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BPK

**Town of Big River
Meeting Minutes
September 19, 2023 – Regular Meeting**

The regular meeting of the Council of the Town of Big River was held in the Community Centre Board Room, 606 1st Street North, on September 19, 2023 at 8:00 a.m.

Present:

Mayor: David Krawetz
Councillors: Rick Croshaw
Sandra Gilbert
Lana Meyers
Administrator: Noreen Olsen
Absent: Chad Dunn

CALL TO ORDER

A quorum being present, Mayor David Krawetz called the meeting to order at 8:10 a.m.

AGENDA

RES#240/23

Gilbert: THAT the September 19, 2023 Agenda be adopted with the power to add.
Carried.

IN CAMERA SESSION

ADMINISTRATOR’S REPORT

RES#241/23

Croshaw: THAT the Administrator’s Report be accepted as presented.
Carried.

MAINTENANCE & SEWER & WATER REPORTS

Maintenance Foreman, Terry Olsen, attended the meeting from 9:45 a.m. to 10:40 a.m.

RES#242/23

Meyers: THAT the regular written Sewer and Water and Maintenance reports to August 31, 2023, be accepted.
Carried.

DELEGATIONS

Wanda Neufeldt, Jeff Neufeldt and Joe Martel, Big River Metis Local No. 59 attended the meeting from 10:12 a.m. to 10:28 a.m.

APPROVAL OF MINUTES

RES#243/23

Croshaw: THAT the minutes of the August 22, 2023, Regular Meeting be adopted as presented.
Carried.

BUSINESS ARISING FROM THE MINUTES



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APP

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STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION

RES#244/23

Croshaw: THAT the Statement of Financial Activities for the month of August 2023 be acknowledged.
Carried.

RES#245/23

Meyers: THAT the Bank Reconciliation for the month of August 2023 be acknowledged.
Carried.

RES#246/23

Gilbert: THAT the Journal Entries for the month of August 2023 be acknowledged.
Carried.

2022 FINANCIAL STATEMENTS

RES#247/23

Croshaw: THAT the Council of the Town of Big River approves the Draft of the Audited Financial Statements for 2022 as prepared by Grant Thornton LLP.
Carried.

E-TRANSFER PAYMENTS

RES#248/23

Croshaw: THAT the Town set up to accept payments via E-Transfer and deposited into the Town of Big River account at CIBC .
Carried.

BILL PAYMENTS VIA ONLINE BANKING

ELECTRONIC FUNDS TRANSFER (EFT) PROGRAM AND PAYMATE PAYROLL PROGRAM

RES#249/23

Croshaw: THAT the Town purchase the Accounts Payable Electronic Funds Transfer (EFT) program and the Paymate Payroll program from Munisoft, and make arrangements at the CIBC enabling bill payments to be made via online banking.
Carried.

ACCOUNTS FOR APPROVAL

TOWN REGULAR

RES#250/23

Croshaw: THAT accounts for approval to include cheque nos. 20464 through 20530 for a total of \$232,201.34 be approved for payment.
Carried.

CORRESPONDENCE

SUMA REGIONAL MEETING – NORTHWEST REGION

RES#251/23

Meyers: THAT the Town register for the SUMA Regional Meeting online, October 10, 2023 from 8:30 a.m. to 4:00 p.m.
Carried.



OPK 7/10

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RES#252/23

Gilbert: THAT Correspondence be filed as presented.
Carried.

Council recessed from 9:42 a.m. to 9:45 a.m.

BOARDS/COMMITTEE REPORTS

BEAUTIFICATION – FLOWERS FOR THE 2024 SEASON

RES#253/23

Croshaw: THAT the Town accept the proposal from Martha Smith to supply the flowers for the 2024 season.
Carried.

EMERGENCY MEASURES ORGANIZATION (EMO)

TARGETED SECTOR SUPPORT (TSS)

STEERING COMMITTEE

RES#254/23

Gilbert: THAT the Town of Big River appoint Dave Krawetz to the Steering Committee for the Emergency Planning Community Partners Project.
Carried.

RES#255/23

Gilbert: THAT the Board/Committee Reports be filed as presented.
Carried.

