

THE MINUTES OF A REGUALR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON JANUARY 16th, 2017 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 – Wayne Cowan
Division 4 – Richard Crashley

APPROVAL OF AGENDA

1/17

MILLER: That, the January 16, 2017 agenda be approved as presented.

Carried.

MINUTES

2/17

PANTER: That, the minutes of the Regular Meeting of Council held on December 12th, 2016 be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES

3/17

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

Carried.

TRANSFER TO RESERVES FOR FUTURE EXPENDITURE

4/17

CRASHLEY: That, Council acknowledge the Administrator will transfer to reserves for future expenditures over the budgeted \$13,000.00 to account for the Delaronde Resort Big Bore Culvert Installation that was budgeted for in 2016 to be completed in 2017 and additional surplus of revenues versus expenditures recorded in 2016 as determined during year end processing and preparing the financial statements.

Carried.

LIST OF ACCOUNTS

5/17

MILLER: That, the List of Accounts as listed on the attached schedule, totaling \$ 207,078.47 reflecting cheques 9082 to 9149, be passed for payment and acknowledge cheque 9077 was void and payment reissued in the name of Sherri Scott, at her request.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

6/17

PANTER: 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	\$ 375.00
Richard Crashley	Council Indemnity	\$ 215.00
Ron Miller	Council Indemnity	\$ 215.00
Doug Panter	Council Indemnity	\$ 301.00
John Teer	Council Indemnity	\$ 390.00
Munisoft	Norton Security	\$ 86.90

Carried.

TITLES, BONDS AND SECURITIES

7/17

COWAN: That, it be acknowledged the Administrator has placed the titles, Insurance Policies, Bonds, Securities, Term Deposit Certificates and other legal documents of the Municipality before council for their inspection.

Carried.

2017 BOARD OF REVISION AND SECRETARY APPOINTMENT

8/17

CRASHLEY: That, the RM of Big River, No. 555 appoint Gord Krismer & Associates Ltd. for the services of a Board of Revision with the following board appointments: Clinton Krismer (Chair), Gordon Krismer (Vice-Chair), Jeff Hutton, Charmain Luscombe, Brian Lynch, Reg Skinner, Don Van Beseleare; and further, as Secretarial Services will be required, Christina Krismer be appointed as the Secretary of the Board of Revision.

Carried.

SOLICITOR

9/17

MILLER: That, Zatlyn Law Office and SARM Legal Services, Mike Morris, Andrew Svenson and Ray Petrich, a contracted legal resource by SARM, be appointed as the solicitors for the RM of Big River No. 555 for the year 2017.

Carried.

ENGINEER

10/17

PANTER: That, AECOM Engineering Ltd. be appointed as the engineering firm for the RM of Big River No. 555 for the year 2017.

Carried.

AUDITOR

11/17

COWAN: That, PricewaterhouseCoopers LLP be appointed as the auditors for the RM of Big River No. 555 for the year 2017.

Carried.

POUND ADMINISTRATOR

12/17

CRASHLEY: That, the Administrator be appointed as pound administrator in order to deal with stray animal issues.

Carried.

WEED INSPECTOR

13/17

MILLER: That, Gerald Fillmore be appointed as weed inspector for 2017 and that, if his services are required, he be compensated at a rate of \$20.00 per hour and mileage paid at the same rate as Council mileage.

Carried.

PEST CONTROL OFFICER

14/17

PANTER: That, Gerald Fillmore of Prince Albert be appointed as Pest Control Officer for the year 2017.

Carried.

WCB COUNCIL ASSESSABLE EARNINGS 2016

15/17

COWAN: That, Council acknowledge the WCB Assessable Earnings for Minimum Positional Coverage for 2016, confirmed by WCB and set at the January 2016 meeting being \$50,994.00 was an error by SK WCB and was revised in May 2016 to be \$33,996.00.

Carried.

