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**Town of Big River
Meeting Minutes
May 14, 2024 – 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 May 14, 2024, at 8:00 a.m.

Present:

Mayor: David Krawetz
Councillors: Chad Dunn
Sandra Gilbert
Rick Croshaw
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#119/24

Gilbert: THAT the May 14, 2024, Agenda be adopted with the power to add.
Carried.

ADMINISTRATOR’S REPORT

RES#120/24

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

MAINTENANCE AND SEWER & WATER REPORTS

Maintenance Foreman, Terry Olsen, attended the meeting from 9:00 a.m. to 10:00 a.m.

RES#121/24

Dunn: THAT the regular written Sewer and Water and Maintenance reports to April 30, 2024, be accepted.
Carried.

WATER TANK FILL INCREASE

RES#122/24

Meyers: THAT the water tank fill at the Water Treatment Plant be increased from .03/gallon to .04/gallon starting June 1, 2024.
Carried.

DRAINAGE PROJECT

RES#123/24

Dunn: THAT the Town proceed with improvements to the existing drainage through Sundby Crescent.
Carried.



NO
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BRIDGE ROAD REPAIRS

RES#124/24

Dunn: THAT the Town proceed with road repairs on Mill Avenue South (Bridge Road) to address the pothole and drainage issue.
Carried.

CLEANING TREATED WATER RESERVOIRS

RES#125/24

Croshaw: THAT the Town approve the quote from ATAP Infrastructure Management Ltd. for the cleaning, inspection, and disinfection of the treated water reservoirs at a cost of \$8,950.00 plus applicable taxes completing the reservoirs in one day.
Carried.

Council recessed from 10:05 a.m. to 10: 12 a.m.

DELEGATIONS

Tami Lutz, Sales Manager and Tammy Gibb for Greenland Waste Disposal Ltd., attended the meeting from 10:15 a.m. to 10:56 a.m.

APPROVAL OF MINUTES

RES#126/24

Dunn: THAT the minutes of the April 9, 2024, Regular Meeting be adopted as presented.
Carried.

RES#127/24

Croshaw: THAT the notes of the April 23, 2024, Joint Committee meeting of Councils of a Whole be adopted as presented.
Carried.

BUSINESS ARISING FROM THE MINUTES

STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION

RES#128/24

Meyers: THAT the Statement of Financial Activities for the month of April 2024 be acknowledged.
Carried.

RES#129/24

Croshaw: THAT the Bank Reconciliation for the month of April 2024 be acknowledged.
Carried.

RES#130/24

Meyers: THAT the Journal Entries for the month of April 2024 be acknowledged.
Carried.



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ACCOUNTS FOR APPROVAL

TOWN REGULAR

RES#131/24

Gilbert: THAT accounts for approval to include cheque nos. 21000 through 21059 for a total of \$180,570.14 be approved for payment.
Carried.

CORRESPONDENCE

RES#132/24

Gilbert: THAT Correspondence be filed as presented.
Carried.

BOARDS/COMMITTEE REPORTS

**BIG RIVER AND DISTRICT RECREATION AND CULTURAL BOARD
BALL DIAMOND LEASE AGREEMENT 2024**

RES#133/24

Gilbert: THAT the Council of the Town of Big River has no objection to signing the lease agreement with Big River Minor Sports Association for the ball season from April 15th to June 30, 2024, for \$1,800.00 (plus GST) for the season.
Carried.

**BIG RIVER AND DISTRICT RECREATION AND CULTURAL BOARD
PICKLEBALL LEASE AGREEMENT 2024**

RES#134/24

Meyers: THAT the Council of the Town of Big River has no objection to signing the lease agreement with the Big River Pickleball Club for the pickleball season from May 1 to October 15, 2024, for \$200.00 (includes GST) per month.
Carried.

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

PUBLIC HEARING

1:00 p.m. to receive comments and submissions relating to amendment to Zoning Bylaw.

Public Hearing on adopting a bylaw pursuant to Section 207 of *The Planning and Development Act, 2007* to amend Bylaw No. 2015-01 known as the Official Community Plan and Bylaw No. 2015-02, known as the Zoning Bylaw to add Short Term Rental Accommodation as a Discretionary Use in the R1-Low Density and the C1-Core Mixed Use Commercial District.

There were no representations or submissions surrounding the adopting of the amended bylaws.

