

THE MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON NOVEMBER 20th, 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

ADD AGENDA ITEM

435/18

PANTER: That, the Nicholson proposed parcel tie removal, be added to the agenda. Carried.

APPROVAL OF AGENDA

436/18

COWAN: That, the November 20th, 2018, agenda be approved as amended. Carried.

MINUTES

437/18

CRASHLEY: That, the minutes of the Regular Meeting of Council held on October 9th, 2018, be approved as presented. Carried.

MINUTES

438/18

MILLER: That, the minutes of the Special Meeting of Council held on November 2nd, 2018 be approved as presented. Carried.

STATEMENT OF FINANCIAL ACTIVITIES

439/18

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

Carried.

LIST OF ACCOUNTS

440/18

COWAN: That, the List of Accounts as listed on the attached schedule, totaling \$ 186,504.49 reflecting cheques 10185 to 10263, be passed for payment.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

441/18

CRASHLEY: 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/Mileage	\$ 355.00
Richard Crashley	Council Indemnity/Mileage	\$ 1,262.50
Ron Miller	Council Indemnity/Mileage	\$ 305.00
Doug Panter	Council and EMO Indemnity/Mileage	\$ 2,807.71
John Teer	Council Indemnity/Mileage	\$ 375.00

Carried.

Reeve John Teer declared a pecuniary interest, declaring he is an employee of Len's Trucking, and left the Council Chambers when the next topic came up 9:32 a.m.

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

INVOICES – LEN'S TRUCKING LTD

442/18

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

Nov 5/2018	Load and Haul Pit Run and Stockpile 2"	\$ 11,450.21
Nov 5/2018	Load and Haul Gravel for road repairs	\$ 8,801.63

Carried.

Reeve John Teer returned to the Council Chambers and resumed chairing the meeting 9:35 a.m.

GO IN CAMERA 9:36 A.M.

443/18

PANTER: That, the time being 9:36 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 10:15 A.M.

444/18

COWAN: That, the time being 10:15 a.m., Council go out of camera and invite the public back into the Council Meeting.

Carried.

2019 ADMINISTRATOR'S SALARY & BENEFITS

445/18

CRASHLEY: That, Administrator Donna Tymiak's, salary be increased by 2.5% whereby being paid an annual salary of \$106,522.31 for the year 2019 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

446/18

MILLER: That, the wage for the Assistant Administrator be increased 2.5% effective January 1, 2019 to \$26.81/hour.

Carried.

FOREMAN'S WAGE

447/18

PANTER: That, the wage for Foreman George Hildebrand be increased 2.5% effective January 1, 2019 to \$31.84/hour.

Carried.

OPERATOR'S WAGE

448/18

COWAN: That, the wage for Operator John Johnson be increased 2.5% effective January 1, 2019 to \$29.18/hour.

Carried.

SECOND OPERATOR'S WAGE

449/18

CRASHLEY: That, the wage for Operator Riley Kennedy be increased 2.5% over 2018, plus \$2.00/hour effective January 1, 2019 to \$27.67/hour.

Carried.

Councillors Wayne Cowan and Ron Miller declared a conflict of interest when the next topic came up declaring they submitted tenders on the property 10:19 a.m.

SALE OF TAX TITLE PROPERTY – Lot 1, Block 6, Plan 102054147 South Stoney Developments

450/18

PANTER: That, Council acknowledge tenders received by PricewaterhouseCoopers, LLP have been opened and inspected by the same and forwarded to Council along with a cover letter for consideration, and that Council accept the bid of \$ 30,500.00 from Sherway Holdings Ltd. for Lot 1, Block 6, Plan 102054147, South Stoney Developments and, upon receipt of the balance of the bid, Zatlyn Law Office be requested to transfer title to the new owner.

Carried.

Councillors Wayne Cowan and Ron Miller returned to the Council Chambers 10:24 a.m.

BUILDING OFFICIALS

451/18

COWAN: That, under the authority of Subsection 5(4) of *The Uniform Building and Accessibility Standards Act*, to update Schedule "B" Appointments for Building Official Services Contract, dated December 12th, 2018 with BuildTECH Consulting and Inspections Inc., the Council of the RM of Big River, No. 555 update the said appointments for Building Official Services to remove Terry Rolleston – BOL-1 and appoint Karly Heatcoat – BOL-3 to the existing appointments of Chris Gates – BOL-3, Jason Kent – BOL-3R.

Carried.

