



Rural Municipality of Prince Albert

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

Meeting Minutes

June 13, 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
DJ. Harris, Director of Public Works

Absent: Teresa Hanson, Director of Planning and Development

Delegation:

10:00 AM - Ken Isbister

10:10 AM - Nicole Wright, Road Data

Public Hearings:

1:00 PM - Bylaw 8 of 2024, District Official Community Plan Amendment

1:10 PM - Bylaw 10 of 2024, Zoning Amendment

1:15 PM - SaskTel Tower, Discretionary Use

1:20 PM - Griffin Rental Suite, Discretionary Use

1. Call to order

Reeve Eric Schmalz called the meeting to order at 9:06 am.

Resolution No:
247/2024

2. Agenda

Moved By: Donovan Brule

THAT the agenda be approved as amended.

New Business: Addition

11.10 - Tax Overpayment

New Business: Deletion

9.4 - Municipal Shop - Scrubber

Carried Unanimously

3. Conflict of Interest

Councillor Brule declared a conflict of interest:

Director of Public Works Report - Power Harrow

Resolution No:
248/2024

4. Minutes:

Moved By: Robin Fremont

THAT the Regular Meeting Minutes of May 9th, 2024 and the Special Meeting Minutes of May 13th, 2024, be approved as presented.

Carried Unanimously

Resolution No: 5. **Financial Statement**
249/2024

Moved By: Richard Wilson

THAT the May Financial Statement and Bank Reconciliation be accepted as presented.

Carried Unanimously

Resolution No: 6. **Accounts Payable**
250/2024

6.1 **List of Accounts for Approval**

Moved By: Tyler Hazelwood

THAT the Accounts 14702 to 14770 in the amount of \$816,441.61, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No: 6.2 **Payroll Direct Deposit**
251/2024

Moved By: Guy St. Hilaire

THAT the Payroll Direct Deposit in the amount of \$85,803.31 which is made up of May Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

Resolution No: 6.3 **MEPP Electronic Transfer**
252/2024

Moved By: Eric Schmalz

THAT the Electronic Transfer to Municipal Employee Pension Plan for the month of May in the amount of \$23,852.84 be approved for payment.

Carried Unanimously

Resolution No: 7. **2024 Budget**
253/2024

Moved By: Mike Grassick

THAT the 2024 Municipal Operating and Capital Expenditure Budget be set as follows: 2024 Uniform Mill Rate remain the same as 2023, set at 6.55 and the following Mill Rate Factors that shall be applied to the uniform mill rate levied against all taxable property for municipal purposed:

Non-Arable – 0.9
Other Ag – 0.9
Residential – 1.5
Multi – 1.5
Com/Ind – 1.1
Railway – 1.1

AND THAT the 2024 Essential Service Fee increase to \$500.00.

Carried Unanimously

Resolution No: 7.1 **Bylaw No.12 of 2024 - Bylaw to establish the Mill Rate Factor**
254/2024

Moved By: Mike Grassick

THAT Bylaw No.12 of 2024, being a Bylaw to establish the Mill Rate Factor, be given first reading.

Carried Unanimously

Resolution No:
255/2024

7.2 Second Reading

Moved By: Robin Fremont

THAT Bylaw No.12 of 2024, being a Bylaw to establish the Mill Rate Factor, be given second reading.

Carried Unanimously

Resolution No:
256/2024

7.3 Third Reading

Moved By: Robin Fremont

THAT Bylaw No.12 of 2024 being a Bylaw to establish the Mill Rate Factor, be given three readings at this meeting.

Carried Unanimously

Resolution No:
257/2024

7.4 Adoption

Moved By: Tyler Hazelwood

THAT Bylaw No.12 of 2024, being a Bylaw to establish the Mill Rate Factor, be read a third time and adopted.

Carried Unanimously

Resolution No:
258/2024

7.5 Bylaw No.13 of 2024 - Bylaw to set the Essential Protective Service Fee

Moved By: Richard Wilson

THAT Bylaw No.13 of 2024, being a Bylaw to set the Essential Protective Service Fee, be given first reading.

Carried Unanimously

Resolution No:
259/2024

7.6 Second Reading

Moved By: Robin Fremont

THAT Bylaw No.13 of 2024, being a Bylaw to set the Essential Protective Service Fee, be given second reading.

