



## Rural Municipality of Prince Albert

### Meeting Minutes

April 13, 2023 - Regular Meeting of Council - 09:00 AM

Present: Eric Schmalz, Reeve - Zoom attendance

Michael Grassick, Division #1 Councillor  
Tyler Hazelwood, Division #2 Councillor  
Guy St. Hilaire, Division #3, Councillor  
Richard Wilson, Division #4 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

Delegations: Tyler Kondra, WSP 1:00 pm  
Jason Duret & Kerry Vezeau, Auditors MNP 2:00 pm

**Resolution No:**  
104/2023

**1. Call to order**

**Moved By:** Mike Grassick

**Deputy Reeve Richard Wilson called the meeting to order at 9:05 am.**

Carried

**Resolution No:**  
105/2023

**2. Agenda**

**Moved By:** Donovan Brule

That the agenda be approved as amended to include 10.9 Sask Lotteries.

Carried

**Resolution No:**  
106/2023

**3. Minutes:**

**Moved By:** Mike Grassick

That the regular meeting minutes of March 9th, 2023, be approved as presented.

Carried

**Resolution No:**  
107/2023

**4. In Camera Session**

**Moved By:** Donovan Brule

That the meeting proceed in camera at 9:35 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:**  
108/2023

**4.1 Out of Camera**

**Moved By:** Guy St. Hilaire

That Council returns to the regular scheduled agenda at 9:48 am

Carried

**Resolution No:** 5. **Financial Statement**  
109/2023

**Moved By:** Mike Grassick

That the March Financial Statement be accepted as presented.

Carried

6. **Accounts Payable**

**Resolution No:** 6.1 **List of Accounts for Approval**  
110/2023

That the Accounts 13699 to 13757 in the amount of \$293,362.02, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried

**Resolution No:** 6.2 **Payroll Direct Deposit**  
111/2023

**Moved By:** Donovan Brule

That the Payroll Direct Deposit in the amount of \$36,632.80 which is made up of March's Office and Public Works Net Payroll, be approved for payment.

Carried

**Resolution No:** 6.3 **MEPP Electronic Transfer**  
112/2023

**Moved By:** Guy St. Hilaire

That the Electronic Transfer to Municipal Employee Pension Plan for the month of March in the amount of \$10,407.06, be approved for payment.

Carried

**Resolution No:** 6.4 **SMHI Electric Funds Transfer**  
113/2023

**Moved By:** Donovan Brule

That the Electronic Transfer to SMHI for the month of March in the amount of \$6.10, be approved for payment.

Carried

**Resolution No:** 6.5 **Essential Services Transfer**  
114/2023

**Moved By:** Donovan Brule

That Council agrees to transfer \$40,792.10 from the Operating account to the Essential Service account, to make up the difference from the 2022 levy.

Carried

**Resolution No:** 7. **Recess**  
115/2023

**Moved By:** Donovan Brule

That we Recess at 10:27 am

Deputy Reeve Richard Wilson called the meeting back to order at 10:46 am.

Carried

**Resolution No:**  
116/2023

**8. Refunds**

**Moved By:** Guy St. Hilaire

That Council agrees to the following refunds sent to the RM in error in the amounts of \$1,261.78 to A. Edwards and \$101.72 to K. Glass.

Carried

**Resolution No:**  
117/2023

**9. Dust Control**

**Moved By:** Tyler Hazelwood

That Council agrees that the 2023 supplier of dust control suppressant be awarded to Triple S Transport.

Carried

**Resolution No:**  
118/2023

**10. RM of St. Louis - Invoice/Letter**

**Moved By:** Mike Grassick

That Council agrees to remit the sum of \$6,267.27 to The Rural Municipality of St. Louis No. 431 for fire services on March 5th, 2023. Total payment sum includes a Mutual Aid payment of \$2,897.37 for services rendered by the Rural Municipality of Birch Hills.

Carried

**Resolution No:**  
119/2023

**11. Lunch Recess**

**Moved By:** Donovan Brule

That we recess for lunch at 12:00 pm.

Deputy Reeve Richard Wilson calls the meet back to order at 1:00 pm

Carried

**12. Delegations**

**12.1 1:00 PM - WSP - Procurement and Contract Management**

**Resolution No:**  
120/2023

**12.1.1 Russtan Road Construction Tender**

**Moved By:** Tyler Hazelwood

That Council agrees to the Tender bid from Cory Contracting for the 2023 Russtan Road construction.

Tyler Kondra, WSP, entered Council Chambers at 1:00 pm

Carried

**Resolution No:**  
121/2023

**12.1.2 Red Deer Hill Construction Tender**

**Moved By:** Donovan Brule

That Council agrees to the Tender bid from Thomcat Management Ltd. for the 2023 Red Deer Hill Road construction.

Tyler Kondra, WSP, left Council Chambers at 1:42 pm.

