

THE MINUTES OF THE FIRST MEETING OF COUNCIL FOLLOWING A GENERAL ELECTION OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON NOVEMBER 18th, 2024, AT THE BIG RIVER COMMUNITY CENTRE, LOCATED AT 606 FIRST STREET NORTH, BIG RIVER, SASKATCHEWAN.

CALL TO ORDER

The meeting was called to order by Reeve Clint Panter at 9:13 a.m.

DELEGATIONS

10:00 a.m.

Malinda Krawetz

10:15 a.m.

Dale & Louis Banks

11:00 a.m.

P.A National Park Superintendent, Jennifer Duquette

1:00 p.m.

Doug Olson & Michelle Good

PRESENT

| ATTENDEES | | Attendance | | | | |
|------------------|------------|------------|---|---|---------|--------|
| Name | Position | 1 | Т | E | Arrival | Absent |
| Clint Panter | Reeve | ✓ | | | | |
| Doug Panter | Division 1 | ✓ | | | | |
| *Justin Sullivan | Division 2 | ✓ | | | | |
| Terence Olsen | Division 3 | ✓ | | | | |
| Maurice Denis | Division 4 | ✓ | | | | |
| Dana Kennedy | CAO | ✓ | | | | |

*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.

24-11-001 APPROVAL OF AGENDA

SULLIVAN: That the November 18th, 2024, agenda be accepted for reference purposes.

CARRIED

24-11-002 ACKNOWLEDGE OATH OF COUNCIL

DENIS: That we acknowledge Reeve Clint Panter, Division 3 Councilor Terence Olsen and Division 1 Councilor Doug Panter were provided with a copy of Bylaw 23-02-04 "The Code of Ethics Bylaw" & Bylaw 22-01-01 "Council Committee Procedures" along with the following portions of The Municipalities Act to read prior to subscribing to his "Oath or Affirmation – Member of Council" and depositing the same with the Administrator:

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

CARRIED

De

RM of Big River No. 555

November 18th, 2024



24-11-003 ACCEPT DECLARATION OF ELECTION RESULTS

SULLIVAN: That the Declaration of Results for the 2024 municipal election, as required under subsection 139(2) of The Local Government Election Act, 2015, be acknowledged as provided.

CARRIED

24-11-004 ANNUAL PUBLIC DISCLOSURE STATEMENTS

C PANTER: That the Administrator having provided each member of Council present with a copy of their Public Disclosure Statement and that the newly elected council member has 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

24-11-005 NOTICE OF CONTACT - METHOD OF GIVING NOTICE

DENIS: That Council has provided the Method of Giving Notice as per Section 124 of *The Municipalities Act.*

CARRIED

24-11-006 DEPUTY REEVE 2025

Doug Panter Nominated Maurice Denis; Maurice Denis Declined. Maurice Denis nominated Justin Sullivan; Justin Sullivan Accepted

C PANTER: That Justin Sullivan be appointed as Deputy Reeve of the RM of Big River No. 555 for 2025.

CARRIED

24-11-007 OPEN/CLOSE BANK ACCOUNTS

C PANTER: That the Administrator and Reeve or in their absence the Deputy Reeve, be authorized to open or close bank accounts at the CIBC for the RM of Big River No. 555.

CARRIED

24-11-008 MUNICIPAL SIGNING OFFICERS

DENIS: That the Administrator and Reeve or in their absence the Deputy Reeve be authorized to sign cheques and other negotiable instruments on behalf of the RM of Big River No. 555 and that Maurice be removed as a signing authority.

CARRIED

24-11-009 AGREEMENT SIGNING OFFICERS

D PANTER: That the Administrator and Reeve or in their absence the Deputy Reeve be authorized to sign agreements on behalf of the RM of Big River No 555.

Dic



CARRIED

24-11-010 MINUTES

DENIS: That the minutes of the regular meeting of Council held September 9th, 2024, and special meeting held September 24th, 2024 be approved.

