

**RURAL MUNICIPALITY  
OF  
BRITANNIA No. 502**

**MINUTES OF THE REGULAR MEETING HELD  
April 24, 2013**

The Britannia Municipal Council convened their Regular Meeting in the Council Chambers of the Rural Municipality of Britannia Office, at 8:55 a.m. Wednesday, April 24, 2013 with Reeve John Light presiding.

**Present:** Reeve: John Light  
Councillors: Ed Noble  
Dale Forland  
Karen Simons  
Diann Tippe  
Dale Crush

Administrator: Darcy Olson

**Absent:** Councillors: Jim Collins

**Amend Minutes**

206-13 CRUSH – That the Minutes of the April 10, 2013 Regular Meeting of Council be amended as follows:

- Change Resolution #183-13 to read “*secondary*” instead of “*primary*”.

*CARRIED*

**Adopt Minutes**

207-13 NOBLE – That the Minutes of the April 10, 2013 Regular Meeting of Council be adopted as amended.

*CARRIED*

**Transfer into Reserves**

208-13 NOBLE – Whereas Husky Oil caused few pipeline closures for maintenance in 2012: *and*

- Whereas this increased the large truck traffic on the Municipal Road System which caused deterioration of a significant amount to said road system; *and*

- Whereas this also increased the amount of Concentrated Haul Revenue for the Municipality from the amount of product hauled on said roads;

Therefore, be it resolved that the Municipality transfer \$1,000,000.00 into reserves in the 2012 calendar year from the surplus Concentrated Haul revenue and designate for future road construction.

*CARRIED*

**Office Staffing**

209-13 SIMONS – That Council approve Sandi Tollestrup’s request to move into a part-time position and that her hourly wage be set at \$26.52/hour.

*CARRIED*

*Councillor Simons left Council Chambers at 10:00 a.m.*

**Fuel Tank Relocation**

210-13 TIPPE – That the Municipality approve Northwest School Division’s fuel tank relocation proposal to install two new tanks in a secure enclosure on Parcel #130611507, in the Hamlet of Hillmond, for the purpose of filling school buses.

*CARRIED*

*Councillor Simons returned to Council Chambers at 10:02 a.m.*

*Delegation Colin Lefebvre, of Pasquia Oilfield Services Ltd., met with Council from 10:02 – 10:15 a.m. to discuss his Building & Development application to construct a shop on NE 36-50-28-W3.*

**NE 36-50-28-W3****Development Permit**

211-13

CRUSH – That the Application for Development Permit of the Pasquia Oilfield Services Ltd. to construct a home and shop with living quarters on Parcel C, Plan #102079223 Ext. 0 be approved, subject to the following conditions:

- A caveat, which would restrict the sale of the property until the house is substantively complete and living accommodations are removed from the shop facility, must be registered against the title at the cost of the proponent.
- Approval must be obtained from K.L. Inspections Services Ltd.
- Spacial separation requirements must meet the National Building Code.
  - Buildings must maintain the following minimum setbacks:
    - 7.6 metres from the internal subdivision road;
    - 45 metres from municipal grid roads, main farm access roads, and provincial highways or a greater distance as required by the Ministry of Highways and Infrastructure;
  - Residential setbacks as per guide enclosed with the building application.

**For: Light, Noble, Simons, Tippe, Crush**

**Against: Forland**

*CARRIED*

*Council recessed for a coffee break from 10:20 – 10:40 a.m.*

**SE 25-50-28-W3****Development & Building Permits**

212-13

FORLAND – That the Applications for Development & Building Permits of James and Sharon Sargeant to construct a 1416 sq. ft. home on Lot 1/Blk. 1, Plan #101885003 Ext. 0 be approved, subject to the following conditions:

- Approval must be obtained from K.L. Inspections Services Ltd.
- Spacial separation requirements must meet the National Building Code.
- Buildings must maintain the following minimum setbacks:
  - 7.6 metres from the internal subdivision road;
  - 45 metres from municipal grid roads, main farm access roads, and provincial highways or a greater distance as required by the Ministry of Highways and Infrastructure;
- Residential setbacks as per guide enclosed with the building application.