BUILDING OFFICIAL MEETING

452/18

CRASHLEY: That, the RM of Big River, No. 555, host a Building Code Workshop to help make a smooth transition into Energy Code Compliance, Tuesday December 4th, 2018, commencing at 9:00 a.m.

Carried.

SEA-CAN BUILDING - TABLED

453/18

MILLER: That, Council table discussion regarding the Development Officer proceeding to make application to apply to the Court of Queen's Bench pursuant to section 242 of *The Planning and Development Act, 2007*, S.S. 2007, C. p-13.2, , to enforce an order to remedy issued October, 19th, 2017, on PT-SW-30-56-06-W3.

Carried.

TAX ENFORCEMENT

454/18

PANTER: 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.

INDUSTRIAL PESTICIDE APPLICATOR LICENCE

455/18

COWAN: That, upon receipt of the RM Employee's "Statements of Achievement" for the "Industrial Vegetation Pesticide Applicator" course, the administrator make application to the Ministry of Agriculture with applicable application fees for their annual licenses.

Carried.

INVESTIGATE MOVING HOUSEHOLD GARBAGE BINS TO TRANSFER STATION

456/18

CRASHLEY: That, the administrator investigate if the existing permit to operate a transfer station, issued by the Ministry of Environment would allow, or could be amended to allow, for the RM's household garbage and recycle bins to be relocated to the transfer station.

Carried.

RM/TOWN TRANSFER STATION CONTRACT

457/18

MILLER: That, the RM Council accept the recommendation of the Landfill Committee the contract for Don Colby be renewed for 2019 with an increase of 2.5%.

Carried.

RM WASTE BIN CONTRACT - TABLED

458/18

PANTER: 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 tabled and considered after a decision is made as to their location and operating hours.

Carried.

DON COLBY – Annual Bonus
459/18

COWAN: In accordance with Resolution 371/15, Don Colby be paid a bonus of \$100.00, December 15th, 2018, for his service looking after the RM Waste Bins.

Carried.

2019 COUNCIL REMUNERATION
460/18

CRASHLEY: That, the Council Remuneration for the 2019 year be approved at the following rates:

Regular Meetings - \$300.00/day;

Other Meetings - \$37.50/hour

Carried.

2019 MILEAGE
461/18

CRASHLEY: That, the 2019 council and employee’s mileage rate be set at \$0.65/km.

Carried.

DEVELOPMENT APPEALS BOARD AND SECRETARY – Remuneration
462/18

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 - \$37.50/hour; minimum \$150/meeting;

Mileage - \$0.65/km.

Carried.

COUNCIL MEETING MEAL POLICY
463/18

PANTER: That, effective immediately, Council Remuneration Policy 200-11 be amended by adding: *“Meals required during Regular and Special Council Meetings, for Council and Administrator, be paid by the municipality.”*

Carried.

Reeve John Teer left the Council Chambers and Deputy Reeve Doug Panter chaired the meeting in the Reeve’s absence 11:22 p.m.

SARM BENEFITS – GROUP COVERAGE TABLED
464/18

COWAN: That, the RM table consideration of enrolling into the SARM Benefits Plan Group Coverage for Elected Officials and Volunteer Fire Fighters, for administration to gather additional information.

Carried.

Reeve John Teer returned to the Council Chambers and resumed chairing the meeting 11:29 a.m.

GRAVEL QUANTITIES

465/18

CRASHLEY: That, it be acknowledged that Deputy Reeve Doug Panter has inspected the RM Gravel Stockpiles and confirmed the approximate quantity of crushed gravel remaining for the 2018 yearend inventory, as follows:

Gravel Lease # 550312 – New ¾"	33,621 cubic yards
Gravel Lease # 550665 – New ¾"	3,354 cubic yards
Caribou Pit 2"	3,999 cubic yards;
Shop Yard ¾"	1,179 cubic yards;
Shop Yard 2"	250 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, 2018.

Carried.

SARM LIABLITY SELF-INSURANCE PLAN CHANGES FOR 2019

466/18

MILLER: That, Council acknowledge the SARM Liability Self-Insurance Plan Changes for 2019 as outlined in correspondence from Craig Williams, SARM Director of Insurance and Benefits Programs, dated November 1, 2018.

Carried.

SARM EXCESS LIABILITY INSURANCE

467/18

PANTER: 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.

BYLAW NO. 10/18 FIRST READING – Weight Restriction Bylaw

468/18

COWAN: That, Bylaw No. 10/18, being a weight restriction bylaw for Bodmin, be read a first time.

Carried.

BYLAW NO. 10/18 SECOND READING

469/18

CRASHLEY: That, Bylaw No. 10/18, be read a second time.

