

THE MINUTES THE REGULAR COUNCIL MEETING OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON MAY 10th, 2024 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 9:00a.m.

DELEGATIONS

10:00 a.m. John Redlich
 11:00 a.m. Coby Wilson

PRESENT

ATTENDEES		Attendance				
Name	Position	I	T	E	Arrival	Absent
Clint Panter	Reeve	✓				
Doug Panter	Division 1	✓				
Justin Sullivan	Division 2	✓				
Vacant	Division 3					
*Maurice Denis	Division 4	✓				
Michael Yuzik	Chief Administrative Officer (CAO)	✓				
Dana Kennedy	Deputy CAO (DCAO)	✓				

*Deputy Reeve

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

Arrival time only entered if Member was not present when the meeting called to order.

24-05-001 GO IN CAMERA – 9:01 A.M.

DENIS: That the time being 9:01a.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 CAO Michael Yuzik, DCAO Dana Kennedy, Reeve Clint Panter, Councillors; Doug Panter, Justin Sullivan, and Maurice Denis.

CARRIED

Reeve C Panter reconvened the meeting at 09:10 a.m.

24-05-002 ACCEPTANCE OF AGENDA

D PANTER: That the May 10th, 2024, agenda be accepted for reference purposes.

CARRIED



24-05-003 MINUTES

DENIS: That the minutes of the regular meeting of Council held April 8th, 2024, be approved as presented.
CARRIED

24-05-004 STATEMENT OF FINANCIAL ACTIVITIES

DENIS: That the Statement of Financial Activities for the month of April 2024 be accepted as presented.
CARRIED

24-05-005 LIST OF ACCOUNTS

D PANTER: That the list of accounts totaling \$138,008.11 as per attached be approved as presented.
CARRIED

24-05-006 COUNCIL INDEMNITY & OTHER INVOICES

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

Clint Panter	Council Indemnity/Mileage	770.55
Doug Panter	Council Indemnity/Mileage	1137.30
Justin Sullivan	Council Indemnity/Mileage	657.25
Maurice Denis	Council Indemnity/Mileage	407.68
Jason Klassen	Beaver Control	2092.50
Parkland Emergency Medical Ser.	First Aid Training Course 14 People	2309.24
		CARRIED

24-05-007 YEAREND FINANCIAL STATEMENT DRAFT

D PANTER: That BDO's year-end report to Council and the 2023 draft audited financial statement be accepted as presented and that the Reeve and CAO be authorized to sign the Management's Responsibility letter dated May 10th, 2024 and that the CAO sign the Management Representation letter dated May 10th, 2024.
CARRIED

24-05-008 ASSISTANT ADMINISTRATOR SALARY INCREASE

DENIS: That Council approve Shirley Arcand's salary increase to 75% of the RMAA Salary Schedule.
CARRIED

24-05-009 RESERVE ACCOUNT TRANSFERS

SULLIVAN: That Council table discussion on consolidating reserve accounts with our Offsite Fee account until our June 10th, 2024 regular Council meeting.
CARRIED

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John Redlich and his sons Adam and Micah appeared before Council to discuss the road going to his property to the SE 15-56-08 W3. (9:54 a.m. to 10:15 a.m.)

24-05-010 LIFESTYLE BREAK 10:23 A.M.

C PANTER: That we take a 5-minute Lifestyle break.

CARRIED

Reeve C Panter reconvened the meeting at 10:27 a.m.

24-05-011 ADMINISTRATION BYLAW 24-05-01 – 1ST READING

DENIS: That Bylaw No. 24-05-01, being a bylaw to indicate the Administration duties be read a first time.

CARRIED

24-05-012 ADMINISTRATION BYLAW 24-05-01 - 2ND READING

SULLIVAN: That Bylaw No. 24-05-01, being a bylaw to indicate the Administration duties be read a second time.

CARRIED

24-05-013 ADMINISTRATION BYLAW 24-05-01 - THREE READING

D PANTER: That Bylaw No. 24-05-01, being a bylaw to indicate the Administration duties be given three readings at this meeting.

CARRIED UNANIMOUSLY

24-05-014 ADMINISTRATION BYLAW 24-05-01 – 3RD READING

DENIS: That Bylaw No. 24-05-01, being a bylaw to indicate the Administration duties as attached hereto and forming part of these minutes now be read a third time, adopted, sealed and signed by the Reeve and CAO.

