



Rural Municipality of Prince Albert

R.R. #2, Site 4, Comp 112, Prince Albert, Saskatchewan

Meeting Minutes

November 14, 2024 - Regular Meeting of Council - 09:00 AM

Reeve, Tyrel Tait

Michael Grassick, Division #1 Councillor
Tyler Hazelwood, Division #2 Councillor
Guy St. Hilaire, Division #3 Councillor
Richard Wilson, Division #4 Councillor
Robin Fremont, Division #5 Councillor
Donovan Brule, Division #6 Councillor

Rochelle Neff, Chief Administrative Officer
Karri Willick, Assistant Chief Administrative Officer
DJ. Harris, Director of Public Works
Teresa Hanson, Director of Planning and Development

Public Hearing:
1:00 PM Ash Garden Suite
1:10 PM Home Based Business Discretionary Use

1. Call to Order

CAO, Rochelle Neff called the meeting to order at 9:06 am.

2. Oath of Office

Resolution No:
468/2024

3. Agenda

Moved By: Richard Wilson

THAT the agenda be approved as amended to include:

Additions:
Oath of Office
12: City of Prince Albert 2025 Fire Agreement

Carried Unanimously

4. Conflict of Interest

Resolution No:
469/2024

5. Special Meeting Minutes

Moved By: Mike Grassick

THAT the Special Meeting Minutes of October 7th, be approved as presented.

Carried Unanimously

Resolution No:
470/2024

5.1 Regular Meeting Minutes

Moved By: Donovan Brule

THAT the Regular Meeting Minutes of October 10th, be approved as presented.

Carried Unanimously

6. Business Arising from Minutes

Resolution No:
471/2024

7. In Camera Session

Moved By: Guy St. Hilaire

THAT the meeting proceed in camera at 9:25 am, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters.

THAT Council returns to the regular scheduled agenda at 10:38 am.

Carried Unanimously

Resolution No:
472/2024

8. Recess

Moved By: Donovan Brule

THAT we recess at 10:39 am.

Reeve Tyrel Tait called the meeting back to order at 11:05 am.

Carried Unanimously

Resolution No:
473/2024

9. Financial Statement

Moved By: Robin Fremont

THAT the October 31st Financial Statement be accepted as presented.

Carried Unanimously

10. Accounts Payable

Resolution No:
474/2024

10.1 List of Accounts for Approval

Moved By: Tyler Hazelwood

THAT the Accounts 14989 to 15077 in the amount of \$325,794.54, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No:
475/2024

10.2 MEPP Electronic Transfer

Moved By: Guy St. Hilaire

THAT the Electronic Transfer to Municipal Employee Pension Plan for the month of October in the amount of \$24,712.04 be approved for payment.

Carried Unanimously

Resolution No:
476/2024

10.3 Payroll Direct Deposit

Moved By: Mike Grassick

THAT the Payroll Direct Deposit in the amount of \$88,365.05 which is made up of October's Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

11. New Business

Resolution No:
477/2024

11.1 Administrative Authorizations

Moved By: Robin Fremont

THAT Council wishes to clarify that the RM has authorized the following individuals to have signing authority over the financial and banking affairs of the RM of Prince Albert, to the exclusion and removal of all others. The authorized individuals are; Rochelle Neff, Karrilynn Willick, Tyrel Tait, Richard Wilson and Tyler Hazelwood.

AND THAT Councillor Tyler Hazelwood be authorized to provide additional approvals for RM payments made through the Conexus account.

Carried Unanimously

Resolution No:
478/2024

11.2 Staff Christmas Party

Moved By: Guy St. Hilaire

THAT Council agrees to host an RM Christmas Party, to take place on December 14th, 2024, at Plaza 88, in Prince Albert.

Carried

Resolution No:
479/2024

11.3 Gratuity

Moved By: Richard Wilson

THAT Council agrees that the 2024 Employee Gratuity of \$200.00 be paid to Rochelle Neff, Karri Willick, Teresa Hanson, Rebecca Halkett, Cheyenne De Oliveira, D.J. Harris, Ronnie Bor, Craig Christianson, Delvin Dyck and Chris Delorme and a \$100.00 to be paid to Barry Halcro, Chris Donald, Kevin Butterfield, Robert Blocka, Mason MacKay, Jordan Engebregtson, Kodey Folmer, Brayden Oreel, Russel Hodgson, Caidyn Prediger and Terry Nemish.

Carried Unanimously

Resolution No:
480/2024

11.4 SARM Midterm Convention

Moved By: Mike Grassick

THAT Council authorizes the following to attend the SARM Midterm Convention to take place November 20th & 21st, at TCU place in Saskatoon.

Reeve, Tyrel Tait, Councillors, Guy St. Hilaire, Richard Wilson, Mike Grassick and Tyler Hazelwood, CAO Rochelle Neff and Assistant CAO Karri Willick.

AND THAT Councillors Grassick and Reeve Tait are appointed as voting delegates. Out of pocket expenses to be paid by the Municipality.

