not return.

Temporary Operations Director Cindy Schreiber and Operations Foreman Barry Kastendieck joined the meeting at 11:06 a.m.

6. b.

126 /25 Damage from Chains to Grid Road 684 East of SE 33-51-25W3M

NOBLE: That council acknowledge the report from the CAO concerning the damage caused by tire chains to approximately 100 meters of microseal, east of SE 33-51-25W3M on Grid Road 684 and, further, instruct the CAO to provide a remediation plan at a future council meeting.

CARRIED

Councillor H. John Wack stepped out of the meeting at 11:16 a.m. for a declared conflict of interest.

6. c.

127 /25 2025 Mowing Plan & Purchase of Replacement Mower

HUFNAGEL: That council instruct administration to dispose of mower Unit 23, purchase a replacement mower through an RFQ, and assign municipal staff to carry out all 2025 mowing activities.

CARRIED

Councillor Joe Hufnagel stepped out of the meeting at 11:28 a.m. and returned at 11:30 a.m.

Councillor H. John Wack returned to the meeting at 11:30 a.m.

6. d.

128/25 **Pavement Repairs on Grid 774 from RR 3262 to East Boundary of Municipality**

NOBLE: That the CAO hire an engineer to review the pavement failures on Grid Rd 774 from RR 3262 to the east boundary of the municipality, to determine a plan for repairs prior to flush coat.

CARRIED

Councillor Spenser McGowan stepped out of the meeting at 11:51 a.m. and returned at 11:53 a.m.

6. e.

129/25 **Project #261 RR3280 Road Construction**

WACK: That council table the discussion regarding Project #261 – Range Road 3280 Road Construction until more information has been received from RMII.

CARRIED

Councillor Ed Noble stepped out of the meeting at 12:05 p.m. and returned at 12:09 p.m.

6. f.

130/25 **Proposed Revision to Policy TS-001 Ditch Mowing 519_23**

NEWMAN: That Policy TS-001 Ditch Mowing 519_23 be revised as follows:

- That subsection 5) Scheduling (1) (a) state that ditch mowing will start on June 15 in residential subdivision only and that all other ditch mowing will start on July 15; and
- That Section 2) Application to Hay Certain Ditches be removed entirely.

DEFEATED

Temporary Operations Director Cindy Schreiber and Operations Foreman Barry Kastendieck left the meeting at 12:19 p.m. and did not return.

131/25 **Break from Meeting for Lunch**

MCGOWAN: That council take a recess from the meeting for lunch, the time being 12:19 p.m.

CARRIED

Present: Deputy Reeve Wilf Jurke, Councillor Ed Noble, Councillor Joe Hufnagel, Councillor Elaine Newman, Councillor Spenser McGowan, Councillor H. John Wack, CAO Bryson Leganchuk, and EA Liz Bailey.

132/25 **Resume Regular Meeting**

WACK: That council resume the regular meeting, the time being 12:53 p.m.

CARRIED

Present: Deputy Reeve Wilf Jurke, Councillor Ed Noble, Councillor Joe Hufnagel, Councillor Elaine Newman, Councillor Spenser McGowan, Councillor H. John Wack, DSO Ben Clipperton, CAO Bryson Leganchuk, and EA Liz Bailey.

9. a. *Delegation Ron Naeth of Baytex Energy joined the meeting at 12:53 p.m.*

Delegation Ron Naeth of Baytex Energy left the meeting at 1:16 p.m. and did not return.

4. a.

133 /25 Accounts for Approval

WACK: 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 the CAO:

- General Cheques # 32979 - 32989, Electronic Funds Transfer # 7361 - 7382, Online Payments # 3740 - 3760 all totaling \$145,849.10.

CARRIED

4. b.

134 /25 January 2025 Financial Report

HUFNAGEL: That council accept the January 2025 Financial Report as submitted.

CARRIED

4. c.

135 /25 Temporary Operations Director – Credit Card Authorization

MCGOWAN: That council authorize Temporary Operations Director Cindy Schreiber to receive an RM of Britannia No. 502 company credit card with a \$5,000.00 limit.