CARRIED

Foreman C Wilson met with Council from 10:52 a.m. to 11:22 p.m. to discuss operations for the previous month.

24-05-015 RECESS FOR LUNCH – 11:22 a.m.

C PANTER: That we recess to allow Council to go and inspect Ron Redlich's Road and for lunch for 1.5 hours.

CARRIED

Reeve C Panter reconvened the meeting at 1:08 p.m.



24-05-016 COUNCIL AND COMMITTEE PROCEDURES BYLAW

C PANTER: That we table the Council and Committee Procedures Bylaw to our June 10th, 2024 regular Council meeting.

CARRIED

24-05-017 GEOTECHNICAL STUDY – STUCKEL BUILDING PERMIT

C PANTER: That Council does not require a Geotechnical study to approve the Stuckel building permit.

DEFEATED

24-05-018 GEOTECHNICAL STUDIES

D PANTER: That the CAO further investigate geotechnical studies as there is some discrepancy in the information the Reeve has received versus the information the CAO has received.

CARRIED

24-05-019 MCEWAN SERVICE AGREEMENT

SULLIVAN: That the service agreement for proposed Parcel "A" in the SW 36-55-07 W3 prepared by Matt J. Rustad, S.L.S., Meridian Surveys Ltd., dated January 18th, 2024, be approved and the Reeve and CAO be authorized to sign said agreement.

CARRIED

24-05-020 LOT CONSOLIDATION – IAN LARNER

DENIS: That the Council of the RM of Big River No. 555 has no objection to the current landowner making application to Information Services Corporation, within 90 days of this permission, to consolidate residential Lots 5 and 6, Block 105, Plan 101926728, Shores on Cowan, and the new lot number created be 6A.

CARRIED

24-05-021 OTTER CREEK ROAD – RON LAVOIE

D PANTER: That Council table discussion regarding access to Otter Creek Outfitters on Parcel A, Plan 96B09483 on the SW 01-55-10 W3 to the June 10th, 2024 regular Council meeting.

CARRIED

24-05-022 VIOLENCE POLICY

C PANTER: That Policy 24-05-009, Workplace Violence Policy & Prevention Plan be adopted as presented.

CARRIED

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24-05-023 COUNCIL BURSARY

D PANTER: That we contribute \$1,000 towards two \$1,000 bursary which is matched by the Town of Big River to be given to a Big River Public High School student who is graduating and planning to study at a post-secondary school the following year and a Big River Public High School Student who is graduating and planning to pursue a career in a skilled trade.

CARRIED

24-05-024 TSS GRANT APPLICATION

C PANTER: That Administration make application to the Targeted Sector Support (TSS) Initiative for partnership between eleven municipalities for funding to hire a Regional EMO Coordinator; and for the ongoing maintenance of the Regional EMO position for the first couple of years.

CARRIED

24-05-025 SPECIAL OCCASIONS PERMIT – NESS CREEK

C PANTER: That we approve special occasion permits for the following:

Ness Creek Music Festival

Licensing Downtown and Backstage Areas of the Festival Site

Thursday July 18th 2024: 2pm - 2am

Friday July 19th 2024: 2pm - 2am

Saturday July 20th 2024: 2pm - 2am

Sunday July 21st 2024: 12pm - 12am (midnight)

BackwardsNess Fall Faire

Licensing Downtown and Backstage Areas of the Festival Site

Friday August 30th 2024: 2pm - 2am

Saturday September 1st 2024: 2pm - 2am

CARRIED

24-05-026 SPECIAL OCCASION PERMIT – COUNTRY AT THE CREEK

DENIS: That we approve a Special Occasion Permit to Country at the Creek Music Festival to be held at the Ladder Valley Hall on the SE 25-55-07 W3 on the following days:

July 4th, 2024, from 2:00 pm to 2:00 am

July 5th, 2024, from 2:00 pm to 2:00 am

July 6th, 2024, from 2:00 pm to 2:00 am

CARRIED

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24-05-027 SASK LIQUOR LICENSE – CHITEK LAKE GOLF COURSE

SULLIVAN: That Council has no objections to the Saskatchewan Liquor & Gaming Authority (SLGA) approving the application for Special Use Sports Facility – Chitek Lake Golf Club, situated in the RM of Big River No. 555.

