

THE MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON DECEMBER 13TH, 2021, 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 Clint Panter at 9:00 a.m.

DELEGATIONS 11:00 a.m. – Sgt. Heath Robinson – ATV Bylaw
 11:15 a.m. – Judy Meyers – Rural Crime Watch
 11:30 a.m. – George Hildebrand – Operations Update

PRESENT

Name	Position	Attendance			Arrival	Absent
		I	T	E		
Vacant	Reeve	✓				
Doug Panter	Division 1	✓				
*Ron Miller	Division 2	✓				
Jeff Wiebe	Division 3		✓			
Vacant	Division 4					
Michael Yuzik	Administrator	✓				

*Deputy Reeve

Attendance: I – In person, T – Telephone, E – Electronic

Arrival only entered if Member wasn't present when the meeting was called to order.

21-12-001 APPROVAL OF AGENDA

D PANTER: That the December 13th, 2021, agenda be approved as presented.

CARRIED

21-12-002 AMEND RESOLUTION 21-08-024

D PANTER: That resolution 21-08-024 be amended by removing "50/50" and adding, after capital reserves, "in proportion to the amounts contributed to the capital reserves".

CARRIED

21-12-003 MINUTES

MILLER: That the minutes of the Regular Meeting of Council held on November 8th, 2021, be approved as amended and the minutes of the Special Meeting held on November 23rd, 2021, be approved as presented.

CARRIED

21-12-004 STATEMENT OF FINANCIAL ACTIVITIES

C PANTER: That the Statement of Financial Activities for the month of November 2021, be accepted as presented.

CARRIED

21-12-005 LIST OF ACCOUNTS

WIEBE: That cheques 12112 to 12162 as listed on the attached schedule, totaling \$371,797.64 be approved as presented.

CARRIED

21-12-006 COUNCIL INDEMNITY

D PANTER: That the following accounts be approved for payment and added to the next list of accounts presented to Council:

Clint Panter	Council Indemnity/Mileage	\$ 592.05
Ron Miller	Council Indemnity/Mileage	\$ 925.50
Doug Panter	Council Indemnity/Mileage	\$ 910.75
Jeff Wiebe	Council Indemnity/Mileage	\$ 619.50

CARRIED

21-12-007 ASSET CAPITALIZATION

MILLER: That we adopt a policy where the RM of Big River No. 555 will not capitalize assets acquired by the Big River and District Recreation Board or the Big River and District Fire Department and that our financial contributions used for their capital purchases be recorded as donations and that the Administrator investigate whether we can dispose of 1998 Fire Truck and Zamboni in the current fiscal year without generating a deficit.

CARRIED

Reeve Panter declared a conflict of interest as he is an employee of Len's Trucking and left the Council Chambers at 9:20 a.m.

Deputy Reeve Miller assumed the chair.

21-12-008 LEN'S TRUCKING

D PANTER: That the invoices from Len's Trucking, totaling \$3432.99 be approved.

CARRIED

Reeve Panter returned to the Council Chambers at 9:23 a.m. and resumed the chair.

21-12-009 GO IN CAMERA – 9:24 A.M.

C PANTER: That the time being 9:24 a.m., Council closes 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*, to discuss legal matters, the public gallery be vacated and those present for this closed session be Administrator Michael Yuzik, Reeve Clint Panter, Councillors Ron Miller, Doug Panter and Jeff Wiebe.

CARRIED

21-12-010 GO OUT OF CAMERA – 9:50 A.M.

MILLER: That the time being 9:50 a.m., Council goes out of camera and invites the public back into the Council Meeting.

CARRIED

21-12-011 RESIGNATION

C PANTER: That we acknowledge Richard Crashley has submitted his resignation to the Administrator on November 22, 2021.

CARRIED

21-12-012 BY-ELECTION DIVISION 4

WIEBE: That a By-Election for Councillor of Division 4 be set for Wednesday, February 16th, 2022, from 9:00 a.m. to 8:00 p.m.

