

THE MINUTES THE REGULAR COUNCIL MEETING OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON NOVEMBER 13TH 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 10:30 a.m. Carla Braidek
 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.

23-11-001 APPROVAL OF AGENDA

D PANTER: That the November 13th, 2023, agenda be accepted for reference purposes.

CARRIED

23-11-002 MINUTES

DENIS: That the minutes of the regular meeting of Council held October 10th, 2023, be approved as presented.

CARRIED

23-11-003 STATEMENT OF FINANCIAL ACTIVITIES

SULLIVAN: That the Statement of Financial Activities for the month of October 2023 be accepted as presented.

CARRIED

23-11-004 LIST OF ACCOUNTS

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

CARRIED

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23-11-005 COUNCIL INDEMNITY & OTHER INVOICES

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

Clint Panter	Council Indemnity/Mileage	760.25
Doug Panter	Council Indemnity/Mileage	914.65
Justin Sullivan	Council Indemnity/Mileage	441.30
Jeff Wiebe	Council Indemnity/Mileage	300.00
Maurice Denis	Council Indemnity/Mileage	417.05
		CARRIED

23-11-006 ANNUAL PUBLIC DISCLOSURE DECLARATIONS

D PANTER: That the CAO having provided each member of Council with a copy of their Public Disclosure Statement have submitted their annual declaration to the CAO at this meeting, except Councillor Wiebe, pursuant to subsection 142(3) of *The Municipalities Act*.

CARRIED

23-11-007 INSURANCE EQUIPMENT VALUATION

SULLIVAN: That we increase the values for the following RM equipment and buildings under our SARM property insurance policy:

John Deere 7330	\$150,000
Komatsu GD655-6	\$255,000
Komatsu GD655-6 w/ Wing & Scarifier	\$270,000
Old RM Shop (replacement cost)	\$164,000

CARRIED

23-11-008 2024 BUDGET REQUIREMENTS

DENIS: That the following be added to the list of items for consideration during our 2024 budget deliberations.

New Grader, Bodmin Bridge/Road, New Mower Tractor & Recreation Facility Upgrades

CARRIED

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23-11-009 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:

<u>Roll #</u>	<u>Legal Description</u>	<u>Municipal</u>	<u>SK Rivers 119</u>	<u>Total</u>	<u>Reason</u>
515	07 02 84B15324	\$120.95	\$126.54	\$247.49	Building Removed

CARRIED

23-11-010 GO IN CAMERA – 9:23 A.M.

SULLIVAN: That the time being 9:23 a.m., Council closes a portion of this meeting to the public to go in camera under the authority of Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss legal matters, the public gallery be vacated and those present for this closed session be CAO Michael Yuzik, Reeve Clint Panter, Councillors; Doug Panter, Justin Sullivan, Jeff Wiebe, and Maurice Denis.

CARRIED

Reeve C Panter reconvened the meeting at 09:47 a.m.

23-11-011 WENDY HARTNETT

SULLIVAN: That as a result of Wendy Hartnett not being able to return to work, the Reeve shall inform Wendy by registered mail that we will be ending her employment with the RM of Big River No. 555, effective November 30th, 2023, and that in recognition of her years of service she be offered the sum of \$20,000 less the required deductions and this offer of \$20,000 is conditional in that she accept it in full and final satisfaction of any claims she may have out of employment with the RM or termination thereof in writing and have it returned to the RM office, by 3:00 p.m. on November 29th, 2023.

CARRIED

23-11-012 SALARY REVIEW – OPERATORS

D PANTER: That George Hildebrand’s and Riley Kennedy’s salary be increased by 4.5%, effective January 1st, 2024.

CARRIED

23-11-013 SALARY REVIEW – FOREMAN

C PANTER: That Coby Wilson’s annual salary be increased 4.5% effective January 1st, 2024.

CARRIED

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23-11-014 SALARY REVIEW – ASSISTANT ADMINISTRATOR – DANA

D PANTER: That we acknowledge the CAO has increased Dana Kennedy’s salary to \$66,774.48 per year effective January 1st, 2024, as per the Administrator’s Salary Schedule for a second year approved by Saskatchewan Association of Rural Municipalities.

CARRIED

CAO M Yuzik left the board room at 10:35 a.m. and returned at 10:54 a.m.

23-11-015 LIFESTYLE BREAK 10:54 A.M.