CARRIED

Terry Olsen left Council Chambers at 9:41 a.m. Terry Olsen returned to Council Chamber at 9:42 a.m.

24-11-011 STATEMENT OF FINANCIAL ACTIVITIES

C PANTER: That the Statement of Financial Activities and the Bank Reconciliations for the month of October 2024 be accepted as presented.

CARRIED

24-11-012 LIST OF ACCOUNTS

SULLIVAN: That the list of accounts totaling \$381,642.96 as per attached be approved as presented.

CARRIED

24-11-013 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 | 682.85 |
|-----------------|---------------------------|---------|
| Doug Panter | Council Indemnity/Mileage | 2333.50 |
| Justin Sullivan | Council Indemnity/Mileage | 765.05 |
| Maurice Denis | Council Indemnity/Mileage | 398.30 |
| Terry Olsen | Council Indemnity/Mileage | 300.00 |
| | | |

CARRIED

Reeve Clint Panter declared a conflict of interest as he is an employee of Len's Trucking Ltd. and left the Council Chambers at 9:55 a.m.

Deputy Reeve Justin Sullivan assumed the chair.

24-11-014 LEN'S TRUCKING

SULLIVAN: That the invoices from Len's Trucking Ltd. totaling \$24,794.25 be approved as presented.

CARRIED

Reeve Clint Panter returned to Council Chambers at 9:56 a.m. and resumed the chair.

DK



24-11-015 LIFESTYLE BREAK 9:57 A.M.

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

CARRIED

Reeve Clint Panter reconvened the meeting at 10:00 a.m.

Malinda Krawetz – Rec Board Report

Malinda Krawetz appeared before Council to present the Rec Board Report from the October meeting. (10:01 a.m. to 10:08 a.m.)

Dale & Louis Banks - Flooding

Dale & Louis Banks appeared before Council to discuss flooding. (10:09 a.m. to 10:46 a.m.)

24-11-016 LIFESTYLE BREAK 10:46 A.M.

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

CARRIED

Reeve Clint Panter reconvened the meeting at 10:53 a.m.

PA National Park - Bridge

Jennifer Duquette, Christine Hamilton and appeared before Council to discuss flooding. (10:55 a.m. to 11:20 a.m.)

24-11-017 SARM PISP BUILDING VALUATION

C PANTER: That we increase the values for the following RM buildings under our SARM property insurance for replacement cost + Debris Removal & PST:

| Shop | \$515,000 + \$56,650 | | | |
|--------------------|----------------------|--|--|--|
| Old Shop | \$177,000 + \$19,470 | | | |
| OH PG Meeting Room | \$104,000 + \$11,440 | | | |
| OH PG Shop | \$48,000 + \$5,280 | | | |
| OH N Pump House | \$33,000 + \$3,630 | | | |
| | | | | |

(replacement cost)

CARRIED

24-11-018 SARM PROPERTY SELF-INSURANCE PROGRAM (PSIP)

D PANTER: That Council acknowledge the SARM Property Self-Insurance Program (PSIP) for 2025 information as outlined in correspondence from Lisa Shordee, SARM Insurance Program Administrator, dated November 1, 2024.

CP



CARRIED

24-11-019 SARM LIABILITY SELF INSURANCE PLAN

SULLIVAN: That Council acknowledge the SARM Liability Self-Insurance Plan (LSIP) for 2024 information as outlined in correspondence from Colin Warnecke, SARM Manager of Risk Management, dated November 1, 2024.

CARRIED

24-11-020 SARM EXCESS LIABILITY INSURANCES

SULLIVAN: That the RM of Big River No. 555 carry the Excess Liability Insurance offered through SARM by Lloyd's of London Syndicate (Tokio Marine Kiln) with coverage in the amount of two million dollars and Excess Administrative Errors and Omissions Liability coverage in the amount of two million dollars.

CARRIED

24-11-021 SARM GROUP BENEFITS

D PANTER: That Council acknowledge the SARM Group Benefits Plans for the employees will be automatically renewed December 16th, 2024.

