

THE MINUTES OF A REGUALR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON NOVEMBER 14<sup>th</sup>, 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 - ABSENT

ABSENT

Division 4 – Richard Crashley

ADD AGENDA ITEM

528/17

TEER: That, the December 2017 meeting date be added to the agenda.

Carried.

ADD AGENDA ITEM

529/17

PANTER: That, accessing email on Administrator’s personal phone be added to the agenda.

Carried.

ADD AGENDA ITEM

530/17

COWAN: That, Ducks Unlimited Canada, Egg Lake Project, be added to the agenda.

Carried.

APPROVAL OF AGENDA

531/17

MILLER: That, the November 14<sup>th</sup>, 2017 agenda be approved as amended.

Carried.

MINUTES

532/17

PANTER: That, the minutes of the Regular Meeting of Council held on October 17<sup>th</sup>, 2017 be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES

533/17

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

Carried.

LIST OF ACCOUNTS

534/17

MILLER: That, the List of Accounts as listed on the attached schedule, totaling \$ 276,826.95 reflecting cheques 9605 to 9650, be passed for payment and that Council acknowledge cheque 9537 to SEPA (Saskatchewan Emergency Planners Association) was voided and reissued as cheque 9644.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

535/17

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	\$ 200.00
Ron Miller	Council Indemnity	\$ 215.00
Doug Panter	Council Indemnity	\$ 851.00
Doug Panter	SEPA Meals/Indemnity and Mileage	\$ 1,093.85
John Teer	Council Indemnity	\$ 1,300.00
Coopadees Contracting Ltd.	Clean Up at Landfill	\$ 444.00
Olson's Ventures	Erosion Control Matting/Geo Ridge	\$ 266.40

Carried.

PUBLIC DISCLOSURE ANNUAL DECLARATION

536/17

COWAN: That, the Administrator having provided each member of Council with a copy of their Public Disclosure Statement and Form 2, Public Disclosure Annual Declaration that Council acknowledge they shall submit their annual declaration pursuant to subsection 142(3) of *The Municipalities Act*, on or before November 30<sup>th</sup>, 2017 to the RM Administrator.

Carried.

GO IN CAMERA 9:25 A.M.

537/17

MILLER: That, the time being 9:25 a.m., Council close a portion of this meeting to the public to go in camera under the authority of Part III, Section 21 of *The Local Authority Freedom of Information and Protection of Privacy Act*, the public gallery be vacated and those present for this closed session be Administrator Donna Tymiak, Reeve John Teer and Councillors Doug Panter, Ron Miller and Wayne Cowan.

Carried.

GO OUT OF CAMERA 9:57 A.M.

538/17

PANTER: That, the time being 9:57 a.m., Council go out of camera and invite the public back into the Council Meeting.

Carried.

TAX ENFORCEMENT

539/17

COWAN: 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.

2018 ADMINISTRATOR'S SALARY & BENEFITS

540/17

MILLER: That, Administrator Donna Tymiak's, salary be increased by 2.2% whereby being paid an annual salary of 103,924.20 for the year 2018 with the RM paying premiums on Level 2 Family Extended Health Coverage, Level 5 Family Dental Coverage, Short and Long Term Disability Plans, Life Insurance and professional fees for annual membership to the RMAA with 6 weeks annual vacation and 17 earned days off (E.D.O.), an equivalent of every third Friday off.

Carried.

ASSISTANT ADMINISTRATOR'S WAGE

541/17

PANTER: That, the wage for the Assistant Administrator be increased 2.2% effective January 1, 2018 to \$26.16/hour.

Carried.

FOREMAN'S WAGE

542/17

COWAN: That, the wage for Foreman George Hildebrand be increased 2.2% effective January 1, 2018 to \$31.06/hour.

Carried.

OPERATOR'S WAGE

543/17

MILLER: That, the wage for Operator John Johnson be increased 2.2% effective January 1, 2018 to \$28.47/hour.

Carried.

SECOND OPERATOR'S WAGE

544/17

PANTER: That, the wage for Operator Riley Kennedy be increased 2.2% effective January 1, 2018 to \$25.04/hour.

Carried.

RM/TOWN TRANSFER STATION CONTRACT

545/17

COWAN: That, the RM Council recommend to the Landfill Committee the contract for Don Colby be renewed with an increase of, at minimum, 2.2%.

Carried.

RM WASTE BIN CONTRACT

546/17

MILLER: 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 with a monthly rate of \$600.00/month (\$7,200.00 annual) for 2018, which includes GST and payable to the contractor in semi-monthly installments of \$300.00.

