

THE MINUTES OF THE FIRST MEETING OF COUNCIL FOLLOWING A GENERAL ELECTION OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON NOVEMBER 17th, 2020, AT THE BIG RIVER COMMUNITY CENTRE, LOCATED AT 606 FIRST STREET NORTH, IN BIG RIVER, SASKATCHEWAN.

Dana Pettigrew, Doug Panter and Jeff Wiebe were provided with a copy of Bylaw 8/16 “*The Code of Ethics Bylaw*” along with the following portions of *The Municipalities Act* to read prior to subscribing to their “Oath or Affirmation – Member of Council” and depositing the same with the Administrator:

- Sections 92 and 93 - General Duties of Councillors and Reeve;
- Part VII – Conflicts of Interest of Members of Council; and
- Part VIII – Disqualification of Members of Council

CALL TO ORDER

The meeting was called to order by Reeve Dana Pettigrew at 9:06 a.m.

PRESENT

Division 1 – Doug Panter
Division 2 – Ron Miller
Reeve – Dana Pettigrew
Administrator - Donna Tymiak

Division 3 – Jeff Wiebe
Division 4 – Richard Crashley

ADD ITEM TO AGENDA

475/20

CRASHLEY: That, joining meetings by electronic means be added to the agenda.

Carried.

ADD ITEM TO AGENDA

476/20

MILLER: That, log trucks on the South Stoney Road be added to the agenda.

Carried.

ADD ITEM TO AGENDA

477/20

WIEBE: That, operational procedures for maintenance be added to the agenda.

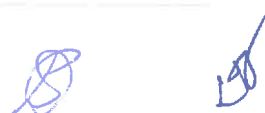
Carried.

APPROVAL OF AGENDA

478/20

PANTER: That, the November 17th, 2020, agenda be approved as amended.

Carried.



ACCEPT DECLARATION OF RESULTS

479/20

CRASHLEY: That, the Declaration of Results for the 2020 municipal election, as required under subsection 139(2) of *The Local Government Election Act, 2015*, be acknowledged as provided.

Carried.

PUBLIC DISCLOSURE ANNUAL DECLARATION

480/20

WIEBE: That, the Administrator having provided each member of Council present with a copy of their Public Disclosure Statement and Form 2, Public Disclosure Annual Declaration that newly elected council members have submitted their public disclosure statements and previously elected members have submitted their annual declaration to the RM Administrator at this meeting, pursuant to subsection 142(3) of *The Municipalities Act*.

Carried.

MINUTES

481/20

PANTER: That, the minutes of the Regular Meeting of Council held on October 13th, 2020, be approved as amended.

Carried.

CONFLICT OF INTEREST

482/20

CRASHLEY: That, Council acknowledge Conflicts of Interest Municipal Council Members and Conflict of Interest for Council Members as provided by Ombudsman Saskatchewan, Conflict of Interest, Determining if a Conflict Exists, Disclosing a Conflict and Exception to the Rules, as provided by the Government of Saskatchewan and Part VII and Part VIII of *The Municipalities Act* have been provided to Council by the Administrator.

Carried.

STATEMENT OF FINANCIAL ACTIVITIES

483/20

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

Carried.

LIFESTYLE BREAK – 10:34 a.m.

484/20

MILLER: That, Council recess for a 5 minute lifestyle break.

Carried.

RECONVENE DELIBERATIONS – 10:39 a.m.

485/20

PANTER: That, Council reconvene their deliberations.

Carried.

LIST OF ACCOUNTS

486/20

CRASHELY: That, the List of Accounts as listed on the attached schedule, totaling \$ 115,946.92 reflecting cheques 11418 to 11484, be passed for payment and acknowledge cheques 11431 issued to Garry Emde was issued to reimburse an out of pocket expense incurred on behalf of the Organized Hamlet and cheque 11454 issued to Richard Crashley was issued to replace lost cheque 11302.

Carried.

COUNCIL INDEMNITY AND OTHER BILLS

487/20

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

Richard Crashley	Council Indemnity/Mileage	\$ 376.50
Ron Miller	Council Indemnity/Mileage	\$ 376.50
Doug Panter	Council Indemnity/Mileage	\$ 630.30
Dana Pettigrew	Council Indemnity/Mileage	\$ 316.25
Jeff Wiebe	Council Indemnity/Mileage	\$ 319.25
Karen Korchinski	Organized Hamlet of Nesslin Lake Septic	\$ 340.00

Carried.

PROPERTY INSURANCE

488/20

MILLER: That, the property insurance from Panter Agencies as provided by SGI Canada be renewed and the invoices totaling \$5,955.08 be paid.

Carried.