However, the request for an additional approach onto Grid #774 is denied.

*CARRIED*

**SE 25-50-28-W3****Development & Building Permits**

213-13

TIPPE – That the Applications for Development & Building Permits of Randy Waldorf to construct a 1952 sq. ft. home on Lots 5 & 6/Blk. 4 (parcels tied), Plan #81B07244 Ext. 0 be approved, subject to the following conditions:

- Approval must be obtained from K.L. Inspections Services Ltd.
- Spacial separation requirements must meet the National Building Code.
- Buildings must maintain the following minimum setbacks:
  - 7.6 metres from the internal subdivision road;
  - 45 metres from municipal grid roads, main farm access roads, and provincial highways or a greater distance as required by the Ministry of Highways and Infrastructure;
- Residential setbacks as per guide enclosed with the building application.

*CARRIED*

*Delegation Paul Norman of Canadian Natural Resources Ltd. met with Council from 10:50 – 11:00 a.m. to discuss approaches to two wellsites located at 1 & 8-29-51-W3.*

**SW 24-51-27-W3****Development & Building Permits**

214-13

CRUSH – That the Applications for Development & Building Permits of Hoegl Livestock Ltd. to construct a 60' x 64' pole frame barn on SW 24-51-27-W3, Ext. 1 be approved, subject to the following conditions:

- Spacial separation requirements must meet the National Building Code.
- Buildings must maintain the following minimum setbacks:
  - 7.6 metres from the internal subdivision road;
  - 45 metres from municipal grid roads, main farm access roads, and provincial highways or a greater distance as required by the Ministry of Highways and Infrastructure;
- Residential setbacks as per guide enclosed with the building application.

*CARRIED*

**SW 36-51-27-W3****Development Permit**

215-13 CRUSH – That the Application for a Building Permit of Curtis Wack to construct a 1369 sq. ft. home with attached garage w/living quarters above on SW 36-51-27-W3 be tabled until the next Regular Meeting of Council.

**For: Light, Forland, Simons, Tippe, Crush**

**Against: Noble**

*CARRIED*

**NW 01-50-25-W3****Notification of Wellsite**

216-13 NOBLE – That the Municipality acknowledges notification of a Baytex Energy Ltd. (Baytex) wellsite at 2C13-1-1B13-12-50-25-W3 and that Baytex be notified of the \$15,000/wellsite contribution to road improvements.

**For: Noble, Simons, Tippe, Crush**

**Against: Light, Forland**

*CARRIED*

**NE 28-50-26-W3****Notification of Wellsite**

217-13 FORLAND – That the Municipality acknowledges notification of a Husky Oil Operations Ltd. (Husky) wellsite at B10-28-50-26-W3 and that Husky be notified of the \$15,000/wellsite contribution to road improvements.

*CARRIED*

**SW 14-51-26-W3****Notification of Wellsite**

218-13 FORLAND – That the Municipality acknowledges notification of a Bonavista Energy Corporation (Bonavista) wellsite at A5-14-51-26-W3 and that Bonavista be notified of the \$15,000/wellsite contribution to road improvements.

*CARRIED*

**SE 11-52-25-W3****Pipeline Right-of-Way**

219-13 SIMONS – That the notification from Twin Butte Energy Ltd. for a pipeline right-of-way on the SE 11-52-25-W3 be tabled until the next Regular Meeting of Council.

*CARRIED*

**NE 12-50-26-W3****Utilize Approach**

220-13 FORLAND – That the request of Husky Oil Operations Ltd. (Husky) to utilize an existing approach for access to 3A10-12-2A10-12-50-26-W3 be approved, subject to the following conditions:

- Conditional to MOU for C2-12-50-26-W3 being signed and that approval letter for NE 12-50-26-W3 become an attachment of same MOU.
- The approach must be constructed to the R.M. of Britannia Minimum Approach Standard;
- No permanent structures of any kind shall be put within 150 feet from the center of the road allowance;
- The R.M. of Britannia No. 502 shall have the right to backslope if necessary for road construction purposes on the surface lease and shall not incur any additional costs as a result of the surface lease occupying the property;
- The R.M. of Britannia No. 502 shall have the right to acquire land covered by the lease to create additional right of way for road construction and/or maintenance purposes and shall not incur any additional costs in obtaining the right of way as a result of the lease occupying the property;
- Husky shall agree to indemnify and save harmless the R.M. of Britannia No. 502 from and against all loss, costs, charges, damages (including the R.M. of Britannia No. 502) and expenses which the R.M. of Britannia No. 502 may suffer or sustain as a result of the operations by Husky on the demised premises.

