

THE MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON APRIL 14th, 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 - Electronically
Division 2 – Ron Miller
Reeve – John Teer
Administrator - Donna Tymiak

Division 3 – Wayne Cowan - Electronically
Division 4 – Richard Crashley - Electronically

MEETING HELD BY ELECTRONIC MEANS

139/20

PANTER: That, notice having been posted in accordance with Section 125 of *The Municipalities Act*, and in light of the COVID-19 Coronavirus, being declared a pandemic by the World Health Organization Wednesday, March 11, 2020, Council authorize this meeting be held utilizing electronic means, for Councillors Wayne Cowan, Doug Panter and Richard Crashley who wish to exercise social distancing.

Carried.

ADD ITEM TO AGENDA

140/20

COWAN: That, MG30 be added to the agenda.

Carried.

APPROVAL OF AGENDA

141/20

CRASHLEY: That, the April 14th, 2020, agenda be approved as amended.

Carried.

MINUTES

142/20

MILLER: That, the minutes of the Regular Meeting of Council held on March 17th, 2020, be approved as presented.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES

143/20

PANTER: That, the Statement of Financial Activities for the month of March, 2020, be accepted as presented.

Carried.

LIST OF ACCOUNTS

144/20

COWAN: That, the List of Accounts as listed on the attached schedule, totaling \$72,565.79 reflecting cheques 11084 to 11125, be passed for payment.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

145/20

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	\$ 412.50
Richard Crashley	Council Indemnity	\$ 300.00
Ron Miller	Council Indemnity/Mileage	\$ 319.50
Doug Panter	Council Indemnity/Mileage	\$ 366.75
John Teer	Council Indemnity/Mileage	\$ 655.00
Midtown Holdings	Hose Fitting	\$ 9.44

Carried.

MEPP CONTRIBUTION DURING UNPAID LEAVE – HARTNETT

146/20

MILLER: That, Council acknowledge Wendy Hartnett was given a leave/temporary layoff, last day worked, March 27th, 2020, due to effects the COVID-19 Pandemic has posed on municipal operations, including work load and social distancing, and agree to contribute the employer’s portion of the Municipal Employees Pension Plan, if she can, and chooses to, contribute the employees portion upon return, for this layoff period.

Carried.

ASSESSMENT ROLL OPEN

147/20

PANTER: That, Council acknowledge the Assessment Roll of the RM opened March 27th, 2020, in compliance with Section 213 of *The Municipalities Act*, and that inquiries and inspections of the roll are being addressed by phone, email and mail.

Carried.



WORKING REMOTELY

148/20

COWAN: That, the Administrator be authorized to order a VPN Router from MuniSoft and get a Static IP Address from SaskTel, to allow remote access her home, in the event it becomes necessary to work off site; and further, the estimate provided by MuniSoft, March 25th, 2020, for the router and user network configuration of \$544.00 be accepted.

Carried.

ONLINE PAYMENTS

149/20

CRASHLEY: That, the Administrator and Reeve open a new account at CIBC, for the purpose of receiving online payments from landowners who have accounts with the CIBC or the Diamond North Credit Union; and further, the Administrator and Reeve transfer the account balance as necessary into the RM's General Account held with CIBC.

Carried.

2019 AUDITED FINANCIAL STATEMENT

150/20

MILLER: That, the PWC 2019 Auditors Report and the 2019 audited financial statement be accepted as presented.

Carried.

FINANCIAL STATEMENT ABSTRACTS

151/20

PANTER: That, in accordance with Section 185 of *The Municipalities Act*, the Administrator publicize, by mailing with the 2020 tax notices, a synopsis of the 2019 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.

CHARGING AT TRANSFER STATION

152/20

COWAN: That, Council formally ratify their decision to take temporary preventative measures to avoid the COVID-19 Virus from spreading by not requiring RM ratepayers to complete tracking forms or pay to dispose of non-household garbage and recycle material at the transfer station, effective March 23rd, 2020.

Carried.

POSTPONING COMMISSIONAIRES SERVICES

153/20

CRASHLEY: That, Council postpone hiring the Canadian Corps of Commissionaires for Bylaw Enforcement Services, originally scheduled for May 1, 2020, and re-evaluate a start date at the May 11th council meeting.

Carried.

ON DEMAND HOT WATER

154/20

MILLER: That, in collaboration with the Town of Big River the municipalities seek out quotes and have installed an on demand water heater in the municipal office with costs associated shared equally.

Carried.