Carried Unanimously

Resolution No:
481/2024

11.5 Roadside Management Application

Moved By: Donovan Brule

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 14229 Highway 302, on the North side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 14296 Highway 302, on the South side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 14303 Highway 302, on the North side of the

Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15132 Highway 302, on the South side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15135 Highway 302, on the North side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15142 Highway 302, on the South side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15147 Highway 302, on the North side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15153 Highway 302, on the North side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15163 Highway 302, on the North side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15164 Highway 302, on the South side of the Ministry's right of way.

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for 15173 Highway 302, on the North side of the Ministry's right of way.

Carried Unanimously

Resolution No: 482/2024 **11.6 Municipal Road Sign Request**

Moved By: Guy St. Hilaire

THAT Council agrees to proceed with notifying residents within a 3.2 km radius of the new location of the 60 km signage, 100 metres west of the original location, on Davis Road TWP 473 and RR 2255.

Carried Unanimously

Resolution No: 483/2024 **11.7 Municipal Road Sign Request**

Moved By: Robin Fremont

THAT Council agrees to proceed with the road naming application for "Samson Road" located at TWP 480 and RR 2263 to 2271.

Carried Unanimously

Resolution No: 484/2024 **11.8 2025 Board of Revisions**

Moved By: Tyler Hazelwood

THAT Council agrees to appoint NorSask Board Services and Panel Members Glen Neuert, Kirby Fesser, Sabrina Saccucci, Laurie Pilkey and Secretary Michael Ligtermoet as the Municipal Board of Revisions for 2025.

Carried Unanimously

Resolution No: 485/2024 **11.9 SPPI and CPI 2025 Membership**

Moved By: Donovan Brule

THAT Council agrees to remit the 2025 Saskatchewan Professional Planners Institute and the Canadian Institute of Planners Membership fees in the amount of \$412.65.

Carried Unanimously

Resolution No: 486/2024
11.10 Excess Liability Insurance

Moved By: Mike Grassick

THAT Council agrees to the renewal of the RM of Prince Albert No. 461 Excess Liability Insurance for 2025 through SARM, with limits remaining the same as 2024, \$4,000,000.00 limit of Excess Liability, along with a limit of optional Excess Administrative Errors and Omissions Liability of \$2,000,000.00.

Carried Unanimously

Resolution No: 487/2024
11.11 Extended Health and Dental

Moved By: Donovan Brule

THAT Council agrees that eligible employees be covered under the 2025 SARM Extended Benefits Health and Dental Plan Level 5. The RM will also remit premiums to SARM on behalf of Council members choosing to join the SARM Extended Benefits Plan. This is at the request of SARM, in turn, Councillors will remit premiums to the municipality.

Carried Unanimously

Resolution No: 488/2024
11.12 SARM Fidelity Bond Self-Insurance Plan

Moved By: Donovan Brule

THAT Council agrees to keep the SARM Fidelity Bond Self Insurance Plan the same as 2024, in the amounts of \$200,000.00 for the Fidelity Bond and \$25,000.00 for Money & Securities.

Carried Unanimously

Resolution No: 489/2024
11.13 ES Fee Cancellation

Moved By: Donovan Brule

THAT Council agrees to remove and reimburse a duplicate Essential Service Fee to J. Gaudet, Roll #2013.

Carried Unanimously

Resolution No: 490/2024
11.14 Request for Tax Cancellation

Moved By: Guy St. Hilaire

THAT Council agrees to the request for tax cancellation to P. Hill & T. Hoeber on Roll #870 in the amount of \$400.00, for tax enforcement costs.

Defeated

Resolution No: 491/2024
11.15 Recess for Lunch

Moved By: Donovan Brule

THAT we recess for lunch at 12:09 pm.

Reeve Tyrel Tait called the meeting back to order at 12:58 pm.

Carried Unanimously

Resolution No:
492/2024

11.16 River Valley Resilience Retreat - Request

Moved By: Donovan Brule

THAT Council agrees to the tax concessions requested by RVRR.

Defeated

Resolution No:
493/2024

11.17 Election Reimbursement

Moved By: Tyrel Tait

THAT Council agrees to pay DJ Harris and Ronnie Bor \$250.00 each for working as night security for the Election held on November 13th, 2024.

Carried Unanimously

12. Prince Albert Rural Water Utility

Resolution No:
494/2024

12.1 Auditor

Moved By: Robin Fremont

THAT Council agrees to the request from the Prince Albert Rural Water Utility to pursue an alternative auditor.

Carried Unanimously

Resolution No:
495/2024

13. City of Prince Albert 2025 Fire Agreement

Moved By: Mike Grassick

THAT Council agrees to the recommendation from the Fire Committee to enter into an Agreement to Provide Fire Services with the City of Prince Albert for 2025, at a 1 year term.

Carried Unanimously

Resolution No:
496/2024

14. Correspondence

Moved By: Donovan Brule

THAT the following correspondence, be received, and filed.

Carried Unanimously

15. Delegations and Public Hearings

Glenn Ash, Wendy Ash, Clair Kopperud, Susan Kopperud, and Don Anderson entered Council Chambers at 1:00 pm.