Carried.

APPROVAL FOR 3 READINGS AT THIS MEETING

470/18

MILLER: That, Bylaw No. 10/18 be given three readings at this meeting.

Carried Unanimously.

BYLAW NO. 10/18 THIRD READING

471/18

PANTER: That, Bylaw No. 10/18, be read a third time.

Carried.

BYLAW NO. 11/18 FIRST READING – Stop and Yield Signs

472/18

COWAN: That, Bylaw No. 11/18, being a bylaw concerning the erection of stop and yield signs, be read a first time.

Carried.

BYLAW NO. 11/18 SECOND READING

473/18

CRASHLEY: That, Bylaw No. 11/18, be read a second time.

Carried.

APPROVAL FOR 3 READINGS AT THIS MEETING

474/18

MILLER: That, Bylaw No. 11/18 be given three readings at this meeting.

Carried Unanimously.

BYLAW NO. 11/18 THIRD READING

475/18

PANTER: That, Bylaw No. 11/18, be read a third time.

Carried.

SIGN MAP AND TOWNSHIP AND RANGE ROAD MAP

476/18

COWAN: That, Prairie Mapping be requested to produce a map showing Township and Range Roads that will facilitate a road signing program and further they be requested to update the RM Sign Map and develop a Subdivision Sign Map.

Carried.

RECESS FOR LUNCH – 12:05 PM
477/18

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

Carried.

RECONVENE DELIBERATIONS – 1:03 PM
478/18

MILLER: That, council reconvene its deliberations.

Carried.

ADDITIONAL INVOICES
479/18

PANTER: That, the following invoices be paid and added to the next list of accounts presented to Council:

CIBC Credit Card Services	Council Meeting Meals	\$114.20
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Carried.

BIG RIVER ARENA CANTEEN LEASE
480/18

COWAN: That, Council acknowledge the 2018-2019 lease was signed by the Reeve and Administrator and the Big River Minor Sports for the Big River Arena Canteen located in the arena area of the Big River Community Centre.

Carried.

BIG RIVER CURLING CLUB LEASE
481/18

CRASHLEY: That, Council acknowledge the 2018-2019 lease was signed by the Reeve and Administrator and the Big River Curling Club for the Curling Arena and the Curling Lounge located in the Big River Community Centre.

Carried.

AGREEMENTS TO ACCOMMODATE REALIGNMENT OF EXISTING ROAD – Thru SE-17-56-07-W3
482/18

MILLER: That, upon receipt of Auto Cad Drawings from Tri City Surveys, the municipality enter into agreements for the sale of land with the landowners at the south end of Byng Avenue, for \$0.00 dollars, for the purpose of registering an existing road located in SE-17-56-07-W3 road as a 66' right-of-way and closing and transferring the undeveloped right of way to the adjacent landowners and that Meridian Surveys of North Battleford, be requested to complete the subdivision application using the survey completed by Conrad Swenson, S.L.S. and submit the required documentation to ISC as it pertains to the land transfers that would accommodate the same.

Carried.

Reeve John Teer declared a conflict of interest when the next topic came up, declaring he rents from the landowner 1:15 p.m.

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

BORING MUNICIPAL ROAD

483/18

COWAN: That, a letter be sent to the landowner of SE-21-57-08-W3 stressing all landowners shall get permission from the municipality prior to altering or working within a municipal right-of-way and that any alterations to the municipal right of way that have created a hazard be immediately remedied and, further, Council requires a plan showing the location and installation depth of the proposed waterline, and further, if the water line is installed it will be at the applicants own risk and that any damages that may occur to the municipal road as a result of the waterline shall be bore entirely by the applicant or their successors; and further the municipality assumes no responsibility or liability regarding the said waterline.

Carried.

Reeve John Teer returned to the Council Chambers and resumed chairing the meeting 1:28 p.m.

BERUBE SUBDIVISION ROAD REQUIREMENT

484/18

CRASHLEY: That, in response to an email dated November 14th, 2018 regarding the right-of-way to accommodate a plan of proposed subdivision in NW-27-56-06-W3, Council is not prepared to deviate from their October 2018 resolution.

Carried.

ENFORCEMENT OPTIONS

485/18

MILLER: That, the administrator explore utilizing the Commissionaires for Bylaw Enforcement.

Carried.

Delegation George Hildebrand joined the Council Meeting to discuss road maintenance 2:04 p.m. – 2:22 p.m.

Delegation Allen Bekolay and Denny Ogle from Brant Tractor Ltd. joined the Council Meeting to discuss John Deere graders 2:25 p.m. – 2:53 p.m.