Carried

**12.2 2:00 PM - MNP - Audit**

**Resolution No:**  
122/2023

**12.2.1 Audited Financial Statement**

**Moved By:** Donovan Brule

That the 2022 Audited Financial Statements, be approved as presented.

Jason Duret and Kerry Vezeau, MNP, entered Council Chambers at 2:00 pm.  
Jason Duret and Kerry Vezeau, MNP, left Council Chambers at 2:28 pm.

Carried

**Resolution No:**  
123/2023

**13. Sask Sport**

**Moved By:** Tyler Hazelwood

That Council agrees to distribute the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation Community Grant totalling \$22,619.00 for the 2022/2023 Term to the following Groups:

- West Central Community Club \$3,400.00
- West PA 4H Club \$3,250.00
- Osbourne Rec Board \$4,734.50
- East Central School \$4,734.50
- Vintage Power Machines \$3,150.00
- PA Trail Riders \$3,350.00

Carried

Rochelle Neff, CAO declared Peculiarly Interest. Councillor St. Hilaire abstained from the vote.

**Resolution No:**  
124/2023

**14. Recess**

**Moved By:** Donovan Brule

That we recess at 3:12pm.

Deputy Reeve Richard Wilson called the meeting back to order at 3:30 pm

Carried

**15. Planning Officer Report**

**Resolution No:**  
125/2023

**15.1 3:30 PM - Public Hearing - Halcro Road West - Open**

**Moved By:** Donovan Brule

That Council agrees to open the **Halcro Road West - Road Closure** Public Hearing at 3:30pm.

Carried

**Resolution No:**  
126/2023

**15.1.1 3:30 PM - Public Hearing - Halcro Road West - Close**

**Moved By:** Guy St. Hilaire

That Council agrees to close the **Halcro Road West - Road Closure** Public Hearing at 3:40 pm.

Carried

**Resolution No:**  
127/2023

**15.2 3:40 PM - Public Hearing - Halcro Road East - Open**

**Moved By:** Tyler Hazelwood

That Council agrees to open the **Halcro Road East - Road Closure** Public Hearing at 3:40pm.

Carried

**Resolution No:**  
128/2023

**15.2.1 3:40 PM - Public Hearing - Halcro Road East - Close**

**Moved By:** Richard Wilson

That Council agrees to close the **Halcro Road East - Road Closure** Public Hearing at 3:50 pm.

Carried

**Resolution No:**  
129/2023

**15.3 Bylaw 2 of 2023 - Road Closure - Halcro Road West - 1st Reading**

**Moved By:** Donovan Brule

That Bylaw No. 2 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be given First Reading.

Carried

**Resolution No:**  
130/2023

**15.3.1 Bylaw 2 of 2023 - Road Closure - Halcro Road West 2nd Reading**

**Moved By:** Richard Wilson

That Bylaw No. 2 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be given Second Reading.

Carried

**Resolution No:**  
131/2023

**15.3.2 Bylaw 2 of 2023 - Road Closure - Halcro Road West - to be given Three Readings at this meeting**

**Moved By:** Mike Grassick

That Bylaw No. 2 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be given Three Readings at this meeting.

Carried

**Resolution No:**  
132/2023

**15.3.3 Bylaw 2 of 2023 - Road Closure - Halcro Road West - 3rd Reading and Adopted**

**Moved By:** Tyler Hazelwood

That Bylaw No. 2 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be read a third time and adopted.

Carried

**Resolution No:**  
133/2023

**15.3.4 Bylaw 2 of 2023 - Road Closure - Halcro Road West - Sign Land Sales Agreement with Landowners**

**Moved By:** Richard Wilson

That Council agrees to authorizes Teresa Hanson, Director of Planning and Development to excute the Land Sales Agreements with the adjacent landowner in accordance to Bylaw 2 of 2023 Road Closure - Halcro Road West, upon review from the RM Solicitor.

Carried

**Resolution No:**  
134/2022

**15.4 Bylaw 3 of 2023 - Road Closure - Halcro Road East - 1st Reading**

**Moved By:** Mike Grassick

That Bylaw No. 3 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be given First Reading.

Carried

**Resolution No:**  
135/2023

**15.4.1 Bylaw 3 of 2023 - Road Closure - Halcro Road East - 2nd Reading**

**Moved By:** Guy St. Hilaire

That Bylaw No. 3 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be given Second Reading.

Carried

**Resolution No:** 15.4.2 **Bylaw 3 of 2023 - Road Closure - Halcro Road East - To be given Three Readings at this meeting**  
136/2023

**Moved By:** Tyler Hazelwood

That Bylaw No. 2 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be given Three Readings at this meeting.

Carried

**Resolution No:** 15.4.3 **Bylaw 3 of 2023 - Road Closure - Halcro Road East - 3rd Reading and Adopted**  
137/2023

**Moved By:** Donovan Brule

That Bylaw No. 2 of 2023, being a Bylaw to provide for the closing and selling of a Municipal Road or Street, be read a third time and adopted.