Resolution No:
497/2024

15.1 Discretionary Use Application - Garden Suite - Open

Moved By: Donovan Brule

THAT Council agrees to open the Public Hearing for a Discretionary Use Application on quarter section NW9-46-27-W2 by Glenn and Wendy Ash for a Garden Suite at 1:00 pm.

Carried Unanimously

Resolution No:
498/2024

15.2 Discretionary Use Application - Garden Suite - Close

Moved By: Richard Wilson

THAT Council agrees to close the Public Hearing for a Discretionary Use Application on quarter section NW9-46-27-W2 by Glenn and Wendy Ash for a Garden Suite at 1:05 pm.

Carried Unanimously

Glenn and Wendy Ash left at 1:06 pm.

Resolution No:
499/2024

15.3 Discretionary Use Application - Home Base Business - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for a Discretionary Use Application on Blk/Par A Plan No 101815556 Ext 14, source quarter SE-08-48-26-W2 by Lee Glass and Melanie Gear for a Home Based Business at 1:10 pm.

Carried Unanimously

Susan Kopperud left Council Chambers at 1:26 pm.

Resolution No:
500/2024

15.4 Discretionary Use Application - Home Base Business - Close

Moved By: Donovan Brule

THAT Council agrees to close the Public Hearing for a Discretionary Use Application on Blk/Par A Plan No 101815556 Ext 14, source quarter SE-08-48-26-W2 by Lee Glass and Melanie Gear for a Home Based Business at 1:33 pm.

Carried Unanimously

Clair Kopperud, Don Anderson, Lee Glass, Melaine Gear, and Llyod Glass left Council Chambers at 1:33 pm.

16. Planning Officer Report

Resolution No:
501/2024

16.1 Resolution 295/2024 Amendment

Moved By: Tyrel Tait

THAT the Discretionary Use application by Zachary Griffin on quarter section SW-35-46-27-W2M for a rental suite be approved under Section 6.2 of the Zoning Bylaw 3 of 2010.

Carried Unanimously

Resolution No:
502/2024

16.2 Subdivision - RL 44 - 48-27-W2 Prince Albert Settlement

Moved By: Donovan Brule

THAT the application by Rupert and Jeanette Gaudet to subdivide a 1.01 ha parcel indicated as Parcel H off Parcel B, Plan 101574086 source River Lot 44-48-27-W2 in the Prince Albert Settlement be approved pursuant to Section 6.2 of the R.M. of Prince Albert Zoning Bylaw and Section 4.4 of the District Official Community Plan. Municipal Reserve is exempt as it is the first subdivision.

Carried Unanimously

Resolution No:
503/2024

16.3 Subdivision - NW14-45-27-W2

Moved By: Robin Fremont

THAT the application by Hammond Enterprises Inc. to subdivide 4.04 ha off of the NW 14-45-27-W2 be approved pursuant to Section 4.4 of the Prince Albert Planning District Official Community Plan and Section 6.2 of the RM of Prince Albert Zoning Bylaw, with;

1. A Road Development Agreement being executed addressing the RM Road upgrade pursuant to Section 4.2.10 of the Prince Albert Planning District Community Plan and Policy 6.02;
2. That the approach be approved by the RM Director of Public Works, built to RM requirements with the cost paid by the applicant.

Carried Unanimously

Resolution No: 504/2024 **16.4 Discretionary Use Application - Garden Suite**

Moved By: Donovan Brule

THAT the Discretionary Use application by Glenn and Wendy Ash for a garden suite on NW-09-46-26-W2M, be approved per Section 6.2 of the RM of Prince Albert Zoning Bylaw, subject to the provisions of Section 4.14.10(7), and the applicants entering into a Development Agreement with the RM concerning the Garden Suite.

Carried Unanimously

Resolution No: 505/2024 **16.5 Discretionary Use Application - Home-Base Business**

Moved By: Mike Grassick

THAT Council approves the home-based business application by Lee Glass and Melanie Gear to operate 4 Season Recreational Repair small engine repair shop on recreational vehicles at Blk/Par A-Plan 101815556 Ext 14, source quarter SE-08-48-26-W2, subject to section 4.14.1 of Zoning Bylaw 3 of 2010.

Carried Unanimously

Resolution No: 506/2024 **16.6 Enforcement**

Moved By: Mike Grassick

THAT Council agrees to postpone enforcement on NE26-48-23 W2 until the new owner takes possession.

Carried Unanimously

Resolution No: 507/2024 **16.7 Saskatchewan Economic Development Alliance - Memorandum of Agreement**

Moved By: Tyler Hazelwood

THAT Council agrees to enter into the Memorandum of Agreement to host the Community Builders Workshop: Positive Pathways to Rural and Small Town Prosperity on May 9, 2025.

Carried Unanimously

Resolution No: 508/2024 **17. Council Indemnity**

Moved By: Mike Grassick

THAT the Payroll Direct Deposit in the amount of \$5361.75, which is made up of November Council Indemnity be approved for payment.

Carried Unanimously

Resolution No: 509/2024 **18. Adjournment**

Moved By: Donovan Brule

THAT it being 4:17 pm, we now adjourn.

Carried Unanimously

Tyrel Tait, Reeve

Rochelle Neff, Chief Administrative Officer