

THE MINUTES OF A REGUALR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON MARCH 12<sup>th</sup>, 2018 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

98/18

PANTER: That, the March 12<sup>th</sup>, 2018 agenda be approved as presented.

Carried.

MINUTES

99/18

PANTER: That, the minutes of the Regular Meeting of Council held on February 12<sup>th</sup>, 2018, be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES

100/18

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

Carried.

LIST OF ACCOUNTS

101/18

CRASHLEY: That, the List of Accounts as listed on the attached schedule, totaling \$ 77,421.25 reflecting cheques 9812 to 9854, be passed for payment, and it be acknowledged the reference for cheque 9816 should say “contribution”.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

102/18

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	\$ 645.00
Richard Crashley	Council Indemnity	\$ 215.00
Ron Miller	Council Indemnity	\$ 215.00
Doug Panter	Council Indemnity	\$ 526.50
John Teer	Council Indemnity	\$ 400.00
SAMA	Registration Fees	\$ 150.00
		Carried.

GO IN CAMERA 9:22 A.M.

103/18

PANTER: That, the time being 9:22 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, Wayne Cowan and Richard Crashley.

Carried.

GO OUT OF CAMERA 9:35 A.M.

104/18

COWAN: That, the time being 9:35 a.m., Council go out of camera and invite the public back into the Council Meeting.

Carried.

REQUEST FOR EXTENSION – Lot 1, Block 6, Plan 82B12420

105/18

CRASHLEY: That, a request for an extension, dated February 17<sup>th</sup>, 2018, for an order issued on the landowner of Lot 1, Block 6, Plan 82B12420, under Section 364 of *The Municipalities Act* and Section 65 of Bylaw 6/16, dated December 23<sup>rd</sup>, 2017, be approved.

Carried.

Councillor Ron Miller declared a pecuniary interest when the next topic came up and left the council chambers, declaring his daughter-in-law works for RE/MAX of the Battlefords – Meadow Lake 9:35 a.m.

Councillor Wayne Cowan declared a pecuniary interest when the next topic came up and left the council chambers, declaring his daughter works for RE/MAX of the Battlefords – Meadow Lake 9:35 a.m.

PT-NE-24-55-07-W3 - BLOCK A, PLAN 101552138, Extension 21  
106/18

PANTER: That, ISC Surface Parcel #147246497, Block A, Plan 101552138, Extension 21 be listed with Carla Chadwick, RE/MAX of The Battlefords – Meadow Lake.

Carried.

Councillors Ron Miller and Wayne Cowan returned to the council chambers 9:37 a.m.

2017 AUDITED FINANCIAL STATEMENT  
107/18

COWAN: That, the PWC 2017 year-end report to Council and the 2017 draft audited financial statement be accepted as presented.

Carried.

FINANCIAL STATEMENT ABSTRACTS  
108/18

CRASHLEY: That, in accordance with Section 185 of *The Municipalities Act*, the Administrator publicize, by mailing with the 2018 tax notices, a synopsis of the 2017 RM audited financial statements and include the following statements: Statement 1, Statement 2 and Statement 3 and further; Council acknowledge any person at any time during regular business hours may inspect or obtain a copy of the complete audited financial statement including the Auditor’s Report.

Carried.

POTENTIAL DONATION FROM KIRSCH CONSTRUCTION  
109/18

MILLER: That, as recommended by the Big River and District Recreation and Cultural Board and in cooperation with the Town of Big River, the RM Council has no objection to the \$3,000.00 donation offered by Kirsch Construction in 2017 being allocated to repairs in the arena dressing rooms.

Carried.

CEMETERY COMMITTEE DONATION  
110/18

PANTER: That, the RM make a donation to the Town of Big River/Big River Cemetery Committee in the amount of \$2,000.00.

Carried.

NCTPC MEMBERSHIP  
111/18

COWAN: That, the NCTPC membership fee for April 1, 2018 to March 31, 2019, in the amount of \$600.00, be paid.

Carried.