WCB COUNCIL ASSESSABLE EARNINGS

16/17

CRASHLEY: That, the 2017 assessable earnings for members of Council under the Worker's Compensation Board Act be set at \$34,008.00, per elected official, as set by the Worker's Compensation Board.

Carried.

SARM MEMBERSHIP

17/17

MILLER: That, SARM Membership be renewed, and the invoice in the amount of \$2,860.56 paid.

Carried.

FIDELITY BOND

18/17

PANTER: That, the 2017 Fidelity Bond Self Insurance Plan be renewed and the premium of \$ 300.00 paid.

Carried.

AUTHORIZATION TO BORROW

19/17

COWAN: That, the Reeve and Administrator be authorized to borrow an amount, to meet the expenditures for the municipality for municipal purposes, not to exceed \$500,000.00, by way of an operating line of credit, with the Big River Branch of CIBC, to be repaid at the terms negotiated with that institution.

Carried.

SASK LOTTERIES ALLOCATION

20/17

CRASHLEY: That, the R.M. of Big River, No 555 allocate the Saskatchewan Lotteries Trust Fund Community Grant program for 2018 as follows: R.M. of Big River \$250.00, Organized Hamlet of Phillips Grove \$250.00, Organized Hamlet of Nesslin Lake \$250.00, Town of Big River \$5,410.20.

Carried.

SASK. AG & FOOD LEASES

21/17

MILLER: That, unless sooner paid, the Administrator complete the LA 302 Form (Cancellation Request) supplied by Sask Ag and Food on those provincial lands that have taxes owing for more than one year after December 31, 2016, and have the same signed by the administrator and Reeve as required by Sask Ag and Food, and submitted to the same before January 31, 2017.

Carried.

EXCLUSION OF LANDS IN ARREARS

22/17

PANTER: That, in accordance with Section 3(3) of *The Tax Enforcement Act*, the Administrator exclude any lands, with respect to the list of lands in arrears, of which taxes in arrears do not exceed one half of the 2016 tax levy.

Carried.

LIST OF LANDS IN ARREARS

23/17

COWAN: That, in accordance with Section 3 of the *Tax Enforcement Act*, it be acknowledged the Administrator has presented to council a list of lands in arrears called "Schedule A", and that "Schedule A" be annexed to and form part of these minutes, and unless sooner paid will be advertised in the Shellbrook Chronicle.

Carried.

BYLAW ENFORCEMENT

24/17

CRASHLEY: That, a quote be requested from EPS Management Corporation Inc. to provide bylaw enforcement services in 2017, 2 days per week from May 1st to September 30th.

Carried.

PARKLAND ASSOCIATION OF RM'S

25/17

MILLER: That, a delegation of Council and the Administrator be authorized to attend the Parkland Association of RM'S on January 25th, 2017 at 1:00 p.m. to be held at the Spiritwood Legion Hall and that expenses be paid.

Carried.

EMO EXECUTIVE MEETING

26/17

PANTER: That, the Big River EMO Executive Meeting be held Monday February 13th, 2017 at 8:00 a.m. in the Big River Community Centre.

Carried.

SARM CONVENTION

27/17

COWAN: That, a delegation of Council and the Administrator be authorized to attend the SARM Annual Convention to be held in Saskatoon March 13th to 16th, 2017 and that Reeve John Teer and Councillor Doug Panter attend as voting delegates, and any one of the Councillors attending the convention wanting to attend the SMHI meeting may request the Administrator and Reeve to sign their registration card so they may attend and that associated expenses be paid.

Carried.

MLDP
28/17

CRASHLEY: That, any Council Member wanting to take one of the modules of the Municipal Leadership Development Program being held in conjunction with the SARM Convention March 13th, 2017 in Saskatoon, notify the Administrator as soon as possible so registration can be made and that associated expenses incurred be paid.

Carried.