ASSET MANAGEMENT

486/18

PANTER: That, Council acknowledge the condition of the linear assets have been rated by the foreman September, 2018 using a municipal road condition rating:

Rank 1: Very Good Condition – Fit for the future;

Rank 2: Good – Adequate for Now – Minor Defects Only;

Rank 3: Fair – Requires Attention - Maintenance Required to Return to an Acceptable Level of Service;

Rank 4: Poor – At Risk of Affecting Service - Requires Renewal.

Rank 5: Very Poor/Critical – Unfit for Sustained Service – Asset Unserviceable.

Carried.

ABATE/CANCEL TAXES

487/18

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 # 119</u>	<u>Total</u>	<u>Reason</u>
287 100	PT-NW-27-55-07-W3	\$1,665.60	\$1,372.46	\$3,038.06	SAMA Error on Value
482 000	SE-33-56-06-W3	\$1,646.35	\$1,086.59	\$2,732.94	SAMA Error on Value

Carried.

APPROACHES ONTO PARCELS OF LAND

488/18

CRASHLEY: That, in response to Meada Wilson and approaches coming onto a municipal road, each landowner is responsible to supply and install their own approach from a developed all weather municipal road to their parcel of land and each approach requires permission from the municipality and shall be constructed in accordance with the municipality’s approach policy.

Carried.

2018-2019 YEARBOOK

489/18

MILLER: That, the RM of Big River place a congratulatory ad in the 2018-2019 Big River Public High School Year Book and that the \$50.00 cost to advertise be paid.

Carried.

AQUATIC HABITAT PROTECTION PERMIT APPLICATION

490/18

PANTER: That, Council has no objection to the landowner of Lot 2A, Block 1, Plan 102167423, Northwood Shores making application to Water Security Agency for an Aquatic Habitat Protection Permit to do work on the shoreline of the ER1, Plan 101962874, Delaronde Lake, and executing work as authorized by the Water Security Agency.

Carried.

AQUATIC HABITAT PROTECTION PERMIT APPLICATION

491/18

COWAN: That, Council has no objection to the landowner of Lot 7, Block 1, Plan 101962874, Northwood Shores making application to Water Security Agency for an Aquatic Habitat Protection Permit to do work on the shoreline of the ER1, Plan 101962874, Delaronde Lake, and executing work as authorized by the Water Security Agency.

Carried.

WINTER WEIGHT SEASON

492/18

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

Carried.

SKI TIMBER RIDGE BOARD AUDITOR'S REPORT AND FINANCIAL STATEMENTS

493/18

MILLER: That, the Ski Timber Ridge Board Draft Auditor's Report and Financial Statements to April 30th, 2018, as prepared by PricewaterhouseCoopers LLP, Chartered Accountants, be accepted as presented.

Carried.

SKI TIMBER RIDGE CO-OPERATIVE AUDITOR'S REPORT AND FINANCIAL STATEMENTS

494/18

PANTER: That, the Ski Timber Ridge Co-operative Ltd. Draft Auditor's Report and Financial Statements to April 30th, 2018, as prepared by PricewaterhouseCoopers LLP, Chartered Accountants, be accepted as presented.

Carried.

AGREEMENT WITH SKI TIMBER RIDGE

495/18

COWAN: That, Administrator prepare the standard agreement for the operation of Ski Timber Ridge, and that the Administrator Donna Tymiak and Reeve John Teer be authorized to sign the said agreement and the \$1.00 annual rental fee paid.

Carried.

PLAN OF PROPOSED SUBDIVISION – NE-10-57-08-W3
496/18

CRASHLEY: That, in response to The Ministry of Government Relations regarding the proposed subdivision of NE-10-57-08-W3, File R0924-18S, whereby parcel ties be removed from ISC Parcels 135631818 and 135631795, Council has no objection to the parcel tie removal as:

1. Council is not aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed sites, or any site conditions that make the land unsuitable for the intended use;
2. The RM has no facilities that could be affected by the proposed development;
3. The proposed subdivision complies with the Objective and Policies outlined in section 3.5.2.2 (b) of Bylaw 1/16, the RM of Big River’s Official Community Plan;
4. The RM will require a service agreement for the new parcel that is being created, which will include, among other things, offsite fees that are currently \$2,000.00 per lot.

Carried.

REPORTS
497/18

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

Carried.

CORRESPONDENCE
498/18

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 – 3:45 P.M.
499/18

COWAN: That, this meeting be adjourned.

Carried.



Reeve



Administrator