CARRIED

136 /25

Temporary Operations Director – Purchasing Authorization

NOBLE: That council authorize Temporary Operations Director Cindy Schreiber as a Level 2 – Staff Manager as per Purchasing Policy GG-005.

CARRIED

4. d.

137 /25 Signing Authority Updates

HUFNAGEL: That council approve the following signing authorities for the R.M. of Britannia No. 502 bank accounts:

- One of the following administration staff to sign:
 - Bryson Leganchuk; or
 - Elizabeth Bailey; or
 - Daymein Olynyk.

And one of the following council members to sign:

- Reeve John Light; or
- Councillor Ed Noble; or
- Councillor Wilfred Jurke.

CARRIED

4. e.

138 /25 January 2025 Well Status Report

MCGOWAN: That council acknowledge the January 2025 Well Status Report as presented by the CAO, noting the reduction of active oil wells from 399 as of January 2024 to 380 as of January 2025.

CARRIED

Councillor Joe Hufnagel stepped out at 1:54 p.m. and returned at 1:56 p.m.

7. a.

139 /25 Recreation Policy PR-002 Large Capital Projects

WACK: That council table further discussion regarding PR-002 – Large Capital Project Policy.

CARRIED



Councillor Elaine Newman stepped out of the meeting at 2:22 p.m. and returned at 2:24 p.m.

8. a.

140/25 **Government Relations – Information for SARM Meeting**

HUFNAGEL: That council acknowledge the CAO's report "Government Relations – Information for SARM Meeting" and instruct the CAO to submit this report to the Minister of Government Relations prior to the March 11, 2025 meeting.

CARRIED

8. b.

141/25 **Letter of Support – MCSnet Application**

NOBLE: That council instruct the CAO to provide a letter of support to MCSnet's application to the I.S.E.D Universal Broadband Fund.

CARRIED

8. c.

142/25 **Ministry of Highways – Information for SARM Meeting**

WACK: That council instruct Reeve John Light, Councillor H. John Wack, Councillor Elaine Newman, and CAO Bryson Leganchuk attend the March 11, 2025 meeting with Minister of Highways David Marit.

CARRIED

8. d.

143/25 **Discussion Regarding Blk/Par A Plan 60B05309 Ext 1**

NOBLE: That council table the discussion regarding Blk/Par A Plan 60B05309 Ext 1 at this time.

CARRIED

8. e.

144/25 **Cenovus Temporary Working Space Agreement – pt. NW 07-51-24W3M**

NOBLE: That council acknowledge and approve the Cenovus Energy Temporary Working Space Agreement CVE File No. S3201208 for temporary above ground cable placement on pt. NW 07-51-24W3M Surface Parcel 145777652 and instruct the CAO to sign the agreement.

CARRIED

145/25 **Adjournment**

NEWMAN: That the regular meeting of council be adjourned, the time being 3:02 p.m.

CARRIED


Reeve


Chief Administrative Officer



Bank Code - AP - AP GENERAL

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
32979	2025-02-26	Canadian Linen and Uniformn Service	5004747694	Feb 12 '25 - Feb 26 '25 Mat Servic	90.13	90.13
32980	2025-02-26	Delco Automation Inc.	M44692	WTP - Seals & Chemical	532.93	532.93
32981	2025-02-26	Gary Blythe Vacuum Services	21602	Pumping Holding Tanks	495.00	495.00
32982	2025-02-26	High Caliber Property Maintenance Ltd	1077	January Snow Removal Old Office	367.50	367.50
32983	2025-02-26	Joe Hufnagel	Nov 30 2024	November 2024 - Council Committ	1,306.17	
			Dec 31 2024	December 2024 - Council Committ	498.92	
			Jan 31 2025	January 2025 - Council Committee	45.68	1,850.77
32984	2025-02-26	Lloydminster Health Foundation	Feb 2025	Motion 091/24 2025 Donation	50,000.00	50,000.00
32985	2025-02-26	Northwest Municipalities Assoc	2025-021	2025 Membership Fee	300.00	300.00
32986	2025-02-26	Receiver General	2024-12-31 Coun	2024 T4 Amount Owing - Council	1,925.44	
			2024-12-31 BFD	2024 T4 - Amount Owing - BFD	1,851.70	3,777.14
32987	2025-02-26	Russell Q. Gregory Professional Corp.	8395	File#8134 - Fallon Energy Tax Coll	4,023.90	4,023.90
32988	2025-02-26	Sabre Communications Inc.	SABR1IN67721	Div 6 - New iPad Air 2024	797.99	797.99
32989	2025-02-26	Warehouse Services Inc.	693962	Unit 85 - Front Floormats	248.61	
			696757	Unit 73 - Steering Shock	80.34	
			697403	Unit 66 - Steering Shock	103.96	432.91
Total Computer Cheque:						62,668.27