CARRIED

24-11-022 SARM GROUP COVERAGES

OLSEN: That the RM renew the SARM Benefits Plan Group Coverage for Elected Officials and Volunteer Fire Fighters/First Responders, 2024 premium being \$925.00 for \$50,000.00 coverage and the Volunteer Firefighters as listed with the annual Membership to the Saskatchewan Volunteer Firefighters Association Inc. and any additional firefighters who join throughout the year be listed for coverage with the said plan.

CARRIED

24-11-023 REVENUE SHARING

DENIS: 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:

- Submission of 2024 Audited Financial Statement to the Ministry of Government Relations.
- Is in good standing with respect to the reporting and remittance of Education Property Taxes.
- Has adopted a Council Procedures Bylaw.
- Has adopted an employee Code of Conduct.
- All members of Council have filed their Public Disclosure Statements as required; and that we authorize the CAO to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

CARRIED





24-11-024 SALARY REVIEW

D PANTER: That the salary review for all employee's be tabled till the December 9th, 2024 regular council meeting.

CARRIED

24-11-025 REC. DIRECTOR SALARY REVIEW

DENIS: That the Council of the Rural Municipality of Big River approves the updated offer of employment for Malinda Krawetz as Recreation Board Coordinator, effective January 1, 2025; such offer of employment be attached to and forming a part of these minutes.

CARRIED

24-11-026 BYLAW 24-11-01 TO PERMANENTLY CLOSE AND TRANSFER ROAD ALLOWANCE SE 01 55 10 W3- 1ST READING

OLSEN: That Bylaw No. 24-11-01, being a bylaw to permanently close and transfer road allowance on SE 01 55 10 W3 be read a first time.

CARRIED

24-11-027 BYLAW 24-11-01 TO PERMANENTLY CLOSE AND TRANSFER ROAD ALLOWANCE SE 01 55 10 W3- 2ND READING

DENIS: That Bylaw No. 24-11-01, being a bylaw to permanently close and transfer road allowance on SE 01 55 10 W3 be read a second time.

CARRIED

24-11-028 BYLAW 24-11-01 TO PERMANENTLY CLOSE AND TRANSFER ROAD ALLOWANCE SE 01 55 10 W3 – THREE READING

D PANTER: That Bylaw No. 24-11-01, being a bylaw to permanently close and transfer road allowance on SE 01 55 10 W3 be given three readings at this meeting.

CARRIED UNANIMOUSLY

24-11-029 BYLAW 24-11-01 TO PERMANENTLY CLOSE AND TRANSFER ROAD ALLOWANCE SE 01 55 10 W3-3RD READING

C PANTER: That Bylaw No. 24-11-01, being a bylaw to permanently close and transfer road allowance on SE 01 55 10 W3 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





24-11-030 PLAN OF PROPOSED SUBDIVISION – HARVEY JONES – NE 26-56-07 W3

SULLIVAN: That Council offers the following comments to Community Planning regarding proposed parcels D & C, in NE 26-56-07 W3 as prepared by Meridian Surveys Ltd and dated August 21st, 2024:

- 1. The land is currently zoned CR2 Medium Density Country Residential District and a bylaw to rezone proposed Parcel "C" to LR1 Low Density Lakeshore Residential District will be drafted to accommodate the proposed subdivision;
- 2. The RM does not have any facilities that could be affected by the proposed residential site;
- 3. The RM will allow another approach to access the property to be provided by the applicant.
- 4. The proposed site complies with the municipality's Official Community Plan, Policy 3.6.2.4;
- 5. The current cabin located on Parcel "C" must be inspected to ensure it meets the national building code or removed;
- 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. Cash in Lieu of Municipal Reserve will be required in the amount of \$5,184.27 (0.2098 ha = 0.51842709 acres x \$10,000 per acre = \$5,184.27); and
- 9. A service agreement will be required for, among other things, offsite fees to be deposited with the municipality in the amount of \$2,000.00 per lot.

CARRIED

24-11-031 RECESS FOR LUNCH - 12:04 p.m.