LADDER VALLEY EAST – SASK POWER PROJECT

155/20

PANTER: That, in response to SaskPower email dated, April 2, 2020, regarding Project Number PA05SW0100011617, the Ladder Valley East Construction Project, the RM has no Municipal Water Pipelines in the area; however, as there may be private water lines installed by landowners, Council suggests SaskPower speak directly with landowners adjacent to the project to determine if private water lines exist and identify their locations.

Carried.

VOLUNTEERING FOR ESSENTIAL SERVICES

156/20

COWAN: That, Council support employee George Hildebrand attending fire or search and rescue call-outs during working hours.

Carried.

SPRAYING ROAD ALLOWANCE

157/20

CRASHLEY: That, at the discretion of the foreman, municipal road shoulders be sprayed by municipal employees holding a valid Industrial Vegetation Pesticide Applicator Licence, issued by the Saskatchewan Ministry of Agriculture, with appropriate herbicide(s), to control grass and weeds when deemed necessary.

Carried.

PACKER

158/20

MILLER: That, the RM have Len's Trucking Ltd. supply an operator and the 84" ride on vibratory pad-foot packer, at \$120.00/hour plus taxes to pack the road that Resterra Land and Road Reclamation mulches for the RM.

Carried.

WATER TRUCK

159/20

PANTER: That, Lana Meyers Septic be hired to water the road, if required, when Resterra Land and Road Reclamation mulches for the RM.

Carried.

FLAG PERSONS

160/20

COWAN: That, the RM source flag persons from Len's Trucking for the South Stoney Road 2020 mulching project.

Carried.

RM SHOP FLOOR

161/20

CRASHLEY: That, Smooth Rock Construction be requested to look at the RM shop cement skirting and quote a repair.

Carried.

BUDGET FOR 3rd GRADER

162/20

MILLER: That, the RM budget for a third grader with a wing for 2020.

Carried.

GRAVEL LOAD AND HAUL TENDER

163/20

PANTER: That, the RM advertise on sasktenders.ca a tender to load and haul up to 10,000 cubic yards of gravel from the RM gravel stockpiles onto municipal roads, commencing approximately June 1st, 2020, and being completed by August 15th, 2020, with additional gravel being hauled sporadically during the year, and that tenders be received by the RM Office until 9:00 A.M., CST, Friday, May 1st, 2020, and that Council review tenders at the May 11th, 2020, 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

164/20

CRASHLEY: That, in lieu of the 2020 road tour, each Councillor shall assess the roads in their division and provide a report for Council and the foreman who will prepare the gravel map and project schedule.

Carried.

MG30 DUST CONTROL

165/20

MILLER: That, discussion surrounding using MG30, as proposed by Darin Stene, Triple S Transport, in correspondence dated April 13th, 2020, be tabled until the May 11th Council Meeting to give the Reeve an opportunity to look at a location where the product has been applied.

Carried.

CONFIRMED EDUCATION PROPERTY TAX MILL RATES

166/20

PANTER: That, Council acknowledge the 2020 Confirmed Education Property Tax Mill Rates as follows:

Agricultural Property	1.43 mills
Residential Property	4.12 mills
Commercial/Industrial	6.27 mills
Resource (oil and gas, mines and pipelines)	9.68 mills

Carried.

REQUEST FOR CONSOLIDATION

167/20

CRASHLEY: That, the Council of the RM of Big River has no objection to an application being made to Information Services Corporation, within 90 days of this permission, to consolidate residential Lots 2, 3 and 4, Block 4, Plan 84B11865, Michel's Beach Subdivision, and the new lot number created be 3A.

Carried.

MAY COUNCIL MEETING

168/20

MILLER: That, the date of the May 7th, 2020 Council Meeting be changed to Monday May 11th, 2020, commencing at 9:00, to be held in the Big River Community Centre, 606 First Street North.

Carried.

BYLAW 2/20 FIRST READING

169/20

PANTER: That, Bylaw 2/20, being a bylaw to amend Bylaw 1/19, be read a first time.

Carried.

ADVERTISE FOR PUBLIC HEARING – Zoning

170/20

COWAN: That, the Administrator advertise Council's intention to amend Zoning Bylaw 1/19 in the April 23rd and April 30th, 2020, issues of the Shellbrook Chronicle.

Carried.

