



JUL 16 2024  
(6.9)  
APK no

**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

The regular meeting of the Council of the Town of Big River was held in the Community Centre Board Room, 606 1<sup>st</sup> Street North, on June 18, 2024, at 8:00 a.m.

**Present:**

Mayor: David Krawetz  
Councilors: Sandra Gilbert  
Rick Croshaw  
Lana Meyers  
Administrator: Noreen Olsen  
Absent: Chad Dunn

**CALL TO ORDER**

A quorum being present, Mayor David Krawetz called the meeting to order at 8:02 a.m.

**AGENDA**

RES#160/24

Gilbert: THAT the June 18, 2024, Agenda be adopted with the power to add.  
Carried.

**ADMINISTRATOR’S REPORT**

RES#161/24

Croshaw: THAT the Administrator’s Report be accepted as presented.  
Carried.

**MAINTENANCE AND SEWER & WATER REPORTS**

Maintenance Foreman, Terry Olsen, attended the meeting from 11:05 a.m. to 11:54 a.m.

RES#162/24

Croshaw: THAT the regular written Sewer and Water and Maintenance reports to May 31, 2024, be accepted.  
Carried.

**DELEGATIONS**

Wanda Neufeldt and Joe Martel, Big River Metis Local No. 59, attended the meeting from 10:00 a.m. to 10:17 a.m.

**REQUEST TO COST SHARE SIDEWALK – 206 MAIN STREET**

RES#163/24

Gilbert: As requested by the Big River Metis Local No. 59, THAT the Council of the Town of Big River has no objection to cost share 50/50 for sidewalk replacement along their property at 206 Main Street, the total is \$6,695.00 plus taxes and the Town has committed to pay \$3,497.50 plus taxes.  
Carried.



6/18/24

**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

Curtis West, Director and Tami Lutz, Sales Manager, Greenland Waste Disposal Ltd., attended the meeting from 10:30 a.m. to 11:14 a.m.

**IN-CAMERA**

RES#164/24

Gilbert: As requested by Curtis West, Director of Greenland Waste Disposal Ltd. THAT the Town of Big River recess the public meeting to move into an in-camera session as authorized by *Part III of The Local Authority Freedom of Information and Protection of Privacy Act*, at 10:33 a.m.  
Carried.

**RECONVENE**

RES#165/24

Croshaw: THAT the Town of Big River reconvene the regular meeting at 11:14 a.m.  
Carried.

**APPROVAL OF MINUTES**

RES#166/24

Gilbert: THAT the minutes of the May 14, 2024, Regular Meeting be adopted as presented.  
Carried.

RES#167/24

Meyers: THAT the minutes of the May 14, 2024, Public Hearing Meeting, be adopted as presented.  
Carried.

**BUSINESS ARISING FROM THE MINUTES**

**STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION**

RES#168/24

Meyers: THAT the Statement of Financial Activities for the month of May 2024 be acknowledged.  
Carried.

RES#169/24

Gilbert: THAT the Bank Reconciliation for the month of May 2024 be acknowledged.  
Carried.

RES#170/24

Meyers: THAT the Journal Entries for the month of May 2024 be acknowledged.  
Carried.

**2023 FINANCIAL STATEMENTS**

RES#171/24

Croshaw: THAT the Council of the Town of Big River approves the Draft of the Audited Financial Statements for 2023 as prepared by BDO Canada LLP.  
Carried.



DPK no

**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

**ACCOUNTS FOR APPROVAL**

**TOWN REGULAR**

RES#172/24

Gilbert: THAT accounts for approval to include cheque nos. 21060 through 21138 for a total of \$289,897.41 be approved for payment.  
Carried.

**CORRESPONDENCE**

RES#173/24

Meyers: THAT Correspondence be filed as presented.  
Carried.

**BOARDS/COMMITTEE REPORTS**

**BIG RIVER AND DISTRICT RECREATION AND CULTURAL BOARD**

**COMMUNITY HALL PAINTING**

RES#174/24

Croshaw: THAT the Council of the Town of Big River has no objection to the Big River and District Recreation and Cultural Board's recommendation to form a repainting committee to be tasked with selecting paint colors for the community hall, foyer, hallway and gym, and THAT Noreen Olsen be appointed to the repainting committee on behalf of the Town of Big River.  
Carried.

