

THE MINUTES THE REGULAR COUNCIL MEETING OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON DECEMBER 11TH 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 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.

23-12-001 APPROVAL OF AGENDA

D PANTER: That the December 11th, 2023, agenda be accepted for reference purposes.

CARRIED

23-12-002 AMENDMENT – RESOLUTION 23-11-007

SULLIVAN: That resolution 23-11-007 be amended by increasing the coverage on the Komatsu GD655-6 to \$450,000 and the Komatsu GD655-6 with accessories to \$525,000.

CARRIED

23-12-003 REPEAL RESOLUTION 23-11-017

D PANTER: That resolution 23-11-017 be repealed as the rate was specific to another applicant who did not accept our offer of employment.

CARRIED



23-12-004 MINUTES

C PANTER: That the minutes of the regular meeting of Council held November 13th, 2023, be approved as amended.

CARRIED

23-12-005 STATEMENT OF FINANCIAL ACTIVITIES

DENIS: That the Statement of Financial Activities for the month of November 2023 be accepted as presented.

CARRIED

23-12-006 LIST OF ACCOUNTS

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

CARRIED

23-12-007 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	2098.62
Doug Panter	Council Indemnity/Mileage	1616.30
Justin Sullivan	Council Indemnity/Mileage	508.95
Maurice Denis	Council Indemnity/Mileage	466.20
SMS Equipment	Repairs	344.22
Konica Minolta	Lease	313.02
Michael Yuzik	Mileage	1,661.60
		CARRIED

Reeve C Panter declared a conflict of interest as he is an employee of Len's Trucking Ltd. and left the Council Chambers at 9:25 a.m.

Deputy Reeve Denis assumed the chair.

23-12-008 LEN'S TRUCKING

D PANTER: That the invoices from Len's Trucking Ltd. totaling \$5,921.25 be approved as presented.

CARRIED

Reeve C Panter returned to the Council Chambers at 9:27 a.m. and resumed the chair.

Councillor Sullivan declared a conflict of interest as he is the owner of Sully Refrigeration & Heating, whose invoice is being presented next and left the Council Chambers at 9:27 a.m.

MSJ
CP

23-12-009 SULLY REFRIDGERATION & HEATING

D PANTER: That the invoice from Sully Refrigeration & Heating totaling \$760.35 be approved as presented.
CARRIED

Councillor Sullivan returned to the Council Chambers at 9:31 a.m.

23-12-010 FIRE TRUCK DEPOSIT

DENIS: That we pay \$101,764.50 to Acres Industries as our 50% portion of the 30% deposit on the new fire truck with the Town of Big River paying the remaining 50% of the deposit.
CARRIED

23-12-011 ICIP RINK & COMMUNITY CENTRE EXPENSES

SULLIVAN: That we pay the Town of Big River \$176,875.18 for the expenses incurred to date on the upgrading of the Rink and Community Centre through the Investing in Canada Infrastructure Program and that we acknowledge \$109,950 will be reimbursed in 2024/2025 as the ice plant was prepaid but because it is not in our possession it was not considered an eligible expense during our grant reporting submission.
CARRIED

23-12-012 TRANSFER TO RESERVES

D PANTER: That Council acknowledges the CAO is authorized to transfer excess revenue to reserves for future expenditures as determined during yearend processing and the preparation of the financial statements.
CARRIED

23-12-013 GO IN CAMERA – 9:36 A.M.

SULLIVAN: That the time being 9:36 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, and Maurice Denis.
CARRIED

Reeve C Panter reconvened the meeting at 09:49 a.m.



23-12-014 WENDY HARTNETT – COUNTEROFFER

C PANTER: That Wendy Hartnett’s request for the RM to pay her deductions on the \$20,000 that was proposed as per resolution 23-11-011 be declined and that the Reeve inform Wendy Hartnett that while we appreciate her years of service, Council believes their original offer was generous and as such, is making a final offer of \$20,000 less the required deductions conditional in that she accepts 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 December 20th, 2023 and any counteroffer will void this offer.

CARRIED

23-12-015 NEW ASSISTANT ADMINISTRATOR

SULLIVAN: That we acknowledge the CAO has hired Shirley Arcand as the Assistant Administrator with a start date of December 1st with an annual salary of \$39,930.72, 3-month probationary period and a salary review at the end of 6 months.