NCTPC ANNUAL MEETING

112/18

CRASHLEY: That, a delegation of Reeve John Teer and Councillors Doug Panter, Ron Miller and Wayne Cowan be authorized to attend the North Central Transportation Planning Committee Annual Meeting, Thursday, April 19<sup>th</sup>, 2018, commencing at 5:30 p.m., at the Blaine Lake Senior's Hall, and that associated expenses be paid.

Carried.

COMMUNITY SAFETY OFFICER

113/18

MILLER: That, the Administrator and the Council as a whole attend a Community Safety Officer presentation being organized by the RM of Canwood, No. 494.

Carried.

BYLAW ENFORCEMENT

114/18

PANTER: That, in accordance with Section 373 of *The Municipalities Act*, S.S., 2005, c. M-36.1, Council appoint EPS Management Services Inc. as Bylaw Enforcement Services provider and the Bylaw Enforcement Officers under their employ as the Bylaw Enforcement Officers of the RM of Big River, No. 555, and that further the Reeve and Administrator be authorized to enter into a 1 year contract with the same, with a provision for flexible weekday and weekend coverage.

Carried.

GRAVEL HAUL TENDER

115/18

COWAN: That, the RM advertise on sasktenders.ca a tender to haul up to 10,000 cubic yards of gravel from the RM gravel stockpiles, commencing approximately June 1<sup>st</sup>, 2018 and being completed by August 15<sup>th</sup>, 2018 with additional gravel being hauled sporadically during the year, and that tenders be received by the RM Office until 9:00 A.M., CST, Tuesday May 1<sup>st</sup>, 2018, and that Council review tenders May 7<sup>th</sup>, 2018, at the Regular Meeting of Council, and that contractors be informed that a letter of good standing from WCB, a documented safety policy and program to comply with Occupational Health & Safety, proof of \$ 3,000,000.00 liability insurance and a detailed list of equipment for the loading and hauling of gravel must accompany the tender submission, and further, no full length clam dump trailers will be permitted in the haul.

Carried.

ROAD TOUR

116/18

CRASHLEY: That, the road tour be at the call of the Reeve and that a Van be rented from Prince Albert Northern Bus Lines so everyone can travel together.

Carried.

TEMPORARY DISCRETIONARY USE DEVELOPMENT PERMIT APPLICATION – PT-NW-16-55-07-W3  
117/18

MILLER: 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 temporary discretionary use development permit to allow for the applicant to store stocks of lumber from Carrier Lumber on PT-NW-16-55-07-W3, Ext 63, conditional to:

1. The permit is valid for 12 months; and
2. The stocks of lumber be set back at least 20 meters from the centerline of the municipal road in accordance with Bylaw 3/10; and
3. The approach and access into the NW-16-55-07-W3 be graveled so materials from the field are not dragged onto the municipal road with tires;
4. Signage being placed to warn the motoring traffic of trucks and equipment turning;
5. No stocks of lumber be carried down the municipal road by forklifts;
6. A road maintenance agreement be entered into with the municipality.

Carried.

ROAD MAINTENANCE AGREEMENT – For Discretionary Use Development Permit PT-NW-16-55-07-W3  
118/18

PANTER: That, the RM of Big River, No. 555 enter into a road maintenance agreement with Carrier Forest Products Ltd. to accommodate their discretionary use development permit application, whereby they haul stocks of lumber from South of SW-21-55-07-W3 (Carrier Forest Products) directly across the municipal road onto PT-NW-16-55-07-W3.

Carried.

TEMPORARY DISCRETIONARY USE DEVELOPMENT PERMIT APPLICATION – PT-NE-16-55-07-W3  
119/18

COWAN: 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 temporary discretionary use development permit to allow for the applicant to store stocks of lumber, from Carrier Lumber, for air drying on PT-NE-16-55-07-W3 conditional to:

1. The permit is valid for 12 months; and
2. The stocks of lumber be set back at least 20 meters from the centerline of the municipal road in accordance with Bylaw 3/10; and
3. The approach and access into the NE-16-55-07-W3 be graveled so materials from the field are not dragged onto the municipal road with tires;
4. Signage be placed to warn the motoring traffic of trucks and equipment turning;
5. No stocks of lumber be hauled down the municipal road by forklifts;
6. A road maintenance agreement be entered into with the municipality.

Carried.