C PANTER: That we recess for lunch for one hour at 12:04 p.m.

CARRIED

Reeve Clint Panter reconvened the meeting at 1:01 p.m.

Doug Olsen

Doug Olsen appeared before Council to propose plan of additional Blocks 14 & 15 being added at Lakeshore RV Properties. (1:02 p.m. to 1:17 p.m.)

24-11-032 ADVERTISE PUBLIC HEARING - ZONING AMENDMENT - HARVEY JONES

OLSEN: That the CAO advertise Council's intention to amend Zoning Bylaw 23-01-02 to accommodate proposed Parcel "C", in NE 26-56-07 W3 prepared by Meridian Surveys Ltd and dated August 21st, 2024 in the December 13th, 2024 and December 20th, 2024 issues of the Shellbrook Chronicle.

CARRIED

24-11-033 DRAFT SERVICE AGREEMENT – HARVEY JONES

SULLIVAN: That the CAO prepare a service agreement for proposed Parcel "C", in NE 26-56-07 W3 prepared by Meridian Surveys Ltd and dated August 21st, 2024.

CARRIED

CA Dr



24-11-034 LOT CONSOLIDATION - LOT 06 & LOT 07 BLK 01 PLAN 102029587 - STONE RIDGE

C PANTER: That the Council of the RM of Big River has no objection to the current landowner making application to Information Services Corporation, within 90 days of this permission, to consolidate residential Lots 06 and 07 Block 01 Plan 102029587, Stone Ridge, and the new lot number created be 07A.

CARRIED

24-11-035 APPROACH REQUEST - LOT 01 BLK 01 PLAN 102061886- ISLANDVIEW SHORE

SULLIVAN: That Council has approved an approach on Lot 01 Blk 01 Plan 1020261886 and the approach is to be built according to municipal standards according to Policy 400-29A, Approach Development/Culvert Installation, and that in the winter for snow clearing the RM may not have the ability to clear the full width of driveway.

CARRIED

24-11-036 WSA DRAINAGE PLAN – GOOSE LAKE & DONALD SUBDIVISION

SULLIVAN: That Council invites WSA to a special meeting to discuss both Goose Lake & Donald Subdivision water plans and other water issues with in the RM of Big River.

CARRIED

24-11-037 FALL PROTECTION SYSTEM - COST SHARE

D PANTER: That in partnership with the Town of Big River, the RM of Big River will contribute 50% of the cost of the fall protection system at the Big River Community Centre, covering the expenses not included in the Arena/Community Centre Upgrade grant.

CARRIED

24-11-038 CHITEK LAKE BUSH BUDDIES SNOW TRAIL AGREEMENT

OLSEN: That the RM Council has no objection to entering into an agreement between the RM of Big River No. 555, Chitek Lake Bush Buddies and The Saskatchewan Snowmobile Association Inc. whereby approving the development of a signed and maintained snowmobile trail as identified on a map attached to the Land Use Permission Form, and that permission is given to legally enter and use the identified trail in a lawful manner for the purpose of snowmobiling only, and that, entry and use is permitted only on the recreational trail right-of-way at the risk of the user, and the agreement be valid from November 1, 2024 to April 30, 2025.

CARRIED

Maurice Denis declared conflict of interest and left Council Chambers at 2:05 p.m.

CA



24-11-039 TIMBER TRAILS SNO RIDERS SNOW TRAIL AGREEMENT

D PANTER: That the RM Council has no objection to entering into an agreement between the RM of Big River No. 555, Timber Trails Sno Riders Co-operative Ltd. and The Saskatchewan Snowmobile Association Inc. whereby approving the development of a signed and maintained snowmobile trail as identified on a map attached to the Land Use Permission Form, and that permission is given to legally enter and use the identified trail in a lawful manner for the purpose of snowmobiling only, and that, entry and use is permitted only on the recreational trail right-of-way at the risk of the user, and the agreement be valid from November 1, 2024 to April 30, 2025.

CARRIED

Maurice Denis returned to Council Chamber at 2:05 p.m.

