

THE MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON FEBRUARY 13<sup>TH</sup> 2023 AT THE BIG RIVER COMMUNITY CENTRE, LOCATED AT 606 FIRST STREET NORTH, IN BIG RIVER, SASKATCHEWAN.

**CALL TO ORDER**

The meeting was called to order by Reeve Clint Panter at 9:00 a.m.

**DELEGATIONS**            10:00 a.m.        Public Hearing – Sale of Municipal Reserve  
                                   10:30 a.m.        Jack Millikin Centre  
                                   11:00 a.m.        Coby Wilson

**PRESENT**

ATTENDEES		Attendance				
Name	Position	I	T	E	Arrival	Absent
Clint Panter	Reeve	✓				
Doug Panter	Division 1	✓				
Justin Sullivan	Division 2	✓				
Jeff Wiebe	Division 3					✓
*Maurice Denis	Division 4	✓				
Michael Yuzik	Chief Administrative Officer (CAO)	✓				

\*Deputy Reeve

Attendance: I – In person, T – Telephone, E – Electronic

Arrival time only entered if Member was not present when the meeting called to order.

**23-02-01 APPROVAL OF AGENDA**

SULLIVAN: That the February 13<sup>th</sup>, 2023 agenda be accepted for reference purposes.

CARRIED

**23-02-02 MINUTES**

DENIS: That the minutes of the Regular Meeting of Council held on January 09<sup>th</sup>, 2023 be approved as presented.

CARRIED

**23-02-03 STATEMENT OF FINANCIAL ACTIVITIES**

D PANTER: That the Statement of Financial Activities for the month of January 2023, be accepted as presented.

CARRIED



**23-02-04 LIST OF ACCOUNTS**

DENIS: That the list of accounts as per attached be approved as presented.

CARRIED

**23-02-05 COUNCIL INDEMNITY & OTHER INVOICES**

SULLIVAN: That the following accounts be approved for payment and added to the next list of accounts presented to Council:

Clint Panter	Council Indemnity/Mileage	1002.40
Doug Panter	Council Indemnity/Mileage	806.40
Justin Sullivan	Council Indemnity/Mileage	620.10
Maurice Denis	Council Indemnity/Mileage	330.40

CARRIED

**23-02-06 ABATEMENT OF TAXES**

C PANTER: That in accordance with Section 274 of *The Municipalities Act*, the Council of the RM of Big River No. 555 abate/cancel taxes due to buildings having been previously removed and building permit not active:

<u>Roll #</u>	<u>Legal Description</u>	<u>Municipal</u>	<u>SK Rivers 119</u>	<u>Total</u>	<u>Reason</u>
3904 000	A Plan 82B12420	\$25.68	\$24.57	\$50.25	No Building
3906 000	A Plan 82B12420	\$60.08	\$57.41	\$117.49	No Building

CARRIED

**23-02-07 ABATEMENT OF TAXES**

C PANTER: That in accordance with Section 274 of *The Municipalities Act*, the Council of the RM of Big River No. 555 abate/cancel taxes due to buildings having been previously removed and building permit not active:

<u>Roll #</u>	<u>Legal Description</u>	<u>Municipal</u>	<u>SK Rivers 119</u>	<u>Total</u>	<u>Reason</u>
702 500	PT NE 14-56-08 W3	\$312.00		\$312.00	Inactive Bldg Permit

CARRIED

**23-02-08 2022 BIG RIVER RECREATION BOARD EXPENSES**

D PANTER: That the Town's invoice for the RM's share of the Recreation Board's expense in the sum of \$92,248.05 be approved.

CARRIED

*CP  
PML*

**23-02-09 2022 BIG RIVER FIRE DEPARTMENT EXPENSES**

C PANTER: That the Town's invoice for the RM's share of the Fire Department's expense in the sum of \$35,666.65 be approved.

CARRIED

**23-02-10 BIG RIVER CEMETERY DONATION**

D PANTER: That we approve a \$3,250.00 donation to the Big River Cemetery Committee as per their request.

CARRIED

**23-02-11 DISTRICT 33 RAT PROGRAM – FUND DISBURSEMENT**

SULLIVAN: That Council agrees the \$7,106.19 that remains in the District 33 Rat Program bank account, less any additional fees be split evenly between the 5 RMs.

CARRIED

**23-02-12 PHILLIPS GROVE ALLOCATION**

DENIS: That as a result of an error in levying the 2022 minimum tax of \$500 at Phillips Grove and the fact that amended tax notices were only sent to a portion of those affected, Council believes it's only fair that the RM reimburse those ratepayers the net amount paid of the difference between the first tax notice and the amended tax notice and that an amount equal to 55% of the amount collected be transferred to the RM from the Hamlet's reserve account and that any taxes related to the amended levy that have not been paid plus penalties be abated.

CARRIED

**22-08-013 PUBLIC HEARING**

C PANTER: That we recess for the public hearing. 10:00 a.m.

CARRIED

Reeve C Panter reconvened the meeting at 10:09 a.m.