Carried.

BUILDING OFFICIALS

547/17

PANTER: That, under the authority of Subsection 5(4) of *The Uniform Building and Accessibility Standards Act*, the Council of the RM of Big River, No. 555 appoint Chris Gates – BOL-3, Jason Kent – BOL-3R and Terry Rolleston – BOL-1 of BuildTECH Consulting and Inspections Inc. to be the Building Officials of the Municipality and enforce the said *Act* and that the Reeve and Administrator, upon finalizing details of the contract, be authorized to sign the same.

Carried.

SARM LIABILITY SELF-INSURANCE PLAN CHANGES FOR 2018

548/17

COWAN: That, Council acknowledge the SARM Liability Self-Insurance Plan Changes for 2018 as outlined in correspondence from Craig Williams, SARM Director of Insurance and Benefits Programs, dated November 1, 2017.

Carried.

SARM EXCESS LIABILITY INSURANCE

549/17

MILLER: That, the RM of Big River carry the Excess Liability Insurance offered through SARM by Lloyd's of London Syndicate (Tokio Marine Kiln) with coverage in the amount of two million dollars.

Carried.

OPEN AND CLOSE ACCOUNTS

550/17

PANTER: 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.

MUNICIPAL SIGNING OFFICERS

551/17

COWAN: 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.

SIGN AGREEMENTS

552/17

MILLER: That, 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.

SNOWMOBILE CLUB PERMISSION – Timber Trails Sno Riders

553/17

PANTER: That, the RM Council has no objection to entering into an agreement between the RM of Big River, No. 555, Timber Trails Sno Riders Co-operative Ltd. 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, 2017 to April 30, 2018.

Carried.

SNOWMOBILE CLUB PERMISSION – Chitek Lake Bush Buddies

554/17

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, 2017 to April 30, 2018.

Carried.

CHRISTMAS SUPPER

555/17

MILLER: That, the 2017 Council and Staff Christmas supper be held Friday November 24<sup>th</sup>, 2017 at Third and Main.

Carried.

STAFF CHRISTMAS APPRECIATION GIFT

556/17

PANTER: That, RM Employees, Donna Tymiak, George Hildebrand, John Johnson, Riley Kennedy and Wendy Hartnett be given \$125.00 each, on their December 15<sup>th</sup>, 2017, pay-cheque, as a Christmas Gift from the RM.

Carried.

DON COLBY – Annual Bonus

557/17

COWAN: In accordance with Resolution 371/15, Don Colby be paid a bonus of \$100.00, December 15<sup>th</sup>, 2017, for his service looking after the RM Waste Bins.

Carried.

PLAN OF PROPOSED SUBDIVISION – NW-27-56-06-W3  
558/17

MILLER: That, Council offer the following comments to Community Planning regarding proposed Parcel A in NW-27-56-06-W3 prepared by Meridian Surveys Ltd. and dated November 4<sup>th</sup>, 2015:

1. The area within the proposed parcel A is zoned A–Agriculture District and compliant with Bylaw 1/16, Objective 3.6.2.3 Policy (a) Single Parcel Country Residential that accommodates single parcel country residential development in an agriculture district; and
2. The Agriculture Subdivision Policy provided in sub-clause 3.5.2.2 (b) (ii) of Bylaw 1/16 (The Official Community Plan) supports the application; and
3. Land use in the immediate vicinity would be the Ness Creek Festival Site, which future landowners should be made aware of; and
4. The RM does not have any facilities that could be affected by the proposed development; and
5. The existing gate that crosses the right of way shall be removed and if required by the landowner placed on private property rather than public right-of-way; and
6. The plan of proposed subdivision shall require an amendment to accommodate, a turnaround to be registered as roadway for the motoring traffic and municipal equipment; and
7. A service agreement shall be required to include, but not limited to, upgrading the existing 66 foot right of way and developing the turn around to a municipal standard (Schedule B of the Service Agreement); and
8. Offsite fees shall also be required by the service agreement in the amount of \$2,000.00 for the new parcel being created; and
9. Council will not require an engineered drainage plan or road profiles prepared by a professional engineer due to the topography and distance of construction, however, drainage shall be taken into consideration during construction and shall meet with Council approval.

Carried.