NCTPC WORKSHOP
29/17

MILLER: That, a delegation of Council and George Hildebrand be authorized to attend the North Central Transportation Planning Committee Workshop, Thursday February 23rd, 2017, commencing at 10:00 a.m., at the Birch Hills Civic Centre, and that associated expenses be paid.

Carried.

AECOM LANDFILL ASSESSMENT SUMMARY REPORT
30/17

PANTER: That, the December 2016 Landfill Assessment Summary Report, prepared by AECOM in accordance with Section 5 of the Approval to Operate a Transfer Station, be accepted as presented.

Carried.

LETTER TO PICKEREL POINT COMMUNITY ASSOCIATION
31/17

COWAN: That, a letter be sent to the Pickerel Point Community Association reminding them the bear bins that have been placed at Pickerel Point were placed with the understanding they would be managed by the users and that overfilling and leaving the lids open, as reported January 4, 2017, is not acceptable.

Carried.

ADVERTISEMENT IN LOCAL GATEWAY
32/17

CRASHLEY: That, an advertisement be placed in the local Gateway encouraging RM Ratepayers to reduce garbage and recycle as the municipality is receiving money for recycle material from the Multi-Material Recycling Program (MMRP).

Carried.

CONTRIBUTION TO HEALTH
33/17

MILLER: That, the 2nd installment to the Town of Big River/Big River Health Care Fund, in the amount of \$15,000.00, be paid.

Carried.

BIG RIVER HEALTH IMPROVEMENT COMMITTEE

34/17

PANTER: That, in response to the January 9th, 2017 invitation from the Big River Health Improvement Committee, Councillors Wayne Cowan and Ron Miller attend their next Committee Meeting and report back to Council so Council can make an informed decision regarding rejoining the said Committee.

Carried.

2017 BOARD OF REVISION AND SECRETARY APPOINTMENT

35/17

PANTER: That, Council approve the Board of Revision fee schedule as provided by Gord Krismer & Associates Ltd. January 16th, 2017 as follows:

- Board Hearings: (full panel, 3 members): \$1350 per day (5-9 hours), \$675 per half day (2-5 hours), \$400 minimum (less than 2 hours)
- Mileage: \$0.50 / km (all three members in a single vehicle)
- Meals: \$45 / day per member
- Accommodations: Real and actual using modest, clean facility
- Written Decisions: \$75 / hour (typically 2 – 3 hours per decision).
- Secretarial Services: \$35 / hour
- Postage: Real and actual costs (regular mail and registered mail)
- Printing and Photocopies: \$0.20 per page

Carried.

RECESS FOR LUNCH – 11:55 AM

36/17

CRASHLEY: That, council recess for lunch for one hour.

Carried.

RECONVENE DELIBERATIONS – 1:03 PM

37/17

MILLER: That, council reconvene its deliberations.

Carried.

FURTHER INVESTIGATION INTO RANGE ROAD AND TOWNSHIP ROAD SIGNS

38/17

PANTER: That, further investigation go into pursuing the installation of Township and Range Road Signs as follows:

- Obtain a quote from Highways for the installation of signs along Hwy 55, Hwy 922 and Hwy 942;
- Investigate if steel channel posts are suitable along travelled right of ways; and
- Review the municipal map to identify installation locations to determine the number of signs required.

Carried.

Delegation Michele Good joined the Council to request Council to reduce their surety on Phase 1 of their Park Model District 1:32 p.m. – 1:37 p.m.

Delegation Wendy Proulx joined the Council to request a contribution to the Big River Regional Park for the Canada 150 Celebrations 1:37 p.m. – 1:45 p.m.

CONTRIBUTION TO BIG RIVER REGIONAL PARK FOR CANADA 150
39/17

COWAN: That, the RM of Big River, No. 555 contribute \$5,000.00 to the Big River Regional Park for 2017, Canada 150 Celebrations.

Carried.

REGIONAL PARK – CANADA 150 COMMITTEE
40/17

PANTER: That, John Teer represent the RM on the Canada 150 Committee.