SARM LIABILITY SELF-INSURANCE PLAN FOR 2021

489/20

PANTER: That, Council acknowledge the SARM Liability Self-Insurance Plan (LSIP) for 2021 information as outlined in correspondence from Craig Williams, SARM Director of Insurance and Benefits Programs, dated November 2, 2020.

Carried.

TABLE - SARM EXCESS LIABILITY INSURANCES

490/20

CRASHLEY: That, Council table the Excess Liability Insurance offered through SARM to be revisited at the December, 2020 meeting.

Carried.

SARM EXCESS LIABILITY INSURANCES

491/20

WIEBE: That, the Administrator request information from SARM Director of Insurance, Craig Williams, that reflects the types of claims the plan has experienced, a comparison of the coverage other municipalities carry and including a recommendation as to suitable coverage for the RM of Big River.

Carried.

CYBER LIABILITY COVERAGE

492/20

MILLER: That, the RM of Big River apply to carry the Cyber Liability Coverage offered through SARM, who has partnered with the insurance brokerage AON and the insurer Beazley, and request a recommendation as to coverage based on the exposure possibilities specific to the RM of Big River.

Carried.

SARM GROUP BENEFITS

493/20

PANTER: That, Council acknowledge the SARM Group Benefits Plans for the employees will be automatically renewed December 15th, 2020.

Carried.

SARM GROUP COVERAGE - ELECTED OFFICIALS, VOLUNTEER FIRE FIGHTERS & FIRST RESPONDERS

494/20

CRASHLEY: That, the RM renew the SARM Benefits Plan Group Coverage for Elected Officials and Volunteer Fire Fighters/First Responders, premium for 2021 being \$925.00 for \$50,000.00 coverage and the Volunteer Fire Fighters as listed with the annual Membership to the Saskatchewan Volunteer Fire Fighters Association Inc. be listed for coverage with the said plan: Paul Watier, Darryl Meyers, Rick Croshaw, Chad Dunn, George Hildebrand, Glenn Honig, Clint Panter, Doug Panter, Bill Miller, Joel Chaharyn, Dave Renaud and Tanner McLean, and further; Chad Dunn also volunteers as first responder.

Carried.

RECESS FOR LUNCH – 11:47 AM

495/20

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

Carried.

RECONVENE DELIBERATIONS – 12:25 PM

496/20

MILLER: That, council reconvene its deliberations.

Carried.

COURT OF APPEAL HEARING – Pettigrew
497/20

PANTER: That, the Administrator be authorized to attend the Court of Appeal via video conference from the office of Christopher Boychuk, Q.C. McDougall Gauley, in Saskatoon, Monday December 7th, 2020 and associated expenses be paid.

Carried.

OPEN AND CLOSE ACCOUNTS
498/20

CRASHLEY: 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
499/20

WIEBE: 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 in the absence of the Reeve, the Deputy Reeve as appointed by Council, be designated to sign the same.

Carried.

SIGN AGREEMENTS
500/20

MILLER: That, Administrator and Reeve be authorized signing officers for the purpose of signing agreements for the RM of Big River No. 555 and in the absence of the Reeve, the Deputy Reeve as appointed by Council, be the authorized signing officer.

Carried.

COMMITTEE APPOINTMENTS
501/20

PANTER: That, the List of Committee Members as attached hereto and forming part of these minutes be approved.

Carried.

TAX ENFORCEMENT
502/20

CRASHLEY: 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.

ADDITIONAL INVOICE

503/20

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

Third & Main	Council Meeting Meals	\$ 134.88	Carried.
--------------	-----------------------	-----------	----------

2021 ADMINISTRATOR'S SALARY & BENEFITS

504/20

MILLER: That, Administrator Donna Tymiak's, salary be increased by 2.5% whereby being paid an annual salary of \$ 111,041.52 for the year 2021 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

505/20

CRASHLEY: That, effective January 1st, 2021, the Assistant Administrator's wage be increased by 2.5% to \$ 27.95/hour with her annual vacation time being 4 weeks.

Carried.

FOREMAN'S WAGE

506/20

WIEBE: That, the wage for Foreman George Hildebrand be increased 2.5% effective January 1, 2021, to \$33.19/hour.

Carried.

OPERATOR'S WAGE

507/20

MILLER: That, the wage for Operator John Johnson be increased 2.5% effective January 1, 2021, to \$30.42/hour.

Carried.

SECOND OPERATOR'S WAGE

508/20

PANTER: That, the wage for Operator Riley Kennedy be increased 2.5% effective January 1, 2021, to \$28.84/hour.

Carried.