ROAD MAINTENANCE AGREEMENT – For Discretionary Use Development Permit PT-NE-16-55-07-W3  
120/18

CRASHLEY: That, the RM of Big River, No. 555 enter into a road maintenance agreement with Carrier Forest Products Ltd. to accommodate their discretionary use development permit application, whereby they haul stocks of lumber from South of SW-21-55-07-W3 (Carrier Forest Products) directly across the municipal road onto PT-NE-16-55-07-W3.

Carried.

PURCHASE OF CROWN LAND  
121/18

MILLER: That, the RM respond to an inquiry by the owner of Timberlost Outfitting whereby he desires to purchase the lands in a 30 meter x 90 meter Commercial Lease located in SE-08-56-11-W3 from the Ministry of Environment:

1. *To ensure that Crown Land that is proposed to be sold within the municipality can be adequately serviced, Section 3.4.2.3 of the Official Community Plan 1/16 requires that the sale of Crown Land by government agencies and ministries to a private landowner shall require referral to the Community Planning Branch–Ministry of Government Relations and the RM, to ensure zoning compliance and that appropriate legal and physical access requirements are met, based on the proposed future land use of the parcel; and*
2. Council has already passed Bylaw 9/17 amending Zoning Bylaw 6A/16 in June of 2017 to define and accommodate “Outfitter Outpost Camps” as a discretionary use in the Forest District to address the outfitter’s development permit application for the construction of a cabin to be used for outfitting, at this same location, where he had already constructed a garage without permits; and
3. The RM does not wish to have a road registered to provide legal physical access to the existing commercial lease to accommodate the sale of the said Crown Land.

Carried.

BIG RIVER REGIONAL PARK FINANCIAL STATEMENTS  
122/18

PANTER: That, the Big River Regional Park 2017 financial statements be accepted as presented.

Carried.

BIG RIVER REGIONAL PARK DONATION  
123/18

COWAN: That, a donation in the amount of \$5,000.00 be made to the Big River Regional Park Authority for 2018 mowing services at the Big River Community Center and Ball Diamonds, conditional to a matching contribution being made by the Town of Big River.

Carried.



REGIONAL PARK APPOINTMENTS

124/18

CRASHLEY: That, the Big River Regional Park Committee Members be updated as attached hereto and forming part of these minutes.

Carried.

ACKNOWLEDGE DRAINAGE PLAN

125/18

MILLER: That, it be acknowledged a drainage plan has been provided by the developer, as prepared by Catterall & Wright Consulting Engineers, Drawing Number 345-00201, dated 15/09/25, last revision dated 17/12/08, for "Spruce Crescent" that will accommodate Phase III of Lakeshore RV Properties in SE-01-57-07-W3.

Carried.

BYLAW 3/18 – Remove H Symbol – Phase III – Olson RPM District

126/18

PANTER: That, Bylaw 3/18, a bylaw to amend Zoning Bylaw 1A/16, be read a first time.

Carried.

SERVICE AGREEMENT – Phase III – Olson RPM District

127/18

COWAN: That, having a drainage plan and road profiles provided by Catterall & Wright, dated 15/09/25, last revision 17/12/08, and pending review of comments from the Ministry of Government Relations, Community Planning Branch, the Council authorize the Reeve and Administrator to sign the service agreement for proposed Lots 1 to 4, Block 1 and Lots 10 to 22, Block 7 Spruce Crescent in SE-01-57-07-W3, as prepared by Calvin W. A. Bourassa, Altus Geomatics, S.L.S., dated February 21<sup>st</sup>, 2018.

Carried.

SASKPOWER – FILE 20221335 – NW-18-55-06-W3

128/18

CRASHLEY: That, in response to SaskPower File Number 20221335, whereby they intend to bore primary underground to service NW-18-55-06-W3, the road allowance adjacent to the construction location is 100 feet, the RM has no plans to widen the existing road allowance adjacent to the construction, it is not known if the affected road has been engineered.

Carried.

RECESS FOR LUNCH – 12:01 PM

129/18

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

Carried.

RECONVENE DELIBERATIONS – 1:04 PM

130/18

PANTER: That, council reconvene its deliberations.

Carried.

