



Rural Municipality of Prince Albert

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

Meeting Minutes

March 7, 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
DJ. Harris, Director of Public Works
Teresa Hanson, Director of Planning and Development

Absent: Karri Willick, Assistant Chief Administrative Officer

Delegation, Ted Bear - 11 AM

1. Call to order

Reeve Eric Schmalz called the meeting to order at 9:00 am

Resolution No:
99/2024

2. Agenda

Moved By: Donovan Brule

THAT the agenda be approved as presented.

Carried Unanimously

3. Conflict of Interest

Reeve Schmalz declared a conflict of interest - Tandem Truck

Resolution No:
100/2024

4. Minutes:

Moved By: Mike Grassick

THAT the regular meeting minutes of February 8, 2024, be approved as presented.

Carried Unanimously

Resolution No:
101/2024

5. Financial Statement Seconded By: Richard Wilson

THAT the February Financial Statement be accepted as presented.

Carried Unanimously

6. Accounts Payable

Resolution No:
102/2024

6.1 List of Accounts for Approval

Moved By: Tyler Hazelwood

THAT the Accounts 14497 to 14560 in the amount of \$90,585.44, 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**
103/2024

Moved By: Robin Fremont

THAT the Payroll Direct Deposit in the amount of \$56,003.91 which is made up of February's Office and Public Works Net Payroll, be approved for payment.

Carried Unanimously

Resolution No: 6.3 **MEPP Electronic Transfer**
104/2024

Moved By: Eric Schmalz

THAT the Electronic Transfer to Municipal Employee Pension Plan for the month of February in the amount of \$15,561.52, be approved for payment.

Carried Unanimously

Resolution No: 6.4 **Account Write off**
105/2024

Moved By: Donovan Brule

THAT Council agrees to the following account write-offs as they are old GL accounts that have been inactive for a number of years and was a request made by the municipal auditor.

PST Payable Account - \$50.96
Hospital Liability Account - \$637.22
Due From PST Payable - \$83.40

Carried Unanimously

Resolution No: 6.5 **Municipal Reserve Transfer**
106/2024

Moved By: Guy St. Hilaire

THAT Council agrees to the internal transfer of the 2023 Municipal Reserve in the amount of \$26,500.00 from the Operating Account to the Municipal Reserve Account.

Carried Unanimously

Resolution No: 6.6 **Internal Transfer - Gas Tax**
107/2024

Moved By: Mike Grassick

THAT Council agrees to the internal transfer from the Gas Tax account to the Operating account in the amount of \$33,944.76, which is made up from expenses paid in 2023 prior to the Gas Tax account having cheques produced.

Carried Unanimously

7. New Business

Resolution No: 7.1 **Emergency Response Vehicle**
108/2024

Moved By: Richard Wilson

THAT Council agrees to contract Quest Fabrications (Pro-Tec) to design the new Fire Service Vehicle in the quoted amount of \$136,348.53, plus any alteration/modifications expenses, approved by the Council/Fire Committee.

AND THAT this expense be paid from the Essential Service Account.

Carried

Resolution No:
109/2024

7.2 Signing Application

Moved By: Robin Fremont

THAT Council agrees to submit an application to the Sask. Ministry of Highways to approve the installation of signage for "Sheldon Road", to be located TWP 465 RR 2265 on the left and right side of the Ministry's right of way.

Carried Unanimously

Resolution No:
110/2024

7.3 Tax Overpayment Seconded By: Robin Fremont

THAT Council agrees to reimburse the following for overpayment in taxes:
- Roll #926R - \$320.00 - Poulin

Carried Unanimously

Resolution No:
111/2024

7.4 Road Reconstruction - 48th Street

Moved By: Eric Schmalz

THAT Council agrees to contract WSP Engineers to reconstruct 48th Street.

Carried Unanimously

Resolution No:
112/2024

7.5 SASK Alert

Moved By: Richard Wilson

THAT Council agrees to authorize the following to represent the RM of Prince Albert for the purpose of applying and using/posting to SaskAlert.

NAME: Cheyenne De Oliveria

NAME: Karri Willick

NAME: Jason Volke

Carried Unanimously

Resolution No:
113/2024

7.6 OH&S Committee Chair

Moved By: Tyler Hazelwood

THAT Council agrees to retroactively compensate OH&S Chair, D. Dyck in the amount of \$6,394.54 for services rendered in 2022 and 2023.

