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**Town of Big River
Meeting Minutes
December 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 December 19, 2023, at 8:00 a.m.

Present:

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

CALL TO ORDER

A quorum being present, Mayor David Krawetz called the meeting to order at 8:00 a.m.

AGENDA

RES#341/23

Croshaw: THAT the December 19, 2023, Agenda be adopted with the power to add.
Carried.

ADMINISTRATOR’S REPORT

RES#342/23

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

MAINTENANCE AND SEWER & WATER REPORTS

Maintenance Foreman, Terry Olsen, attended the meeting from 10:00 a.m. to 10:37 a.m.

RES#343/23

Dunn: THAT the regular written Sewer and Water and Maintenance reports to November 30, 2023, be accepted.
Carried.

PERMIT TO OPERATE A WATERWORKS

RES#344/23

Meyers: THAT the Council of the Town of Big River acknowledge the Permit to Operate Waterworks renewal which takes effect on the 1st day of February 2024, and expires on the 31st day of March 2029; such permit be attached to these minutes.
Carried.

DELEGATIONS

APPROVAL OF MINUTES

RES#345/23

Gilbert: THAT the minutes of the November 19, 2023, Regular Meeting be adopted as presented.
Carried.



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RES#346/23

Meyers: THAT the minutes of the November 19, 2023, Public Hearing meeting, be adopted as presented.
Carried.

BUSINESS ARISING FROM THE MINUTES

STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION

RES#347/23

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

RES#348/23

Gilbert: THAT the Bank Reconciliation for the month of November 2023 be acknowledged.
Carried.

RES#349/23

Meyers: THAT the Journal Entries for the month of November 2023 be acknowledged.
Carried.

ACCOUNTS FOR APPROVAL

TOWN REGULAR

RES#350/23

Gilbert: THAT accounts for approval to include cheque nos. 20682 through 20766 for a total of \$312,820.95 be approved for payment.
Carried.

CORRESPONDENCE

RES#351/23

Croshaw: THAT Correspondence be filed as presented.
Carried.

BOARDS/COMMITTEE REPORTS

APPOINTMENTS

RES#352/23

Gilbert: THAT appointments made at this meeting be included in the document *Council Members/Committee Appointments* and such document be attached to these minutes.
Carried.

BIG RIVER AND DISTRICT RECREATION AND CULTURAL BOARD

The 2024 Big River & District Recreation & Cultural Board meetings are scheduled for the first Wednesday of each month at 6:30 p.m.



Handwritten initials/signature

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**LANDFILL/TRANSFER STATION COMMITTEE
LETTER FROM MINISTRY OF ENVIRONMENT – GROUNDWATER MONITORING
RES#353/23**

Dunn: THAT letter dated November 27, 2023 from the Ministry of Environment regarding Groundwater Monitoring be acknowledged indicating that the Ministry of Environment has reviewed the 2023 Groundwater Report and based on site conditions such as the surrounding land containing significant amounts of clay, considerable amount of time since closure, and the general decreasing trend analysis of the groundwater results the ministry would not object to the R.M. of Big River No. 555 closed landfill stopping groundwater monitoring at this time.
Carried.

**EMERGENCY MEASURES ORGANIZATION (EMO)
INCIDENT COMMAND SYSTEM ICS 100 & ISC 200
RES#354/23**

Gilbert: THAT all Town employees and those relevant in an Incident Command System during an emergency take the online ICS 100 online and be registered when the ICS 200 training is scheduled.
Carried.

**IN-CAMERA
RES#355/23**

Dunn: THAT the Town of Big River recess the public meeting to move into an in-camera session as authorized by *Part III of The Local Authority Freedom of Information and Protection of Privacy Act*, at 9:38 a.m.
Carried.

**RECONVENE
RES#356/23**

Croshaw: THAT the Town of Big River reconvene the regular meeting at 9:43 a.m.
Carried.

**2024 EMPLOYEE WAGES
RES#357/23**

Croshaw: As recommended by the Personnel Committee THAT the Town of Big River approve the 2024 employee wage rates and agreements effective January 1, 2024, such agreements to be attached hereto and forming a part of these minutes.
Carried.

