



Rural Municipality of Prince Albert

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

Meeting Minutes

February 8, 2024 - Regular Meeting of Council - 09:00 AM

Eric Schmalz, Reeve

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
D.J. Harris, Director of Public Works
Teresa Hanson, Director of Planning and Development

1. Call to Order

Reeve Eric Schmalz called the meeting to order at 9:08 am

2. Moment of Silence

THAT In Honor of our late Councillor, Colin Sheldon, a moment of silence is hereby called by Council.

Resolution No:
50/2024

3. Agenda

Moved By: Mike Grassick

THAT the agenda be approved as amended.

10.7 - City facility fees
24.2.2 and 24.2.3 - Assistant CAO Report
26 - Gravel RFQ

Carried Unanimously

4. Conflict of Interest

15. RFQ - Councillor St. Hilaire declared a conflict of interest
19,22 and 23 RFQ - Councillor Hazelwood declared a conflict of interest
24.2.3 Councillor Fremont declared a conflict of interest
24.3 - Reeve, Eric Schmalz declared a conflict of interest

Resolution No:
51/2024

5. Minutes

Moved By: Robin Fremont

THAT the regular meeting minutes of January 11, 2024, be approved as presented.

Carried Unanimously

Resolution No:
52/2024

5.1 Resolution Correction 464/2022

Moved By: Eric Schmalz

FUEL TANK PURCHASE

#464/2022 SCHMALZ That Council agrees to purchase a used 50,000 LWSTL fuel tank for \$42,000 from Lake Country Co-op January 1st, 2023, including the trade-in of the RM 10,000L tank for \$5,000.00.

TO READ:

FUEL TANK PURCHASE

#464/2022 SCHMALZ THAT Council agrees to purchase a used 50,000 LWSTL fuel tank for \$42,000 from Lake Country Co-op January 1st, 2023.

Carried Unanimously

Resolution No:
53/2024

6. Financial Statement

Moved By: Richard Wilson

THAT the January Financial Statement be accepted as presented.

Carried Unanimously

7. Accounts Payable

Resolution No:
54/2024

7.1 List of Accounts for Approval

Moved By: Guy St. Hilaire

THAT the Accounts 14427 to 14496 in the amount of \$515,551.47, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No:
55/2024

7.2 Payroll Direct Deposit

Moved By: Tyler Hazelwood

THAT the Payroll Direct Deposit in the amount of \$56,675.59 which is made up of January's Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

Resolution No:
56/2024

7.3 MEPP Electronic Transfer

Moved By: Eric Schmalz

THAT the Electronic Transfer to Municipal Employee Pension Plan for the month of January in the amount of \$15,867.62, be approved for payment.

Carried Unanimously

8. New Business

Resolution No:
57/2024

8.1 Hudson Bay Route Association

Moved By: Eric Schmalz

THAT Council agrees to remit the respective 2024 membership fees for the Hudson Bay Route Association, in the amount of \$300.00.

Carried Unanimously

Resolution No:
58/2024

8.2 SAMA Annual Meeting

Moved By: Mike Grassick

THAT Council authorizes CAO, Rochelle Neff and Councillor Guy St. Hilaire to attend and be voting delegates at the SAMA Annual meeting, April 10, 2024 at Prairieland Park in Saskatoon. Out of pocket expenses to be paid by the Municipality.

Carried Unanimously

Resolution No:
59/2024

8.3 Sask. Public Works Association - Membership

Moved By: Tyler Hazelwood

THAT Council agrees to remit the respective 2024 membership fees for Saskatchewan Public Works Association, in the amount of \$397.00 USD.

Carried Unanimously

Resolution No:
60/2024

8.4 March Regular Meeting of Council

Moved By: Eric Schmalz

THAT Council agrees to reschedule the March Regular Meeting of Council March 7th, 2024, to accommodate the SARM Annual Convention.

Carried Unanimously

Resolution No:
61/2024

9. Internal Transfer

Moved By: Richard Wilson

THAT Council agrees to the internal transfer of \$223,311.90 from the Operating Account to the Shop Account from the sale of the RM's portion of the Centennial Building.

Carried Unanimously

Resolution No:
62/2024

10. SARM Annual Convention

Moved By: Mike Grassick

THAT Council authorizes the following to attend the SARM Annual Convention to be held in Regina, March 12, 2024, to March 14, 2024.

Reeve Eric Schmalz, Councillors Donovan Brule, Robin Fremont, Guy. St Hilaire, Tyler Hazelwood, CAO Rochelle Neff, Assistant CAO Karri Willick, Teresa Hanson Director of Planning, D.J. Harris Director of Public Works and Ronnie Bor Foreman.

AND THAT Councillors St. Hilaire and Hazelwood are appointed as voting delegates.

AND THAT Councillor Hazelwood is appointed as the Municipal Hail delegate.

Out of pocket expenses to be paid by the Municipality.