Carried Unanimously

Resolution No:
114/2024

8. Tax Enforcement

Moved By: Donovan Brule

THAT TAXervice be authorized under s22(1) of The Tax Enforcement Act to commence proceedings to request title with respect to the following described lands:

Roll 47 - RL 11-45-27-2 EXT 113 and RL 11-45-27-2 EXT 72

Roll 1791 - SW 28-48-25-2 EXT 133 and NW 28-48-25-2 EXT 132

Roll 2348 - BLK/PAR L-PLAN 101814959 EXT 85

Roll 2350 - BLK/PAR H-PLAN 61PA02422 EXT 0

Roll 2378 - BLK/PAR A-PLAN 62PA05571 EXT 0

Carried Unanimously

Resolution No:
115/2024

9. Recess

Moved By: Donovan Brule

THAT we recess at 10:13 am.

Reeve Eric Schmalz called the meeting back to order at 10:29 am.

Carried Unanimously

10. Delegations and Public Hearings

Resolution No:
116/2024

10.1 Public Hearing - Bylaw 11 of 2023 - Zoning Bylaw - Open

Moved By: Richard Wilson

THAT Council agrees to open the Public Hearing for Bylaw 11 of 2023 being a Zoning Bylaw at 10:30 AM.

Carried Unanimously

Resolution No:
117/2024

10.2 Public Hearing - Bylaw 11 of 2023 - Zoning Bylaw - Close

Moved By: Robin Fremont

THAT Council agrees to close the Public Hearing for Bylaw 11 of 2023 being a Zoning Bylaw at 10:34 AM

Carried Unanimously

No public in attendance.

Resolution No:
118/2024

10.3 Public Hearing - Bylaw 12 of 2023 - Zoning Bylaw - Open

Moved By: Donovan Brule

THAT Council agrees to open the Public Hearing for Bylaw 12 of 2023 being a Zoning Bylaw at 10:35 AM.

Carried Unanimously

Resolution No:
119/2024

10.4 Public Hearing - Bylaw 12 of 2023 - Zoning Bylaw - Close

Moved By: Guy St. Hilaire

THAT Council agrees to close the Public Hearing for Bylaw 12 of 2023 being a Zoning Bylaw at 10:39 AM

Carried Unanimously

No public in attendance.

Resolution No:
120/2024

10.5 Public Hearing - Bylaw 2 of 2024 - Zoning Bylaw - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for Bylaw 2 of 2024 being a Zoning Bylaw at 10:40 AM.

Carried Unanimously

Resolution No:
121/2024

10.6 Public Hearing - Bylaw 2 of 2024 - Zoning Bylaw - Close

Moved By: Mike Grassick

THAT Council agrees to close the Public Hearing for Bylaw 2 of 2024 being a Zoning Bylaw at 10:44 AM

Carried Unanimously

No public in attendance.

Resolution No:
122/2024

10.7 Public Hearing - Bylaw 3 of 2024 - Zoning Bylaw - Open

Moved By: Richard Wilson

THAT Council agrees to open the Public Hearing for Bylaw 3 of 2024 being a Zoning Bylaw at 10:49 AM.

Carried Unanimously

Resolution No:
123/2024

10.8 Public Hearing - Bylaw 3 of 2024 - Zoning Bylaw - Close

Moved By: Robin Fremont

THAT Council agrees to close the Public Hearing for Bylaw 3 of 2024 being a Zoning Bylaw at 10:49 AM

Carried Unanimously

No public in attendance.

Resolution No:
124/2024

10.9 Public Hearing - Braaten Abattoir, Discretionary Use - Open

Moved By: Tyler Hazelwood

THAT Council agrees to open the Public Hearing for the Braaten Abattoir being a Discretionary Use application at 10:50 AM.

