



Rural Municipality of Prince Albert

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

Meeting Minutes

June 12, 2025 - 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

Delegations:

Public Hearings:

1:00 PM Commercial Greenhouse - Discretionary Use

1:10 PM Machine Shops and Metal Fabricators - Discretionary Use

1. Call to Order

Reeve Tyrel Tait called the meeting to order at 9:09 am.

Resolution No:
209/2025

2. Agenda

Moved By: Mike Grassick

THAT the agenda be approved as amended.

Additions:

10.4 PARWU - Transfer Request

10.5 SGI Letter of Request - Interest

10.6 Roads and Streets

Deletion:

11.1 - 2025 Budget

12 - Bylaws

Carried Unanimously

3. Conflict of Interest

4. Minutes

Resolution No:
210/2025

4.1 Regular Meeting Minutes - May 8, 2025

Moved By: Robin Fremont

THAT the Regular Meeting Minutes of May 8th, 2025 be approved as presented.

Carried Unanimously

Resolution No:
211/2025

4.2 Special Meeting Minutes - May 29, 2025

Moved By: Richard Wilson

THAT the Special Meeting Minutes of May 29th, 2025 be approved as presented.

Carried Unanimously

5. Business Arising from Minutes

Resolution No:
212/2025

6. In Camera Session

Moved By: Donovan Brule

THAT the meeting proceed in camera at 9:17 am, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters.

Carried Unanimously

Rochelle Neff, Karri Willick, Teresa Hanson & DJ Harris left Council Chambers at 9:17 am.

THAT Council returns to the regular scheduled agenda at 9:45 am.

Rochelle Neff, CAO entered Council Chambers at 9:47 am.

Resolution No:
213/2025

7. In Camera Session

Moved By: Tyler Hazelwood

THAT the meeting proceed in camera at 9:48 am, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters.

Carried Unanimously

THAT Council returns to the regular scheduled agenda at 10:09 am.

Karri Willick, Teresa Hanson & DJ Harris returned to Council Chambers at 10:10 am.

Resolution No:
214/2025

8. Recess

Moved By: Donovan Brule

THAT we recess at 10:10 am.

Carried Unanimously

Reeve Tyrel Tait called the meeting back to order at 10:24 am.
Councillor Hazelwood entered Council Chambers at 10:24 am.

Resolution No:
215/2025

9. Financial Statement

Moved By: Donovan Brule

THAT the April and May Financial Statements be accepted as presented.

Carried Unanimously

10. Accounts Payable

Resolution No:
216/2025

10.1 List of Accounts for Approval

Moved By: Mike Grassick

THAT the Accounts 15410 to 15469 in the amount of \$215,022.05, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No:
217/2025

10.2 MEPP Electronic Transfer

Moved By: Donovan Brule

THAT the Electronic Transfer to Municipal Employee Pension Plan for the month of May in the amount of \$23,709.58 be approved for payment.

Carried Unanimously

Resolution No:
218/2025

10.3 Payroll Direct Deposit

Moved By: Robin Fremont

THAT the Payroll Direct Deposit in the amount of \$83,890.12 which is made up of May's Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

11. New Business

Resolution No:
219/2025

11.1 Municipal Heritage Designation

Moved By: Mike Grassick

THAT Council agrees to serve notice on the intent to pass a bylaw pursuant to the provisions of *The Heritage Property Act*, to designate a Municipal Heritage Property, known as:

The Steep Creek Community Church, Blk A Plan 101481308 Ext 99, SW18-49-22-W2M.

Carried Unanimously

Resolution No:
220/2025

11.2 PARWU - Transfer unpaid amounts to Tax Roll

Moved By: Robin Fremont

THAT Council agrees to transfer the amount of \$886.86 of outstanding water utility charges to Roll #1157, as requested by PARWU.

Carried Unanimously

Resolution No:
221/2025

11.3 Roads and Streets

Moved By: Robin Fremont

THAT Council agrees to name the service road from east of RR 2263 - TWP 475-480 up to Elevator Road as " Junction Drive".

Carried Unanimously

Resolution No:
222/2025

12. Correspondence

Moved By: Tyler Hazelwood

THAT the following correspondence, be received, and filed.

Carried Unanimously

Resolution No:
223/2025

13. Recess for Lunch

Moved By: Donovan Brule

THAT we recess for lunch at 11:52 am.

Carried Unanimously

Reeve Tyrel Tait called the meeting back to order at 12:57 pm.

14. Delegations and Public Hearings

Shelby Wagner, Darlene Peters, Marty Johnston, Tammy Folmer, & Gary Fremont entered Council Chambers at 1:00 pm.

Todd Chamberlain entered Council Chambers at 1:07 pm.

Resolution No:
224/2025

14.1 Discretionary Use Application - Commercial Greenhouse - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for a Discretionary Use Application for a Commercial Greenhouse as a Agriculturally Related Use on LSD 3-13-47-27-2 Ext 81, source quarter SW13-47-27-W2, by Nathaniel and Shelby Wagner at 12:58 pm.

Carried Unanimously

Resolution No:
225/2025

14.1.1 Discretionary Use Application - Commercial Greenhouse - Close

Moved By: Mike Grassick

THAT Council agrees to close the Public Hearing for a Discretionary Use Application for a Commercial Greenhouse as a Agriculturally Related Use on LSD 3-13-47-27-2 Ext 81, source quarter SW13-47-27-W2, by Nathaniel and Shelby Wagner at 1:04 pm.