TRANSFER STATION CONTRACT

509/20

CRASHLEY: That, contract for Contractor Don Colby to manage the Transfer Station located on SE-36-56-08-W3 5 days a week, 8 hours per day, Thursday, Friday, Saturday, Sunday, Monday, be renewed for 2021 with a 2.5% increase with a monthly rate of \$2,710.30/month (\$32,523.60 annual), which includes GST and is payable to the contractor in semi-monthly installments of \$1,355.15.

Carried.

BURN PILE – TRANSFER STATION

510/20

WIEBE: That, Councillor Doug Panter arrange to have a contractor push up burn pile at the transfer station located at SE-36-56-08-W3.

Carried.

Delegation George Hildebrand joined the council meeting to discuss outside operations 2:00 p.m. – 2:26 p.m.

VOLUNTEERING FOR ESSENTIAL SERVICES

511/20

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

Carried.

TRANSFER STATION ADMINISTRATION FEE

512/20

CRASHLEY: That, effective immediately, the RM do away with the \$20.00 administration fee at the transfer station.

Carried.

2021 COUNCIL REMUNERATION

513/20

WIEBE: That, the Council Remuneration for 2021 be approved at the following rates:
Regular Meetings - \$300.00/day;
Other Meetings - \$37.50/hour

Carried.

2021 MILEAGE

514/20

MILLER: That, the 2021 council and employee's mileage rate be set at \$0.65/km.

Carried.

DEVELOPMENT APPEALS BOARD AND SECRETARY – Remuneration

515/20

PANTER: That, in accordance with Section 216 of *The Planning and Development Act, 2007*, Council set the following remuneration for 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.

Meal Allowance of \$20.00 where meetings of and hearings by the board exceed 1 hour over a ½ day (3½ hours + 1 hour).

Carried.

SCISSOR LIFT FOR COMPLEX

516/20

CRASHLEY: That, Council has no objection to cost sharing 50/50 with the Town of Big River the purchase of a used scissor lift for the Big River Community Centre based on information as provided on a used unit from United Rentals, priced at \$6,500, provided it is spec'd for the heights it is intended to service and it is utilized inside only so as not to jeopardize the tiles in the Community Centre.

Carried.

GRAVEL QUANTITIES

517/20

CRASHLEY: That, it be acknowledged that Deputy Reeve Ron Miller has inspected the RM Gravel Stockpiles October 13th, 2020, and confirmed the approximate quantity of crushed gravel remaining for the 2020 yearend inventory, as follows:

Gravel Lease # 550312 – New ¾”	11,941 cubic yards
Caribou Pit 2”	2,267 cubic yards;
Shop Yard ¾”	460 cubic yards;
Shop Yard 2”	344 cubic yards; and further,

Council acknowledge the above quantities shall be adjusted by the Administrator for gravel hauled for road repairs and or stockpiling at the RM shop yard before December 31st, 2020.

Carried.

Councillor Richard Crashley left the Council Chambers 2:58 p.m.

NEW GRAVEL LEASE

518/20

WIEBE: That, it be acknowledged the Administrator has started the process of making application to the Ministry of Environment for a sand and gravel surface lease on provincial lands, and that following the decision of the Ministry of Highways whether to exercise their right to explore the area to determine if they wish to take some of the deposit, the Administrator be authorized to engage Regan Rayner, SLS, Meridian Surveys to survey and stake the new boundaries.

Carried.

NEW ACCESS

519/20

MILLER: That, it be acknowledged the administrator has requested Tolko and the Ministry of Environment to leave an access road in place to provide closer access to the RM's gravel leases by Otter Creek to reduce the annual gravel haul costs.

Carried.

REPAIR VOLVO

520/20

PANTER: That, George Hildebrand provide Redhead Equipment with the error codes on the Volvo grader so appropriate parts can be quoted and installed to remedy its inability to burn off and Councillor Jeff Wiebe provide direction once a quote is received; and further, that the RM continue to pursue taking the necessary steps to have the emission controls deleted from the Volvo, including the purchase of the cables necessary for a mechanic to hook into a computer.

Carried.

Councillor Richard Crashley returned to the Council Chambers 3:15 p.m.

ABATE/CANCEL TAXES

521/20

CRASHELY: 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>
271 000	PT-NE-24-55-07-W3	\$571.82	\$104.48	\$676.30	Tax Title Property owned by RM

Carried.

ABATE/CANCEL TAXES

522/20

WIEBE: That, a request to provide a credit to a tax card due to a shop being assessed on PT-SE-35-55-07-W3 as commercial in 2020 versus residential, be denied.

Carried.