**DEMOLITION DRAWINGS FOR ICE PLANT FROM TRANE**

RES#175/24

Croshaw: THAT the Council of the Town of Big River request a written response from Trane to provide a specific timeframe for the delivery of the demolition drawings necessary for the installation of the new ice plant.  
Carried.

**BIG RIVER HEALTH IMPROVEMENT**

**NURSE PRACTITIONER INCENTIVE**

RES#176/24

Gilbert: In conjunction with the R.M. of Big River No. 555, THAT the Council of the Town of Big River has no objection with the recommendation from the Big River Health Improvement Committee, to approve an incentive to fulfill a Full-Time Permanent Nurse Practitioner position at the Big River Medical Clinic. Incentive is for a minimum of a 3-year term and the total would be \$12,000.00 over two years, with payment of \$6,000.00 for each of the two years.  
Carried.

**BIG RIVER AND DISTRICT FIRE COMMITTEE**

**LOT CONSOLIDATION**

RES#177/24

Gilbert: THAT the Town of Big River consolidate the following parcels of land:  
o 302 1<sup>st</sup> Street, Lot A, Block 15, Plan CB325 – Parcel No. 131120491,  
o 302 1<sup>st</sup> Street, Lot B, Block 15, Plan CB325 – Parcel No. 149804297,  
o 203 3<sup>rd</sup> Avenue North, Lot C, Block 15, Plan CB325 – Parcel No. 131120479; and  
o 304 1<sup>st</sup> Street, Lot I, Block 15, Plan 101727301 – Parcel No. 149804321.  
Carried.



BRK no

**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

Council recessed from 12:00 p.m. to 1:00 p.m.

**PUBLIC HEARING**

1:00 p.m. to receive comments and submissions relating to amendment to Zoning Bylaw.

Public Hearing on adopting a bylaw pursuant to Section 207 of *The Planning and Development Act, 2007* to amend Bylaw No. 2015-01 known as the Official Community Plan and Bylaw No. 2015-02, known as the Zoning Bylaw to redesignate Block 14, Plan BB1645 from R1 – Low Density Residential District to C2-Arterial Commercial District.

There were no representations or submissions surrounding the adopting of the amended bylaws.

**LIBRARY**

RES#178/24

Meyers: The municipal offices, located within the Community Centre, are experiencing growth resulting in a need to expand office space, therefore, THAT the Town of Big River in conjunction with the R.M. of Big River No. 555 write a letter to the Board of Education, Saskatchewan Rivers Public School Division, and the Wapiti Regional Library Board proposing that the Wapiti Library which is currently located in the Big River Community Centre to be relocated to the Big River Public High School.  
Carried.

**OH&S – PERSONAL PROTECTIVE EQUIPMENT (PPE) ALLOWANCE**

RES#179/24

Gilbert: As recommended by the OH&S Committee, THAT the Council of the Town of Big River raise the annual Personal Protective Equipment (PPE) Allowance from \$300.00 to \$500.00 for Town Maintenance and Big River & District Recreation Board Employees.  
Carried.

**REQUEST TO UTILIZE LANDING SPACE AT CENTENNIAL BUILDING**

RES#180/24

Gilbert: THAT the Town allow the Big River Children's Fund to utilize the landing space at the Centennial Building for Thrift Store items.  
Defeated.

**BIG RIVER REGIONAL PARK AUTHORITY  
COMPLIANCE OF FAMILY WASHROOM STANDARDS**

RES#181/24

Meyers: It has been brought to our attention that a washroom within the Big River Regional Park which is within a building owned jointly by the Town and R.M. of Big River No.555 and designated as a "men's" washroom has been re-designated as a "family washroom". A "family washroom" has specific regulations and standards which the current washroom does not meet, therefore it is required THAT the Big River Regional Park Board be notified of the non-compliance of the current washroom and to revert the washroom back to its original designation as a "men's" washroom; and approach the municipalities with a plan to bring the washroom into compliance of a "family washroom".  
Carried.



AK MS

**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

RES#182/24

Croshaw: THAT the Board/Committee Reports be filed as presented.  
Carried.

**OLD BUSINESS**

**COUNCIL BURSARY**

RES#183/24

Croshaw: In conjunction with the R.M. of Big River No. 555's, THAT the 2024 Town and Rural Municipality of Big River Council Bursary be awarded to Jaylene Morin and Sara Olsen.  
Carried.