CARRIED

21-12-013 BY-ELECTION NOMINATION PERIOD

MILLER: That pursuant to Section 73 of *The Local Government Elections Act*, the closing date and time for nominations to be received for Councillor of Division 4 in the 2022 By-Election of the Rural Municipality of Big River No. 555 be January 12th, 2022, at 4:00 p.m.

CARRIED

21-12-014 BY-ELECTION POLLING STATION

D PANTER: That the polling station for the 2022 By-Election for Councillor of Division 4 be held at the Big River Community Centre, 606 1st St N, Big River, Saskatchewan.

CARRIED



21-12-015 2022 RETURNING OFFICER

C PANTER: That Michael Yuzik be appointed as the Returning Officer for 2022.

CARRIED

21-12-016 ASSISTANT ADMINISTRATOR

MILLER: That we acknowledge the Administrator has appointed Dana Kennedy as Assistant Administrator effective December 1, 2021.

CARRIED

21-12-017 OFFICE ASSISTANT(S)

MILLER: That the Administrator be authorized to hire a temporary Office Assistant for 18 to 24 months and if the Administrator deems necessary an additional seasonal Office Assistant with the starting dates to be determined by the Administrator.

CARRIED

21-12-018 SIGNING AUTHORITY/ APPOINTMENTS – WENDY HARTNETT

WIEBE: That due to Wendy Hartnett not returning to her position in the near future, we remove all appointments, authorizations, and signing authorities she may have had as Assistant Administrator for the RM of Big River No. 555.

CARRIED

21-12-019 SIGNING AUTHORITY – DANA KENNEDY

D PANTER: That Dana Kennedy be given signing authority for cheques and agreements when the Administrator is not available due to illness, holidays or being away on municipal business.

CARRIED

21-12-020 ADMINISTRATOR'S SALARY REVIEW

C PANTER: That the Administrator's salary be increased to \$96,000 per year effective January 1st, 2022.

CARRIED

21-12-021 OPERATOR'S SALARY INCREASE REVIEW

MILLER: That George Hildebrand salary increase 2.5% from \$33.19/hr to \$34.02/hr and Riley Kennedy's salary increase 2.5% from \$28.84/hr to \$29.56/hr effective January 1, 2022 so as to align with the increase in the cost of living .

CARRIED

21-12-022 FOREMAN APPLICATIONS

C PANTER: That Council provide up to 2 names from the list of applicants for the position of foreman to the Administrator who will schedule interviews by December 18th, 2021.

CARRIED

Sgt. Heath Robinson appeared before Council to discuss the ATV bylaw and also provided Stats related to crime within the RM. 10:55 – 11:15

Judy Meyers, Sgt. Heath Robinson & Jerry Zigman appeared before Council do discuss the creation of a Rural Crime Watch chapter in Big River. 11:15 – 11:35

George Hildebrand appeared before Council to discuss operations. 11:35 to 12:03

21-12-023 RURAL CRIME WATCH

D PANTER: That Council support the creation of a Rural Crime Watch chapter in the RM of Big River No. 555.

CARRIED

21-11-024 RECESS FOR LUNCH – 12:03 P.M.

C PANTER: That we recess for lunch for one hour.

CARRIED

Reeve C Panter reconvened the meeting at 1:00 p.m.

21-11-025 BYLAW 10/21 FIRST READING

MILLER: That Bylaw No. 10/21, being a bylaw for Providing Fire Protection Services to The Hamlet of Dore Lake be read a first time.

CARRIED

21-11-026 BYLAW 10/21 SECOND READING

D PANTER: That Bylaw No. 10/21, being a bylaw for Providing Fire Protection Services to The Hamlet of Dore Lake to be read a second time.