Carried Unanimously

11. Bylaws

11.1 Bylaw No. 5 of 2024 - PARWU Corporate Bylaw

Resolution No:
63/2024

11.1.1 First Reading

Moved By: Robin Fremont

THAT Bylaw No. 5 of 2024, being a Corporate Bylaw for the Prince Albert Rural Water Utility, be given first reading.

Carried Unanimously

Resolution No:
64/2024

11.1.2 Second Reading

Moved By: Mike Grassick

THAT Bylaw No. 5 of 2024, being a Corporate Bylaw for the Prince Albert Rural Water Utility, be given second reading.

Carried Unanimously

Resolution No:
65/2024

11.1.3 Third Reading

Moved By: Guy St. Hilaire

THAT Bylaw No. 5 of 2024, being a Corporate Bylaw for the Prince Albert Rural Water Utility, be considered for a third reading at this meeting.

Carried Unanimously

Resolution No:
66/2024

11.1.4 Adoption

Moved By: Richard Wilson

THAT Bylaw No. 5 of 2024, being a Corporate Bylaw for the Prince Albert Rural Water Utility, be read three times and adopted.

Carried Unanimously

12. Policies

Resolution No:
67/2024

12.1 06.21 - Personal Communication Device Policy

Moved By: Donovan Brule

THAT Council agrees to amend Policy P-06.21 Personal Communication Device, from \$35.00/month to \$50.00/month, to be enacted immediately.

Carried Unanimously

13. Planning Officer Report

Resolution No:
68/2024

13.1 Bylaw 2 of 2024 - Zoning Bylaw Amendment - Second Reading

Moved By: Robin Fremont

That Bylaw No. 2 of 2024, being a Bylaw Respecting Zoning, be given Second Reading.

Carried Unanimously

Resolution No:
69/2024

13.2 Bylaw 3 of 2024 Zoning Amendment - Second Reading

Moved By: Donovan Brule

That Bylaw No. 3 of 2024, being a Zoning Bylaw, be given Second Reading.

Carried Unanimously

Resolution No:
70/2024

13.3 Subdivision - NW 03-47-25-W2

Moved By: Mike Grassick

THAT the application by Allan and Bonnie Novotny to subdivide a 5.74 ha parcel off NW-31-47-25-W2M, be denied pursuant to Section 4.4.3 of the Prince Albert Planning District Official Community Plan 2018, due to the parcel being zoned as Highway Commercial and there is currently 1 parcel subdivided off the quarter.

Carried Unanimously

Resolution No:
71/2024

13.4 Subdivision - NE16-47-25-W2

Moved By: Guy St. Hilaire

THAT the application by Rose Buchanski and David Buchanski to subdivide a 6.06 ha parcel off NE-16-47-25-W2M, be approved pursuant to Section 4.4 of the Prince Albert Planning District Official Community Plan 2018 and Section 6.2 of the RM of Prince Albert Zoning Bylaw.

Carried Unanimously

Resolution No:
72/2024

14. Recess

Moved By: Donovan Brule

THAT we recess at 10:31 am.

Reeve Eric Schmalz called the meeting back to order at 10:53 am.

Carried Unanimously

Resolution No:
73/2024

15. Correspondence

Moved By: Tyler Hazelwood

THAT the following correspondence, be received, and filed.

Carried Unanimously

16. Delegation and Public Hearings

Resolution No:
74/2024

16.1 11:00 AM - Public Hearing - Bylaw 2 of 2024, Zoning Amendment - Open

Moved By: Eric Schmalz

THAT Council agrees to open the Public Hearing for Bylaw 2 of 2024 being a Zoning Amendment at 11:00 AM.

Carried Unanimously

Resolution No:
75/2024

16.2 Public Hearing - Bylaw 2 of 2024, Zoning Amendment - Close

Moved By: Donovan Brule

THAT Council agrees to close the Public Hearing for Bylaw 2 of 2024 being a Zoning Amendment at 11:05 AM.

Carried Unanimously

No one present

Resolution No:
76/2024

16.3 Bylaw 2 of 2024 - Zoning Bylaw Amendment - Third Reading

Moved By: Robin Fremont

THAT Bylaw No. 2 of 2024, being a Bylaw Respecting Zoning, be given third reading and adopted.

Carried Unanimously

Resolution No:
77/2024

16.4 Bylaw 2 of 2024 - Zoning Bylaw Amendment - Adoption

Moved By: Donovan Brule

THAT Bylaw No. 2 of 2024, being a zoning amendment, be read three times and adopted.

Carried Unanimously

Resolution No:
78/2024

17. 2024 RFQ - Oil

Moved By: Richard Wilson

THAT Council agrees to award the 2024 supply of Oil to Lake Country Co-op.

Carried

Councillor Hazelwood declared pecuniary interest.

Resolution No:
79/2024

18. 2024 Blades RFQ

Moved By: Guy St. Hilaire

THAT Council agrees to the award the 2024 supply of Grader Blades to Redhead Equipment.

Carried Unanimously

Resolution No:
80/2024

19. 2024 Culverts RFQ

Moved By: Mike Grassick

THAT Council agrees to award the 2024 supply of Culverts to Armtec

Carried Unanimously

Resolution No:
81/2024

20. 2024 Gasoline RFQ

Moved By: Donovan Brule

THAT Council agrees to award the 2024 supply pf Gasoline to Lake Country Co-op.

Carried

Councillor Hazelwood declared pecuniary interest.

Resolution No:
82/2024

21. 2024 Diesel RFQ

Moved By: Robin Fremont

THAT Council agrees to award the 2024 supply of Diesel to Lake Country Co-op.

Carried

Councillor Hazelwood declared pecuniary interest.

22. Reports

Resolution No:
83/2024

22.1 CAO Report

Moved By: Eric Schmalz

THAT the Chief Administrative Officer's verbal report be approved as presented.

Carried Unanimously

Resolution No:
84/2024

22.2 Assistant CAO Report

Moved By: Donovan Brule

THAT the Assistant Chief Administrative Officer's verbal report be approved as presented.

Carried Unanimously

Resolution No:
85/2024

22.2.1 Signing Application

Moved By: Tyler Hazelwood

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for "BYRNE ROAD", located at TWP480, RR 2243 on the left and right side of the Ministry's right of way.

Carried Unanimously

Resolution No: 22.2.2 Signing Application
86/2024

Moved By: Tyler Hazelwood

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for "GIVEN ROAD", located at TWP 480-RR 2242, on the left and right side of the Ministry's right of way.

Carried Unanimously

Councillor Fremont declared a conflict of interest, left chambers at 11:34 am, returned 11:36 am

Resolution No: 22.2.3 Signing Application
87/2024

Moved By: Richard Wilson

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for "FREMONT ROAD", located at TWP 474 between RR 2263-2265, on the left and right side of the Ministry's right of way.

Defeated

Resolution No: 22.3 Director of Public Works Report
88/2024

Moved By: Guy St. Hilaire

THAT the Director of Public Works verbal report be approved as presented.

Carried Unanimously

Reeve Eric Schmalz declared pecuniary interest and left Council Chambers 11:38 am, Councillor Wilson assumed Chair as Deputy Reeve. Reeve Schmalz entered Council Chambers at 11:48 am and reinstated Chair.

Resolution No: 22.3.1 Rock truck - Sensor and Delete
89/2024

Moved By: Richard Wilson

THAT Council agrees to the repairs of the Rock Truck in the amount of \$8,468.67.

Carried Unanimously

Resolution No: 22.3.2 2012 Kenworth - Def System Deletion
90/2024

Moved By: Donovan Brule

THAT Council agrees to the repairs of the Kenworth Truck in the amount of \$6,365.85.

Carried Unanimously

Resolution No: 22.3.3 Sub Contractor - Gravel Stock Pile
91/2024

Moved By: Richard Wilson

THAT Council agrees to hire SHELDON'S HAULING CORP in the amount of \$160.00/HR, for the purpose of stock piling gravel with a tractor trailer unit.

Carried Unanimously

Resolution No: 22.3.4 Applicator Spraying Course
92/2024

Moved By: Eric Schmalz

THAT Council agrees to the onsite training for the Applicator Spraying Course on April 8, 2024, in the quoted amount of \$750.00 per student and \$80.00 for manuals per student, plus applicable taxes - with a minimum of 10 students.

Carried

Resolution No:
93/2024

23. In Camera Session

Moved By: Richard Wilson

THAT the meeting proceed in camera at 12:21 pm, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters

Carried Unanimously

Resolution No:
94/2024

23.1 Out of Camera

Moved By: Richard Wilson

THAT Council returns to the regular scheduled agenda at 12:27 pm.

Carried Unanimously

24. Gravel RFQ

THAT Council agrees to have the Director of Public Works to RFQ for the 2024 Gravel supply

Tabled

Resolution No:
95/2024

25. Council Reports

Moved By: Donovan Brule

THAT the Councillor's verbal report be approved as presented.

Carried Unanimously

Resolution No:
96/2024

26. Lunch Recess

Moved By: Donovan Brule

THAT we recess for lunch at 1:20 pm.

Called back to order at 2:11 pm

Carried Unanimously

Resolution No:
97/2024

27. Council Indemnity

Moved By: Richard Wilson

THAT the Payroll Direct Deposit in the amount of \$7,561.50, which is made up of February's Council Indemnity be approved for payment.

Carried Unanimously

Resolution No:
98/2024

28. Adjournment

Moved By: Robin Fremont

THAT it being 2:15pm, we now adjourn.

Carried Unanimously

Eric Schmalz, Reeve

Rochelle Neff, Chief Administrative Officer