Carried.

PHASE 1 – RPM – RESIDENTIAL PARK MODEL DISTRICT
41/17

PANTER: That, Council acknowledge a letter dated January 11, 2017 from the Ministry of Government Relations, Community Planning Branch regarding Phase 1 of a Plan of Proposed Subdivision in SE-01-57-07-W3 and Parcel D Plan 101911148 Ext 1.

Carried.

BYLAW 1/17 – Remove H Symbol – Phase I – MR and ER – Olson RPM District
42/17

COWAN: That, Bylaw 1/17, a bylaw to amend Zoning Bylaw 1A/16, be read a first time.

Carried.

BYLAW 1/17 – Remove H Symbol – Phase I – MR and ER – Olson RPM District
43/17

CRASHLEY: That, Bylaw 1/17, a bylaw to amend Zoning Bylaw 1A/16, be read a second time.

Carried.

APPROVAL FOR 3 READINGS AT THIS MEETING
44/17

MILLER: That, Bylaw No. 1/17 be given three readings at this meeting.

Carried Unanimously.

BYLAW 1/17 – Remove H Symbol – Phase I – MR and ER – Olson RPM District
45/17

PANTER: That, Bylaw 1/17, a bylaw to amend Zoning Bylaw 1A/16, be read a third time.
Carried.

CERTIFICATE OF COMPLETION – Olson Ventures Reforestation - Phase 1 – SE-01-57-07-W3
46/17

COWAN: That, a final inspection having been done by Adam Nestmann, AECOM, Reeve John Teer and Councillor Wayne Cowan , November 18th, 2016 and having received correspondence from Phil Shilling, P. Eng. Catterall & Wright dated December 29th, 2016 confirming the roadway construction and drainage is constructed to design, Council considers the Developer has satisfied the terms of the Service Agreement dated April 8th, 2016, for a plan of proposed subdivision showing Phase 1 in SE-01-57-07-W3, prepared by Calvin Bourassa, S.L.S, Altus Geomatics, that a Certificate of Completion be issued to Developers Olson’s Ventures Reforestation Inc. in accordance with Section 10.4 of the said Service Agreement and reduce the letter of credit required by 80% to \$23,566.40, which shall be held by the municipality for one year, the warranty period.

Carried.

PARCEL CONSOLIDATION – Ivory Drive
47/17

CRASHLEY: That, the Council of the RM of Big River has no objection to the current landowners making application to Information Services Corporation, within 90 days of this permission, to consolidate Lots 1 and 2, Block 6, Plan 102067635, Ivory Drive, and the new lot number created be Lot 2A.

Carried.

BYLAW 2/17 – Zoning District Map Amendment – Cowan Lake Subdivision
48/17

MILLER: That, Bylaw 2/17, a bylaw to amend Zoning Bylaw 1A/16, be read a first time.
Carried.

ADVERTISE FOR PUBLIC HEARING – Zoning Bylaw Amendments
49/17

PANTER: That, the Administrator advertise Council’s intention to amend Zoning Bylaw 1A/16 in the January 27th and February 3rd, 2017 issues of the Shellbrook Chronicle.

Carried.

GRAVEL CRUSHING TENDER

50/17

COWAN: That, the gravel crushing tender to crush and stockpile approximately 10,000 cubic yards of ¾" traffic gravel from the old pit located at SE-36-56-09-W3, be awarded to B. R. Concrete & Excavation Ltd., Big River, SK, as follows:

Expected Completion date:	In March 2017
Crushing ¾" traffic gravel:	\$5.00 per Cubic Yard
Screening Aggregate (if required):	\$1.00 per Cubic Yard
Stripping of Pit:	\$125.00 per hour

Carried.

Delegation George Hildebrand joined the Council to discuss road and equipment maintenance 2:20 p.m. – 2:40 p.m.