CARRIED

21-11-027 APPROVAL FOR 3 READINGS AT THIS MEETING

D PANTER: That Bylaw No. 10/21 being a bylaw for Providing Fire Protection Services to The Hamlet of Dore Lake be given three readings at this meeting.

CARRIED UNANIMOUSLY

21-11-028 BYLAW NO. 10/21 THIRD READING

C PANTER: That Bylaw 10/21 being a bylaw for Providing Fire Protection Services to The Hamlet of Dore Lake as attached hereto and forming part of these minutes now be read a third time, adopted, sealed and signed by the Reeve and Administrator.

CARRIED

21-12-029 TAX ENFORCEMENT – REQUEST TITLE - Lot 1, Block 6, Plan 82B12420 – Pickerel Point

D PANTER: That in accordance with Section 26.1 of *The Tax Enforcement Act*, the Rural Municipality of Big River No. 555 request Zatlyn Law Office to prepare the required documents to make application to the Registrar, for registration of the transfer of title of Lot 1, Block 6, Plan 82B12420, Ext 0 – Pickerel Point, title number 137749012, into the name of said municipality.

CARRIED

21-12-030 TAX ENFORCEMENT – SUSPEND ACTION

WIEBE: That the Administrator instruct Zatlyn Law Office not to proceed with tax enforcement against the owners of the following property:

- Lot 10, Block 02, Plan 82B12420 – Pickerel Point
- Lot 11, Block 02, Plan 82B12420 – Pickerel Point
- Lot 18, Block 05, Plan 82B12420 – Pickerel Point
- Lot 09, Block 101, Plan 101926728 – Tranquility
- Pt SE 02-57-08 W3

CARRIED

21-12-031 SUBDIVISION NE 26-56-07 W3 – Proposed Lots Proposed Lots 1 to 6

D PANTER: That Council offers the following comments to Community Planning regarding proposed lots 1 to 6 in Block 5, in NE 26-56-07 W3 as prepared by Meridian Surveys Ltd and dated September 7th, 2021:

1. The land is currently zoned A – Agriculture District and a bylaw to rezone proposed lots 1 to 6 in Block 5, in NE 26-56-07 W3 to LR1 – Low Density Lakeshore Residential District will be drafted to accommodate the proposed subdivision;
2. Council is not aware of any site conditions that make the land unsuitable for the intended use;
3. The RM has no facilities that could be affected by the proposed development;
4. Section 14 of *The Public Health Act, 1994* outlines the responsibilities of municipalities as it pertains to a system for sewage disposal which the Town of Big River and the RM of Big River, No. 555 have addressed collectively by virtue of an agreement dated November 10th, 2008, which also provides that the agreement will be readdressed if capacity becomes an issue;
5. Council has no information about the ground water supply in the area;
6. Potable water is available at a cost, at the Town of Big River fill station;
7. The RM of Big River has a transfer station to accommodate garbage disposal.
8. A Service Agreement will be required which will include, among other things, a \$2,000.00 offsite fee per lot.

CARRIED

21-12-032 MUNICIPAL RESERVE - NW 03-55-07 W3 – ADDITIONAL FUNDS

MILLER: That we advise Community Planning that Council is not prepared to request an additional \$318.23 for cash in lieu of Municipal Reserve as both parties, acting in good faith, came to an agreement in July for the sum of \$373.58 but moving forward the municipality will implement Community Planning's new method for calculating the value of municipal reserve.

CARRIED

21-12-033 SALE OF ROAD ALLOWANCE - NE 19-56-06 W3

C PANTER: That Council agrees to sell the road allowance situated on the NE 19-56-06 W3, Plan 61PA01242 Ext 1, Title # 119775370 back to the current land owner for the sum of \$1.00 and that all costs associated with the sale and land transfer be paid by the landowner.