CASH IN LIEU OF MUNICIPAL RESERVE

171/20

CRASHLEY: That, in accordance with Section 187 of *The Planning and Development Act, 2007*, and following the public hearing being held May 11th, 2020, Council request the applicant wishing to subdivide Parcel D from NW-16-55-07-W to pay cash in lieu of municipal reserve a sum of \$1,013.00.

Carried.

INFRASTRUCTURE FUNDING GAP

172/20

MILLER: That, Council accept the Infrastructure Funding Gap Report submitted by ATANA Management Inc., dated March 2020, which identified funding gaps between the current and desired asset condition at this time as:

Municipal Buildings	\$	141,500
Municipal Bridges	\$	500,000
Large Culverts	\$	262,000
Municipal Roads	\$	13,105,000

Carried.

EGG LAKE PROJECT

173/20

CRASHLEY: That, Council acknowledge correspondence from The Water Security Agency, dated March 27, 2020, indicating approval of an application, dated, March 26, 2018, from Randy Friesen, for the construction and operation of drainage works, commonly known as the Egg Lake Project previously operated by Ducks Unlimited.

Carried.

TLE-Parcels A & B West Side of Chitek Lake – GR File 819.82.1 Previously Selected File 819.80

174/20

MILLER: That, in response to The Ministry of Highways and Infrastructure email dated April 13th, 2020, GR File 819.82.1, previously selected GR File # 819.80, the Council of the RM of Big River, No. 555 is not aware of any future road widening requirements, easements, undeveloped road allowance, trails, road diversions, unsurveyed and/or unregistered roadways in Parcels A & B on the west side of Chitek Lake and has no municipal roadway issues to be dealt with at this time.

Carried.

CONDOLENCE GIFT POLICY 200-15

175/20

PANTER: That, Council adopt policy 200-15 – Condolence Gift Policy whereby:

“Administration may send an appropriate gift (flower arrangement, fruit basket or food platter) costing approximately \$50 in the event of the death of an employee or council member, or their immediate family. For the purpose of this policy, an immediate family member is defined as:

- *Spouse or Partner*
- *Parents*
- *Brother or Sister*
- *Son or Daughter (including stepchildren)*
- *Grandparents*
- *Grandchildren*
- *Mother-in-law, Father-in-law, Brother-in-law, Sister-in-law, Son-in-law and Daughter-in-law.*

The Reeve or Council may request that the Administrator send an appropriate gift in other circumstances not described in this policy.”

Carried.

GIFT OF COMPASSION POLICY 200-16

176/20

COWAN: That, Council adopt policy 200-16 – Gift of Compassion Policy whereby:

“Administration may send an appropriate gift (flower arrangement or fruit basket) costing approximately \$50 in the event of hospitalization of an employee or council member.

The Reeve or Council may request that the Administrator send an appropriate gift in other circumstances not described in this policy.”

Carried.

OVERWEIGHT PERMIT – GARBAGE

177/20

CRASHLEY: That, Council deem the waste management haulers providing services of hauling household garbage for the municipality or for ratepayers of the municipality as an essential service and not require they obtain overweight permits in the RM of Big River, No. 555 during the 2020 Spring Weight Restrictions prescribed by the Ministry of Highways and Infrastructure.

Carried.

WILDFIRE SUPPRESSION ON CROWN LAND

178/20

MILLER: That, Council acknowledge the letter dated April 8th, 2020, from the Saskatchewan Public Safety Agency regarding the Invoicing Requirements for Wildfire Suppression on Crown Land, and request the Administrator to put a copy on the RM’s page of the Big River Website, post it on the Bulletin Board and ensure the Town of Big River is made aware along with the Fire Chief and Deputy Fire Chief.

Carried.

2020 APPOINTMENTS OF PLANT HEALTH OFFICERS AS PEST CONTROL OFFICERS
179/20

PANTER: That, the Council of the RM of Big River, No. 555 appoints Plant Health Officers (PHO's) Katey Makohoniuk, Lynne Roszell, Joanne Kwasnicki, Chelsea Neuberger, Betty Johnson, Colleen Fennig as Pest Control Officers for the purpose of the 2020 Club Root Survey.

Carried.

POSTPONEMENT OF HOLIDAYS
180/20

COWAN: That, Council acknowledge the Administrator postponed her scheduled holidays March 24th to 27th and March 30th.

Carried.

REPORTS
181/20

CRASHLEY: That, the development, maintenance and committee reports/financial statements be acknowledged and filed.

Carried.

CORRESPONDENCE
182/20


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 – 12:17 PM
183/20

PANTER: That this meeting be adjourned.

Carried.



Reeve



Administrator