



Rural Municipality of Prince Albert

Meeting Minutes

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

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

Delegations:

1. Call to order

Reeve Eric Schmalz called the meeting to order at 9:10 am.

2. Conflict of Interest

Resolution No:
241/2023

3. Agenda

Moved By: Donovan Brule

That the agenda be approved as amended to include;

7.1 Budget Amendment
16 Tender - Contractor Progress Payment

Carried Unanimously

4. Minutes

Resolution No:
242/2023

4.1 Regular Meeting Minutes

Moved By: Guy St. Hilaire

That the regular meeting minutes of June 14, 2023, be approved as presented.

Carried Unanimously

Resolution No:
243/2023

4.1.1 Special Meeting Minutes

Moved By: Robin Fremont

That the special meeting minutes of June 22, 2023, be approved as presented.

Carried Unanimously

Resolution No:
244/2023

5. Financial Statement

Moved By: Richard Wilson

That the June Financial Statement be accepted as presented.

Carried Unanimously

Resolution No:
245/2024

5.1 Budget Item

Moved By: Donovan Brule

That Council agrees to adjust the budget to include an increase the Planning Officer Salary by \$40,000.

Carried Unanimously

6. Accounts Payable

Resolution No:
246/2023

6.1 List of Accounts for Approval

Moved By: Robin Fremont

That the Accounts 13905 to 13996 in the amount of \$427,345.40, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No: 247/2023 **6.2 Payroll Direct Deposit**

Moved By: Richard Wilson

That the Payroll Direct Deposit in the amount of \$97,749.20 which is made up of June's Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

Resolution No: 248/2023 **6.3 MEPP Electronic Transfer**

Moved By: Tyler Hazelwood

That the Electronic Transfer to Municipal Employee Pension Plan for the month of June in the amount of \$24,623.32, be approved for payment.

Carried Unanimously

7. New Business

Resolution No: 249/2023 **7.1 Municipal Building Hours of Operation**

Moved By: Mike Grassick

That Council agrees that the hours of operation for the new Municipal Center, be set to 8 am to 4 pm, remaining open for lunch hour, Monday to Friday.

Carried Unanimously

Resolution No: 250/2023 **7.2 Procurement Quotes**

Moved By: Donovan Brule

That Council agrees to approve the procurement quote, for the new building, as presented.

Carried Unanimously

Resolution No: 251/2023 **7.3 Premier's Dinner**

Moved By: Tyler Hazelwood

That Council agrees to purchase a table of 8 to attend the Premier's Dinner, Thursday October 19th, 2023, in the amount of \$1600.00.

Carried Unanimously

Resolution No: 252/2023 **7.4 Tax Enforcement Fees**

Moved By: Robin Fremont

That Council agrees to add the Tax Enforcement fees from TaXervice, under s22(1) of The Tax Enforcement Act to roll number 3015 in the amount of \$416.85.

Carried Unanimously

Resolution No: 253/2023 **7.5 Director of Planning and Development**

Moved By: Eric Schmalz

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

Carried Unanimously

Resolution No: 254/2023 **8. Recess**

Moved By: Donovan Brule

That we Recess at 10:07 am

Reeve Eric Schmalz called the meeting back to order at 10:35 am.

Carried Unanimously

Resolution No: 255/2023 **9. Correspondence**

Moved By: Guy St. Hilaire

That the following correspondence, be received, and filed.

Carried Unanimously

10. Planning Officer Report

Resolution No:
256/2023

10.1 Bylaw 7 of 2023 - Building Bylaw Amendment - First Reading

Moved By: Eric Schmalz

That Bylaw No. 7 of 2023, being a Bylaw Respecting Buildings, be given First Reading.

Carried Unanimously

Resolution No:
257/2023

10.2 Bylaw 7 of 2023 - Building Bylaw Amendment - Second Reading

Moved By: Donovan Brule

That Bylaw No. 7 of 2023, being a Bylaw Respecting Buildings, be given Second Reading.

Carried Unanimously

Resolution No:
258/2023

10.3 Bylaw 7 of 2023 - Building Bylaw Amendment - To be given three reading at this meeting

Moved By: Tyler Hazelwood

That Bylaw No. 7 of 2023, being a Bylaw Respecting Buildings, be given Three Readings at this meeting.

Carried Unanimously

Resolution No:
259/2023

10.4 Bylaw 7 of 2023 - Building Bylaw Amendment - Third Reading and Adopted

Moved By: Mike Grassick

That Bylaw No. 7 of 2023, being a Bylaw Respecting Buildings, be read a third time and adopted.

Carried Unanimously

Resolution No:
260/2023

10.5 Director of Planning and Development

Moved By: Robin Fremont

That Council agrees that the Director of Planning and Development will have an annual salary of \$90,000.

Carried Unanimously

11. Bylaws/Resolutions

Resolution No:
261/2023

11.1 Amend Resolution No. 030/2023

Moved By: Eric Schmalz

That Council agrees to amend the minutes of January 12, 2023, Resolution #030/2023, to read "That Council agrees to forward the Boundary Alteration Agreement for 48th Street to the City of Prince Albert" due to a clerical error.

Carried Unanimously

Resolution No:
262/2023

11.2 Amend Resolution No. 223/2023

Moved By: Tyler Hazelwood

That Council agrees to amend resolution No. 223/2023 to read as follows:

That Council agrees purchase a 2023 F-350 XL Chassis Cab from Lakeland Ford in the amount of \$89,944.00, including extended warranty, plus applicable taxes to be paid from the Essential Service Fees Account, for the purpose of emergency services.

Carried Unanimously

12. Reports

Resolution No:
263/2023

12.1 CAO Report

Moved By: Donovan Brule

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

Carried Unanimously

Resolution No:
264/2023

12.2 Assistant CAO Report

Moved By: Tyler Hazelwood

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

Carried Unanimously

Resolution No: 12.3 **Director of Public Works Report**
265/2023

Moved By: Richard Wilson

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

Carried Unanimously

Resolution No: 12.4 **Lunch Recess**
266/2023

Moved By: Donovan Brule

Recess for lunch at 12:03 pm

Reeve Eric Schmalz calls the meeting back to order at 12:59 pm

Carried

Resolution No: 12.5 **Councillor Report**
267/2023

Moved By: Tyler Hazelwood

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

Carried

Resolution No: 13. **Council Indemnity**
268/2023

Moved By: Robin Fremont

That the Payroll Direct Deposit in the amount of \$7,740.25, which is made up of partial indemnity for May and June for Councillor Fremont, and July's Council Indemnity be approved for payment.

Carried

Resolution No: 14. **Road Tender - Contractor Payment**
269/2023

Moved By: Donovan Brule

That Council agrees to pay Cory Contacting in the amount of \$104,290.61 and Tom Cat Management in the amount of \$200,449.35 for the Tender Contracts on Russtan and Red Deer Hill Road Projects.

And that these funds are written on cheques #501 and #502 from the Gas Tax Account.

Carried

Resolution No: 15. **Adjournment**
270/2023

Moved By: Donovan Brule

That it being, 2:16 pm we now adjourn.

Carried

Eric Schmalz, Reeve

Rochelle Neff, Chief Administrative Officer