**TOWN OF BIG RIVER POLICY FOR EMPLOYEE HOLIDAY/VACATION TIME AND
SICK/MEDICAL LEAVE
RES#358/23**

Croshaw: THAT the “*Town of Big River Policy for Employee Holiday/Vacation Time and Sick/Medical Leave*”, be adopted as amended, such policy to be attached to these minutes.
Carried.



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RES#359/23

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

OLD BUSINESS

NOTICE OF SUBSTANCE DISCOVERY – IMPERIAL OIL

RES#360/23

Croshaw: In response to Imperial Oil regarding the “*Notification of Substance Discovery*” on their properties located at 524 Hoehn Road and 104 1st Street North stating that certain fertilizer, and petroleum hydrocarbon (PHC) substances are potentially above or are above the Discharge and Discovery Reporting Standard, THAT, the Town of Big River request that Imperial Oil proceed with preparing a full remediation plan, submitting to the Ministry of Environment prior to the Town of Big River being interested in purchasing the land.
Carried.

OFFER TO PURCHASE TOWN LOT

LOT 17, BLOCK 28, PLAN 00B10895- 203 5th AVENUE NORTH

RES#361/23

Gilbert: THAT the Town of Big River enter into an agreement for the sale of Lot 17, Block 28, Plan 00B10895 @ 203 5th Avenue North with Kristen Hodgson for \$15,000.00 (plus gst) such agreement be attached to these minutes.
Carried.

LOT CONSOLIDATION REQUEST

203 5TH AVENUE NORTH – LOT 17, BLOCK 28, PLAN 00B10895 – PARCEL NO. 131113459

205 5TH AVENUE NORTH – LOT 18, BLOCK 28, PLAN 00B10895 – PARCEL NO. 131113437

RES#362/23

Croshaw: THAT the Council of the Town of Big River has no objection to the request from property owner of Roll 611 and 612 to amalgamate lots at:
• 203 5th Avenue North – Lot 17, Block 28, Plan 00B10895 – Parcel No. 131113459; and
• 205 5th Avenue North – Lot 18, Block 28, Plan 00B10895 – Parcel No. 131113437.
Carried.

TOWN OF BIG RIVER POLICY FOR RECEIVING COMPLAINTS

RES#363/23

Meyers: THAT the Town of Big River Policy for Receiving Complaints be approved, such policy to be attached to these minutes.
Carried.

PARCEL BB 84B07193 – 300 4TH AVENUE NORTH

RES#364/23

Croshaw: THAT it be acknowledged that the offer to purchase 300 4th Avenue North (RES#336/23) has been declined, and further THAT the landowner be asked what they are seeking from the Town.
Carried.



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2024 SUMA CONVENTION

RES#365/23

Meyers: THAT Dave Krawetz, Rick Croshaw, Sandra Gilbert and Noreen Olsen be registered to attend the 2024 SUMA Convention from Sunday, April 14th to Wednesday, April 17th, 2024, in Regina with associated expenses being paid.
Carried.

NEW BUSINESS

DISCRETIONARY USE PERMIT APPLICATION– LOT 21, BLOCK 9, PLAN BS4857
105 4TH AVENUE SOUTH
RES#366/23

Croshaw: THAT notice having been provided in accordance with Section 3.8.2 of Zoning Bylaw No. 2015-02 and no concerns having been raised, the Council of the Town of Big River approves the Discretionary Use Development Permit Application to allow the applicant to open a Cannabis Retail Store on Lot 21 Blk 9 Plan BS4857 -105 4th Avenue South subject to the development standards in section 5.9 of Zoning Bylaw No. 2015-02.
Carried.

TAX ENFORCEMENT/PROCEEDINGS FOR TITLE

RES#367/23

Gilbert: With reference to the *Tax Enforcement Act Section 22(1)* THAT authorization is given to start proceedings for title on the List of Lands for Proceedings for Title, such list be attached to these minutes.
Carried.

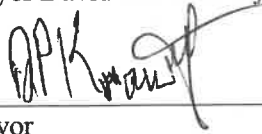
BYLAWS

NEXT MEETING DATE


Tuesday, January 16, 2024 @ 8:00 a.m.

ADJOURNMENT

Mayor David Krawetz adjourned the meeting at 11:54 a.m.



Mayor



Administrator