**COMMUNITY SAFETY OFFICER**

RES#184/24

Croshaw: THAT the Town of Big River enter into agreement with the Town of Shellbrook to provide Community Safety Officer (CSO) services which includes bylaw enforcement and the provincial statute enforcement authority in the Town of Big River one day per week for 8 hours per day until October 1, 2024.  
Carried.

**ORDER TO REMEDY – 127 1<sup>ST</sup> AVENUE NORTH**

RES#185/24

Croshaw: THAT it be acknowledged that the property owner of 227 1<sup>st</sup> Avenue North has requested an extension of time to remedy the property, and THAT the Council of the Town of Big River agrees to extend the remedial action date to no later than July 28, 2024.  
Carried.

**CANADA DAY FIREWORKS DONATION**

RES#186/24

Krawetz: THAT the Town donate \$1,000.00 to the Canada Day Fireworks Display at Classic View Resort.  
Carried.

**NEW BUSINESS**

**APPOINTMENT OF RETURNING OFFICER**

RES#187/24

Gilbert: THAT Noreen Olsen be appointed as Returning Officer for the November 13, 2024 Local Government Election for the Town of Big River.  
Carried.

**REMUNERATION FOR ELECTION OFFICIALS/LOCATION OF POLL**

RES#188/24

Gilbert: THAT in the event that a poll is necessary, daily remuneration for Returning Officer will be \$45.00/hr, Deputy Returning Officer \$35.00/hr and Poll Clerk \$30.00/hr.  
Carried.



*DM no*

**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

**17<sup>th</sup> ANNUAL SASKATCHEWAN FEDERATION OF POLICE OFFICERS ANNUAL CRIME PREVENTION GUIDE ADVERTISEMENT**

**RES#189/24**

**Meyers:** THAT a 2.2” x 1.8” color logo be advertised in the 2024 Crime Prevention Guide at a cost of \$285.00; this year’s publication will be a “Family Violence Awareness Handbook” designed to help educate and promote the public’s role in identifying and reporting potential Child and Spousal Abuse.  
Carried.

**BYLAWS**

**BYLAW 2024-03 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-02 ZONING BYLAW SHORT TERM RENTAL ACCOMMODATIONS**

**RES#190/24**

**Gilbert:** THAT Bylaw 2024-03 A Bylaw of The Town of Big River to Amend Bylaw 2015-02 Zoning Bylaw be read a second time.  
Carried.

**BYLAW 2024-03 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-02 ZONING BYLAW SHORT TERM RENTAL ACCOMMODATIONS**

**RES#191/24**

**Croshaw:** THAT Bylaw 2024-03 A Bylaw of The Town of Big River to Amend Bylaw 2015-02 Zoning Bylaw be read a third time and adopted.  
Carried.

**BYLAW 2024-05 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-01 THE OFFICIAL COMMUNITY PLAN – BLOCK 14 PLAN BB1645**

**RES#192/24**

**Meyers:** THAT Bylaw 2024-05 A Bylaw of The Town of Big River to Amend Bylaw 2015-01 The Official Community Plan be read a second time.  
Carried.

**RES#193/24**

**Gilbert:** THAT Bylaw 2024-05 A Bylaw of The Town of Big River to Amend Bylaw 2015-01 The Official Community Plan be read a third time and adopted.  
Carried.

**BYLAW 2024-06 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-02 ZONING BYLAW – BLOCK 14 PLAN BB1645**

**RES#194/24**

**Meyers:** THAT Bylaw 2024-06 A Bylaw of The Town of Big River to Amend Bylaw 2015-02 Zoning Bylaw be read a second time.  
Carried.

**BYLAW 2024-06 A BYLAW OF THE TOWN OF BIG RIVER TO AMEND BYLAW 2015-02 ZONING BYLAW – BLOCK 14 PLAN BB1645**

**RES#195/24**

**Gilbert:** THAT Bylaw 2024-06 A Bylaw of The Town of Big River to Amend Bylaw 2015-02 Zoning Bylaw be read a third time and adopted.  
Carried.



**Town of Big River  
Meeting Minutes  
June 18, 2024 – Regular Meeting**

**NEXT MEETING DATE**

Tuesday July 16, 2024 @ 8:00 a.m.

**ADJOURNMENT**

Mayor David Krawetz adjourned the meeting at 4:34 p.m.

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Mayor

\_\_\_\_\_  
Administrator