Council recessed from 12:00 p.m. to 1:00 p.m.

OLD BUSINESS

PROMOTIONAL ITEMS

RES#256/23

Gilbert: THAT the Town purchase promotional items pens, bags, pins/buttons, water bottles, and portfolios with the Big River logo.
Carried.

TAX ENFORCEMENT LOT 4, BLOCK 15, PLAN NO. BD1388

RES#257/23

Meyers: THAT it be acknowledged that BrownLee LLP Barristers & Solicitors provided the 30 days' notice letter to property owners of Lot 4, Block 15, Plan No. BD1388 Living Praise Church Inc. and its Directors on August 29, 2023; and THAT the Town direct BrownLee LLP Barristers & Solicitors to send "Request for Consent (Form 5)" to the Provincial Mediation Board (PMB) to pursue, and prior to sending "Final Notice (Form G)".
Carried.



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ONGOING NOISE COMPLAINTS - RESIDENTIAL PROPERTY BEING USED AS AN AIR B & B
117 3RD AVENUE SOUTH
RES#258/23

Croshaw: THAT the Town request that the R.C.M.P. investigate the ongoing noise complaints at 117 3rd Avenue South, and if it is deemed necessary, THAT the Town follow through by issuing a fine in accordance with Bylaw No. 2012-04 “*A Bylaw of The Town of Big River to Control and Regulate Noise*”.
Carried.

NEW BUSINESS
OFFICE CLEANING
RES#259/23

Gilbert: Contingent on co-operation from R.M. of Big River No. 555 sharing 50/50 THAT the Town of Big River has no objection to having Roxanne Carrillo clean the municipal office, on her own time, at \$250.00/month.
Carried.

LOT CONSOLIDATION REQUEST
104 6th AVENUE NORTH - LOT 16, BLOCK 33, PLAN BR1935 – PARCEL NO. 131120176
106 6th AVENUE NORTH - LOT 15, BLOCK 33, PLAN BR1935 - PARCEL NO. 131120187
RES#260/23

Croshaw: THAT the Council of the Town of Big River has no objection to the request from property owner of Roll 347 and 348 to amalgamate lots at:
• 104 6th Avenue North – Lot 16, Block 33, Plan BR1935 – Parcel No. 131120176; and
• 106 6th Avenue North - Lot 15, Block 33, Plan BR1935 – Parcel No. 131120187
Carried.

2022 WATERWORKS RATE POLICY CAPITAL INVESTMENT STRATEGY FINANCIAL OVERVIEW
RES#261/23

Meyers: THAT the Council of the Town of Big River adopt the 2022 *Waterworks Rate Policy/Capital Investment Strategy/Financial Overview* document.
Carried.

2023 SAMA CERTIFICATE OF CONFIRMATION
RES#262/23

Croshaw: THAT it be acknowledged that pursuant to subsection 258(2) of *The Municipalities Act*, that the Certificate of Confirmation has been received and the 2023 Assessment Roll of the Town of Big River was confirmed as of August 30, 2023, by Order of the Board of Directors of the Saskatchewan Assessment Management Agency.
Carried.

CHRISTMAS MUNICIPAL HOURS
RES#263/23

Croshaw: THAT the Town of Big River Municipal office be closed on December 22, 2023, and staff be given the day off, with the understanding that the Water Treatment Plant still needs to be covered under the contract.
Carried.



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CHRISTMAS SUPPER

RES#264/23

Meyers: THAT in conjunction with the R.M. of Big River No. 555 and the Big River Fire Department, THAT the Council and Staff Christmas supper be held Friday, December 1, 2023, at the Big River Community Centre.
Carried.

2023 UMAAS FALL WORKSHOP

RES#265/23

Croshaw: THAT Noreen Olsen and Roxy Carrillo attend the 2023 UMAAS Fall Workshop “*Bylaws, Streets and Roads and Public Utilities*”, on October 17, 2023 in Shellbrook with associated expenses being paid.
Carried.

BYLAWS

NEXT MEETING DATE

Tuesday, October 24, 2023 @ 8:00 a.m.

ADJOURNMENT

Mayor David Krawetz adjourned the meeting at 2:05 p.m.



Mayor



Administrator