DRAFT SERVICE AGREEMENT – NW-27-56-06-W3  
559/17

PANTER: That, upon receipt of an amended plan of proposed subdivision for NW-27-56-06-W3 which provides a suitable turn around to be registered as roadway, the Administrator prepare a service agreement and the Reeve and Administrator be authorized to sign the same.

Carried.



PLAN OF PROPOSED SUBDIVISION – S½-36-57-09-W3 and NE-25-57-09-W3  
560/17

COWAN: That, Council offer the following comments to Community Planning regarding proposed Parcels B in S½-36-57-09-W3 and Parcel C in NE-25-57-09-W3 and SE-36-57-09-W3 prepared by Jack Redding, S.L.S., Meridian Surveys Ltd. and dated May 7<sup>th</sup>, 2012 and the last revision being July 8, 2015:

1. The areas within the proposed parcels B and C are zoned A–Agriculture District and meet an Objective of the Agriculture Subdivision Policy outlined in sub-clause 3.5.2.2 (b) (ix) of Bylaw 1/16 The Official Community Plan; and
2. The Council is not aware of any land uses in the vicinity that would be incompatible with the intended use, which is to provide specific land legal physical access to an all-weather developed road; and
3. The RM does not have any facilities that could be affected by the proposed development; and
4. The plan of proposed subdivision shall require an amendment to accommodate, a 30 meter right of way, from Highway 55 to SE-36-57-09-W3 and a turnaround at the west end, to be registered as roadway for the motoring traffic and municipal equipment; and
5. The applicants “access panhandles” will serve their designed purpose at this time and may be incorporated into future development plans if additional registered right-of-way is required; and
6. A service agreement shall be required to include but not limited to upgrading the existing right of way and developing the turn around to a municipal standard (Schedule B of the Service Agreement); and
7. Council will not require an engineered drainage plan or road profiles prepared by a professional engineer due to the topography and distance of construction, however, drainage shall be taken into consideration during construction and shall meet with Council approval.

Carried.

DRAFT SERVICE AGREEMENT – S½-36-57-09-W3 and NE-25-57-09-W3  
561/17

MILLER: That, upon receipt of an amended plan of proposed subdivision for S½-36-57-09-W3 and NE-25-57-09-W3 which provides a 30 meter right of way from Highway 55 with a suitable turnaround at SE-36-57-09-W3 to be registered as roadway, the Administrator prepare a service agreement and the Reeve and Administrator be authorized to sign the same.

Carried.

BIG RIVER CURLING CLUB LEASE  
562/17

PANTER: That, Council acknowledge the Big River Curling Club Lease was signed by the Reeve and Administrator November 3<sup>rd</sup>, 2017.

Carried.

RECESS FOR LUNCH – 12:03 PM  
563/17

COWAN: That, Council recess for lunch for one hour.

Carried.



RECONVENE DELIBERATIONS – 1:11 PM

564/17

MILLER: That, council reconvene its deliberations.

Carried.

ADDITIONAL INVOICE

565/17

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

Lake Country Co-op	Shop Supplies	\$11.63
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Carried.

NORTHWOOD SHORES – SIGNAGE

566/17

COWAN: That, Olson Ventures Reforestation Inc. having paid the RM for the costs associated with the sign price quote from the Ministry of Highways dated October 16<sup>th</sup>, 2017, Council approve the said quote for signage to be placed along Hwy 922 as provided in the Sign Drawing Template for Northwood Shores, dated 16-Oct-17.

Carried.

SASKTEL CABLE INSTALLATION – SE-01-57-07-W3 – Project 802996

567/17

MILLER: That, Council is not aware of any buried facilities or other underground utilities in SE-01-57-07-W3, SaskTel Project 802996.

Carried.

2017-2018 YEARBOOK

568/17

PANTER: That, the RM of Big River place a congratulations ad in the 2017-2018 Big River Public High School Year Book and that the \$50.00 cost to advertise be paid.

Carried.

INDUSTRIAL VEGETATION PESTICIDE APPLICATOR COURSE

569/17

COWAN: That, as no dates have been set for classroom training for PEST-171CE offered by Saskatchewan Polytechnic and authorized by resolution 510/17 for Riley Kennedy, as an alternative all three outside employees be enrolled, in the online training of the PEST-171CE offered by Saskatchewan Polytechnic, as soon as possible, to be completed during the winter of 2017-2018 with enrollment, books and associated expenses paid and upon completion of the Course, the RM apply to the Ministry of Agriculture for a Pesticide Applicator License for Industrial Vegetation.

Carried.