CARRIED

21-12-034 GRAVEL STOCKPILE MEASUREMENT

D PANTER: That we acknowledge the Administrator with Council's verbal approval hired Wood Environment & Infrastructure Solutions to measure our newly crushed gravel pile utilizing a drone, located at NW 25-56-09 W3 at a cost of \$1249.70 plus taxes, as AECOM informed us they were unable to provide that service and that the Reeve and Administrator be authorized to sign their Professional Services Agreement.

CARRIED

Clint and Doug Panter declared a conflict of interest due to their relationship with Pat Panter and left the room. 1:40 p.m.

Ron Miller assumed the chair.

21-12-035 PROPERTY INSURANCE

WIEBE: That the property insurance from Panter Agencies as provided by SGI Canada be renewed and the invoice totaling \$6366.36 be paid.

CARRIED

Clint and Doug Panter returned and Clint resumed the chair. 1:41 p.m.

21-12-036 VIDEO EQUIPMENT

MILLER: That the RM of Big River No. 555 agrees to cost share the cost of video equipment, used for video conference calls in the sum of \$1572.78 with the Town of Big River.

CARRIED

21-12-037 CROWN LAND REQUEST

C PANTER: That we advise the Ministry of Government Relations that Council has no issues with any municipal roadway within the land selected (Sec 1, 2, 3, 4, 5, 6, 11, 14, SW 12 & 13 Twp 55 Range 13 W3) by the Pelican Lake First Nation for Reserve status consideration.

CARRIED

21-12-038 SASK POWER AUTHORIZATION – NE 36-56-07 W3 – NORTHSHORE

D PANTER: That we acknowledge the Administrator, with Jeff Wiebe's permission has granted authorization for Sask Power to provide power service to the lots on the NE 36-56-07 W3, at Northshore Developments.

CARRIED

21-12-039 SASK POWER AUTHORIZATION – LADDER LAKE

MILLER: That Council provide authorization for Sask Power to install underground cable to be bored across Byng Avenue road at Ladder Lake between Lot A and Lot C.

CARRIED

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21-12-040 AECOM LANDFILL REPORTS EVALUATION

D PANTER: That the Administrator obtain 2 quotes from independent engineering companies qualified in the evaluation of landfill assessment reports to review and evaluate AECOM's landfill assessment reports from 2006, 2013 – 2016, 2017 and 2019-2020.

CARRIED

21-12-041 LANDFILL RESPONSE TO MINISTRY OF ENVIRONMENT

C PANTER: That the RM of Big River No. 555 not respond to the Ministry of Environment at this time, until an independent engineer reviews our previous reports from AECOM related to the landfill assessment reports.

CARRIED

21-12-042 AQUATIC HABIT PROTECTION PERMIT – LAKESHORE RV

C PANTER: That Council has no objections to the owner's aquatic habitat protection permit application related to the swimming area at Lakeshore RV Properties subdivision on the S ½ 01-57-07 W3.

CARRIED

21-12-043 TRANSFER STATION CONTRACT

D PANTER: That we enter into a contract with 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 2022 with a 2.5% increase with a monthly rate of \$2,778.06/month (\$33,336.72 annual), which includes GST and is payable to the contractor in semi-monthly installments of \$1,389.03 and that the Reeve and Administrator be authorized to sign said contract.

CARRIED

21-12-044 iHUNTER – INSIDE OUTSIDE STUDIOS LTD


C PANTER: That the Reeve and Administrator be authorized to sign the Digital Data License Agreement with Inside Outside Studios Ltd, to allow our land ownership maps to be used by iHunter.

CARRIED

21-12-045 COMMITTEE APPOINTMENTS

WIEBE: That the Council member appointments as provided on the List of RM Committee Members attached hereto and forming part of these minutes be approved.

CARRIED

 CA

21-12-046 BOARD OF REVISION

MILLER: That we appoint Nor Sask Board Services to act as our Board of Revision and that we accept their Fee Schedule as attached hereto and forming part of the minutes.