BIG RIVER REGIONAL PARK AUTHORITY MEMBERS FOR 2024

Chairperson: Jim Jones
Vice Chairperson: Jake McRae
Secretary/Treasurer: Pearl Carter
Executive Directors: Linda Ethier
Florence Proulx
Jaqui Jess



NO
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EMERGENCY MEASURES ORGANIZATION (EMO)
TARGETED SECTOR SUPPORT (TSS)
PARKLAND EMERGENCY MEASURES ORGANIZATION
RES#135/24

Meyers: THAT the Council of the (Supporting Communities) supports the grant application to the Targeted Sector Support (TSS) Initiative. For regional co-operation with Parkland Emergency Measures Organization (EMO) to proceed with the plan for funding to hire a Regional EMO Coordinator; and for the ongoing maintenance of the Regional EMO position for the first two years.
Carried

CANADA SUMMER JOBS (CSJ)
RES#136/24

Dunn: THAT the Town enter into agreement with Employment and Social Development Canada (ESDC) for two youth workers for 8 weeks, 35 hours per week each for a total of \$3,920.00.
Carried.

FULL TIME SUMMER MAINTENANCE PERSONNEL POSITION
RES#137/24

Meyers: THAT it be acknowledged that Joshua Pond has been hired for the full-time summer employment position, Joshua’s employment term is May 1, 2024, through September 15, 2024, Tuesdays to Saturdays.
Carried.

SUMMER EMPLOYEES
RES#138/24

Croshaw: THAT it be acknowledged that Riley Pearce has been hired for the summer employment position, Riley’s employment term is May 15, 2024, through September 15, 2024.
Carried.

RES#139/24

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

OLD BUSINESS

TOWN SIGNS
RES#140/24

Meyers: THAT the Town approves the Level 2 quote in email provided by Sun Beam Valley Log & Timber Inc. dated May 13, 2024; such quote is to remove the existing welcome signs which are located at the north and south entrances of the Town of Big River along Highway 55, refurbish the signs, install new treated log columns, install new log connecting beams, re-install the signs, travel and hardware, at a cost of \$21,800.00 plus applicable taxes.
Carried.



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NEW BUSINESS

**ORDER TO REMEDY – LOT 5, BLOCK 1, PLAN 83B08394 – 227 1ST AVENUE NORTH
RES#141/24**

Croshaw: As provided by Town of Big River Bylaw 2012 – 10, THAT an order to remedy be sent to the registered property owner of Lot 5 Block 1 Plan 83B08394 @ 227 1st Avenue North.
Carried.

ORDER TO REMEDY – LOT 1, BLOCK 2, PLAN AA4863 – 100 MAIN STREET

RES#142/24 As provided by Town of Big River Bylaw 2012 – 10, THAT an order to remedy be sent to the registered property owner of Lot 1 Block 2 Plan AA4863 @ 100 Main Street.
Carried.

**REQUEST FOR LETTER OF APPROVAL FOR SPECIAL OCCASION PERMIT FOR THE BIG RIVER
RECREATION IMPROVEMENT ASSOCIATION – EK CLASSIC GOLF TOURNAMENT**

RES#143/24

Croshaw: THAT the Council of the Town of Big River has no objection to the issuance of a Special Occasion Permit from Saskatchewan Liquor and Gaming Authority to be issued to the Big River and District Recreation Improvement Association, for the EK Classic Golf Tournament to take place at the Big River Community Centre (606 1st Street North) and adjacent fenced area to the Small Hall – on Friday, August 9, 2024, from 1:00 p.m. to 1:00 a.m. and Saturday, August 10, 2024, from 12:00 p.m. to 12:00 a.m.
Carried.

REQUEST TO CLOSE OFF STREET

RES#144/24

Meyers: THAT the Council of the Town of Big River grant permission to Sara Vallentgoed and Kevin Bendig to block 1st Avenue North off between Main Street and 1st Street on Saturday, June 15, 2024, from 1:00 p.m. to 8:00 p.m. for a street hockey tournament and log carving event.
Carried.

CANADIAN HERITAGE - CELEBRATE CANADA FUNDING APPROVAL

RES#145/24

Meyers: THAT it be acknowledged that the Town of Big River has been approved for \$3,360.00 for Canada Day 2024 Celebrations.
Carried.

RES#146/24

Dunn: THAT the Town of Big River sponsor a free pancake breakfast on Canada Day, from 8:00 a.m. to 10:30 a.m. at the Big River Community Centre.
Carried.

BUILDING CODE ENFORCEMENT SERVICES

CCASK SERVICE AGREEMENT

RES#147/24

Gilbert: THAT the Town of Big River enter into agreement with 102121429 Saskatchewan Ltd. under the name CCA-SK construction Code Authority, for plan review and inspection services, such agreement be attached hereto and forming a part of these minutes.
Carried.