**23-02-14 MOBILE POWER EQUIPMENT CERTIFICATION**

D PANTER: That we recognize Coby Wilson as being trained and competent for Mobile Power Equipment and that we acknowledge he is qualified as a Trainer and capable of certifying others to complete the required training.

CARRIED

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**23-02-15 CAO LTD & LIFE INSURANCE BENEFITS - POLICY**

C PANTER: That the CAO update Policy 200-21 to require the CAO to pay their SARM Long Term Disability Premium and Life Insurance Premium and that the CAO be given the equivalent number of hours as Earned Time Off as the premiums for the two benefits.

CARRIED

**23-02-16 CAO VACATION**

SULLIVAN: Tabled the CAO's request for an additional week of holidays to coincide with SARM's Annual Vacation practice be scheduled to the March meeting.

CARRIED

Cathy Sproul and Debbie Anderson, representing Jack Milliken Centre approached council to request tax relief for the 2022 and 2023 tax years. 10:45 – 11:04

**23-02-17 LIFESTYLE BREAK 11:04 P.M.**

C PANTER: That we take a 5-minute Lifestyle break.

CARRIED

Reeve C Panter reconvened @ 11:09

Foreman Wilson appeared before Council to provide an update on public works operations at 11:09 a.m. and left at 11:40 a.m.

**23-02-18 MALINDA KRAWETZ SALARY REVIEW**

C PANTER: That we increase Malinda Krawetz's salary to \$42,000 per year to meet the minimum requirement of the Rural Municipal Administrator Internship Program effective Feb 1<sup>st</sup>, 2023.

CARRIED

**23-02-19 LIST OF LANDS IN ARREARS**

SULLIVAN: That in accordance with Section 3 of the *Tax Enforcement Act*, it be acknowledged the CAO has presented to the head of council a list of lands in arrears and that the list be annexed to and form part of these minutes, and unless sooner paid will be advertised in the Shellbrook Chronicle.

CARRIED

**23-02-20 LEGAL COST RECOVERY**

C PANTER: That we approve payment of \$501.89 to Veritas Law for tax enforcement costs.

CARRIED

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**23-02-21 RECESS FOR LUNCH – 12:00 P.M.**

SULLIVAN: That we recess for lunch for one hour.

CARRIED

Reeve C Panter reconvened the meeting at 1:00 p.m.

**23-02-22 BYLAW 23-01-03 SALE OF DEDICATED LANDS – 2<sup>ND</sup> READING**

DENIS: That Bylaw No. 23-02-03, being a bylaw for the sale of dedicated lands, be read a second time.

CARRIED

**23-02-23 BYLAW 23-01-03 SALE OF DEDICATED LANDS – 3<sup>RD</sup> READING**

D PANTER: That Bylaw No. 23-02-03 being a bylaw for the sale of dedicated lands as attached hereto and forming part of these minutes now be read a third time, adopted, sealed and signed by the Reeve and CAO.

CARRIED

**23-02-24 BYLAW 23-01-03 CODE OF ETHICS – 1<sup>ST</sup> READING**

SULLIVAN: That Bylaw No. 23-02-04, being a bylaw for Council's Code of Ethics be read a first time.

CARRIED

**23-02-25 BYLAW 23-01-03 CODE OF ETHICS – 2<sup>ND</sup> READING**

DENIS: That Bylaw No. 23-02-04, being a bylaw for Council's Code of Ethics be read a second time.

CARRIED

**23-02-26 BYLAW 23-01-03 CODE OF ETHICS – THREE READING**

D PANTER: That Bylaw No. 23-02-04, being a bylaw for Council's Code of Ethics be given three readings at this meeting.

CARRIED UNANIMOUSLY

**23-02-27 BYLAW 23-01-03 CODE OF ETHICS – 3<sup>RD</sup> READING**

C PANTER: That Bylaw No. 23-02-04, being a bylaw for Council's Code of Ethics as attached hereto and forming part of these minutes now be read a third time, adopted, sealed and signed by the Reeve and Administrator.

CARRIED

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**23-02-28 CONSOLIDATION REQUEST - JUSTIN & MELISSA HURL**

SULLIVAN: That the Council of the RM of Big River has no objection to the current landowner making application to Information Services Corporation, within 90 days of this permission, to consolidate residential Lots 6 and 7, Block 3, Plan 84B11865, Michel's Beach, and the new lot number created be 7A.

CARRIED

**23-02-29 CONSOLIDATION REQUEST – RICK SANDERSON**

D PANTER: That the Council of the RM of Big River has no objection to the current landowner making application to Information Services Corporation, within 90 days of this permission, to consolidate residential Lots 3 and 4, Block 2, Plan 84B11865, Michel's Beach, and the new lot number created be 4A.

CARRIED

**23-02-30 TOWN BRIDGE REPAIRS – COST SHARE**

C PANTER: That the Town of Big River's request to cost share in the repairs of their bridge south of Town past the SERM office be tabled until we get more info from Town on options and cost.

