

THE MINUTES OF A MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON NOVEMBER 12<sup>th</sup>, 2015 AT THE BIG RIVER COMMUNITY CENTRE IN BIG RIVER, SASKATCHEWAN.

CALL TO ORDER

The meeting was called to order by Reeve John Teer at 9:00 a.m.

PRESENT

Division 1 – Doug Panter  
Division 2 – Ron Miller  
Reeve – John Teer  
Administrator - Donna Tymiak

Division 3 – Vickie Hodgson  
Division 4 – Richard Crashley

MINUTES

360/15

PANTER: That, the minutes of the Regular Meeting of Council held on October 13<sup>th</sup>, 2015 be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES

361/15

HODGSON: That, the Statement of Financial Activities for the month of October 2015 be accepted as presented.

Carried.

LIST OF ACCOUNTS

362/15

CRASHLEY: That, the List of Accounts as listed on the attached schedule, totaling \$ 213,444.46, reflecting cheques 8461 to 8508, be passed for payment, and that Council acknowledge cheque number 8473 to the Ministry of Agriculture in the amount of \$41.00 was issued October 26<sup>th</sup>, 2015 for a clay exploration permit to facilitate testing for clay for 2016 clay cap projects, before freeze up.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

363/15

MILLER: That, the following accounts be approved for payment at this meeting and added to the next list of accounts presented to Council:

Richard Crashley	Council Indemnity	\$	290.00
Vickie Hodgson	Council Indemnity	\$	1,436.50
Ron Miller	Council Indemnity	\$	115.00
Doug Panter	Council Indemnity	\$	1,566.50
John Teer	Council Indemnity	\$	2,345.00
LFE Motor Sports	Repair water pump	\$	186.17
			Carried.

Reeve John Teer declared a pecuniary interest and left the Council Chambers when the next topic came up 9:34 a.m.

Deputy Reeve Doug Panter chaired the meeting in the Reeve's absence.

INVOICES – LEN'S TRUCKING LTD

364/15

HODGSON: That, the following invoices from Len's Trucking Ltd. be paid:

November 10 <sup>th</sup> , 2015	Spot Gravel Haul	\$3,294.17
November 10 <sup>th</sup> , 2015	Road repairs and haul brush from shop yard	\$1,386.00
		Carried.

Reeve John Teer returned to the Council Meeting and resumed chairing the meeting 9:36 a.m.

EQUIPMENT RATES AND FLAG COST – EFFECTIVE NOVEMBER 1, 2015

365/15

CRASHLEY: That, the Council of the RM of Big River, No. 555 set the following equipment rates for 2015, and that the work performed by the municipality meet the following criteria:

1. Custom work be limited to municipal roads or driveways.
2. Ratepayers wanting off road custom work be sent to local contractors who have the equipment.
3. In the event off road work need be done for emergency or other, the work is to be approved at the discretion of Council members and/or grader operator to ensure safety of municipal equipment, and to ensure the municipality is not competing with contractors for custom work.
  - Grader - \$165.00 per hour;
  - Tractor & Mower - \$200.00 per hour;
  - Tractor & Dozer/Loader – Not for hire;
  - Backhoe – Not for hire;
  - Capital I Sod Mulcher – an additional \$100.00 per hour on top of grader;
4. Snowplowing Driveways shall be subject to Policy 400-34: Flags - \$55.00 each – Entitles ratepayer to no more than 15 minutes of grader work (\$55.00/entry).

Carried.

REQUEST QUOTE

366/15

MILLER: That, Madsen Fence be requested to provide a quote to supply and install at the RM Shop 275 meters of chain link fence with security wire installed along the top.

Carried.

2016 ADMINISTRATOR'S SALARY & BENEFITS

367/15

HODGSON: That, Administrator, Donna Tymiak, salary be increased by 3.2% whereby being paid an annual salary of \$100,687.08 for the year 2016 with the RM paying premiums on Family Extended Health and Dental Plans (Both Level 2), Short and Long Term Disability Plans, Life Insurance and professional fees for annual membership to the RMAA with 5 weeks annual vacation and 17 earned days off (E.D.O.), an equivalent of every third Friday off.

Carried.

ASSISTANT ADMINISTRATOR WAGES

368/15

HODGSON: That, the wages for the Assistant Administrator be increased effective January 1, 2016 to \$25.00/hr.

Carried.