BRIDGE INSPECTION RECOMMENDATIONS – 2016

51/17

CRASHLEY: That, the December 20, 2016 Bridge Inspection Recommendations – 2016 for Bridges in the RM of Big River, No. 555, prepared by AECOM Canada Ltd., be accepted as presented and direct the Administrator to send the said report to Daniel Segal, Director of Bridge Services and request he provide an opinion as to the work that requires completion.

Carried.

SURVEY PARKING LOT

52/17

MILLER: That, Conrad Swenson, S.L.S be requested to survey Special Lease No. 377557 in SE-03-57-07-W3 beside the government dock so it may be prepared for a day use parking area.

Carried.

DISCRETIONARY USE DEVELOPMENT PERMIT APPLICATION - PT-NW-31-57-08-W3

53/17

PANTER: That, notice having been provided in accordance with Section 3.7 of Zoning Bylaw 1A/16 and no concerns having been raised, Council approve the discretionary use development permit to allow for the applicant to construct a dwelling on PT-NW-31-57-08-W3, subject to approval of the Municipality's Building Official, Peter Halayka, Halayka Building Inspections Inc., in accordance with Bylaw 5/14 and receiving a sewage disposal permit as issued by the Prince Albert Parkland Health Region.

Carried.

SUSPEND MEETING FOR PUBLIC HEARING – 3:03 P.M. Zoning Bylaw Amendments – Housekeeping & Campgrounds

54/17

COWAN: That, Council suspend meeting for public hearing.

Carried.

RECONVENE DELIBERATIONS 3:33 PM

55/17

CRASHLEY: That, Council reconvene its deliberations.

Carried.

ALTER BYLAW 10/16

56/17

MILLER: That, the Administrator alter bylaw 10/16 as it pertains to parking in campgrounds to say "Campsites shall have adequate space to accommodate at least:

One (1) vehicle where the raised patio/deck is 100 square feet or less; or

Two (2) vehicles where the raised patio/deck is over 100 square feet."

Carried.

SASKPOWER EASEMENT – R3, Plan 82B12420 Pickerel Point

57/17

PANTER: That, the easement agreement with Sask Power for poles placed on R3, Plan 82B12420 Pickerel Point, be signed.

Carried.

BIG RIVER SENIORS COMMITTEE

58/17

COWAN: That, Richard Crashley represent the RM on the Big River Seniors Committee.

Carried.

CONTRIBUTION TO CENTENNIAL BUILDING FOR MUSEUM

59/17

CRASHLEY: That, the RM of Big River, No. 555 contribute \$12,500.00 to the Town of Big River to support the renovations to the Centennial Building that will accommodate the Big River Seniors.

Carried.

Councillor Richard Crashley left the Council Chambers 3:55 p.m.

EQUIPMENT RATES AND FLAG COST

60/17

MILLER: That, the Council of the RM of Big River, No. 555 set the following equipment rates for 2017, 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.

Councillor Richard Crashley returned to the Council Chambers 3:57 p.m.

COUNTER RENOVATION

61/17

PANTER: That, Council authorized the removal and replacement of the counter in the front of the RM Office, based on the estimate dated December 28th, 2016 of \$1,075.00 plus taxes.

Carried.

SNOWMOBILE CLUB PERMISSION

62/17

COWAN: That, the RM Council has no objection to entering into an agreement between the RM of Big River, No. 555, Chitek Lake Bush Buddies and The Saskatchewan Snowmobile Association Inc. whereby approving the development of a signed and maintained snowmobile trail as identified on a map attached to the Land Use Permission Form, and that permission is given to legally enter and use the identified trail in a lawful manner for the purpose of snowmobiling only, and that entry and use is permitted only on the recreational trail right-of-way at the risk of the user, and the agreement be valid from November 1, 2016 to April 30, 2017.

Carried.

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REPORTS

63/17

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

Carried.

CORRESPONDENCE

64/17

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 – 4:30 PM

65/17

PANTER: That this meeting be adjourned.

Carried.



Reeve



Administrator