CARRIED

23-12-016 WENDY PROULX

DENIS: That we extend Wendy Proulx’s employment to Feb 28th, 2024, to assist with scanning property files and other municipal documents.

CARRIED

23-12-017 CAO SALARY INCREASE

C PANTER: That the CAO’s salary increase be tabled to the January 15th regular Council meeting.

CARRIED

23-12-018 GRAVEL EXCAVATION LICENSING BYLAW 23-12-10 – 1ST READING

D PANTER: That the Gravel Excavation Licensing Bylaw, 23-12-10, be read for a first time.

CARRIED

23-12-019 GRAVEL EXCAVATION LICENSING BYLAW 23-12-10 – 2ND READING

DENIS: That the Gravel Excavation Licensing Bylaw, 23-12-10, be read a second time.

CARRIED

23-12-020 GRAVEL EXCAVATION LICENSING BYLAW 23-12-10 – THREE READING

SULLIVAN: That the Gravel Excavation Licensing Bylaw, 23-12-10, being, be given three readings at this meeting.

CARRIED UNANIMOUSLY



23-12-021 GRAVEL EXCAVATION LICENSE BYLAW 23-12-10 – 3RD READING

D PANTER: That the Gravel Excavation Licensing Bylaw, 23-12-10, 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

23-12-022 PHILLIPS GROVE SPEED LIMIT BYLAW 23-12-11 – 1ST READING

SULLIVAN: That the Phillips Grove Speed Limit Bylaw, 23-12-11, be read for a first time.

CARRIED

23-12-023 PHILLIPS GROVE SPEED LIMIT BYLAW 23-12-11 – 2ND READING

DENIS: That the Phillips Grove Speed Limit Bylaw, 23-12-11, be read a second time.

CARRIED

23-12-024 PHILLIPS GROVE SPEED LIMIT BYLAW 23-12-11 – THREE READING

D PANTER: That the Phillips Grove Speed Limit Bylaw, 23-12-11, being, be given three readings at this meeting.

CARRIED UNANIMOUSLY

23-12-025 PHILLIPS GROVE SPEED LIMIT BYLAW 23-12-11 – 3RD READING

C PANTER: That the Phillips Grove Speed Limit Bylaw, 23-12-11, 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

23-12-026 ADMINISTRATION BYLAW

SULLIVAN: That the Administration Bylaw be tabled to the January 15th, regular Council meeting.

CARRIED

23-12-027 LIFESTYLE BREAK 10:47 A.M.

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

CARRIED

Reeve C Panter reconvened the meeting at 10:50 a.m.

23-12-028 COUNCIL PROCEDURES BYLAW

D PANTER: That the Procedures Bylaw be tabled to our January 15th, 2024, regular Council meeting.

CARRIED



23-12-029 DISCRETIONARY USE – SHORT TERM ACCOMODATIONS

C PANTER: That notice having been provided in accordance with Section 3.7 of Zoning Bylaw 1/19 and no concerns having been raised, Council approves the discretionary use development permit to allow for short term rental accommodations on the NW 27-56-06 W3rd to Samaya Katzman and Garvin Millikin, who will be the primary contacts.

CARRIED

23-12-030 APPROACH EXTENSION REQUEST - MISTIK MANAGEMENT LTD/JASON KLASSEN

DENIS: That we acknowledge the CAO has approved, an extension of the existing approach on the SE 34-56-07 W3, as indicated on the drawing attached to the approach application, according to Policy 400-29A, Approach Development/Culvert Installation.

CARRIED

Foreman C Wilson met with Council to discuss operations for the previous month at 11:02 a.m. and left at 11:54 a.m.

Reeve C Panter left the Council chamber at 11:25 a.m. and returned at 11:28 a.m.

Councillor Sullivan left the Council chambers at 11:26 a.m. and returned at 11:29 a.m.

23-12-031 BODMIN BRIDGE DEMOLITION

SULLIVAN: That the RM will be responsible for the Bodmin bridge demolition and installation.

CARRIED

23-12-032 RECESS FOR LUNCH – 11:54 A.M.