CARRIED

21-12-047 WEED INSPECTOR

D PANTER: That Ron Miller be appointed as the RM of Big River No. 555's Weed Inspector for 2022.

CARRIED

21-12-048 PEST CONTROL OFFICER

C PANTER: That Tanner Paslawski be appointed as the RM of Big River No. 555's Pest Control Officer for 2022.

CARRIED

21-12-049 REVENUE SHARING

D PANTER: That Council of the Rural Municipality of Big River, No. 555 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant, that being:

- the 2020 audited financial statement has been submitted to the Ministry of Government Relations;
- the education property tax is and has been reported and submitted as required by the municipality and is in good standing;
- Council adopted a new version of Council Procedure Bylaw, October 13th, 2020, being Bylaw 9/20;
- Council adopted an employee Code of Conduct, December 14th, 2015;
- all members of Council have filed and annually update their Pubic Disclosure Statements as required; and

that, we authorize the Administrator to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

CARRIED

21-12-050 COUNCIL REMUNERATION

C PANTER: That Council's remuneration for 2022 remain the same as 2021, with regular meetings being \$300/day and other meetings at \$37.50/hour.

CARRIED



21-12-051 2022 MILEAGE RATE

D PANTER: That the rate for mileage charged by Council, Committee members and municipal employees be set at \$0.65/km.

CARRIED

21-12-052 DISPATCH SERVICES FEE INCREASE ACKNOWLEDGEMENT

MILLER: That we acknowledge the Administrator has signed the acknowledgement of the Dispatch Fee increase per capita for 2022 (\$1.50), 2023 (\$1.75) and 2024 (\$2.00).

CARRIED

21-12-053 SARM GROUP COVERAGE ADDITIONS

C PANTER: That Brent Compagna be added as a Volunteer Firefighter and enrolled in the SARM Benefits Plan Group Coverage for Volunteer Firefighters.

CARRIED

21-12-054 SEPA 2022 ANNUAL CONFERENCE

C PANTER: That Doug Panter and Chad Dunn be registered for the 2022 SEPA Conference to be held March 7th – March 10th, 2021 in Saskatoon at the Saskatoon Inn & Conference Centre and that the \$400.00 per person registration fee and associated expenses be paid by the RM of Big River No. 555 and that we bill the Town of Big River for Chad Dunn’s expenses.

CARRIED

Doug left 3:06 and returned 3:09

21-12-055 ADDITIONAL INVOICES

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

CIBC Visa	Meals	\$173.61
Roxanne Roy	Admin Training/Mileage	\$868.80

CARRIED

21-12-056 DESTROY RECORDS

D PANTER: That in keeping with the provisions of Bylaw 9/21, the Administrator be authorized to destroy the following records:

- 2014 – 2019 – Tax and General Receipts
- 2014 – 2019 – Change of Ownership Notifications
- 2014 – 2019 – Tax Lien Withdrawals
- 2013 – 2019 – Undelivered Assessment and Tax Notices
- 2009 – 2013 – Debenture Register
- 1978 – 1990 – Superannuation Remittance Forms
- 2014 – Vouchers

CARRIED

21-12-057 FCM MEMBERSHIP

D PANTER: That we decline to purchase a membership with the Federation of Canadian Municipalities as per their request.

CARRIED

21-12-058 JANUARY MEETING

C PANTER: That the January meeting be scheduled for January 17th, 2022, starting at 9:00 a.m. to be held at the Big River and District Community Center.

CARRIED

21-12-059 REPORTS

C PANTER: That the maintenance, committee and financial reports be acknowledged and filed.

CARRIED

21-12-060 CORRESPONDENCE

D PANTER: That the list of correspondence attached hereto and forming part of the minutes be received as information.

CARRIED

21-12-061 ADJOURNMENT – 3:33 pm

C PANTER: That this meeting be adjourned.