Carried Unanimously

Resolution No:
125/2024

10.10 Public Hearing - Braaten Abattoir, Discretionary Use - Close

Moved By: Guy St. Hilaire

THAT Council agrees to close the Public Hearing for the Braaten Abattoir being a Discretionary Use application at 11:00 AM

Carried Unanimously

10:50 AM - Lynn Walker, Diana Broker, Blaine Broker, Danica and Tanner Shultz, Duane Braaten, Curtis Braaten, Debbie Kunz, Ryley Folmer, and Amber Folmer entered the Council Chamber. 11:20 AM Lynn Walker, Diana Broker, Blaine Broker, Danica and Tanner Shultz, Duane Braaten, Curtis Braaten, Debbie Kunz, Ryley Folmer, and Amber Folmer left the Council Chamber.

Resolution No:
126/2024

11. Recess

Moved By: Donovan Brule

THAT we recess at 11:15 am

Reeve Eric Schmalz called the meeting back to order at 11:34 am.

Carried Unanimously

12. Planning Officer Report

Resolution No:
127/2024

12.1 Bylaw 11 of 2023 Zoning Amendment - Third Reading and Adopted

Moved By: Richard Wilson

THAT Bylaw No. 11 of 2023, being a Zoning Bylaw, be read a third time and adopted

Carried Unanimously

- Resolution No:** 128/2024 **12.2 Bylaw 12 of 2023 Zoning Amendment - Third Reading and Adopted**
- Moved By:** Robin Fremont
- THAT Bylaw No. 12 of 2023, being a Zoning Bylaw, be read a third time and adopted
- Carried Unanimously
- Resolution No:** 129/2024 **12.3 Bylaw 2 of 2024 - Zoning Bylaw Amendment - Third Reading and Adopted**
- Moved By:** Donovan Brule
- THAT Bylaw No. 2 of 2024, being a Bylaw Respecting Zoning, be read a third time and adopted.
- Carried Unanimously
- Resolution No:** 130/2024 **12.4 Bylaw 3 of 2024 Zoning Amendment - Third Reading and Adopted**
- Moved By:** Guy St. Hilaire
- THAT Bylaw No. 3 of 2024, being a Zoning Bylaw, be read a third time and adopted.
- Carried Unanimously
- 12.5 Delegation - Ted Bear - 11:35 am**
- Ted Bear entered Council Chamber at 11:35 am. Ted Bear left Council Chambers at 11:55 am.
- Resolution No:** 131/2024 **12.6 Bylaw 6 of 2024 - Road Closure, Halcro Road West - 1st Reading**
- Moved By:** Tyler Hazelwood
- THAT Bylaw No. 6 of 2024 being a Bylaw to provide for the closing and selling a Municipal Road or Street be given First Reading.
- Carried Unanimously
- Resolution No:** 132/2024 **12.7 Bylaw 6 of 2024 - Road Closure, Halcro Road West - 2nd Reading**
- Moved By:** Guy St. Hilaire
- THAT Bylaw No. 6 of 2024 being a Bylaw to provide for the closing and selling a Municipal Road or Street be given Second Reading.
- Carried Unanimously
- Resolution No:** 133/2024 **12.8 Bylaw 6 of 2024 - Road Closure, Halcro Road West - Be Given Three Readings at this meeting**
- Moved By:** Mike Grassick
- THAT Bylaw No. 6 of 2024 being a Bylaw to provide for the closing and selling a Municipal Road or Street be given Three Readings at this meeting.
- Carried Unanimously
- Resolution No:** 134/2024 **12.9 Bylaw 6 of 2024 - Road Closure, Halcro Road West - Third Reading and Adopted**
- Moved By:** Richard Wilson
- THAT Bylaw No. 6 of 2024 being a Bylaw to provide for the closing and selling a Municipal Road or Street be read a third time and adopted.
- Carried Unanimously

Resolution No:
135/2024

12.10 Lunch Recess

Moved By: Donovan Brule

THAT we recess for lunch at 12:11 pm.

Reeve Eric Schmalz called the meeting back to order at 1:15 pm.

Carried Unanimously

Resolution No:
136/2024

12.11 Subdivision - SE03-48-26-W2 Parcel G

Moved By: Mike Grassick

THAT the application by Prairie Wood Supplies to subdivide Parcel G of SE-03-48-26-W2M to consist of new Parcel H being 1.71 ha and the balance of Parcel G as 5.272 ha, be approved pursuant to Section 15.2 of the RM of Prince Albert Zoning Bylaw and Section 5.3 of the Prince Albert Planning District Official Community Plan.

As Municipal Reserve was paid previously therefore as stated under Section 183(E) of the Planning and Development Act it is not due.