*CARRIED*

**SW 01-50-27-W3****Move Existing Approach**

221-13 SIMONS – That the request from Mr. Arnold Hartel to move his approach, for safety reasons, 300 ft. north of his existing approach be tabled until the next Regular Meeting of Council.

*CARRIED*

**NE 03-52-25-W3****Construct Approach / Drill Within Proximity**

- 222-13 SIMONS – That the request from Twin Butte Energy Ltd. to drill within proximity to a road allowance and construct an approach for access to 2A9-3-1A9A-3-52-25-W3 be tabled until the next Regular Meeting of Council.  
*CARRIED*

**SaskTel****NE 36-52-26-W3**

- 223-13 TIPPE – That the request of SaskTel to bury telephone cable in the NE 36-52-26-W3 and punch under road allowance be approved on the condition that the road allowance be treated as if it was a 150 ft. right-of-way.  
*CARRIED*

**NW 28-51-27-W3****Construct Approach**

- 224-13 CRUSH – That the request from Canadian Natural Resources Ltd. to construct an approach for access to C13-28-51-27-W3 be tabled until the next Regular Meeting of Council.  
*CARRIED*

**NE 29-51-27-W3****Construct Approach**

- 225-13 CRUSH – That the request from Canadian Natural Resources Ltd. to construct an approach for access to 3A16-29-2D9-28-51-27-W3 be tabled until the next Regular Meeting of Council.  
*CARRIED*

*Council recessed the meeting for a lunch break at 11:45 a.m. The meeting was called back to order at 1:00 p.m. with all in attendance including Foreman Dan Fedirko & Engineer Tom Gehlen.*

**SE 33-50-25-W3****Application to Subdivide**

- 226-13 NOBLE – That the Application to Subdivide one parcel by removing the parcel ties in the SE 33-50-25-W3, identified as Community Planning File #R0113-13S, be approved for Municipal purposes and recommended for approval by the Ministry of Municipal Affairs – Community Planning, subject to the following conditions:

- Applicant will be required to register a caveat, at their cost, against the title that would allow the R.M. to acquire, at no cost, 17 feet throughout the parcel adjacent to the East boundary for expansion of road right-of-way and access road allowance of 66 feet to balance of the quarter section on the north edge of southern slough in the event that the Municipality shall develop the undeveloped road allowance and abandon the current road.

**For: Light, Noble, Simons, Tippe, Crush**

**Against: Forland**

*CARRIED*

**Purchase Slough Pump**

- 227-13 TIPPE – That the Municipality purchase a slough pump at a cost of \$1,800.00 plus applicable taxes.  
*CARRIED*

**Range Road #3270**

- 228-13 TIPPE – That the Municipality instruct Clayton's Construction to spread the excess dirt from the road construction project on Range Road #3270, one mile south of Hwy #3, into the sloughs or place beside if the sloughs are too wet.  
**For: Light, Forland, Simons, Tippe, Crush**

**Against: Noble**

*CARRIED*

**Purchase Gravel Trailer**

- 229-13 FORLAND – That the Municipality offer Mr. Jonas Hoegl \$37,500, paid over a two year period, for the Arnie gravel trailer he is offering to sell the R.M.