OPERATOR'S WAGES

369/15

PANTER: That, wages be increased January 1, 2016 for outside employees as follows:  
George Hildebrand be increased 3.2% so that his hourly wage is \$29.68/hour and effective June 1, 2016, he be entitled to 4 weeks holidays;  
John Johnson be increased 1.9% so that his hourly wage is \$27.21/hour.

Carried.

PHONE ALLOWANCE

370/15

TEER: That, no telephone allowance be provided to employee, John Johnson.

Carried.

RM WASTE BIN CONTRACT

371/15

HODGSON: That, the contract for Contractor Don Colby to manage daily the household garbage, paper, cardboard and recycle bins located South of Section 17-56-07-W3 in the RM of Big River be renewed and reflect a 3.2% increase for a weekly rate of \$84.79/week (\$4,409.08 annually) for 2016, which includes GST and that effective immediately he be given an annual bonus December 15<sup>th</sup> of \$100.00.

Carried.

MUNICIPAL SIGNING OFFICERS

372/15

CRASHLEY: That, the Administrator and Reeve be authorized to sign cheques and other negotiable instruments on behalf of the RM of Big River, No. 555 and that, in the absence of the Reeve, the Deputy Reeve be designated to sign the same.

Carried.

OPEN AND CLOSE ACCOUNTS

373/15

MILLER: That, the Administrator and Reeve be authorized to open or close RM of Big River financial accounts at the CIBC and, in the absence of the Reeve, the Deputy Reeve as appointed by Council, fulfill the Reeve's responsibility.

Carried.

SIGN AGREEMENTS

374/15

PANTER: That, the Administrator and Reeve be authorized signing officers for the purpose of signing agreements for the RM of Big River No. 555 and that, in the absence of the Reeve, the Deputy Reeve as appointed by Council, be the authorized signing officer.

Carried.

COMMITTEE APPOINTMENTS – Council

375/15

HODGSON: That, the List of Committee Members as attached hereto and forming part of these minutes be approved.

Carried.

GRAVEL TO SHOP YARD

376/15

CRASHLEY: That, Council has no objection to 500 yards of ¾" crushed gravel and 200 yards of 2" crushed traffic gravel being hauled to the RM shop yard by Len's Trucking Ltd. from the RM stockpiles as the inventory in the shop yard has been totally depleted for the purpose of the new RM Shop foundation and landscaping required.

Carried.

TAX ENFORCEMENT

377/15

MILLER: That, in accordance with Section 22(1) of the *Tax Enforcement Act*, the Administrator be given authorization to proceed to request title, on parcels of which the arrears of taxes have not been paid in full and the tax lien has not been withdrawn.

Carried.

MREP – APPLICATION

378/15

PANTER: That, the Administrator make application to the Municipal Roads for the Economy Program (MREP) to replace the culverts located at SW-10-57-07-W3, on the Delaronde Resort access road.

Carried.

MULTI MATERIAL STEWARDSHIP WESTERN

379/15

PANTER: That, the Rural Municipality of Big River, No. 555 participate in the Multi-Material Stewardship Western (MMSW) Funding Program as a collector of waste packaging and paper as follows:

1. Designate Hwy 55 Waste Management to execute the Services Agreement with Multi-Material Stewardship Western Inc. on behalf of the RM in transporting, processing, marketing, managing and reporting recycle materials collected in the RM; and
2. Request Hwy 55 Waste Management to submit payments received from MMSW on behalf of RM 555 Services Agreement to The Rural Municipality of Big River, No. 555.

Carried.

SPECIAL MEETING

380/15

CRASHLEY: That, a Special Meeting of Council be held Wednesday November 18<sup>th</sup>, 2015, commencing at 9:00 a.m. in the Board Room of the Big River Community Centre, Big River, SK, for the purpose of providing feedback to Crosby Hannah and Associates regarding the new Zoning Bylaw and Official Community Plan they are working on for the RM.

Carried.

RECESS FOR LUNCH – 12:02 PM

381/15

MILLER: That, council recess for lunch.

Carried.

Councillor Ron Miller left the meeting when Council recessed for lunch and did not return for the afternoon deliberations.

RECONVENE DELIBERATIONS – 1:12 PM

382/15

PANTER: That, council reconvene its deliberations.

Carried.

Delegation of Mona Westblom, Alicia Adamson and Angela Vaadeland, Beaver River Agri-Environmental Group Plan joined the Council meeting to provide Council with an update on the Growing Forward 2 Program and a summary of activities and programs available 1:12 p.m. – 1:42 p.m.