Carried Unanimously

Resolution No:
260/2024

7.7 Third Reading

Moved By: Donovan Brule

THAT Bylaw No.13 of 2024 being a Bylaw to set the Essential Protective Service Fee, be given three readings at this meeting.

Carried Unanimously

Resolution No:
261/2024

7.8 Adoption

Moved By: Mike Grassick

THAT Bylaw No.13 of 2024, being a Bylaw to set the Essential Protective Service Fee, be read a third time and adopted.

Carried Unanimously

Resolution No:
262/2024

7.9 2024 Educational Property Tax Mill Rates

Moved By: Eric Schmalz

THAT Council acknowledge the 2024 confirmed education property tax mill rates as follows:

Agricultural Property	1.42 mills
Residential Property	4.54 mills
Commercial and Industrial Property	6.86 mills
Resource Property	9.88 mills

8. New Business

Resolution No:
263/2024

8.1 Fire Incident Report - Invoice

Moved By: Eric Schmalz

THAT Council agrees to pay the respective invoice to the RM of St. Louis in the amount of \$210.10, for fire services rendered on May 9th, 2024 in respect to the Muskoday Fire Threat Investigation.

Carried Unanimously

Resolution No:
264/2024

8.2 Essential Service Fee - Cancellation Request

Moved By: Guy St. Hilaire

THAT Council agrees to the following ESF cancellation as follows:

Roll Number: 1067

Carried Unanimously

Resolution No:
265/2024

8.3 Delegation

Moved By: Guy St. Hilaire

THAT the correspondence presented by Ken Isbister has been received by Council for review and consideration.

Carried Unanimously

Ken Isbister entered Council Chambers at 10:02 am and left Council Chambers at 10:08 am.

Resolution No:
266/2024

8.4 Office Closure

Moved By: Eric Schmalz

THAT Council agrees to close the Municipal Office and Shop Monday, July 1st, 2024, in recognition of Canada Day.

Carried Unanimously

Resolution No:
267/2024

8.5 Agricultural Health and Safety Network - Membership Request

Moved By: Donovan Brule

THAT Council agrees to the Membership Request of \$1500.00, for the purpose of providing agriculture occupational health and safety.

Carried

Resolution No:
268/2024

8.6 Tax Overpayment

Moved By: Mike Grassick

THAT Council agrees to reimburse the following for overpayment in taxes:
- Roll #1379-1390 - \$105.00 - Soloducha

Carried Unanimously

9. Policy Review

Resolution No:
269/2024

9.1 Sign Request Policy

Moved By: Tyler Hazelwood

THAT Council agrees to enact Policy 06.09 - Sign Request, effective immediately.

Carried Unanimously

Resolution No:
270/2024

9.2 Policy 01.15 - Hours of Work Policy

Moved By: Donovan Brule

THAT Council agrees to the amendments made to Policy 01.15 - Hours of Work.

Carried Unanimously

Resolution No:
271/2024

10. Correspondence

Moved By: Donovan Brule

THAT the following correspondence, a list of which is attached and forms a part of these minutes be received, and filed.

Carried Unanimously

11. Bylaws

Resolution No:
272/2024

11.1 Bylaw 11 of 2024 - A Bylaw to Dispense with the Mailing of Assessment Notices

Moved By: Robin Fremont

THAT Bylaw No.11 of 2024, being a Bylaw to Dispense with the Mailing of Assessment Notices, be given first reading.

Carried Unanimously

Resolution No:
273/2024

11.1.1 Second Reading

Moved By: Richard Wilson

THAT Bylaw No.11 of 2024, being a Bylaw to Dispense with the Mailing of Assessment Notices, be given second reading.

Carried Unanimously

Resolution No:
274/2024

11.1.2 Third Reading

Moved By: Tyler Hazelwood

THAT Bylaw No. 11 of 2024 being a Bylaw to Dispense with the Mailing of Assessment Notices, be given three readings at this meeting.

Resolution No:
275/2024

11.1.3 Adoption

Moved By: Mike Grassick

THAT Bylaw 11 of 2024, being a Bylaw to Dispense with the Mailing of Assessment Notices, be read a third time and adopted.