CARRIED



Reeve – Clint Panter



Administrator – Michael Yuzik

RURAL MUNICIPALITY OF BIG RIVER NO. 555

BYLAW NO. 10/21

A BYLAW FOR PROVIDING FIRE PROTECTION SERVICES TO THE HAMLET OF DORE LAKE.

The Council of the RM of Big River No. 555, in the Province of Saskatchewan, enacts as follows:

1. The The Rural Municipality of Big River No. 555 is hereby authorized to enter into an agreement with the Town of Big River and the Hamlet of Dore Lake, the terms of which are attached hereto and forming part of this bylaw and identified and marked Exhibit "A".





Reeve



Administrator

Read a first time this 13th day of December, 2021.

Read a second time this 13th day of December, 2021.

Read a third time and adopted this 13th day of December, 2021.

EXHIBIT "A" BYLAW NO. 10/21

Memorandum of Agreement made this 13 day of Dec, 2021.

BETWEEN:

THE TOWN OF BIG RIVER, a municipal corporation of and in the Province of Saskatchewan, hereinafter referred to as the Town.

and

THE RURAL MUNICIPALITY OF BIG RIVER NO. 555, a municipal corporation of and in the Province of Saskatchewan, hereinafter referred to as the R.M.,

and

THE HAMLET OF DORE LAKE, a municipal corporation of and in the Province of Saskatchewan, hereinafter referred to as the Hamlet.

WHEREAS the parties to this agreement desire to establish the following:

1. MUTUAL AID AGREEMENT BETWEEN THE BIG RIVER & DISTRICT FIRE DEPARTMENT AND THE HAMLET OF DORE LAKE.

WHEREAS, the Hamlet desires cooperation in providing assistance for emergency response services, where services required exceed the resources of the Hamlet; and

WHEREAS, this agreement is made so that The Big River & District Fire Department may provide fire protection services to the Hamlet upon their request if available; and

WHEREAS, fire or rescue services may be requested when the Hamlet is unable to respond with sufficient resources (manpower or equipment) to adequately deal with the incident; and

WHEREAS, all requests for the Big River & District Fire Department services shall be made through the 911 Emergency Communication Center by the Hamlet Fire Chief or designate; and

WHEREAS, when a request for services is received by The Big River & District Fire Department, the Fire Chief or designate, in their sole discretion, may dispatch such equipment, vehicles, and personnel as they deem necessary and only to the extent available, or none at all; and

WHEREAS, The Big River & District Fire Department will give priority to services required within their own jurisdiction and/or any contractual commitments; and

WHEREAS, the Incident Commander at the scene shall remain in charge of directing and control of the emergency response services provided by the responding agency; and

CA 

WHEREAS the Hamlet agrees that all consumables or disposables used at any emergency shall be replaced or paid for by the Hamlet and the following rates will be billed to the Hamlet upon the dispatch of services:

Fire Truck E721S & E722S	\$700.00/hr (each)
Utility Van U721S	\$200.00 (Flat Rate)
Water Tanker Truck T721S	\$200.00/hr
Firefighter Hourly Rate	\$30.00/hr (each)

WHEREAS any party may withdraw from this Agreement by giving a minimum of 30 days notice in writing to the other parties; and

WHEREAS Authority to provide fire protection and Mutual Aid agreements are permitted under the following acts:

- **The Municipalities Act**, Division 7, Miscellaneous Powers, Section 42(1) providing services outside municipality
- **The Northern Municipalities Act, 2010**, Division 9 Miscellaneous Powers, Section 63 providing services outside municipality
- **Emergency Planning Act**, Mutual Aid areas-Section 11(2).

NOW THEREFORE, the parties agree to the terms, conditions, and agreements contained within this document.

This agreement shall come into force upon approval of all parties.

TOWN OF BIG RIVER

HAMLET OF DORE LAKE

Mayor

(SEAL)

Mayor

(SEAL)

Administrator

Administrator

R.M. OF BIG RIVER



Reeve



Administrator

(SEAL)

