



Rural Municipality of Prince Albert

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

Meeting Minutes

January 11, 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 9:09 am

Resolution No:
1/2024

2. Agenda

Moved By: Mike Grassick

THAT the agenda be approved as amended.

Deletion:

Accounts Payable - 7.4 Internal Transfer Gas Tax

Addition:

Tax Enforcement - Title - 15

New Business - 17.9.1 2024 RMAA Membership

Correspondence - CPWA Annual Conference

Transfer of Custom Work

Carried Unanimously

Resolution No:
2/2024

3. Minutes

Moved By: Donovan Brule

THAT the regular meeting minutes of December 12, 2023, be approved as presented.

Carried Unanimously

Resolution No:
3/2024

4. Financial Statement

Moved By: Richard Wilson

THAT the December Financial Statement be accepted as presented.

Carried Unanimously

5. Accounts Payable

Resolution No:
4/2024

5.1 List of Accounts for Approval

Moved By: Guy St. Hilaire

THAT the Accounts 14346 to 14426 in the amount of \$1,225,820.72, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No: 5.2 **Payroll Direct Deposit**
5/2024

Moved By: Robin Fremont

THAT the Payroll Direct Deposit in the amount of \$49,300.00 which is made up of December's Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

Resolution No: 5.3 **MEPP Electronic Transfer**
6/2024

Moved By: Tyler Hazelwood

THAT the Electronic Transfer to Municipal Employee Pension Plan for the month of December in the amount of \$12,790.46, be approved for payment.

Carried Unanimously

Resolution No: 6. **GIL Cancellation**
7/2024

Moved By: Donovan Brule

THAT Council agrees to cancel the Grant in Lieu 2023 of taxes for:

Saskatchewan Penitentiary: Roll# 2294 - \$19,792.11
Roll# 2295 - \$ 75.25
Roll# 2300 - \$54,753.44
Roll# 3058 - \$ 357.67
Roll# 3059 - \$ 3909.68
Roll# 3060 - \$ 1126.52
Total - \$80,014.67

Carried Unanimously

Resolution No: 7. **Tax Overpayments**
8/2024

Moved By: Donovan Brule

THAT Council agrees to reimburse the following for overpayment in taxes:

Roll #1997 - \$1283.82 - Glass
Roll #2658 - \$ 200.00 - Trumier

Carried Unanimously

Resolution No: 8. **Account Write off**
9/2024

Moved By: Robin Fremont

THAT Council agrees to write off the amount in the "Halcro Road Account" in the amount of \$508.95, as this account has been closed and inactive since 2016.

Carried Unanimously

Resolution No: 9. **Grader Purchase Internal Transfer**
10/2024

Moved By: Richard Wilson

THAT Council agrees to the internal transfer for the purchase of the 2024 CAT Grader from the Grader Account in the amount of \$120,942.56 and the Equipment Replacement fund in the amount of \$249,975.44 to the Operating Account.

AND THAT the Grader Account be closed.

AND THAT the monthly transfer to the Equipment Replacement fund be increased to \$11,000.00/month.

Carried Unanimously

10. Planning Officer Report

Resolution No:
11/2024

10.1 Bylaw 1 of 2024 - Building Bylaw Amendment - First Reading

Moved By: Tyler Hazelwood

THAT Bylaw No. 1 of 2024, being a Bylaw Respecting Buildings, be given First Reading.

Carried Unanimously

Resolution No:
12/2024

10.2 Bylaw 1 of 2024 - Building Bylaw Amendment - Second Reading

Moved By: Robin Fremont

THAT Bylaw No. 1 of 2024, being a Bylaw Respecting Buildings, be given Second Reading.

Carried Unanimously

Resolution No:
13/2024

10.3 Bylaw 1 of 2024 - Building Bylaw Amendment - To be given Three Readings

Moved By: Mike Grassick

THAT Bylaw No. 1 of 2024, being a Bylaw Respecting Buildings, be given Three Readings at this meeting.

Carried Unanimously

Resolution No:
14/2024

10.4 Bylaw 1 of 2024 - Building Bylaw Amendment - Third Reading and Adopted

Moved By: Guy St. Hilaire

THAT Bylaw No. 1 of 2024, being a Bylaw Respecting Buildings, be read a Third time and adopted.

Carried Unanimously

Resolution No:
15/2024

10.5 Bylaw 2 of 2024 - Zoning Bylaw Amendment - First Reading

Moved By: Tyler Hazelwood

THAT Bylaw No. 2 of 2024, being a Bylaw Respecting Zoning, be given First Reading.

Carried Unanimously

Resolution No:
16/2024

10.6 Bylaw 3 of 2024 Zoning Amendment - First Reading

Moved By: Richard Wilson

THAT Bylaw No. 3 of 2024, being a Zoning Bylaw, be given First Reading.

Carried Unanimously

Resolution No:
17/2024

11. Recess

Moved By: Donovan Brule

THAT we recess at 10:43 am.