**For: Light, Noble, Forland, Crush**

**Against: Simons, Tippe**

*CARRIED*

**Wage Review Committee**

- 230-13 SIMONS – That the Minutes of the April 16, 2013 Wage Review Committee, *attached hereto and forming a part of these minutes*, be accepted as presented and that all the recommendations of the committee be adopted. *CARRIED*

*Councillor Tippe left Council Chambers at 2:30 p.m.*

**Sask. Municipal Hail Insurance**

- 231-13 NOBLE – That the Municipality accept the List of Withdrawals from Saskatchewan Municipal Hail Insurance. *CARRIED*

**Hillmond 4H Beef Club**

- 232-13 SIMONS – That the Municipality donate \$40.00 to Hillmond 4H Beef Club. *CARRIED*

*Councillor Tippe returned to Council Chambers at 2:32 p.m.*

**Water Analysis Results**

- 233-13 NOBLE – That Council has reviewed the Water Analysis Results for the Hillmond and Greenstreet Treatment and Distribution Systems; and that they may be filed accordingly. *CARRIED*

**Sask. Crime Stoppers 2013 Levy**

- 234-13 TIPPE – That the Municipality pay the 2013 Saskatchewan Crime Stoppers Voluntary Levy of \$200.00. *CARRIED*

*Councillor Simons left the Council Meeting at 2:45 p.m.*

**Power Motorized Equipment Evaluator**

- 235-13 CRUSH – That the Municipality appoint Mr. James Peterson as the Evaluator for Power Motorized Equipment (PME). *CARRIED*

**Roof Repair**

- 236-13 TIPPE – That Council approves the quote of \$7,486.00 (*plus applicable taxes*) from Spectrum Restoration Services Ltd. to repair the roof of the R.M. office building. *CARRIED*

*Council recessed for a coffee break from 3:15 – 3:30 p.m.*

**Northwest Municipalities Association**

- 237-13 NOBLE – That the Municipality purchase membership in the Northwest Municipalities Association for 2013 at a cost of \$200.00. *CARRIED*

**Sewer & Water Committee**

- 238-13 TIPPE – That the Minutes of the April 17, 2013 Sewer & Water Committee, *attached hereto and forming a part of these minutes*, be accepted as presented. *CARRIED*

**Rescind Resolution**

- 239-13 NOBLE – That Resolution No. 201-13, passed at the April 10, 2013 Regular Meeting of Council, be rescinded. *CARRIED*

**Bylaw 04-2013****Municipal Well Bylaw**

- 240-13 CRUSH – That Bylaw 04-2013, being a bylaw to restrict the use of municipal wells, be read a first time. *CARRIED*

**Bylaw 04-2013****Municipal Well Bylaw**

- 241-13 NOBLE – That Bylaw 04-2013, being a bylaw to restrict the use of municipal wells, be read a second time. *CARRIED*

**Bylaw 04-2013****Municipal Well Bylaw**

- 242-13 FORLAND – That all three readings of Bylaw 04-2013 be conducted at this meeting. *CARRIED*  
Unanimously

**Bylaw 04-2013****Municipal Well Bylaw**

- 243-13 TIPPE – That Bylaw 04-2013, being a bylaw to restrict the use of municipal wells, be read a third time, adopted, sealed, and signed by the Reeve and Administrator. *CARRIED*

**Scrap Metal**

- 244-13 FORLAND – That Council acknowledge that Tom Pitman of Pitman Transport has expressed an interest in purchasing and removing the R.M.'s scrap metal for fair market value. *CARRIED*

**Outstanding Accounts Receivables**

- 245-13 FORLAND – That the Municipality send letters to both Palliser Oil & Gas Corp. and Western Plains Petroleum Ltd. advising them that they have until June 1<sup>st</sup>, 2013 to clear up their outstanding accounts receivables or the R.M. will be revoking all their permits. *CARRIED*

**Statement of Financial Activities**

- 246-13 NOBLE – That the Statement of Financial Activities & the Cash Flow Statement for March 2013 be accepted as presented. *CARRIED*

**Accounts for Approval**

- 247-13 CRUSH – That the following Accounts for Approval, a list of which is attached hereto and forms a part of these minutes, be approved for payment and signed by the Reeve and Administrator:  
1. General Cheques 23289 – 23320, totaling \$78,429.06. *CARRIED*

**Adjourn**

- 248-13 TIPPE – That this meeting be adjourned, the time being 4:30 p.m. *CARRIED*

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 Reeve

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 Administrator