

THE MINUTES OF A REGUALR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON JANUARY 13th, 2020, AT THE BIG RIVER COMMUNITY CENTRE, LOCATED AT 606 FIRST STREET NORTH, 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

APPROVAL OF AGENDA

1/20

PANTER: That, the January 13, 2020, agenda be approved as presented.

Carried.

MINUTES

2/20

COWAN: That, the minutes of the Regular Meeting of Council held on December 9th, 2019, be approved as presented.

Carried.

MINUTES – SPECIAL MEETING

3/20

MILLER: That, the minutes of the Special Meeting of Council held on December 30th, 2019, be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATIONS

4/20

PANTER: That, the Statement of Financial Activities and Bank Reconciliations for the month of December be accepted as presented.

Carried.



FINANCIAL DOCUMENTS

5/20

TEER: That, Council request the administrator to simply provide the monthly statement of financial activities to council at their regular meeting, and verbal verification the RM financial records balance with those of the banks, as always done, and refrain from including all bank reconciliations and bank statements in the council meeting package, as they are available for inspection at the municipal office during regular office hours.

Carried.

LIST OF ACCOUNTS

6/20

COWAN: That, the List of Accounts as listed on the attached schedule, totaling \$ 199,846.10 reflecting cheques 10914 to 10976, be passed for payment.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

7/20

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/Mileage	\$ 313.00
Ron Miller	Council Indemnity/Mileage	\$ 319.50
Doug Panter	Council Indemnity/Mileage	\$ 504.15
John Teer	Council Indemnity	\$ 300.00

Carried.

SARM MEMBERSHIP

8/20

PANTER: That, SARM Membership be renewed, and the invoice in the amount of \$ 2,839.84 plus GST be paid.

Carried.

FIDELITY BOND

9/20

COWAN: That, the 2020 Fidelity Bond Self Insurance Plan be renewed and the invoice in the amount of \$300.00 plus PST be paid.

Carried.

WCB COUNCIL ASSESSABLE EARNINGS 2019

10/20

MILLER: That, the 2020 assessable earnings for members of Council under the Worker's Compensation Board Act be set at \$35,922.00 per elected official, as set by the Worker's Compensation Board.

Carried.

AUTHORIZATION TO BORROW

11/20

PANTER: 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.

EXCLUSION OF LANDS IN ARREARS

12/20

COWAN: 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 2019 tax levy.

Carried.

LIST OF LANDS IN ARREARS

13/20

MILLER: That, in accordance with Section 3 of the *Tax Enforcement Act*, it be acknowledged the Administrator has presented to the head of council a list of lands in arrears labelled "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.

GO IN CAMERA 9:49 A.M.

14/20

PANTER: That, the time being 9:49 a.m., Council close a portion of this meeting to the public to go in camera under the authority of Part III 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 10:43 A.M.

15/20

COWAN: That, the time being 10:43 a.m., Council go out of camera and invite the public back into the Council Meeting.

Carried.

SASKATCHEWAN MUNICIPAL BOARD DECISION - NUMBER: PAC 2019-0019

16/20

MILLER: That, Council direct Christopher Boychuk, Q.C., McDougall Gauley, LLP, to appeal the decision of the Saskatchewan Municipal Board, Appeal Number PAC 2019-0019, on behalf of the Rural Municipality of Big River, No. 555, in accordance with section 33.1 of *The Municipal Board Act*.

Carried.

BUILDING PERMIT RENEWALS

17/20

PANTER: That, as Building Bylaw 17/19 was provided an effective date, by Building Standards Branch, of December 30th, 2019, and as renewal letters were mailed December 9th, 2019, Council has no objection to administration using Bylaw 16/19 rates for Building Permit Renewals for any renewal applications received on or before January 15th, 2020, after which time, the prescribed rates in Bylaw 17/19 be charged.

Carried.

BUILDING OFFICIALS

18/20

COWAN: That, under the authority of Subsection 5(4) of *The Uniform Building and Accessibility Standards Act*, and to appoint persons who hold building official's licence as building officials and to employ the said building officials to also undertake enforcement matters under their authority and furnish them with a certificate of appointment in accordance with the requirements of Section 6 of *The Uniform Building and Accessibility Standards Act* and the Building Official Services Contract, dated January 13th, 2020, with BuildTECH Consulting and Inspections Inc., the Council of the RM of Big River, No. 555 appoint for Building Official Services Chris Gates – BOL-3, Terry Rolleston – BOL-1, Karly Heatcoat – BOL-3 and Dan Hill – BOL-2.