The new parcel H is not being used as an animal stock yard, and is not considered an Intensive Livestock Operation.

Carried Unanimously

Resolution No:
137/2024

12.12 Subdivision - SE05-48-25-W2

Moved By: Tyler Hazelwood

THAT the application by Duane Braaten to subdivide a 6.06 ha parcel off SE-05-48-25-W2 be approved pursuant to Section 4.4 of the Prince Albert Planning District Official Community Plan 2018 and Section 6.2 the RM of Prince Albert Zoning Bylaw, subject to the Municipal Reserve requirement being addressed.

Carried

Resolution No:
138/2024

12.13 Subdivision - NE-31-47-26-W2

Moved By: Robin Fremont

THAT the application by Douglas Horner to subdivide a 4.04 ha parcel off NE-31-47-26-W2M, be approved pursuant to Section 4.4 of the Prince Albert Planning District Official Community Plan 2018 and Section 6.2 of the RM of Prince Albert Zoning Bylaw, subject to an agreement to develop an approach for the subdivision.

Carried Unanimously

12.14 Discretionary Use Application - Braaten Abattoir

THAT the discretionary use application by Duane and Leanne Braaten to operate an Abattoir as an agriculturally related commercial business on SW-05-48-25-W2, be approved per Section 6.2 of the RM of Prince Albert Zoning Bylaw 3 of 2010 and Section 3.4 in Prince Albert and District Official Community Plan Bylaw 11 of 2017.

Tabled

Resolution No:
139/2024

13. List of Accounts for Approval

Moved By: Robin Fremont

THAT the Accounts 14561 to 14568 in the amount of \$10,300.67, a list of which is attached and forms a part of these minutes, be approved for payment.

Carried Unanimously

Resolution No:
140/2024

14. Catalis

Moved By: Eric Schmalz

THAT Council agrees to the Catalis proposal for a new municipal website and app at the quoted annual amount of \$9,000.00 with the one time implementation fee of \$4,000.00.

Carried

15. Reports

Resolution No:
141/2024

15.1 CAO Report

Moved By: Donovan Brule

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

Carried Unanimously

Resolution No:
142/2024

15.2 4 way stop 48th Street & Phelps Drive

Moved By: Robin Fremont

THAT Council agrees to install a new 4 way stop at the intersections of 48th Street and Phelps Drive.

Carried Unanimously

Resolution No:
143/2024

15.3 Tandem Truck

Moved By: Robin Fremont

THAT Council agrees to purchase a 2001 International tandem truck from Schmalz Enterprises Inc. for the Sum of \$40000.00.

AND THAT the parts associated with the safety inspection will be at cost share of 50% each by both parties, the RM and Schmalz Enterprises Inc.

Carried

Reeve Schmalz declared pecuniary interest and left Council Chambers at 2:45pm. Deputy Reeve Richard Wilson assumed Chair. Reeve Schmalz returned to Council Chamber at 2:52 pm and assumed Chair.

Resolution No:
144/2024

15.4 2024 Crushed Gravel - Tender Award

Moved By: Mike Grassick

THAT Council award the tender bid for the 2024 crushed gravel supply to Ruszkowski Enterprise Ltd.

Carried Unanimously

Resolution No:
145/2024

15.5 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:
146/2024

16. Road J

Moved By: Eric Schmalz

THAT Council agrees to name Road J to "Dairy Road".

Carried

Resolution No:
147/2024

17. Council Reports

Moved By: Donovan Brule

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

Carried Unanimously

Resolution No:
148/2024

18. Correspondence

Moved By: Donovan Brule

THAT the following correspondence, be received, and filed.

Carried Unanimously

Resolution No:
149/2024

19. Council Indemnity

Moved By: Mike Grassick

THAT the Payroll Direct Deposit in the amount of \$6,566.00, which is made up of March's Council Indemnity be approved for payment.

AND THAT Councillor Grassick be retro paid from February's Indemnity \$67.50 for expenses, due to a clerical error.

Carried Unanimously

Resolution No:
150/2024

20. Adjournment

Moved By: Donovan Brule

THAT it being 4:36 pm, we now adjourn.

Carried Unanimously

Eric Schmalz, Reeve

Rochelle Neff, Chief Administrative Officer