AND THAT Bylaw 5 of 2000 is hereby rescinded.

Carried Unanimously

Resolution No:
276/2024

11.2 Bylaw 14 of 2024 - A Bylaw to provide for the Extension of Time - Financial Statement - Due to a delay in receiving the Financial Statements from the Prince Albert Rural Water Utility

Moved By: Eric Schmalz

THAT Bylaw No.14 of 2024, being a Bylaw to provide for the Extension of Time - Financial Statement, be given first reading.

Carried Unanimously

Resolution No:
277/2024

11.2.1 Second Reading

Moved By: Guy St. Hilaire

THAT Bylaw No.14 of 2024, being a Bylaw to provide for the Extension of Time - Financial Statement, be given second reading.

Carried Unanimously

Resolution No:
278/2024

11.2.2 Third Reading

Moved By: Donovan Brule

THAT Bylaw No. 14 of 2024 being a Bylaw to provide for the Extension of Time - Financial Statement, be given three readings at this meeting.

Carried Unanimously

Resolution No:
279/2024

11.2.3 Adoption

Moved By: Richard Wilson

THAT Bylaw 14 of 2024, being a Bylaw to provide for the Extension of Time - Financial Statement, be read a third time and adopted.

Carried Unanimously

Resolution No:
280/2024

11.3 Bylaw 4 of 2024 - A Bylaw to Regulate the Speed of Motor Vehicles - Amendment

Moved By: Tyler Hazelwood

THAT Council agrees to the following amendement of Bylaw No.4 of 2024, being a Bylaw to Regulate the Speed of Motor Vehicles, as presented.

2. No person shall operate a motor vehicle at a greater speed than fifty (50) kilometers per hour on that portion of municipal roads described as follows:

TO READ: 2. No person shall operate a motor vehicle at a greater speed than eighty (80) kilometers per hour on that portion of municipal roads described as follows:

Carried Unanimously

Resolution No:
281/2024

12. Recess for Lunch

Moved By: Donovan Brule

THAT we recess for lunch at 12:03 pm.

Deputy Reeve, Richard Wilson called the meeting back to order at 1:00 pm.

Carried Unanimously

Reeve, Eric Schmalz left Council Chambers at 12:03 pm. Deputy Reeve, Richard Wilson assumed Chair.

13. Delegations and Public Hearings

13.1 Public Hearing - Bylaw 8 of 2024

Resolution No:
282/2024

13.1.1 Bylaw 8 of 2024 - DOCP Amendment - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for Bylaw 8 of 2024, being a District Official Community Plan amendment at 1:00 pm.

Carried Unanimously

No public present

Resolution No:
283/2024

13.1.2 Bylaw 8 of 2024 - DOCP Amendment - Close

Moved By: Donovan Brule

THAT Council agrees to close the Public Hearing for Bylaw 8 of 2024, being a District Official Community Plan amendment at 1:10 pm.

Carried Unanimously

13.2 Public Hearing - Bylaw 10 of 2024

Resolution No:
284/2024

13.2.1 Bylaw 10 of 2024 - Zoning Amendment - Open

Moved By: Mike Grassick

THAT Council agrees to open the Public Hearing for Bylaw 10 of 2024 being a Zoning Bylaw at 1:10 pm.

Carried Unanimously

No public present

Resolution No:
285/2024

13.2.2 Public Hearing - Bylaw 10 of 2024 - Zoning Bylaw - Close

Moved By: Robin Fremont

THAT Council agrees to close the Public Hearing for Bylaw 7 of 2024 being a Zoning Bylaw at 1:15 pm.

Carried Unanimously

13.3 Public Hearing - SaskTel, Communications Facility and Tower

Resolution No:
286/2024

13.3.1 SaskTel, Communications Facility and Tower - Open

Moved By: Robin Fremont

THAT Council agrees to open the Public Hearing for the SaskTel, Communications Facility and Tower, being a Discretionary Use application at 1:15 pm.

Carried Unanimously

No public present

Resolution No:
287/2024

13.3.2 SaskTel, Communications Facility and Tower - Closed

Moved By: Donovan Brule

THAT Council agrees to close the Public Hearing for the SaskTel, Communications Facility and Tower, being a Discretionary Use application at 1:20 pm.