CARRIED

Councillor Denis left the board room at 2:20 p.m. and returned at 2:22 p.m.

24-05-028 SUNSET COVE CALCIUM REQUEST

C PANTER: That a request for calcium, from the residents of Sunset Cove be discussed during budget deliberations.

CARRIED

24-05-029 BYLAW ENFORCEMENT OFFICERS

C PANTER: That in accordance with Section 373 of *The Municipalities Act, S.S., 2005, c. M-36.1*, Council appoints the Canadian Corps of Commissionaires as our Bylaw Enforcement Services provider and the Bylaw Enforcement Officers under their employ as the Bylaw Enforcement Officers of the RM of Big River No. 555.

CARRIED

24-05-030 BYLAW ENFORCEMENT CONTRACT

DENIS: That the Reeve and CAO be authorized to enter into an agreement with Canadian Corps of Commissionaires to provide Bylaw Enforcement Services from June 1st, 2024 to October 31st 2024, providing a total of 20 visits (160 hours) at a rate of \$59/hr. plus GST and a vehicle lease rate of \$95 per visit.

CARRIED

24-05-031 BUILDTECH SERVICE AGREEMENT

DENIS: That the Reeve and CAO be authorized to enter into an agreement with 102121429 Saskatchewan Ltd. (CCA-SK Construction Code Authority) to provide Building Inspection Services.

CARRIED

24-05-032 PICKLE BALL LEASE AGREEMENT

SULLIVAN: That the Reeve and CAO be authorized to enter into the Pickleball Lease Agreement from May 1, 2024 to October 15th, 2024 for the sum of \$200.00 per month, GST included.

CARRIED

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24-05-033 MINOR SPORTS BALL DIAMOND LEASE AGREEMENT

DENIS: That the Reeve and CAO be authorized to enter into the Minor Sports Ball Diamond Lease Agreement from April 15th, 2024 to June 13th, 2024 for the sum of \$1,800.00 plus GST, for the lease period.

CARRIED

24-05-034 COMMITTEE AMENDMENTS

D PANTER: That resolution 24-01-030 be amended by replacing Jeff Wiebe on the Aerodrome and Big River Health Improvement Committee with the following and by updating the appointments for the Big River Regional Park Board:

Aerodrome Committee		N/A		
CR	Maurice Denis	1 year	Jan 24	Dec 24

Big River Health Improvement Committee		6/18		
CR	Justin Sullivan	1 year	Jan 24	Dec 24

Big River Regional Park Board		04/08		
	Jim Jones – Chair	2 years	Mar 24	Feb 26
	Jake McCrea – Vice Chair	2 years	Mar 24	Feb 26
	Pearl Carter – Secretary Treasurer	2 years	Mar 24	Feb 26
	Lind Eithier	2 years	Mar 24	Feb 26
	Florence Proulx	2 years	Mar 24	Feb 26
	Lana Meyers	2 years	Mar 24	Feb 26

CARRIED

24-05-035 CATALIS

D PANTER: That we acknowledge the CAO has suspended use of the Catalis municipal software due to the product not being able to fulfill our needs as was promised and that we seek reimbursement for all costs related to migration of data and support fees due to breach of contract from Catalis.

CARRIED

24-05-036 TRACTOR REPAIRS

SULLIVAN: That Council approves the required repairs as per attached on the John Deere 7330 Tractor to be completed by Brandt of Prince Albert with an estimated cost of \$23,232 plus GST and PST with the estimates derived from Brandt’s Quote #0003500730001 dated March 28th, 2024.

CARRIED



24-05-037 ROAD TOUR

C PANTER: That Council and Coby Wilson – Foreman, participate in a road tour starting on Monday May 13th, 2024 at 7:00 a.m. to determine our gravel, MG30 and calcium requirements to assist with budget determinations.

CARRIED

Councillor D Panter left the board room at 3:41 p.m. and returned at 3:45 p.m.

Reeve C Panter left the board room at 3:47 p.m. and returned at 3:49 p.m.

24-05-038 REPORTS

SULLIVAN: That the maintenance and committee reports be acknowledged and filed.

CARRIED

24-05-039 CORRESPONDENCE

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

CARRIED

24-05-040 ADJOURNMENT – 4:04 p.m.

DENIS: That this meeting be adjourned.

CARRIED



Reeve – Clint Panter



CAO – Michael Yuzik