CARRIED

**23-02-31 DIRECTIONAL DRILLING – BRETT & STEPHANIE REED**

D PANTER: That Council conditionally grant approval for Brett & Stephanie Reed to directional drill from their property Lot 9, Blk 1, Plan 102029587 at Stoneridge into Delaronde Lake, providing they provide us with a copy of the Aquatic Habitat Protection Permit from Water Security Agency and they conform to the provisions of our Directional Drilling policy.

CARRIED

**23-02-32 AQUATIC HABITAT PROTECTION PERMIT – CLINT & KARA KIRILENKO**

DENIS: That Council has no objections to the owner's aquatic habitat protection permit application related to the shoreline at Lot 02, Block 03, Plan 80B12105 at Cowan Lake subdivision.

CARRIED

**23-02-33 200-99A HARASSMENT POLICY**

C PANTER: That we accept the updated Harassment Policy which includes the definition of harassment as per *The Saskatchewan Human Rights Code*.

CARRIED

**23-02-34 TAX RELIEF REQUEST – JACK MILLIKIN CENTRE**

C PANTER: That we table the request from Jack Millikin's group for tax relief on their building taxes located at Ness Creek until Council's March regular meeting.

CARRIED

CP  
me

**23-02-35 JASON KLASSEN WCB LEVY**

D PANTER: That we pay the \$43.60 WCB levy related to Jason Klassen's 2022 beaver control activities and that moving forward we will continue to cover the WCB levy.

CARRIED

**23-02-36 SUNSET COVE HIGHWAY SIGNAGE**

C PANTER: That we apply to the Ministry of Highways to have signage for Sunset Cove installed from both directions to the north and south and that the costs associated with the signs be paid by the RM.

CARRIED

**23-02-37 DAVE PENNER – TREE REMOVAL**

C PANTER: That Council has no objection to Dave Penner cutting down black poplar on municipal reserve, behind his property at Lot 09, Block 06, Plan 82B12420 but he will be liable for any damage that may occur as a result of falling trees and that the trees be cut so they fall to the east.

CARRIED

**23-02-38 MANSON – SALE OF MUNICIPAL RESERVE**

SULLIVAN: That we advise Dennis and Deborah Manson the price for the property being subdivided from the MR4 at Michel's Beach will be \$22,500 plus any cost associated with registering the title.

CARRIED

**23-02-39 SNOW BERMS – BILL BILYK**

DENIS: That the CAO respond to Bill Bilyk's letter acknowledging our seasonal taxpayers should not have to remove the snow berms from the front of their property and that we will soon be receiving our loader which will provide better service in our subdivisions and that we are also working on a policy related to snow removal.

CARRIED

**23-01-040 LIFESTYLE BREAK 2:20 P.M.**

C PANTER: That we take a 5-minute Lifestyle break.

CARRIED

**23-02-41 LETTER OF ENGAGEMENT – BDO CANADA**

SULLIVAN: That the Reeve and CAO be authorized to sign the Letter of Engagement with BDO Canada for providing auditing services for the fiscal year ending December 31, 2022.

CARRIED

**23-02-42 SARM DELEGATES & ATTENDANCE**

D PANTER: That Councillors Justin Sullivan and Maurice Denis be appointed as voting delegates for the March SARM convention and that attendees to the convention be allowed to leave a day earlier and that the additional hotel, meals and travel costs be reimbursed.

CARRIED

**23-02-43 SARM PLANT HEALTH OFFICERS**

C PANTER: That the following Plant Health Officers (PHO); Tayo Adegeye, Joanne Kwasnicki, Betty Johnson, Katey Makohoniuk, Chelsea Neuberger, and Colleen Fennig, be appointed as Pest Control Officers (PCO).

CARRIED

**23-02-44 BUILDING INSPECTORS**

C PANTER: That the following building inspectors are appointed by Council to enforce *The Codes Construction Act*:

<u>Building Official</u>	<u>License Class</u>	<u>License No.</u>
Ryan Shepherd	BOL-3	#BOL360
Chris Gates	BOL-3	#BOL015
Karly Heatcoat	BOL-3	#BOL0421
Ben McLeod	BOL-1	#BOL758
Jerry Wintonyk	BOL-1	#BOL142
Raymond Humeney	BOL-2R	#BOL635
Dale Wagner	BOL-3R	#BOL379
Dwayne Williams	BOL-2	#BOL122
Dan Knutson	BOL-3	#BOL112
Terry Rolleston	BOL-1	#BOL089
Lloyd Fitzpatrick	BOL-1	#BOL705

CARRIED

**23-02-045 RM WEBSITE**

C PANTER: That we acknowledge the RM website will become available on March 01<sup>st</sup>, 2023 and we understand much of the content is still being developed.

CARRIED



**23-02-46    REPORTS**

DENIS: That the maintenance, committee and financial reports be acknowledged and filed.

CARRIED

**23-02-47    CORRESPONDENCE**

C PANTER: That the list of correspondence attached hereto and forming part of the minutes be received as information.

CARRIED

**23-02-48    ADJOURNMENT – 3:50 p.m.**

DENIS: That this meeting be adjourned.

CARRIED



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Reeve – Clint Panter



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CAO – Michael Yuzik