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

CARRIED

Reeve C Panter reconvened the meeting at 10:59 a.m.

Foreman C Wilson met with Council to discuss operations for the previous month from 10:59 a.m. to 11:34 a.m. at which time he left the meeting.

Councillor Denis left the Council chambers at 11:52 a.m. and returned at 11:54 a.m.

CAO M Yuzik left the board room at 11:34 a.m. and returned at 12:09 a.m.

23-11-016 RECESS FOR LUNCH – 12:09 P.M.

C PANTER: That we recess for lunch for one hour.

CARRIED

Reeve C Panter reconvened the meeting at 12:59 p.m.

23-11-017 NEW ASSISTANT ADMINISTRATOR SALARY

C PANTER: That the CAO be authorized to offer the new Assistant Administrator \$23.00/ hour with a salary review to occur following their 3-month probation.

CARRIED

23-11-018 ADMINISTRATION BYLAW 23-11-10

C PANTER: That the Administration Bylaw be tabled to the December meeting.

CARRIED

23-11-019 LIFESTYLE BREAK 2:09 P.M.

DENIS: That we take a 5-minute lifestyle break.

CARRIED

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Reeve C Panter reconvened the meeting at 2:16 p.m.

23-11-020 COUNCIL PROCEDURES BYLAW

D PANTER: That the Procedures Bylaw be tabled to the December meeting.

CARRIED

23-11-021 PHILLIPS GROVE SPEED LIMIT BYLAW

SULLIVAN: That the Phillips Grove Speed Limit Bylaw be tabled to the December meeting.

CARRIED

23-11-022 GRAVEL EXCAVATION LICENSING BYLAW

D PANTER: That the Gravel Excavation Licensing Bylaw be tabled to the December meeting.

CARRIED

23-11-023 LAKESHORE RV –TAMARACK LANE & PINE LINK FINAL INSPECTION

DENIS: That the final inspection on Tamarack Drive and Pine Link having been completed by Reeve C Panter and Foreman Wilson and no deficiencies identified, the CAO is authorized to return Northwood Shores Development Ltd.'s letter of credit, with a balance \$12,003.33 for Tamarack Lane and \$3,789.37 for Pine Link of in accordance with Section 10.4 of the Service Agreement dated September 12th, 2022.

CARRIED

23-11-024 ROAD MAINTENANCE AGREEMENT – MISTIK MANAGEMENT LTD

D PANTER: That the Reeve and CAO be authorized to enter into a Road Maintenance Agreement with Mistik Management Ltd to haul 62,300 kg gvwt with 6 axle trucks and 75,000 kg gvwt with B-Trains of logs on the road east of the SE 34, north of the NW 26, east of the west ½ 26, north of the NE 23 and through the NW 24-56-07 W3 to Highway 922.

CARRIED

23-11-025 MAGAZINE LOCK REPLACEMENT

C PANTER: That we accept Kodiak Enterprises' of Red Deer, Alberta, quote of \$3,440 plus tax for the replacement of both locks on the Type 9 Magazine in 2024.

CARRIED

23-11-026 SIDEARM REPLACEMENT

SULLIVAN: That the Reeve and Foreman be authorized to work with Triod Supply to resolve the Reddi-Arm gear box issues and to obtain an estimate to trade in the sidearm on a new one.

CARRIED

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23-11-027 LOADER V-PLOW

DENIS: That the Foreman proceed with retrofitting the Grader V-plow onto our Volvo L70 Loader with an estimated cost of \$5,000 through Northern Edge or Kasa Welding.

CARRIED

23-11-028 PRESSURE WASHER

DENIS: That we send our pressure washer to Triod Supply for service with a potential cost of \$1,000 for basic service to \$3,000 if major repairs are required.

CARRIED

23-11-029 POLICY REVIEWS

D PANTER: That the Reeve schedule a meeting for policy and bylaw review.

CARRIED

23-11-030 CARCASS DISPOSAL PROGRAM

WIEBE: That we advise the Ministry of Environment we are not interested in the Carcass Disposal Program at this time.

CARRIED

23-11-031 CURLING CLUB LEASE

SULLIVAN: That the Reeve and CAO be authorized to sign the curling club lease with Big River Curling Club from November 1st, 2023, to March 31st, 2024, for the sum of \$3,300 plus GST per month.