REQUEST TO BI-DIRECTIONAL BORE THRU ER INTO DELARONDE  
570/17

MILLER: That, Jeff Wiebe, occupant of Lot 2, Block 1, Plan 102029587, Stone Ridge having made an Aquatic Habitat Protection Permit Application to Water Security Agency to bi-directional bore from the said land thru ER1, Plan 102029587 to Delaronde Lake for non-potable water for domestic purpose and seeing a drawing including the details of depth and location of the said line being bored thru ER formed part of the said application, by authority of Section 202 of *The Planning and Development Act, 2007*, Council has no objection to the occupant, with permission of the landowner of Lot 2, Block 1, Plan 102029587, bi-directional boring in accordance with the application dated 11/6/2017 and, further, that the municipality assumes no responsibility for damages that may occur at any time to the waterline.

Carried.

Delegation George Hildebrand joined the Council Meeting to discuss road and equipment maintenance 2:08 p.m. – 2:55 p.m.

AQUATIC HABITAT PROTECTION PERMIT APPLICATION  
571/17

PANTER: That, Council has no objection to the landowner of Lot 24, Block 101, Plan 101926728, Shores on Cowan making application to Water Security Agency for an Aquatic Habitat Protection Permit to place rip rap on the shoreline of the MR1, Plan 101926728, Cowan Lake.

Carried.

WINTER WEIGHT SEASON  
572/17

COWAN: That, the RM of Big River, No. 555 be included with the Ministry of Highways winter weight restrictions for the Big River area.

Carried.

SUSPEND MEETING FOR PUBLIC HEARING – 3:04 P.M. Zoning Bylaw Amendments  
573/17

PANTER: That, Council suspend meeting for a public hearing.

Carried.

RECONVENE DELIBERATIONS – 3:05 PM  
574/17

COWAN: That, Council reconvene its deliberations.

Carried.

BYLAW 18/17 – Zoning District Map Amendment – Cowan Lake Subdivision  
575/17

MILLER: That, Bylaw 18/17, a bylaw to amend Zoning Bylaw 1A/16, be read a second time.

Carried.

BYLAW 18/17 – Zoning District Map Amendment – Cowan Lake Subdivision  
576/17

PANTER: That, Bylaw 18/17, a bylaw to amend Zoning Bylaw 1A/16, be read a third time.  
Carried.

REQUEST FOR CONSOLIDATION – Hiebert  
577/17

COWAN: That, conditional to the Ministry of Government Relations approving Zoning Bylaw Amendment 18/17, Council of the RM of Big River has no objection to the current landowner making application to Information Services Corporation, within 90 days of this permission to consolidate Lots 7 and 8, Block 1, Plan 80B12105 Cowan Lake Subdivision, and the new lot number created be 8A.  
Carried.

ANCHOR BLOCK REPAIRS  
578/17

MILLER: That, Council respond to Joanne DeLaronde, Small Craft Harbours, November 8, 2017 email regarding repairs to level the anchor block and additional rip-rap at the harbor site on Delaronde Lake, Council is satisfied with the repairs that have been done.  
Carried.

PDAP DECISION REGARDING APPEAL  
579/17

MILLER: That, Council acknowledge PDAP's decision dated November 1, 2017, made after review of additional information submitted with an appeal, to uphold their previous decision, Dated August 24<sup>th</sup>, 2017, to deny the designation request made July 25<sup>th</sup>, 2017 under the Provincial Disaster Assistance Program and that a copy of the said decision be forwarded to Vern and Estelle Zakoski.  
Carried.

DECEMBER COUNCIL MEETING  
580/17

PANTER: That, the December council meeting date be changed from December 11<sup>th</sup> to December 12<sup>th</sup>, 2017, commencing at 9:00 a.m. in the Board Room of the Big River Community Centre, Big River, Saskatchewan.  
Carried.

ADMINISTRATOR ACCESS TO EMAIL  
581/17

COWAN: That, Council authorize Administrator Donna Tymiak to access the RM email from her personal phone.  
Carried.

EGG LAKE PROJECT DECOMMISSION

582/17

MILLER: That, in response to Dan Dunn, Resource Specialist, Ducks Unlimited Canada, email of November 10, 2017, the Council has no concerns regarding decommissioning of the Egg Lake Project.  
Carried.

REPORTS

583/17

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

Carried.

CORRESPONDENCE

584/17

COWAN: 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 – 3:34 PM

585/17

MILLER: That, this meeting be adjourned.

Carried.

  
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Reeve

  
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Administrator