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

CARRIED

Reeve C Panter reconvened the meeting at 1:15 p.m.

23-12-033 SAFETY MANUAL

D PANTER: That the selection of a company to rewrite our Safety Manual be tabled to the January 15th, 2024 regular Council meeting and that the CAO get clarification from the Saskatchewan Construction Safety Association to determine if their quote includes all policies and forms.

CARRIED

23-12-034 REVENUE SHARING

D PANTER: That Council of the Rural Municipality of Big River No. 555 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant, that being:

- Submission of 2022 Audited Financial Statement to the Ministry of Government Relations.
- Is in good standing with respect to the reporting and remittance of Education Property Taxes.
- Has adopted a Council Procedures Bylaw.
- Has adopted an employee Code of Conduct.
- All members of Council have filed their Public Disclosure Statements as required; and

that we authorize the CAO to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

CARRIED

23-12-035 PUBLIC DISCLOSURER

C PANTER: That we acknowledge Jeff Wiebe was provided with a copy of the Public Disclosure Statement and had submitted his annual declaration to the CAO pursuant to subsection 142(3) of *The Municipalities Act*.

CARRIED

23-12-036 CHITEK LAKE RESTRUCTURING AGREEMENT

DENIS: That Council agrees to pursue further discussions regarding a possible boundary restructuring agreement with the Resort Village of Chitek Lake.

CARRIED

23-12-037 RECREATION BOARD CO-ORDINATOR EXTENDED HOURS

C PANTER: That we have no objections to changing the Recreation Board Co-Ordinator's hours from 35 to 40 per week.

CARRIED

23-12-038 SOUND WALL

SULLIVAN: That Paul Kuzbik's request to place a small sound wall in front of the electrical service be denied as the electrical structure is too close to the road which would result in the wall being on the road.

CARRIED

Councillor D Panter left the Council chambers at 1:55 p.m. and returned at 2:01 p.m.

23-12-039 INCIDENT COMMAND SYSTEM (ICS) TRAINING

D PANTER: That office staff be authorized to take ICS100, ICS200, and any associated costs be paid by the RM.

CARRIED

23-12-040 VOLUNTEER FIREFIGHTERS

DENIS: That Dylan Anderson, Chad Gunderson, and Randy Meginbir be added to the SARM Benefits Plan Group Coverage for Volunteer Firefighters.

CARRIED

23-12-041 JANUARY COUNCIL MEETING

D PANTER: That the January regular Council meeting be set for January 15th, 2024, commencing at 9:00 a.m.

CARRIED

23-12-042 DESTROY RECORDS

SULLIVAN: That in keeping with the provisions of Bylaw 9/21, the CAO be authorized to destroy the following records:

- 2021 – Tax and General Receipts
- 2021 – Change of Ownership Notifications
- 2021 – Tax Lien Withdrawals
- 2021 – Undelivered Assessment and Tax Notices
- 2016 – Vouchers

CARRIED

23-12-043 HOLIDAY OFFICE CLOSURES

D PANTER: That the RM of Big River No. 555 office be closed on December 22nd, and 25th, 26th, 2022 and Jan 1st, 2024.

CARRIED

23-12-044 YEAREND EXPENSE

SULLIVAN: That the Reeve and CAO be authorized to pay all expenses to December 31st, 2023, which will be presented to Council for ratification at the January regular Council meeting.

CARRIED

23-12-045 TOWN COUNCIL MEETING

SULLIVAN: That the CAO co-ordinate a meeting with the RM and Town Council to discuss the future of the Wapiti Library.

CARRIED

23-12-046 REPORTS

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

CARRIED

23-12-047 CORRESPONDENCE

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

CARRIED

23-12-048 ADJOURNMENT – 3:16 p.m.

SULLIVAN: That this meeting be adjourned.

CARRIED



Reeve – Clint Panter



CAO – Michael Yuzik

1. Ministry of Environment – Ground Water Monitoring
2. Ministry of Highways – TLE Pelican Lake 819_90_1
3. WSA – Channel Clearing & Drainage Project Maintenance
4. SARM - Rural Crime Watch Membership
5. Ministry of Parks Culture & Sport – 2023 Municipal Heritage Activity Study.