Carried Unanimously

13.4 Public Hearing - Griffin - Rental Suite

Resolution No:
288/2024

13.4.1 Griffin, Rental Suite - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for the Griffin Rental Suite, being a Discretionary Use application at 1:20 pm.

Carried Unanimously

No public present

Resolution No:
289/2024

13.4.2 Griffin - Rental Suite - Close

Moved By: Mike Grassick

THAT Council agrees to close the Public Hearing for the Griffin Rental Suite, being a Discretionary Use application at 1:25 pm.

Carried Unanimously

Terry Wawro entered Council Chamber at 1:27 pm and left Council Chamber at 1:34 pm.

14. Planning Officer Report

14.1 Bylaw 8 of 2024 - DOCP Amendment

Resolution No:
290/2024

14.1.1 Bylaw 8 of 2024 - DOCP Amendment - Second Reading

Moved By: Mike Grassick

That the Prince Albert Planning District Official Community Plan (DOCP) Zoning Amendments, Bylaw 8 of 2024, be given Second Reading.

Carried Unanimously

Resolution No:
291/2024

14.1.2 Bylaw 8 of 2024 - DOCP Amendment - Third Reading and Adopted

Moved By: Tyler Hazelwood

That the Prince Albert Planning District Official Community Plan (DOCP) Zoning Amendments, Bylaw 8 of 2024, be read a third time and adopted

Carried Unanimously

14.2 Bylaw 10 of 2024 - Zoning Amendment

Resolution No:
292/2024

14.2.1 Bylaw 10 of 2024 - Zoning Amendment - Second Reading

Moved By: Robin Fremont

THAT Bylaw No. 10 of 2024, being a Zoning Bylaw, be given second reading

Carried Unanimously

Resolution No: 293/2024 **14.2.2 Bylaw 10 of 2024 - Zoning Amendment - Third Reading and Adopted**

Moved By: Donovan Brule

THAT Bylaw No. 10 of 2024, being a Zoning Bylaw, be read a third time and adopted

Carried Unanimously

Resolution No: 294/2024 **14.3 Discretionary Use Application - SaskTel, Tower**

Moved By: Donovan Brule

THAT the discretionary use application by SaskTel for a telecommunications facility and tower be approved under Section 6.2 of the Zoning Bylaw 3 of 2010.

Carried Unanimously

Resolution No: 295/2024 **14.4 Discretionary Use Application - Griffin, Rental Suite**

Moved By: Tyler Hazelwood

THAT the discretionary use application by Zachary Griffin for a rental suite be approved under Section 6.2 of the Zoning Bylaw 3 of 2010.

Carried Unanimously

15. Reports

Resolution No: 296/2024 **15.1 CAO Report**

Moved By: Robin Fremont

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

Carried Unanimously

Resolution No: 297/2024 **15.2 Assistant CAO Report**

Moved By: Mike Grassick

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

Carried Unanimously

Resolution No: 298/2024 **15.3 Director of Public Works Report**

Moved By: Tyler Hazelwood

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

Carried Unanimously

Resolution No: 299/2024 **16. Recess**

Moved By: Donovan Brule

THAT we recess at 2:53pm.

Deputy Reeve Richard Wilson called the meeting back to order at 3:08 pm.

Carried Unanimously

Resolution No: 300/2024 **17. Council Indemnity**

Moved By: Mike Grassick

THAT the Payroll Direct Deposit in the amount of \$6,972.25, which is made up of June Council Indemnity be approved for payment.

Carried Unanimously

Resolution No:
301/2024

18. Council Reports

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

Carried Unanimously

Assistant CAO, Karri Willick and Director of Public Works, DJ Harris left Council Chamber at 3:35 pm.

Resolution No:
302/2024

19. In Camera Session

Moved By: Robin Fremont

THAT the meeting proceed in camera at 3:35 pm, as per Section 16(1) of *The Local Authority Freedom of Information And Protection of Privacy Act* to discuss procedural matters

Deputy Reeve Richard Wilson calls the meeting back to Order at 4:02 pm.

Carried Unanimously

Resolution No:
303/2024

20. Adjournment

Moved By: Robin Fremont

THAT it being 4:04 pm, we now adjourn.

Eric Schmalz, Reeve

Rochelle Neff, Chief Administrative Officer