RESTRUCTURING TRADING AREAS

131/18

CRASHLEY: That, in response to the Town of Big River February 20<sup>th</sup>, 2018 resolution, regarding restructuring/trading areas, the Council would require more review and discussion before considering further town boundary alterations, and exchanging the town bridge and the lands south west of the bridge for other land in the RM will not be considered at this time.

Carried.

POLLING STATION

132/18

MILLER: That, the polling station for the 2018 elections be the Big River Community Centre located at 606 First Street North in Big River Saskatchewan.

Carried.

PEER MENTOR TRAINING

133/18

PANTER: That, the Administrator be authorized to attend the Municipal Peer Network Dispute Resolution Office Mentor Training at the SARM Office in Regina, March 21<sup>st</sup>, 2018.

Carried

ASSET MANAGEMENT SEMINAR

134/18

COWAN: That, the Administrator be authorized to attend a workshop “Keeping Pace with Changing Asset Management Requirements” to be held in Prince Albert Tuesday, March 27<sup>th</sup>, 2018 and that the \$30 and associated expenses paid.

Carried.

ASSET MANAGEMENT POLICY AND STRATEGY

135/18

CRASHLEY: That, the Asset Management Policy and Strategy, Policy 800-11 be adopted as presented, and the said policy as attached hereto form part of these minutes.

Carried.



COMMUNITY PLANNING AND BUILDING WORKSHOP

136/18

MILLER: That, the Administrator, Reeve John Teer and Councillor Doug Panter be authorized to attend the workshop "Community Planning and Building" to be held in Prince Albert, Wednesday, April 18<sup>th</sup>, 2018 and that the \$75.00 per person registration fee and associated expenses paid.

Carried.

PA NATIONAL PARK FIRE MANAGEMENT

137/18

PANTER: That, any Council wishing to attend the Prince Albert National Park Fire Management Meeting to be held March 20<sup>th</sup>, 2018 from 6 p.m. to 8 p.m., in Prince Albert be authorized to attend and that associated expenses paid.

Carried.

WHMIS TRAINING

138/18

COWAN: That, the RM work with Len's Trucking to have the RM outside employees take their WHMIS Training at the same time as the contractor's employees.

Carried.

BLASTING TRAINING

139/18

CRASHLEY: That, George Hildebrand and John Johnson be registered as soon as a course date is available, to take explosive training offered by Northwest Demolition and that associated expenses paid.

Carried.

MAGAZINE OPPORTUNITIES

140/18

MILLER: That, the Administrator speak with Sask Highways, Big River to see what opportunities there may be to collectively purchase and manage a magazine for the storage of explosives.

Carried.

Councillor Wayne Cowan left the Council Meeting 2:53 p.m.

COMMUNICATIONS MEETING

141/18

PANTER: That, a Communications Meeting with all 3 operators be scheduled for April 3<sup>rd</sup>, 2018 at 9:00 a.m. in the Board Room of the Big River Community Centre.

Carried.

CROWN LAND PURCHASE – Hyllestad  
142/18

CRASHLEY: That the Council of the RM of Big River has no objection to the sale of Crown Lands to exiting lease holders and wish to offer the following comments:

1. The municipality assumes no responsibility for access to parcels of lands;
2. Future development will be conditional to land abutting a developed road (Section 4.1 of Zoning Bylaw 1A/16);
3. The Ministry of Agriculture should insist on the registration of parcel ties where appropriate with Information Services Corporation (ISC) to ensure access is not jeopardized by future land transactions;
4. To the best of Council’s knowledge the following comments can be made with respect to the specific parcels of land in specific leases:
  - a. Lease 400791
    - i. SE-32-57-08-W3 does not abut an existing developed road; Council acknowledges the lease holder accesses the said lease via another lease in their name;
    - ii. SW-32-57-08-W3 does not abut an existing developed road; Council acknowledges the lease holder accesses the said lease via their own land (West ½ NW-32-57-08-W3).

Carried.

REPORTS  
143/18

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

Carried.

CORRESPONDENCE  
144/18

PANTER: 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 – 3:46 P.M.  
145/18

CRASHLEY: That this meeting be adjourned.

Carried.

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Administrator