EXEMPLARY SERVICE MEDAL

523/20

MILLER: That, Councillor Doug Panter be congratulated on receiving "A First Bar to The Fire Services Exemplary Service Medal" in recognition of 30 years of loyal and exemplary services to public safety in Canada, and that the Administrator be authorized to publish a congratulations in the Shellbrook Chronicle.

Carried.

RON CRUSH

524/20

PANTER: That, Council accept an estimate for service dated August 21st, 2020, from Ron Crush, Crusher's Consulting to proceed with a situation review followed with field inspections and interviewing of affected parties to offer his advice and/or mediation expertise to determine what impact removing a beaver dam from SW-27-56-07-W3 will have downstream and if its removal would provide significant relief to high water levels along the South Stoney Road and Range Road 3073.

Carried.

BEAVER CONTROL

525/20

CRASHLEY: That, the Administrator make application to the Canadian Agricultural Partnership Beaver Control Program.

Carried.

AGREEMENT WITH SKI TIMBER RIDGE

526/20

WIEBE: That, the Administrator prepare the standard agreement for the operation of Ski Timber Ridge, and that Administrator Donna Tymiak and Reeve Dana Pettigrew be authorized to sign the said agreement and the \$1.00 annual rental payment be made in January 2021.

Carried.

WINTER WEIGHT SEASON

527/20

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

Carried.

COUNCILLOR SEMINAR

528/20

PANTER: That, Reeve Dana Pettigrew and Councillor Jeff Wiebe be registered for the Municipal Leaders' Roles and Responsibilities Webinar being held December 1st, 2020 from 10:00 a.m. – 11:30 a.m.

Carried.

NCTPC ANNUAL GENERAL MEETING

529/20

CRASHLEY: That, Reeve Dana Pettigrew be authorized to attend the North Central Transportation Planning Committee (NCTPC), being held at 1:30 p.m., November 18th, 2020, at the Edam Community Centre, and associated expenses be paid.

Carried.



RESPECT IN THE WORKPLACE

530/20

WIEBE: That, Council strongly suggest Reeve Dana Pettigrew and Councillors Jeff Wiebe and Richard Crashley take the Respect in the Workplace Training so the RM of Big River can become respect certified.

Carried.

SASKPOWER FILE 20316981

531/20

MILLER: That, Council offer the following comments to SaskPower File 20316981, whereby they intend to replace 25 foot power poles with 35 foot power poles to correct low line to ground clearance hazard at Cronos Beach: the road width is 15 meters except in the cul-de-sacs, the RM has no plan to widen the existing road allowances in the subdivision, the roads have not been engineered and there are private water lines in the subdivision of which the RM has no knowledge of their location.

Carried.

TOKENS OF APPRECIATION

532/20

PANTER: That, the Administrator order tokens of appreciation for John Teer and Wayne Cowan for their past service on council.

Carried.

MUNICIPALITIES ACT AMENDMENTS WEBINAR

533/20

CRASHLEY: That, the Administrator be authorized to take the Municipalities Act Amendments Webinar from her home, Tuesday November 24th from 12:00 pm to 1:00 p.m.

Carried.

DECEMBER COUNCIL MEETING

534/20

WIEBE: That, the December 2020 Council meeting be held Monday December 14th, 2020, commencing at 9:00 a.m. in the small hall of the Big River Community Centre at 606 First Street North Big River.

Carried.

MEETING THROUGH ELECTRONIC MEANS

535/20

MILLER: That, for the purposes of meeting the requirement of Section 8 of Bylaw 9/20 and accommodating those who wish to reduce face to face contact during Covid-19 Pandemic, any member of Council who desires to participate in a council meeting by electronic means may do so, provided they provide written notice to the administrator to allow her to note in the public notice how the meeting is being held.

Carried.

LOG TRUCKS ON SOUTH STONEY ROAD

536/20

PANTER: That, letters be sent to Tolko Industries Ltd. - Meadow Lake OSB Division, Mistik Management Ltd. (NorSask Forest Products, Meadow Lake Mechanical Pulp Inc.), Carrier Forest Products Ltd. – Prince Albert Division and Sakaw Askiy Management and ask they prohibit log trucks from travelling on the South Stoney Road, loaded or empty.

Carried.

REPORTS

537/20

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

Carried.

CORRESPONDENCE

538/20

WIEBE: 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 – 5:13 PM

539/20

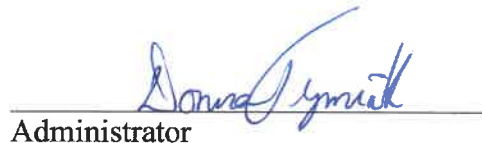
PETTIGREW: That this meeting be adjourned.

Carried.



Reeve

DANA PETTIGREW



Administrator