Reeve Eric Schmalz called the meeting back to order at 11:07 am

Carried Unanimously

12. Bylaws

Resolution No:
18/2024

12.1 First Reading

Moved By: Donovan Brule

THAT Bylaw No.4 of 2024, being a Bylaw to Regulate the Speed of Motor Vehicles, be given First Reading.

Carried Unanimously

Resolution No:
19/2024

12.2 Second Reading

Moved By: Robin Fremont

THAT Bylaw No.4 of 2024, being a Bylaw to Regulate the Speed of Motor Vehicles, be given Second Reading.

Carried Unanimously

Resolution No:
20/2024

12.3 Third Reading

Moved By: Mike Grassick

THAT Bylaw No.4 of 2024, being a Bylaw to Regulate the Speed of Motor Vehicles, be given Three Readings at this meeting.

Carried Unanimously

Resolution No:
21/2024

12.4 Adoption

Moved By: Tyler Hazelwood

THAT Bylaw No.4 of 2024, being a Bylaw to Regulate the Speed of Motor Vehicles, be read a Third time and adopted.

Carried Unanimously

13. New Business

Resolution No:
22/2024

13.1 Accounts Receivable - Outstanding Custom Work

Moved By: Guy St. Hilaire

THAT the following 2023 Accounts Receivable be transferred to the Tax Roll:

Owner No. 2058 - \$832.48
Owner No. 2178 - \$208.12
Owner No. 90 - \$472.01
Owner No. 735 - \$362.14
Owner No. 2205 - \$244.82

Carried Unanimously

Resolution No:
23/2024

13.2 2024 Auditor Appointment

Moved By: Eric Schmalz

THAT Council agrees to appoint MNP as the RM Auditors for 2024.

Carried Unanimously

Resolution No:
24/2024

13.3 2024 STARS Donation

Moved By: Richard Wilson

THAT Council agrees to donate \$10,000.00, on behalf of the RM of Prince Albert No. 461 residents and ratepayers, to the STARS Foundation for 2024.

Carried Unanimously

Resolution No: 13.4 **State of the City**
25/2024

Moved By: Eric Schmalz

THAT Council agrees to purchase a table to attend the 2024 State of the City Address in Prince Albert on February 1, 2024.

Carried Unanimously

Resolution No: 13.5 **Agriculture in the Classroom**
26/2024

Moved By: Richard Wilson

THAT Council agrees to donate \$500.00 to Agriculture in the Classroom Saskatchewan in their efforts to build a resilient agriculture future.

Carried Unanimously

Resolution No: 13.6 **Saskatchewan Safety Council - Safety Seminar**
27/2024

Moved By: Tyler Hazelwood

THAT Council agrees to register up to two individuals to attend the 51st Saskatchewan Safety Seminar in Saskatoon, February 6-8, 2024.

Carried Unanimously

Resolution No: 13.7 **2024 SARM MEMBERSHIP FEES**
28/2024

Moved By: Eric Schmalz

THAT Council agrees to pay the respective 2024 SARM Membership fees.

- Basic fee for all municipalities of \$1,575.00, and
- An assessment base fee calculation using a mill rate of 0.008253 and a 2022 assessment of 356,896,225 totalling the amount of \$2,945.38

Carried Unanimously

Resolution No: 13.8 **2024 RMAA Membership**
29/2024

Moved By: Robin Fremont

THAT Council agrees to pay the respective 2024 RMAA Membership Fees for Rochelle Neff and Karri Willick, in the amount of \$600.00.

Carried Unanimously

14. Fire Truck

Tabled

Resolution No: 15. **Tax Enforcement - Title**
30/2024

Moved By: Guy St. Hilaire

THAT TAXervice, on behalf of the R.M. of Prince Albert No. 461, be authorized to proceed under the Tax Enforcement Act to acquire title on or after January 11, 2024 for the following described land:

BLK/PAR A-PLAN 101783189 EXT 38, 113805738

Carried Unanimously

Resolution No:
31/2024

16. Council Indemnity - 2024

Moved By: Donovan Brule

THAT the rates for Indemnity and Supervision for the 2024 calendar year remain unchanged from the previous year and are as follows:

Retainer for all Council Members - \$400.00

Indemnity and Supervision (including special meetings) - \$250.00/day or \$30.00/hour; any meeting 4 hours and over shall be considered one day.

Reeve Supervision - \$400.00/day, maximum of 24 days annually; in the absence of the Reeve, the Deputy Reeve, or Council Designate Supervision to be \$400.00/day.

Mileage – \$0.75/km.

Communication Allowance (cellular, phone, fax) - \$50.00/month may be claimed.

Meal Allowance – actual costs, receipt must be submitted. The RM of Prince Albert will not reimburse for the purchase of spirit beverages.

Members at Large appointed to committees on behalf of the RM of Prince Albert receive remuneration as follows - \$30.00/hour indemnity and \$0.75/km mileage (if not paid by committee appointed to by Council).