CARRIED

23-11-032 SKI TIMBER RIDGE AGREEMENT

C PANTER: That the Reeve and CAO be authorized to sign the agreement for the operation of Ski Timber Ridge with an annual fee of \$1.00 to be paid in January 2024.

CARRIED

23-11-033 LIFESTYLE BREAK 3:36 P.M.

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

CARRIED

Reeve C Panter reconvened the meeting at 3:41 p.m.

23-11-034 TRANSFER STATION CONTRACT

D PANTER: That the Reeve and CAO be authorized to enter into an agreement with Don Colby to provide supervision, operation and maintenance services of the Transfer Station located at SE 36-56-08 W3 based on 179 days (1432 hours) as defined in the agreement for the sum of \$23,169.76 plus GST payments made on the 15th and on the last day of each month as per the agreement.

CARRIED

23-11-035 CLIFTON GROUND WATER MONITORING REPORT

C PANTER: That we accept the Clifton Engineering's 2023 Annual Groundwater Monitoring Program Report, dated November 1st, 2023, related to the SE 36-56-08 W3.

CARRIED

23-11-036 TRANSFER STATION METAL SCRAP

DENIS: That the Reeve be authorized to contact TruGreenMetal to remove the scrap metal from the Transfer Station as they have provided up with an estimate that there could be \$1,000 of metal for which we would be paid.

CARRIED

Councillor Sullivan declared a conflict of interest in the following matter as he is interested in providing decommissioning services and left the Council chambers at 3:51 p.m.

23-11-037 TRANSFER STATION DECOMMISSION REFRIGERATORS

DENIS: That we hire Sully Refrigeration and Heating to decommission the refrigerators at the landfill so they can be hauled away with the scrap metal referred to in resolution 23-11-036.

CARRIED

23-11-038 SOUND WALL – 12 02 101872256

C PANTER: That Paul Kuzbik's request to put up a sound wall in front of the electrical service be tabled to the December meeting.

CARRIED

23-11-039 BIG RIVER & DISTRICT FIRE DEPARTMENT – NEW FIRE TRUCK

D PANTER: That we accept the Big River & District Fire Department Committee's proposal to purchase a new fire truck from Acres Industries Inc in Wawanesa, Manitoba for the sum of \$678,4325.73 with a 30% down payment, split with the Town of Big River and delivery to occur in 18 months from the Order receipt.

CARRIED

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23-11-040 SAFETY MANUAL

C PANTER: That auditing and rewriting our Safety Manual be tabled to our December meeting.

CARRIED

23-11-041 DEBIT MACHINE

C PANTER: That the CAO is authorized to enter into an agreement with Global Payments for a debit payments terminal, DX8000 @ cost of \$795 plus tax, .052/transaction and .100 per Tap Transaction and after the warranty year, a \$9.95/month maintenance fee.

CARRIED

23-11-042 COMPLIANCE – 01 04 101962212 – JOHN DUNN ESTATES

DENIS: That the CAO contact the owner of Lot 01 Block 04 Plan 101962212 and advise them that refusing to accept the registered letter regarding an Order to Comply , does not prevent the RM from proceeding to obtain a court order requiring the removal of the 2 buildings that were moved into the RM without the proper permits and if the owner fails to communicate with the RM, then the CAO be authorized to direct our legal counsel through SARM to proceed with obtaining a court order.

CARRIED

23-11-043 RECREATION BOARD

C PANTER: That Council has no objection to the Big River and District Recreation Board increasing Malinda Krawetz's salary to \$25/hour.

CARRIED

Councillor Wiebe left the meeting at 5:30 p.m.

23-11-044 JOHN DEERE TRACTOR

SULLIVAN: That the Reeve be authorized to obtain quotes from Brandt Equipment (John Deere), Redhead Equipment (Case and Ford New Holland), and Glenmore Equipment or Kubota of Saskatoon for the cost of trading in our 2012 John Deere 7330 tractor on a similar size tractor and that the quote also includes a separate cost for a frontend loader.

CARRIED

23-11-045 REPORTS

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

CARRIED

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23-11-046 CORRESPONDENCE

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

CARRIED

23-11-047 ADJOURNMENT – 5:37 p.m.

SULIVAN: That this meeting be adjourned.

CARRIED



Reeve – Clint Panter



CAO – Michael Yuzik