AGREEMENT WITH SKI TIMBER RIDGE

383/15

HODGSON: That, subject to receiving confirmation the 2014-2015 audit has been completed, Administrator Donna Tymiak and Reeve John Teer be authorized to sign an agreement presented to and approved by Council for the operation of Ski Timber Ridge.

Carried.

ACKNOWLEDGE WRITE-OFFS

384/15

CRASHLEY: That, unless paid before December 31<sup>st</sup>, 2015, the Administrator write-off the following outstanding invoices as uncollectable:

2014 Landfill Tipping \$40.00 George Harder

2014 Landfill Tipping \$20.00 Craig Leach

Carried.

BEAR PROOF GARBAGE BINS – Pickerel Point

385/15

HODGSON: That, a request of Len Bykowy whereby the existing garbage bins at Pickerel Point be replaced with “bear proof bins”, be denied, as the existing “Household Garbage Only Bins” were placed on the condition they were managed responsibly by the users or be removed and placed at the Big River Central Collection Site.

Carried.

Delegation George Hildebrand joined the Council Meeting to discuss road and equipment maintenance 2:00 p.m. – 2:34 p.m.

OH PHILLIPS 2016 Preliminary Budget

386/15

CRASHLEY: That, the Organized Hamlet of Phillips Grove 2016 Budget Submission be approved as presented and acknowledge the marina repair expenditure will require payment prior to the 2016 taxes being collected.

Carried.

SERVICE AGREEMENT - SW-35-56-07-W3 DELARONDE LAKE – Wood/Klassen/Lamothe

387/15

PANTER: That, as it has been brought to the attention of the RM the letter of credit, as required in the terms of the Service Agreement dated April 22<sup>nd</sup>, 2014 for the Wood/Klassen/Lamothe subdivision located at SW-35-56-07-W3 and SE-35-56-07-W3 was cancelled and the road has not been completed to the satisfaction of Council, the letter of credit be immediately reissued to the municipality in accordance with the service agreement and request the developers complete the road as soon as conditions permit.

Carried.

WARRANTY PERIOD – Grant and Janice Wood on Cowan - at SE-35-56-08-W3  
388/15

HODGSON: That, as the road constructed by developers Grant Allyn Wood and Janice Louise Wood under a service agreement dated April 22<sup>nd</sup>, 2014 to access their subdivision in SE-35-56-08-W3 failed the spring of 2015, Council require the remaining letter of credit held by the municipality for an additional year to ensure remedies pursued by the developer are successful.

Carried.

BYLAW NO. 6/15 FIRST READING – Zoning Amendment Part of Parcel C, Plan 93B13657  
389/15

CRASHLEY: That, Bylaw No. 6/15, being a bylaw to amend Zoning Bylaw 6/99, be read a first time.

Carried.

PERMISSION TO ADVERTISE - Jones  
390/15

PANTER: That, the Administrator advertise Council's intent to rezone Part of Parcel C, Plan 93B13657 in NE-26-56-07-W3 from Country Residential District to Resort Residential District, in the Shellbrook Chronicle.

Carried.

PARCEL CONSOLIDATION – Brown  
391/15

HODGSON: That, an October 5, 2015 request by Jody Brown whereby he request permission to consolidate Lots 37 and 38, Block 1, Plan 82B12420, Pickerel Point Subdivision, be denied and reconsidered by Council when a Real Property Report, prepared by a Saskatchewan Land Surveyor showing all building/structures and setbacks to property lines on the said properties is deposited with the request to consolidate.

Carried.

SUSPEND MEETING FOR PUBLIC HEARING – 3:00 PM – Zoning Amendments  
392/15

CRASHLEY: That, Council suspend meeting for public hearing.

Carried.

RECONVENE DELIBERATIONS 3:02PM  
393/15

PANTER: That, Council reconvene its deliberations.

Carried.

BYLAW NO. 5/15 SECOND READING – Zoning Amendment PT-NW-35-56-07-W3 – Wilson  
394/15

HODGSON: That, Bylaw No. 5/15, being a bylaw to amend Zoning Bylaw 6/99, be read a second time.  
Carried.

BYLAW NO. 5/15 THIRD READING – Zoning Amendment PT-NW-35-56-07-W3 – Wilson  
395/15

CRASHLEY: That, Bylaw No. 5/15, being a bylaw to amend Zoning Bylaw 6/99, be read a third time.  
Carried.