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
7361	2025-02-26	2567658 Alberta Limited	05282TO	#8000980 - Shop Water	35.00	35.00
7362	2025-02-26	Aultman Construction Ltd.	7345	Repair Hamlet Water Lines	16,097.56	16,097.56
7363	2025-02-26	Border Steel	0000148671	Gravel Pad Signs	156.92	156.92
7364	2025-02-26	Capital I Industries	160526	Unit 101 - Hydraulic Cylinder	4,065.34	4,065.34
7365	2025-02-26	Clifton Engineering Group Inc.	323433	GWM - S2669 Project Managemer	380.10	380.10
7366	2025-02-26	First Truck Centre	XA803513800:01	Rental Plow - Oil Filter	36.57	
			XA803514712:01	Unit 24 - Water Pump	351.73	388.30
7367	2025-02-26	Fort Garry Industries Ltd.	F2408047	Unit 66 - LED Light	47.25	47.25
7368	2025-02-26	K & L Electric Inc.				



EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			2925	Install Electrical for Fuel Pumps	1,255.50	1,255.50
7369	2025-02-26	Kings Energy Group	626203	Fuel Charges - Feb 10/25	9,224.48	9,224.48
7370	2025-02-26	Lloyd Lock & Key	L85430	Shop - Pad Locks & Keys	283.42	283.42
7371	2025-02-26	Lloydminster & District Co-op	998640	BFD - C1 - 48L Fuel	67.84	
			999637	BFD - C1 - 45.01L Fuel	63.71	
			1001031	BFD - C1 - 41.03L Fuel	59.76	
			646614	Propane for Flyash Shed	1,083.30	
			1002460	BFD - C1 - 56.5L Fuel	83.30	
			1003927	BFD - C1 - 29.12L Fuel	42.26	1,400.17
7372	2025-02-26	McFadyen Construction	3668	Hydrovac Fuel Tank Lines	4,673.10	4,673.10
7373	2025-02-26	Meridian Source	18825	SK Lott Grant Funding	172.73	
			18826	2025 RM Grant Funding	172.73	
			18832	Bylaw 03-2025 Public Notice Ad	370.13	
			18880	SK Lott Grant Funding	172.73	
			18881	2025 RM Grant Funding	172.73	
			18885	Bylaw 03-2025 Public Notice Ad	370.13	
			18911	Bylaw 05-2025 Road Closure Notic	370.13	1,801.31
7374	2025-02-26	Mun. Employees Pension Plan	File #434361	Jan 26 - Feb 8 Remittance	10,374.36	10,374.36
7375	2025-02-26	Novlan Bros. Sales	542194-R1	Unit 73 - Fan/Motor Assembly Reti	-305.15	
			542320	Unit 115 - License Plate Lights	223.64	
			542342	Unit 85 - Pigtail for Headlight	227.73	
			542385	Unit 85 - Relay/Thermostat Asy	368.66	
			542553-R1	Unit 66 - Drag Link Price Adjustme	-394.98	
			542569	Unit 66 - Drag Link	359.07	478.97
7376	2025-02-26	Pitney Works	Feb 13, 2025	Account 6100-9080-0009-9762	1,709.76	1,709.76
7377	2025-02-26	Princess Auto	2615252	Shop - Hammers/Vise Grips/Cater:	391.79	391.79
7378	2025-02-26	Purolator Inc	545109479	Unit 101 - Capital I Freight	346.58	
			260012114	Price Adjustment Documents to CF	-11.91	334.67
7379	2025-02-26	Rona Inc.	620-23065941	Fuel Control Stand - Hinge	68.52	68.52
7380	2025-02-26	Saskatchewan Health Authority	3497449	Water Test - 32 Scenic Drive	23.00	
			3497446	Water Test - Hillmond School	23.00	46.00
7381	2025-02-26	Stuart Wright Ltd	6265137	Shop - Conn Link	8.19	
			6266164	Shop - Rags/Mothers Cleaner/Citr	659.84	
			6266465	Shop - Wrenches	260.15	
			6266751	Shop-Screwdrivers/Gloves/Cut-Off	412.07	1,340.25
7382	2025-02-26	Triland Welding & Machine Ltd.	11723	Unit 101 - Repair Wing Cylinder	596.88	596.88
					Total EFT:	55,149.65