Carried Unanimously

Resolution No:
32/2024

17. Correspondence

Moved By: Tyler Hazelwood

THAT the following correspondence, be received, and filed.

Carried Unanimously

Resolution No:
33/2024

18. Lunch Recess

Moved By: Donovan Brule

THAT we recess for lunch at 12:13 pm.

Called back to order at 1:13 pm

Carried Unanimously

19. Delegation and Public Hearings

Resolution No:
34/2023

19.1 2:00 PM - Discretionary Use Public Hearing - Bill's Electric City Ltd - Open

Moved By: Mike Grassick

THAT Council agrees to open the Public Hearing for the discretionary use application by Bill's Electric City Ltd at 2:00 PM.

Carried

No one present

Resolution No:
35/2024

19.1.1 Discretionary Use Public Hearing - Bill's Electric City - Close

Moved By: Richard Wilson

THAT Council agrees to close the Public Hearing for the discretionary use application by Bill's Electric City Ltd at 2:05 PM.

Carried

Resolution No:
36/2024

19.1.1.1 Discretionary Use Application - Bill's Electric

Moved By: Robin Fremont

THAT the discretionary use application by Bill's Electric City Ltd to develop a construction trade establishment on Blk/Par A-Plan BP1792 Ext 1; Source Quarter NW 03-48-26-W2M, be approved pursuant to Sections 14.2 of the RM of Prince Albert Zoning Bylaw 3 of 2010.

Carried

Resolution No:
37/2024

19.1.1.2 2:10 PM - Discretionary Use Public Hearing - Korycki Mechanical Inc - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for the discretionary use application by Korycki Mechanical Inc. at 2:10 PM.

Carried Unanimously

Norm Dupuis entered Council Chamber at 2:12 pm

Resolution No:
38/2024

19.1.1.3 Discretionary Use Public Hearing - Korycki Mechanical Inc - Close

Moved By: Richard Wilson

THAT Council agrees to close the Public Hearing for the discretionary use application by Korycki Mechanical Inc. at 2:22 PM.

Carried Unanimously

Resolution No:
39/2024

19.1.1.4 Discretionary Use Application - Korycki Mechanical Inc

Moved By: Mike Grassick

That the discretionary use application by Tayler and Kandace Korycki for a home based business on Lot 4-Blk/Par 1-Plan 00PA12628 Ext 0, NW-21-48-25-W2M, be approved pursuant to Sections 10.2 and 4.14.1 of the RM of Prince Albert Zoning Bylaw.

Defeated

Norm Dupuis left Council Chamber at 2:28 pm

20. Reports

Resolution No:
40/2024

20.1 CAO Report

Moved By: Mike Grassick

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

Carried Unanimously

Resolution No:
41/2024

20.1.1 On-Site Trainer

Moved By: Richard Wilson

THAT Council agrees to a \$1.50 wage increase for Public Works employee, Chris Delorme, to compensate his new title as On-Site Trainer.

Carried Unanimously

Resolution No:
42/2024

20.2 Director of Public Works Report

Moved By: Guy St. Hilaire

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

Carried Unanimously

Resolution No:
43/2024

20.2.1 Crop Damage- Russtan

Moved By: Tyler Hazelwood

THAT Council agrees to pay the Crop Damage on:

Russtan:

Duane Braaten, of SW 5-48-25-W2 the amount of \$1200.00
Les Mewis of SW-6-48-25-W2 the amount of \$200.00

Carried Unanimously

Resolution No:
44/2024

20.2.2 Crop Damage- Red deer Hill Rd

Moved By: Donovan Brule

THAT Council agrees to pay the Crop Damage on:

Red Deer Hill Road:

Sheldon Dowling of NW 21-46-27-W2 the amount of \$17,160.00
Terry Young of SW 24-46-27-W2 the amount of \$1000.00

Carried Unanimously

Resolution No:
45/2024

20.2.3 Stock Pile Agreement

Moved By: Donovan Brule

THAT Council agrees to a 1 year lease of 7.2 acres with Mike Ethier of NW-13-46-28-W2 to stock pile road crush at a rate of \$100.00/acre.

Carried Unanimously

Resolution No:
46/2024

20.3 Council Reports

Moved By: Donovan Brule

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

Carried Unanimously

Resolution No:
47/2024

21. Transfer Custom Work to Equipment Replacement Fund

Moved By: Richard Wilson

THAT Council agrees to the internal transfer of the 2023 Custom Work from the Operating Account to the Equipment Replacement Fund Account in the amount of \$47,334.58.

Carried Unanimously

Resolution No:
48/2024

22. Council Indemnity

Moved By: Tyler Hazelwood

THAT the Payroll Direct Deposit in the amount of \$5,951.25, which is made up of January's Council Indemnity be approved for payment.

Carried Unanimously

Resolution No:
49/2024

23. Adjournment

Moved By: Donovan Brule

That it being 3:34 pm, we now adjourn.

Carried Unanimously

Eric Schmalz, Reeve

Rochelle Neff, Chief Administrative Officer