Carried.

OFFICE RENOVATION

19/20

MILLER: That, the administrator get estimates from Ken Lueken Contracting to renovate the municipal office, Munisoft for a third computer system and SaskTel for a second phone line to accommodate an additional staff member.

Carried.

RESPONSE REGARDING RV'S

20/20

PANTER: That, in response to a letter received December 9th, 2019, from the landowner on Lot 02, Block 07, Plan 102297955, Lakeshore RV Properties, a review of section 4.25 of Zoning Bylaw 1/19 is planned for 2020, the restrictions in the said section were in place at the time the landowner purchased the said land and further, it is a buyer's responsibility to check with the municipal office regarding rules and regulations surrounding land uses to ensure their intended use of the land will comply with the municipality's bylaws.

Carried.

AMEND ZONING BYLAW 1/19

21/20

COWAN: That, the Administrator engage Crosby Hanna and Associates and the Ministry of Government Relations in drafting amendments to Zoning Bylaw 1/19 to clarify the definition of flood proofing.

Carried.

FIRE CHIEF APPOINTMENT

22/20

MILLER: That, Paul Watier be appointed as fire chief for 2020.

Carried.

BIG RIVER HEALTH IMPROVEMENT COMMITTEE

23/20

PANTER: That, Sherry Cowan and Carolyn Dancey be appointed to the Big River Health Improvement Committee as members at large for 2020 and the committee member list also be updated to include the council appointments made to the said committee at the December 9th, 2019, meeting.

Carried.

TITLES, BONDS AND SECURITIES

24/20

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.



SASK. AG & FOOD LEASES

25/20

MILLER: That, unless sooner paid, the Administrator complete the Lands Branch Agreement Cancellation Request forms as provided by the Ministry of Agriculture on those provincial lands that have taxes owing for more than five business days after December 31st of the year of levy and have the same signed by the Administrator and Reeve, and submitted before January 31, 2020.

Carried.

SOLICITOR

26/20

PANTER: That, Zatlyn Law Office, SARM Legal Services, Mike Morris and Andrew Svenson and Chris Boychuk of McDougall Gauley, LLP, be appointed as the solicitors for the RM of Big River No. 555 for the year 2020.

Carried.

Councillor Doug Panter left the Council Chambers 11:33 a.m.

MINISTRY OF HIGHWAYS TRAFFIC COUNT

27/20

COWAN: That, the RM request the Ministry of Highways, when doing the 2020 traffic count for the RM of Big River, to install 7-8 tube counters on the South Stoney Road and 9th Ave. for 7 days, preferably from July 13th to 19th to capture the traffic tourism generates on municipal roads.

Carried.

Councillor Doug Panter returned to the Council Chambers 11:35 a.m.

ENGINEER

28/20

MILLER: That, AECOM Engineering Ltd. be appointed as the engineering firm for the RM of Big River No. 555 to perform the necessary testing and reporting summary assessment report and W.S.P. for other services as required.

Carried.

AUDITOR

29/20

PANTER: That, PricewaterhouseCoopers LLP be appointed as the auditors for the RM of Big River No. 555 for the year 2020.

Carried.

POUND ADMINISTRATOR

30/20

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

Carried.

WEED INSPECTOR - TABLE

31/20

MILLER: That, appointment of the Weed Inspector be tabled to the February 10th, 2020, meeting.

Carried.

PEST CONTROL OFFICER - TABLE

32/20

PANTER: That, appointment of the Pest Control Officer be tabled to the February 10th, 2020, meeting.

Carried.

POLLING STATION

33/20

COWAN: That, in accordance with Section 24 of *The Local Government Elections Act, 2015*, Council name the Big River Community Centre, located at 606 First Street North in Big River Saskatchewan, as the polling place for Division 1, Division 2, Division 3 and Division 4 for any 2020 municipal election.

Carried.

RETURNING OFFICER

34/20

MILLER: That, Donna Tymiak be appointed as the municipality's Returning Officer for 2020.

Carried.

BYLAW 1/20

35/20

PANTER: That, Bylaw 1/20, a bylaw to require criminal record checks with nomination forms, be read a first time.

Carried.

BYLAW 1/20

36/20

COWAN: That, Bylaw 1/20, be given second reading.

Carried.