Carried Unanimously

Resolution No:
226/2025

14.2 Discretionary Use Application - Machine Shop and Metal Fabricator - Open

Moved By: Guy St. Hilaire

THAT Council agrees to open the Public Hearing for a Discretionary Use Application for a Machine Shop and Metal Fabricator on LSD 13-17-48-25-2, source quarter NE17-48-25-W2, by Ryan Earing as a condition of purchase from Devin and Amber Panchuk at 1:14 pm.

Carried Unanimously

Resolution No:
227/2025

14.2.1 Discretionary Use Application - Machine Shop and Metal Fabricator - Close

Moved By: Richard Wilson

THAT Council agrees to close the Public Hearing for a Discretionary Use Application for a Machine Shop and Metal Fabricator on LSD 13-17-48-25-2, source quarter NE17-48-25-W2, by Ryan Earing as a condition of purchase from Devin and Amber Panchuk at 1:19 pm.

Carried Unanimously

Todd Chamberlain & Tammy Folmer left Council Chambers at 1:20 pm.
Shelby Wagner, Darlene Peters, Marty Johnston & Gary Fremont left Council Chambers at 1:37 pm.

Councillor St. Hilaire declared a conflict of interest & left Council Chambers at 1:58 pm & returned at 2:13 pm.

15. Planning Officer Report

Resolution No:
228/2025

15.1 Bylaw 12 of 2025 - District Official Community Plan Amendment

Moved By: Tyler Hazelwood

THAT Bylaw No. 12 of 2025, being a District Official Community Plan amendment, be given first reading.

Carried Unanimously

Resolution No:
229/2025

15.2 Bylaw 15 of 2025 - Zoning Amendment

Moved By: Robin Fremont

THAT Bylaw No. 15 of 2025, being a Zoning Bylaw Amendment, be given first reading.

Carried Unanimously

Resolution No:
230/2025

15.3 NW18-48-25-W2, Parcel BB Setback

Moved By: Tyler Hazelwood

THAT Council acknowledges and authorizes the detached accessory building to be less than

45 m to the center line of Sunshine Road on Blk/Par BB- Plan 101501749, source quarter NW18-48-25-W2, but further than the required 15 m to the property line.

Carried Unanimously

Resolution No:
231/2025

15.4 Extension for Dwelling Development on SW09-47-27-W2, Parcel B

Moved By: Donovan Brule

THAT Council approves an extension for Corey and Pamela Rowse of Blk/Par B-Plan 102036158 Ext, source quarter SW09-47-27-W2 to complete the development of their dwelling by December 31, 2026, instead of December 31, 2025, as stated in Resolution 179/2023.

Carried Unanimously

Resolution No:
232/2025

15.5 Saskatchewan Professional Planners Institute Annual Convention

Moved By: Tyrel Tait

THAT Council authorizes Teresa Hanson to attend the Saskatchewan Professional Planners Institute Annual Convention to be held in Regina, October 1 and 2nd. Out of pocket expenses to be paid by the Municipality.

Carried Unanimously

Resolution No:
233/2025

15.6 Discretionary Use Application - Commercial Greenhouse

Moved By: Donovan Brule

THAT the Council approves the Discretionary Use Application for a Commercial Greenhouse classified as an Agriculturally Related Use on LSD 3-13-47-27-2 Ext 81, Source Quarter SW13-47-27-W2, submitted by Nathaniel and Shelby Wagner. This approval is granted in accordance with Zoning Bylaw 3 of 2010, Section 3.7.2, subject to the following conditions:

- A Storm Water Management Plan must be submitted to confirm that the building location is above the 1:500 flood level. Any water must be contained on their property, and confirmation is required after the earthwork is completed to ensure it matches the approved plan.
- Approval from the Water Security Agency is required.
- Ministry of Highways requirement: the estimated traffic volumes (10-20 vehicles per day, May - June) provided by the applicant at this time does not trigger any additional traffic safety improvements. As a condition to this permit, should the development expand or experience increased traffic volumes, the applicant should expect to contribute to the cost of improving the safety of the intersection due to the increased traffic.

Carried Unanimously

Resolution No:
234/2025

15.7 Discretionary Use Application - Machine Shop and Metal Fabricator

Moved By: Tyler Hazelwood

THAT Council approves the Discretionary Use Application for a Machine Shop and Metal Fabricator on LSD 13-17-48-25-2, source quarter NE17-48-25-W2, by Ryan Earing as a condition of purchase from Devin and Amber Panchuk be approved as per Zoning Bylaw 3 of 2010, Section 3.7.2.

Carried Unanimously

Resolution No:
235/2025

16. Council Indemnity

Moved By: Robin Fremont

THAT the Payroll Direct Deposit in the amount of \$8,279.75, which is made up of June Council Indemnity be approved for payment.

Carried Unanimously

Resolution No:
236/2025

17. Adjournment

Moved By: Donovan Brule

THAT it being 3:54 pm, we now adjourn.

Carried Unanimously

Tyrel Tait, Reeve

Rochelle Neff, Chief Administrative Officer