SERVICE AGREEMENT – PT-NW-35-56-07-W3  
396/15

PANTER: That, the Service Agreement for Meada Wilson, Scott Wilson and Tamara Sundby for PT-NW-35-56-07-W3, Ext 3, be approved as presented and that the Reeve and Administrator be authorized to sign the same, subject to the offsite fees and Cash in Lieu requirements being satisfied.  
Carried.

SASK POWER – File 20185449, Lot 1, Block 2 Cronos Beach  
397/15

HODGSON: That, Council offer the following comments to Sask Power regarding their plans to relocate an existing overhead line within the road allowance: the right-of-way is a 66' wide and the RM has no plans in widening the right-of-way at the location identified on File 20185449 for service to Lot 1, Block 2, Plan 86B15331.  
Carried.

SASK POWER – File 20186807, SW-21-55-07-W3  
398/15

CRASHLEY: That, the Council offer the following comments to Sask Power regarding their plans to lower #2AL primary for Carrier Forest Products to lower the ditch on the south side of their property at SW-21-55-07-W3: the right-of-way is 100' wide and the RM has no plans in widening the right-of-way.  
Carried.

MLDP  
399/15

PANTER: That, the following registrations be made for modules of the Municipal Leadership Development Program and that associated expenses paid:  
Community Land Use Planning, Mervin SK, November 17<sup>th</sup> – Vickie Hodgson  
Carried.

Delegation Doug Olson joined the Council Meeting to discuss signing a service agreement for his plan of proposed subdivision and discuss the terms of the service agreement 3:36 p.m. – 4:23 p.m.



SERVICE AGREEMENT – Doug Olson and Michele Good  
400/15

HODGSON: That, Council having received a drainage plan, from Catterall and Wright dated September 25<sup>th</sup>, 2015 and last revised October 28, 2015 at this meeting, that Doug Olson be requested to start the subdivision process in sequence starting with submitting his most recent plan of proposed subdivision as prepared by Altus Geomatics November 1, 2012 with the last revision being October 2, 2015 for NE-36-56-07-W3 and SE-01-57-07-W3 to Community Planning along with his drainage plan so their process can move forward and that to address the zoning requirement the RM has included the said plan in their new Zoning Bylaw and Official Community Plan by creating a new Park Model Residential Zoning District to accommodate the said plan of proposed subdivision, first reading anticipated to be January 2016 and that a Service Agreement be drafted once the process has restarted and include among other things an irrevocable letter of credit, calculated using \$104,000.00 per kilometer of road, based on an estimate provided by AECOM February 2009 for a Class 6, Main Farm Access Road, for Spruce Crescent Road, to be held until construction is complete and the RM is satisfied, at which time a letter of completion can be issued by the municipality and the letter of credit requirement reduced by 80% and that the 20% be held by the municipality during the warranty period

Carried.

WAPITI REGIONAL LIBRARY – Semi-Annual Meeting  
401/15

CRASHLEY: That, Vickie Hodgson be authorized to attend the Wapiti Regional Library Semi-Annual Meeting to be held Saturday, November 21<sup>st</sup>, 2015 at John M. Cuelenaere Library Auditorium, Prince Albert and that associated expenses paid.

Carried.

SASKATCHEWAN PROTECTIVE METAL CEREMONY  
402/15

PANTER: That, Reeve John Teer represent the RM of Big River, No. 555 in support of the Big River Volunteer Fire Fighters, being Doug Panter, Paul Watier, Darryl Meyers and Chad Dunn, who will receive their Saskatchewan Protective Services Metal marking 25 years of exemplary service providing safety and security for people and property in Saskatchewan, Friday December 4<sup>th</sup> 2015 in the Knight Hall, Prince Albert, SK.

Carried.

REPORTS  
403/15

HODGSON: That, the following reports be acknowledged and filed:  
Maintenance  
Committee Reports and Financial Statements

Carried.

CORRESPONDENCE

404/15

CRASHLEY: That, the correspondence having been read now be filed and that a list of the correspondence having been read be added to and form part of these minutes.


Carried.

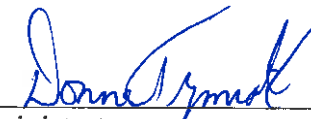
ADJOURNMENT – 5:25 PM

405/15

PANTER: That this meeting be adjourned.

Carried.

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator