

THE MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON DECEMBER 12th, 2016 AT THE BIG RIVER COMMUNITY CENTRE IN BIG RIVER, SASKATCHEWAN.

CALL TO ORDER

The meeting was called to order by Reeve John Teer at 9:02 a.m.

PRESENT

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

Division 3 – Wayne Cowan
Division 4 – Richard Crashley

ADD AGENDA ITEM – Cat-walks
541/16

COWAN: That, cat-walks be added to the agenda.

Carried.

APPROVAL OF AGENDA
542/16

CRASHLEY: That, the December 12th, 2016 agenda be approved.

Carried.

MINUTES
543/16

PANTER: That, the minutes of the First Meeting of Council held on November 4th, 2016, be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES
544/16

COWAN: That, the Statement of Financial Activities for the month of November be accepted as presented.

Carried.

LIST OF ACCOUNTS

545/16

CRASHLEY: That, the List of Accounts as listed on the attached schedule, totaling \$ 183,112.67 reflecting cheques 9025 to 9081, be passed for payment.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

546/16

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

| | | |
|---------------------------|------------------------|-------------|
| Wayne Cowan | Council Indemnity | \$ 1,445.00 |
| Richard Crashley | Council Indemnity | \$ 492.50 |
| Ron Miller | Council Indemnity | \$ 320.00 |
| Doug Panter | Council Indemnity | \$ 1,583.00 |
| John Teer | Council Indemnity | \$ 1,793.41 |
| North Star Trophies | Council Departure Gift | \$ 136.35 |
| CIBC Credit Card Services | 2016 Christmas Supper | \$ 611.28 |

Carried.

Reeve John Teer declared a pecuniary interest when the next topic came up and left the council chambers, declaring he is an employee of Len's Trucking 9:33 a.m.

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

INVOICES – LEN'S TRUCKING LTD

547/16

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

| | | |
|-----------|---|--------------|
| Nov 24/16 | Additional 2016 Gravel Haul | \$ 18,084.84 |
| Nov 24/16 | Load and Haul gravel from shop yard & deck gravel | \$ 1,086.75 |
| Dec 6/16 | Haul ¾ inch gravel from stockpile to shop yard | \$ 1,079.82 |

Carried.

Reeve John Teer returned to the Council Meeting and resumed chairing the meeting 9:34 a.m.

REGULAR COUNCIL MEETING DATES

548/16

CRASHLEY: That, the Council of the RM of Big River No. 555 hold Regular Council Meetings on the second Monday of every month, beginning at 9:00 a.m., in the Big River Community Centre Board Room, located at 606 First Street North, Big River, Saskatchewan, with the following date exceptions:

March - Friday March 10th, 2016;
October – Tuesday October 10th, 2016.

Carried.

DEPUTY REEVE

549/16

MILLER: That, Councillor Doug Panter be appointed Deputy Reeve of the RM of Big River No. 555 for 2017.

Carried.

COMMITTEE APPOINTMENT – Member at Large

550/16

PANTER: That, as recommended by the Big River and District Recreation and Cultural Board and in co-operation with the Town of Big River, Mark Bergen be appointed to the said board as a member at large for a two year term, starting January 1st, 2017.

Carried.

COMMITTEE APPOINTMENTS

551/16

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

Carried.

2017 BOARD OF REVISION AND SECRETARY APPOINTMENT

552/16

CRASHLEY: That, the appointment of a Board of Revision for 2017 be tabled to the January 2017 meeting.

Carried.

BYLAW 8/16 – CODE OF ETHICS FOR COUNCIL

553/16

MILLER: That, Bylaw 8/16, a Code of Ethics Bylaw for Council, be read a first time.

Carried.

BYLAW 8/16 – CODE OF ETHICS FOR COUNCIL

554/16

PANTER: That, Bylaw 8/16, a Code of Ethics Bylaw for Council, be read a second time.

Carried.

APPROVAL FOR 3 READINGS AT THIS MEETING

555/16

COWAN: That, Bylaw No. 8/16 be given three readings at this meeting.

Carried Unanimously.

BYLAW 8/16 – CODE OF ETHICS FOR COUNCIL
556/16

CRASHLEY: That, Bylaw 8/16, a Code of Ethics Bylaw for Council, be read a third time.
Carried.

BYLAW 9/16 – REGULATE BURNING IN RESIDENTIAL SUBDIVISIONS
557/16

MILLER: That, Bylaw 9/16, a bylaw to regulate burning in residential subdivisions, be read a first time.
Carried.

BYLAW 9/16 – REGULATE BURNING IN RESIDENTIAL SUBDIVISIONS
558/16

PANTER: That, Bylaw 9/16, a bylaw to regulate burning in residential subdivisions, be read a second time.
Carried.

APPROVAL FOR 3 READINGS AT THIS MEETING
559/16

COWAN: That, Bylaw No. 9/16 be given three readings at this meeting.
Carried Unanimously.

BYLAW 9/16 – REGULATE BURNING IN RESIDENTIAL SUBDIVISIONS
560/16

CRASHLEY: That, Bylaw 9/16, a bylaw to regulate burning in residential subdivisions, be read a third time.
Carried.

BYLAW 10/16 – AMEND ZONING BYLAW 1A/16
561/16

MILLER: That, Bylaw 10/16, a bylaw to amend Zoning Bylaw 1A/16, be read a first time.
Carried.

ADVERTISE FOR PUBLIC HEARING – Zoning Bylaw Amendments
562/16

PANTER: That, the Administrator advertise Council's intention to amend Zoning Bylaw 1A/16 in the December 23rd and December 30th, 2016 issues of the Shellbrook Chronicle.
Carried.

FUTURE ZONING BYLAW AMENDMENTS

563/16

MILLER: That, the Administrator be authorized to utilize Crosby Hanna and Associates going forward, on an as need basis, for zoning bylaw and official community plan amendments.

Carried.

PROPERTY INSURANCE

564/16

COWAN: That, Council retain their property insurance coverage through their current policy with SGI Canada and Panter Agencies and acknowledge a reduction to property insurance premiums will be forthcoming from the said service provider to be competitive with the SARM Property Self Insurance Plan.

Carried.

SARM LIABILITY SELF-INSURANCE PLAN CHANGES FOR 2017

565/16

CRASHLEY: That, Council acknowledge the SARM Liability Self-Insurance Plan Changes for 2017 as outlined in correspondence from Craig Williams, SARM Director or Insurance and Benefits Programs, dated November 1, 2016 and Endorsement #A1/2017.

Carried.

SARM EXCESS LIABILITY INSURANCE

566/16

MILLER: That, the RM of Big River carry the Excess Liability Insurance offered through SARM by the St. Paul Fire & Marine Insurance Company with coverage in the amount of two million dollars.

Carried.

LANDFILL COMMITTEE

567/16

PANTER: That, the landfill committee regroup to reconsider decisions from their November 23rd, 2016 meeting regarding proposed changes to items accepted, tipping rates and changes to the operation of the transfer station.

Carried.

RM/TOWN TRANSFER STATION CONTRACT

568/16

COWAN: That, under recommendation of the Landfill Committee and in co-operation with the Town of Big River, Council has no objection to renewing the contract with Don Colby for services at the transfer station at SE-36-56-08-W3, and that the said contract reflect 750 hours of service and \$12,000.00 paid per year for the said services which includes GST to accommodate the transfer station being open 2 days per week.

Carried.

SALE OF AG AND FOOD LAND SE-31-56-06-W3
569/16

CRASHLEY: That, Council has no objection to Sask Agriculture and Food selling SE-31-56-06-W3.
Carried.

RECESS FOR LUNCH – 12:00 PM
570/16

MILLER: That, council recess for lunch for one hour.
Carried.

RECONVENE DELIBERATIONS – 1:02 PM
571/16

PANTER: That, council reconvene its deliberations.
Carried.

ADDITIONAL INVOICES
572/16

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

RM of Big River, No. 555 Postage \$9.45

Carried.

TAX ENFORCMENT - FRIZZELL
573/16

CRASHLEY: That, in accordance with Section 26.1 of *The Tax Enforcement Act*, the Rural Municipality of Big River, No. 555 request Zatlyn Law Office to prepare the required documents to make application to the Registrar for registration of the transfer of title of Block A, Plan 101552138, Ext 21, in PT-NE-24-55-07-W3, title number 116159913, into the name of the said municipality.

Carried.

ADDITIONAL INVOICES
574/16

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

Don Colby Insulation for Transfer Station Attendant’s Building \$35.19

Carried.

Councillor Richard Crashley left the Council Chambers and Council Meeting at 1:25 p.m.

GRAVEL QUANTITIES

575/16

PANTER: That, it be acknowledged that Deputy Reeve Doug Panter has inspected the RM Gravel Stockpiles December 4th and 7th, 2016 and has confirmed the approximate quantity of crushed gravel remaining for the 2016 yearend inventory, as follows:

| | |
|---------------------------|-------------------------------|
| Caribou Pit 2" | 7,789 cubic yards; |
| Gravel Lease #550312 - ¾" | 7,254 cubic yards; |
| Shop Yard ¾" | 836 cubic yards; |
| Shop Yard 2" | 360 cubic yards; and further, |

Council acknowledge the above quantities shall be adjusted by the Administrator in the event gravel is hauled for road repairs before December 31st, 2016.

Carried.

Delegation Jonathan Peterson, AECOM joined the Council meeting to discuss the big bore culvert tender opening process 1:38 p.m. - 1:55 p.m.

JANUARY 2017 MEETING DATE

576/16

COWAN: That, the January 2017 Council meeting be rescheduled from January 9th, 2017 to January 16th, 2017, commencing at 9:00 a.m. in the Board Room of the Big River Community Centre.

Carried.

GRAVEL CRUSHING TENDER

577/16

MILLER: That, the Administrator advertise a gravel crushing tender on sasktenders.ca to crush and stockpile 10,000 cubic yards of ¾" traffic gravel from the pit located at SE-36-56-09-W3 with expected completion date of March 31st, 2017, tender to close at 2:00 p.m. CST Monday, January 16th, 2017, with tender opening to immediately follow at the regular Council Meeting, and further that the advertisement include a request for prices on stripping the area proposed for crushing as well.

Carried.

Delegation Jonathan Peterson, AECOM joined the Council meeting to open tenders received for the installation of large diameter culverts at SW-10-57-07-W3 2:00 p.m. – 2:20 p.m.

2017 COUNCIL REMUNERATION

578/16

PANTER: That, the Council Remuneration for the 2017 year be approved at the following rates, and that employees mileage rate be that of Council's:

| |
|----------------------------------|
| Regular Meetings - \$200.00/day; |
| Other Meetings - \$25.00/hour; |
| Mileage - \$.50/km. |

Carried.

DEVELOPMENT APPEALS BOARD AND SECRETARY – Remuneration
579/16

MILLER: That, Council set the following remuneration rates for members of the Development Appeals Board and Secretary to the Board when attending meetings and hearings of the Board:
Meetings/Hearings - \$25.00/hour; minimum \$100/meeting;
Mileage - \$0.50/km.

Carried.

PHILLIPS CRESCENT UNDER CONSTRUCTION – WINTER MAINTENANCE
580/16

PANTER: That, the Council has no objection to the RM doing snow removal on the portion of Phillips Crescent currently under Service Agreement dated October 3, 2016 with Harvey and Sharon Jones as follows:

1. The north leg that runs east west be closed until Sask Power has removed their Power Pole from the driving surface of the roadway; and
2. The portion of the east leg that abuts proposed lots 1, 2, 3 and 4, be maintained at the same time the rest of the roads in the Organized Hamlet of Phillips Grove are maintained;

and further that a Hold Harmless agreement be entered into between the Developer and the Municipality.

Carried.

SASKPOWER – UNDERGROUND CONSTRUCTION NE-26-56-07-W3 – Phillips Grove
581/16

COWAN: That, Council acknowledge a response was provided to Sask Power, Nov. 25, 2016, to expedite construction, regarding File Number 20197045 whereby SaskPower plans to remove existing power poles and construct an underground powerline to service proposed lots 1, 2, 3 and 4 adjacent to Phillips Grove.

Carried.

SKI TIMBER RIDGE AUDITOR'S REPORT AND FINANCIAL STATEMENTS
582/16

MILLER: That, the Ski Timber Ridge Draft Auditor's Report and Financial Statements to April 30th, 2016, as prepared by PricewaterhouseCoopers LLP, Chartered Accountants, be accepted as presented.

Carried.

AGREEMENT WITH SKI TIMBER RIDGE
583/16

PANTER: That, 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.

ABATE/CANCEL TAXES

584/16

COWAN: That, in accordance with Section 274 of *The Municipalities Act*, the Council of the RM of Big River, No. 555 abate/cancel taxes as follows:

| <u>Roll #</u> | <u>Legal Description</u> | <u>Municipal</u> | <u>SK Rivers # 202</u> | <u>Total</u> | <u>Reason</u> |
|---------------|--------------------------|------------------|------------------------|-----------------|-------------------|
| 339 200 | SE-10-55-08-W3 | \$224.00 | \$32.52 | \$256.52 | Vacant Hay Permit |
| 951 100 | PT-NW-14-58-08-W3 | \$100.00 | \$ 3.10 | \$103.10 | Vacant Hay Permit |
| 951 101 | PT-SW-14-58-08-W3 | \$100.00 | \$15.49 | \$115.49 | Vacant Hay Permit |
| 951 102 | PT-NE-15-58-08-W3 | \$100.00 | \$27.77 | \$127.77 | Vacant Hay Permit |
| 951 103 | PT-SE-15-58-08-W3 | \$100.00 | \$ 3.10 | \$103.10 | Vacant Hay Permit |
| 951 200 | PT-NE-22-58-08-W3 | \$100.00 | \$ 9.29 | \$109.29 | Vacant Hay Permit |
| 951 201 | PT-NW-22-58-08-W3 | \$100.00 | \$12.39 | \$112.39 | Vacant Hay Permit |
| 951 202 | PT-SE-22-58-08-W3 | \$100.00 | \$ 9.29 | \$109.29 | Vacant Hay Permit |
| 951 203 | PT-SW-22-58-08-W3 | \$100.00 | \$15.49 | \$115.49 | Vacant Hay Permit |
| 951 204 | PT-NW-23-58-08-W3 | \$100.00 | \$ 3.10 | \$103.10 | Vacant Hay Permit |
| 951 205 | PT-SW-23-58-08-W3 | \$100.00 | \$ 4.59 | \$104.59 | Vacant Hay Permit |
| 952 214 | PT-NW-03-59-08-W3 | <u>\$100.00</u> | <u>\$ 1.50</u> | <u>\$101.50</u> | Vacant Hay Permit |
| | Total | \$1,324.00 | \$137.63 | \$1,461.63 | |

Carried.

COMMUNITY RINKS PROGRAM

585/16

MILLER: That, Council acknowledge the Community Rinks Program, offered by the Minister of Parks, Culture and Sport, has been suspended for 2016 whereby the grant budgeted as revenue by the Town of Big River \$5,000.00 (\$2,500.00 x 2) to offset amounts paid by the municipalities will not be received by the Town likely leaving a shortfall on the Big River and District Recreation and Cultural Board Budget to be funded by the municipalities.

Carried.

DISCRETIONARY USE DEVELOPMENT PERMIT APPLICATION – Institutional Camp Bed & Breakfast

586/16

PANTER: That, notice having been provided in accordance with Section 3.7.1 of Zoning Bylaw 1A/16 for an application submitted by Paul and Anita Turgeon to operate a Bed and Breakfast Retreat and Training Center on NW-22-55-07-W3 and no concerns being raised, Council approve the said application subject to the Section 4.14.5 - Special Standards and Regulations as it pertains to Bed and Breakfast Homes:

1. to the permit being limited to no more than three bedrooms within the dwelling unit to be used to provide sleeping accommodation to comply with the definition of a Bed and Breakfast in the RM Zoning Bylaw; and
2. as Bed and Breakfast Homes shall be licenced pursuant to *The Public Health Act*, that proof of such licence be deposited with the development officer prior to the discretionary use development permit being issued by the municipality.

Carried.

ASSET MANAGEMENT PLANS

587/16

COWAN: That, the Asset Management Plans for Transportation and Buildings, November 2016, be accepted as presented.

Carried.

UPDATING ASSET MANAGEMENT DATA BASE

588/16

MILLER: That, the Administrator request a quote to have Atana Management update the asset management data base on an annual basis which uses The Institute of Public Works Engineering Australasia – Namsplus to keep the data base current.

Carried.

ASSESSMENT, TAXATION AND TAX TOOL WORKSHOP

589/16

PANTER: That, the Administrator be authorized to attend the Assessment, Taxation and Tax Tool Workshop to be held in the Shellbrook Senior Citizen's Centre, February 10th, 2017 and the \$70.00 registration fee and associated expenses be paid by the municipality.

Carried.

Delegation Jonathan Peterson joined the Council Meeting to provide his analysis of the tenders received for the installation of large diameter culverts at SW-10-57-07-W3 3:35 p.m. – 3:50 p.m.

AWARD TENDER OF INSTALLATION OF LARGE DIAMETER CULVERTS – SW-10-57-07-W3

590/16

COWAN: That, 101186505 Saskatchewan Ltd. o/a Schmidt Trucking, Kelvington, Saskatchewan be awarded the tender for the installation of the large diameter culverts at SW-10-57-07-W3 for a bid price of \$153,375.00 plus G.S.T.

Carried.

Delegation Doug Olson and Michele Good joined the Council Meeting to discuss changes to their dedicated lands configuration and additional road dedication for their proposed subdivision in NE-36-56-07-W3 and SE-01-57-07-W3 3:51 p.m. – 4:25 p.m.

SE-01-57-07-W3 and NE-36-56-07-W3 – RPM – Park Model District – Olson
591/16

MILLER: That, Council has no objection to the concept plan presented by developers Doug Olson and Michele Good, dated December 12th, 2016, prepared by Altus Geomatics with changes to the Municipal Reserve Dedication and the inclusion of a registered roadway to the Boat Launch/Channel and that:

1. Council has no objection to deferring dedication of Municipal Reserve Lands to future phases if necessary;
2. The roadway to the boat launch/channel be surveyed and registered as roadway and
3. No service agreement will be required for the said roadway.

Carried.

ACKNOWLEDGE AECOM REPORT SE-01-57-07-W3
592/16

PANTER: That, Council accept the inspection report dated November 21, 2016 from AECOM, following a final inspection on roads in Phase 1 in SE-01-57-07-W3 as presented and acknowledge the said report has been forwarded to the developer.

Carried.

REPORTS
593/16

COWAN: That, the following reports be acknowledged and filed:
Maintenance
Committee Reports

Carried.

CORRESPONDENCE
594/16

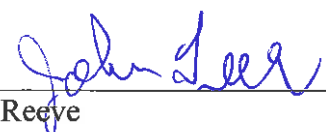
MILLER: That, the correspondence having been read now be filed and that a list of the correspondence having been read be added to and form part of these minutes.

Carried.


ADJOURNMENT – 5:20 P.M.
595/16

PANTER: That, this meeting be adjourned.

Carried.



Reeve



Administrator