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2024 SIDEWALK REPAIRS

RES#148/24

Croshaw: THAT the following sidewalk repairs be approved as per quote no. 384 from Smooth Rock Construction Ltd.:

- o CIBC – 70’ x 5’ starting at the corner of Main Street & 3rd Avenue South
- o 1st Avenue North (in front of 302 & 304 1st Ave North) 45’ x 10’
- o 4th Avenue South – 20’ x 5’ along Highway 55, between Main Street and Forbes Street
- o Accessibility at each of the four corners at the intersection of Highway 55 and 1st Street, on the west side of Highway 55 and George Street and on the north side of Highway 55 and Forbes Street.

Carried.

CANADA COMMUNITY BUILDING FUND (CCBF - FORMERLY KNOWN AS THE GAS TAX FUND) INFRASTRUCTURE INVESTMENT PLAN (IIP)

RES#149/24

Dunn: To comply with the terms and conditions in the Municipal Gas Tax Fund Agreement, THAT the Town of Big River submit an Infrastructure Investment Plan (IIP) under the eligible project category of “Drinking Water”, for the costs associated with the water upgrade project in the Town of Big River.

Carried.

2024 TOWN BUDGET

RES#150/24

Gilbert: THAT the Council of the Town of Big River approve the Town of Big River’s 2024 Budget, such document be attached to these minutes.

Carried.

2024 MILL RATE

RES#151/24

Meyers: THAT the 2024 Municipal Mill Rate be set to 8.25 mills.

Carried.

BYLAWS

BYLAW 2024-03 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-02 ZONING BYLAW – SHORT TERM RENTAL ACCOMMODATIONS

RES#152/24

Croshaw: THAT Bylaw 2024-03 A Bylaw of The Town of Big River to Amend Bylaw 2015-02 Zoning Bylaw be read a first time.

Carried.

BYLAW NO. 2024-04, A BYLAW OF THE TOWN OF BIG RIVER TO CONTROL ANIMALS

RES#153/24

Dunn: THAT Bylaw 2024 - 04 A Bylaw to Control Animals in the Town of Big River be introduced and read a first time.

Carried.



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RES#154/24
Croshaw: THAT Bylaw 2024 – 04 be read a second time.
Carried.

RES#155/24
Meyers: THAT Bylaw 2024 – 04 be given three readings at this meeting.
Carried Unanimously.

RES#156/24
Gilbert: THAT Bylaw 2024 – 04 be read a third time and adopted.
Carried.

PUBLIC NOTICE TO AMEND OFFICIAL COMMUNITY PLAN BYLAW NO. 2015-01 AND ZONING BYLAW NO. 2015-02 - BLOCK 14 PLAN BB1645

RES#157/24
Gilbert: In accordance with the *Planning and Development Act Section 207*, the Council of the Town of Big River hereby directs THAT public notice be advertised, that Council will consider written submissions on June 18, 2024, at 1:00 p.m. for the proposed amendments to:
1. Bylaw No. 2015-01 Official Community Plan Figure 6 and Figure 7 Land Use Designation Maps to redesignate Block 14, Plan BB1645 from R1 – Low Density Residential District to C2-Arterial Commercial District; and
2. Bylaw No. 2015-02 Zoning Bylaw Zoning District Map, to rezone Block 14, Plan BB1645 from R1 – Low Density Residential District to C2 – Arterial Commercial District by a posting in the Shellbrook Chronicle on May 30 and June 7, 2024, on the web site and by posting in the Town Office.
Carried.

BYLAW 2024-05 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-01 THE OFFICIAL COMMUNITY PLAN – BLOCK 14 PLAN BB1645

RES#158/24
Dunn: THAT Bylaw 2024-05 A Bylaw of The Town of Big River to Amend Bylaw 2015-01 The Official Community Plan be read a first time.
Carried.

BYLAW 2024-05 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-02 ZONING BYLAW – BLOCK 14 PLAN BB1645

RES#159/24
Croshaw: THAT Bylaw 2024-05 A Bylaw of The Town of Big River to Amend Bylaw 2015-02 Zoning Bylaw be read a first time.
Carried.



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NEXT MEETING DATE

Tuesday June 18, 2024 @ 8:00 a.m.

ADJOURNMENT

Mayor David Krawetz adjourned the meeting at 3:42 p.m.

Mayor

Administrator