Carried

**Resolution No:** 15.4.4 **Bylaw 3 of 2023 - Road Closure - Halcro Road East - Sign Land Sales Agreement with Landowners**  
138/2023

**Moved By:** Richard Wilson

That Council agrees to authorizes Teresa Hanson, Director of Planning and Development to excute the Land Sales Agreements with the adjacent landowner in accordance to Bylaw 3 of 2023 Road Closure - Halcro Road East, upon review from the RM Solicitor.

Carried

**Resolution No:** 15.5 **Adjacent Municipality Subdivision Referral - RM of Kinistino**  
139/2023

**Moved By:** Mike Grassick

That Council approves the application by the Ministry of Highways to subdivide and consolidate all of Parcel B, Plan 63PA11511 SW33-48-22-W2, near the Weldon Ferry. The application was made to erect a tower at the ferry crossing located in the RM of Kinistino No.459, this improvement will benefit the ratepayers in the RM of Prince Albert No. 461.

Carried

**Resolution No:** 15.6 **Bylaw 4 of 2023 - Building Bylaw - 1st Reading**  
140/2023

**Moved By:** Tyler Hazelwood

That Bylaw No. 4 of 2023, being a Bylaw Respecting Buildings, be given First Reading.

To include: "Occupancy Inspection" and "subject to annual review in Nov./Dec".

Carried

**Resolution No:** 15.6.1 **Bylaw 4 of 2023 - Building Bylaw - 2nd Reading**  
141/2023

**Moved By:** Guy St. Hilaire

That Bylaw No. 4 of 2023, being a Bylaw Respecting Buildings, be given Second Reading.

Carried

**Resolution No:** 15.6.2 Bylaw 4 of 2023 - Building Bylaw - To be given Three Readings at this meeting  
142/2023

**Moved By:** Tyler Hazelwood

That Bylaw No. 4 of 2023, being a Bylaw Respecting Buildings, be given Three Readings at this meeting.

Carried

**Resolution No:** 15.6.3 Bylaw 4 of 2023 - Building Bylaw - 3rd Reading and Adopted  
143/2023

**Moved By:** Richard Wilson

That Bylaw No. 4 of 2023, being a Bylaw Respecting Buildings, be read a third time and adopted.

Carried

## 16. New Business

**Resolution No:** 16.1 Donation  
144/2023

**Moved By:** Tyler Hazelwood

That Council agrees to donate \$500.00 to Agriculture in the Classroom Sask.

Carried

**Resolution No:** 16.2 North Central Saskatchewan Waste Management Corp  
145/2023

**Moved By:** Richard Wilson

That Council authorizes the following to attend the 2023 Annual General Meeting for North Central Saskatchewan Waste Management Corporation to take place April 27th, 2023, in Prince Albert, SK.

Appointed Voting Representative is: Tyler Hazelwood  
Non-voting: Rochelle Neff

Carried

Councillor Hazelwood abstained from the vote.

**Resolution No:** 17. Correspondence  
146/2023

**Moved By:** Donovan Brule

That the correspondence, be received, and filed.

Carried

**Resolution No:** 18. Council Indemnity  
147/2023

**Moved By:** Guy St. Hilaire

That the Payroll Direct Deposit in the amount of \$11,561.27, which is made up of March's Council Indemnity be approved for payment.

Carried

## 19. Bylaws/Resolutions

**Resolution No:** 19.1 Resolution Number 012/2023  
148/2023

**Moved By:** Mike Grassick

That council agrees to amend resolution number 012/2023 to read as follows:

That Council agrees to appoint NorSask Board Services and Panel Members Timothy Furlong, Glen Neuert, Kirby Fesser, Sabrina Saccucci and Secretary Michael Ligtermoet as the Municipal Board of Revisions for 2023.

Carried

**Resolution No:** 20. **RM Solicitor**  
149/2023

**Moved By:** Richard Wilson

That Council agrees to acquire the services of MLT Aikins, Solicitors.

Carried

**Resolution No:** 21. **Fuel Trailer**  
150/2023

**Moved By:** Richard Wilson

That Council agrees to purchase a fuel tank, def tank and lock box from Lake Country Co-op in the quoted amount of \$24,411.58, to replace the one that was stolen in 2020.

Carried

**Resolution No:** 22. **Reports**  
151/2023

**22.1 CAO Report**

**Moved By:** Donovan Brule

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

**Resolution No:** 22.2 **Director of Public Works Report**  
152/2023

**Moved By:** Donovan Brule

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

Carried

**Resolution No:** 22.3 **Councillor Report**  
153/2023

**Moved By:** Richard Wilson

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

Carried

**Resolution No:** 23. **Adjournment**  
154/2023

**Moved By:** Donovan Brule

That it being, 7:19 pm we now adjourn.

Carried