



# Rural Municipality of Prince Albert

## Meeting Minutes

September 11, 2023 - Regular Meeting of Council - 09:00 AM

Present: Eric Schmalz, Reeve

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

Absent: Michael Grassick, Division #1 Councillor

### 1. Call to Order

Reeve Eric Schmalz called the meeting to order at 9:05 am

Resolution No:  
306/2023

### 2. Agenda

That the agenda be approved as presented .

Carried

Resolution No:  
307/2023

### 3. Minutes

**Moved By:** Robin Fremont

That the regular meeting minutes of August 10th, 2023, be approved as presented.

Carried

Resolution No:  
308/2023

### 3.1 Resolution Corrections

**Moved By:** Tyler Hazelwood

That Council agrees to the Resolution corrections of 227/2023, 258/2023 and 265/2023 that should read:

227/2023: "That is being, 2:39 pm we now adjourn."

258/2023: "That Council agrees that Teresa Hanson has completed her 6 month probationary period and will be hired on a full time basis as the Director of Planning and Development."

265/2023: "That Council agrees that the Director of Planning and Development will have an annual salary of \$90,000.00."

Carried

Resolution No:  
309/2023

### 4. Financial Statement

**Moved By:** Richard Wilson

That the August Financial Statement be accepted as presented.

Carried

### 5. Accounts Payable

Resolution No:  
310/2023

### 5.1 List of Accounts for Approval

**Moved By:** Guy St. Hilaire

That the Accounts 14052 to 14120 in the amount of \$535,293.11, a list of which is attached and forms a part of these minutes, be approved for payment.

And that Council agrees to approve the payments to WSP, in the amount of \$2152.82, Cheq. #506 and Meridian Energy Service, in the amount of \$543.90, Cheq. #505, from the Gas Tax Account.

Carried

**Resolution No:**  
311/2023

**5.2 Payroll Direct Deposit**

**Moved By:** Donovan Brule

That the Payroll Direct Deposit in the amount of \$88,233.29 which is made up of August's Office and Public Works Net Payroll, be approved for payment.

Carried

**Resolution No:**  
312/2023

**5.3 MEPP Electronic Transfer**

**Moved By:** Eric Schmalz

That the Electronic Transfer to Municipal Employee Pension Plan for the month of August in the amount of \$22,962.10, be approved for payment.

Carried

**Resolution No:**  
313/2023

**5.4 Victoria Hospital - Internal Transfer**

**Moved By:** Tyler Hazelwood

That Council agrees to the 2023 budgeted, internal transfer of \$50,000.00 from the Operating Account to the Victoria Hospital Account.

Carried

**Resolution No:**  
314/2023

**5.5 New Building Expenses**

**Moved By:** Donovan Brule

That Council agrees to the internal transfer of \$131,755.30 from the Shop Account to the Operating Account, made up of \$91,527.30 for the final Progress Payment #20 paid to RNF Ventures and \$40,228.00 paid to Robb Kullman Engineering LLP.

Carried

**Resolution No:**  
315/2023

**6. In Camera Session**

**Moved By:** Eric Schmalz

That the meeting proceed in camera at 9:26 am, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters

Carried

**Resolution No:**  
316/2023

**6.1 Out of Camera**

**Moved By:** Guy St. Hilaire

That Council returns to the regular scheduled agenda at 9:53 am

Carried Unanimously

**7. New Business**

**Resolution No:**  
317/2023

**7.1 Letters of Recommendation**

**Moved By:** Eric Schmalz

That Council agrees to the Letters of Recommendation to RNF Ventures and Procurement Specialist, Jessica Terlesky, and that a performance bonus of \$2000.00 be given to Jessica Terlesky.

Carried

**Resolution No:**  
318/2023

**7.2 2023 SEPA**

**Moved By:** Richard Wilson

That Council agrees to become corporate members of SEPA, and send Tyler Hazelwood, Robin Fremont to the 2023 Saskatchewan Emergency Planners Association Conference, Monday November 20th to November 23rd, 2023.

Carried

**Resolution No:**  
319/2023

**7.3 Ontario Flag and Pole**

**Moved By:** Eric Schmalz

That Council agrees to the quote provided by Ontario Flag and Pole, in the amount of \$2964.67.