EFT					
Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
OTHER					
Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
3740	2025-02-20	City Of Lloydminster January 31 2025	Water Bill - Office	41.26	41.26
3741	2025-02-20	Collabria Mastercard Feb 10 2025 JB	Feb 10 Mastercard JBexson	229.58	229.58
3742	2025-02-20	Collabria Mastercard Feb 14 2025 BL	Feb 14 Mastercard BLeganchuk	468.20	468.20
3743	2025-02-20	Collabria Mastercard Feb 14 2025 DO	Feb 14 Mastercard DOlynyk	505.88	505.88
3744	2025-02-20	Collabria Mastercard Feb 14 2025 DS	Feb 14 Mastercard DSetter	681.90	681.90
3745	2025-02-20	Collabria Mastercard Feb 10 2025 BK	Feb 10 Mastercard BKastendieck	324.85	324.85
3746	2025-02-08	Receiver General 08Feb25	Jan 26 - Feb 8 Payroll Remit	20,279.26	20,279.26
3747	2025-02-20	SaskEnergy Feb 12 2025 Sho	Jan '25 - Feb '25 - RM Shop	825.49	825.49
3748	2025-02-20	SaskEnergy Feb 12 2025 WTP	Dec '24 - Jan '25 - G'street WTP	165.85	165.85
3749	2025-02-20	SaskEnergy Feb 12 2025 LS	Jan '25 - Feb '25 - Lift Station	50.92	50.92
3750	2025-02-20	SaskPower 1029-0093-2102	Jan '25 - Feb '25 Rink Lights	32.74	32.74
3751	2025-02-20	SaskPower 2151-0083-1918	Jan '25 - Feb '25 H'mond St Light	111.10	111.10
3752	2025-02-20	SaskPower 2151-0083-1921	Jan '25 - Feb '25 H'mond Shed	1,212.38	1,212.38
3753	2025-02-20	SaskPower 2151-0083-1924	Jan '25 - Feb '25 G'st St Light	232.66	232.66
3754	2025-02-20	SaskPower 1887-0087-7039	Jan '25 - Feb '25 G'st Lift Statio	395.41	395.41
3755	2025-02-20	SaskPower 1887-0087-7042	Jan '25 - Feb '25 G'street Well	902.61	902.61
3756	2025-02-20	SaskPower 1887-0087-7048	Jan '25 - Feb '25 H'mond Tank Loc	246.15	246.15
3757	2025-02-20	SaskPower 3768-0047-0715	Jan '25 - Feb '25 N'bend Well	58.58	58.58
3758	2025-02-20	SaskTel Feb 7 2025 IBC	January '25 IBC Phone	389.91	389.91
3759	2025-02-20	SaskTel Feb 16 2025 Off	Jan '25 - Feb '25 Office Phone	683.99	683.99
3760	2025-02-20	SaskTel Feb 16 2025 BFD	Jan '25 - Feb '25 BFD Phone	192.46	192.46
Total Other:					28,031.18



Date Printed
2025-02-27 8:32 AM

RM of Britannia
List of Accounts for Approval
Batch: 2025-00013 to 2025-00013

Total AP: 145,849.10

Certified correct this 26th of February 2025
DO

[Redacted Signature]

Reeve

[Redacted Signature]

Administrator