APPROVAL FOR 3 READINGS AT THIS MEETING

37/20

MILLER: That, Bylaw 1/20 be given three readings at this meeting.

Carried Unanimously.

BYLAW 1/20

38/20

PANTER: That, Bylaw 1/20, a bylaw to require criminal record checks with nomination forms, be read a third time.

Carried.

SASK LOTTERIES ALLOCATION

39/20

COWAN: That, the R.M. of Big River, No 555 allocate the Saskatchewan Lotteries Trust Fund Community Grant program for 2021 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 \$5,626.10.

Carried.

AECOM LANDFILL ASSESSMENT SUMMARY REPORT

40/20

MILLER: That, the December 2019 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.

LANDFILL INVOICE TO TOWN OF BIG RIVER

41/20

PANTER: That, the Administrator prepare and invoice for the Town of Big River to reflect the 2019 operations versus the agreement to operate as the Town of Big River indicated they were setting up a transfer station for their own residents and no longer desired to haul materials to the joint transfer station.

Carried.

RECESS FOR LUNCH – 12:04 PM

42/20

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

Carried.

RECONVENE DELIBERATIONS – 1:01PM

43/20

MILLER: That, council reconvene its deliberations.

Carried.

EMO EXECUTIVE MEETING

44/20

PANTER: That, the Big River EMO Executive Meeting be held Monday February 10th, 2020, at 8:00 a.m. in the Board Room of the Big River Community Centre.

Carried.

SARM CONVENTION

45/20

COWAN: That, Reeve John Teer, Councillor Doug Panter and the Administrator be authorized to attend the SARM Annual Convention to be held in Regina March 9th to 12th, 2020, and that Reeve John Teer and Councillor Doug Panter attend as voting delegates and that associated expenses be paid.

Carried.

ADDITIONAL INVOICES

46/20

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

CIBC VISA	Council Meeting Meals	\$ 80.14
Munisoft	Norton Security	\$ 87.69
		Carried.

EQUIPMENT RATES AND FLAG COST

47/20

PANTER: That, equipment rates for 2020 remain as outlined in Policy 400-6.

Carried.

REQUEST INSPECTION AND QUOTE

48/20

COWAN: That, Lynn Combres, Northwest Bridge Services Ltd. be requested to do onsite inspections of the RM Bridges and provide a quote for the work required following the inspections.

Carried.

ROAD MULCHING

49/20

COWAN: That, Rosterra and Triple S Transport be requested to provide quotes to mulch approximately 4 miles of the South Stoney Road with and without stabilizer product being incorporated into the road.

Carried.

POST HOLE AUGER

50/20

MILLER: That, the quote dated December 3rd, 2019, from Glenmore Equipment, Prince Albert for a 35 Series Post Hole Digger and 6” Auger (hoses and couplers not included) in the amount of \$2,386.50 including taxes, be accepted.

Carried.

Delegation George Hildebrand joined the Council Meeting to discuss municipal roads and equipment 1:54 p.m. - 2:18 p.m.

COMMITTEE OF A WHOLE

51/20

MILLER: That, a committee of Council of a whole meet with the operators Wednesday January 15th, 2020, at 7:00 a.m. in the board room of the Big River Community Centre and the administrator be directed to draft an agenda for the said meeting and attend the same.

Carried.

PRINCE ALBERT NATIONAL PARK MEETING

52/20

PANTER: That, the Administrator and a delegation of Council represent the municipality at a meeting being hosted by the Prince Albert National Park, to discuss the parks trans-boundary endeavors that may impact areas outside the park, being held Thursday February 27th, 2020, in the Shellbrook Seniors Centre and associated expenses be paid.

Carried.

LIEUTENANT GOVERNOR’S AWARD

53/20

COWAN: That, the Council of the RM of Big River, No. 555 nominates Douglas Panter for the Lieutenant Governor’s Award for Outstanding Service to Rural Saskatchewan and the Administrator prepare and submit the nomination form and supplementary information for consideration by the selection committee.

Carried.

REPORTS

54/20

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

Carried.



CORRESPONDENCE

55/20

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.

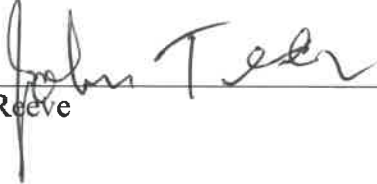
Carried.

ADJOURNMENT – 3:17 PM


56/20

COWAN: That this meeting be adjourned.

Carried.



Reeve



Administrator