Carried

**Resolution No:**  
320/2023

**7.4 Lake Country Co-op**

**Moved By:** Robin Fremont

That Council agrees to increase the RM's credit limit with CO-OP from, \$5,000.00 to \$88,500.00 as per the recommendation from Lake Country's credit department due to our consumption outpacing our current credit limit.

Carried

**Resolution No:**  
321/2023

**7.5 Gola - Road Naming Request**

**Moved By:** Tyler Hazelwood

That Council agrees the request to name the road located at Highway 302 East and RR. 2255 to "Arabelle Road."

Carried

**Resolution No:**  
322/2023

**8. Bylaw Enforcement - OTR**

**Moved By:** Tyler Hazelwood

That Council agrees to extend the OTR on Roll #1692, and that we continue to monitor and do another inspection in the Spring and Summer of 2024.

Carried

**Resolution No:**  
323/2023

**9. Recess**

**Moved By:** Donovan Brule

That we recess at 10:24 am.

Reeve Eric Schmalz called the meeting back to order at 11:00 am

Carried

**10. Delegations/Public Hearing**

**Resolution No:**  
324/2023

**10.1 11:00 AM - Public Hearing - Bylaw 10 of 2023 - Zoning Bylaw - Open**

**Moved By:** Robin Fremont

That Council agrees to open the Public Hearing for Bylaw 10 of 2023 a Zoning Amendment at 11:00am.

Carried

**Resolution No:**  
325/2023

**10.2 Public Hearing - Bylaw 10 of 2023 - Zoning Bylaw - Close**

**Moved By:** Robin Fremont

That Council agrees to close the Public Hearing for Bylaw 10 of 2023 a Zoning Amendment at 11:04 am

Carried

No one in attendance

**11. Planning and Development**

**Resolution No:**  
326/2023

**11.1 Bylaw 10 of 2023 Zoning Amendment - Second Reading**

**Moved By:** Richard Wilson

That Bylaw No. 10 of 2023, being a Zoning Bylaw, be given Second Reading.

Carried

**Resolution No:**  
327/2023

**11.2 Bylaw 10 of 2023 Zoning Amendment - Third Reading and Adopted**

**Moved By:** Robin Fremont

That Bylaw No. 10 of 2023, being a Zoning Bylaw, be read a Third time and adopted

Carried

**Resolution No:**  
328/2023

**12. Lunch Recess**

**Moved By:** Donovan Brule

That we recess for lunch at 12:26 pm.

Called back to order at 1:28 pm

Carried

**Resolution No:** 329/2023      **13. Correspondence**

**Moved By:** Donovan Brule

That the following correspondence, be received, and filed.

Carried

**Resolution No:** 330/2023      **14. Council Indemnity**

**Moved By:** Robin Fremont

That the Payroll Direct Deposit in the amount of \$8,368.50, which is made up of August Council Indemnity be approved for payment.

Carried

**15. Reports**

**Resolution No:** 331/2023      **15.1 CAO Report**

**Moved By:** Donovan Brule

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

Carried

**Resolution No:** 332/2023      **15.1.1 Travel Allowance**

**Moved By:** Guy St. Hilaire

That Council agrees to pay S. Jasnoch \$385.00, for travel expenses, for the months of April to September 15th, 2023, to be paid with the September mid-month payroll.

Carried

**Resolution No:** 333/2023      **15.1.2 Motion #446/2017 #395/2020 - Rescind**

**Moved By:** Tyler Hazelwood

That Council agrees to rescind motions #446/2017 and #395/2020 - Administration Travel Allowance.

Carried

**Resolution No:** 334/2023      **15.2 Assistant CAO Report**

**Moved By:** Guy St. Hilaire

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

Carried

**Resolution No:** 335/2023      **15.3 Director of Public Works Report**

**Moved By:** Donovan Brule

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

Carried

**Resolution No:** 336/2023      **15.3.1 Signage Request**

**Moved By:** Tyler Hazelwood

That Council agree to the request for signage "Caution Watch for Children" located at SW 13-24-48 W2 - TWP 482 and RR 2241.

Carried

**Resolution No:** 337/2023      **15.4 Council Reports**

**Moved By:** Richard Wilson

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

Carried

**Resolution No:** 338/2023      **16. Adjournment**

That it being 2:47 pm, we now adjourn.

Carried

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**Eric Schmalz, Reeve**

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**Rochelle Neff, Chief Administrative Officer**