24-11-040 CODE OF ETHICS COMPLAINTS

SULLIVAN: That Council acknowledges that a code of ethics complaints has been filed.

CARRIED

24-11-041 COMMITTEE APPOINTMENTS

PANTER: 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

Terry Olsen left Council Chambers at 2:56 p.m.

24-11-042 SPSA & PDAP TRAINING

SULLIVAN: That the CAO and 2 councilors Clint Panter & Doug Panter attend the SPSA & PDAP training on November 28th, 2024, with associated expenses paid.

CARRIED

Terry Olsen returned to Council Chamber at 2:58 p.m.

24-11-043 COMMISSIONER OF OATHS

DENIS: That Council approves Dana Kennedy getting her Commissioner of Oaths and that the cost associated with be covered by the RM of Big River.

CARRIED

24-11-044 NOTARY PUBLIC

SULLIVAN: That Council approves Shirley Arcand getting her Notary Public and that the cost associated with be covered by the RM of Big River.

CARRIED



24-11-045 CARRIER FOREST PRODUCTS CLAY - TAX RECEIPT

DENIS: That if able the RM will submit a tax receipt at \$2.50 cubic yard to Carrier Forest Products.

CARRIED

24-11-046 TREE REMOVAL ON MUNICIPAL RESERVE - ORGANIZED HAMLET OF PHILLIPS GROVE

C PANTER: That the Division 3 councilor will assess the trees located on the Municipal Reserve in the Organized Hamlet of Phillips Grove to determine if the operators can cut them down. If not, Jeff Miller will be contacted to remove the trees.

CARRIED

24-11-047 COMMUNITY CENTER CHRISTMAS DECOR

SULLIVAN: That the Rural Municipality of Big River purchase Christmas décor for the Community Center in the amount of \$1,500.

DEFEATED

Terry Olsen left Council Chambers at 3:26 p.m. Terry Olsen returned to Council Chamber at 3:30 p.m.

24-11-048 LIFESTYLE BREAK 3:30 P.M.

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

CARRIED

Reeve Clint Panter reconvened the meeting at 3:35 p.m.

24-11-049 COMMUNITY CENTER CHRISTMAS DECOR

SULLIVAN: That the Rural Municipality of Big River purchase Christmas décor for the Community Center in the amount of \$800.

CARRIED

24-11-050 PARKLAND SUPERANNUATED TEACHERS - SENIORS CHRISTMAS BINGO

DENIS: That the Rural Municipality of Big River will donate promotional items to the seniors Christmas bingo.

CARRIED

Se



24-11-051 REPORTS

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

CARRIED

24-11-052 CORRESPONDENCE

DENIS: That, the following correspondence be received and filed.

- 1. 2024 10 21 Board Highlights Sask Rivers
- 2. SAMA A Look Ahead to 2025
- 3. George Cuff Poster/Presentation
- 4. H24017 Project Information Crushing NW of Big River
- 5. SAKAW engagement letter Draft Forest Operations Plan
- 6. Northbound Software Demo
- 7. Recreation Grant Opportunity
- 8. Triod Flyer & Mower Blade Price List
- 9. Used Equipment Sale SMS

CARRIED

24-11-053 OPEN BODMIN BRIDGE

C PANTER: That the Bodmin bridge be opened once the blocks have been placed.

CARRIED

24-11-054 ADJOURNMENT - 4:48 P.M.

D PANTER: That this meeting be adjourned.

CARRIED

Reeve - Clint Panter

CAO - Dana Kennedy

RURAL MUNICIPALITY OF BIG RIVER NO. 555 BYLAW NO. 24-11-01

A BYLAW TO PROVIDE FOR THE PERMANENT CLOSURE AND TRANSFER OF A CERTAIN ROAD ALLOWANCE

With the consent of the Minister of Highways, as hereto attached and forming part of this bylaw, and marked as Exhibit "A", the Rural Municipality of Big River No. 555, agrees to permanently close and transfer to adjacent Parcel A Plan 96B09483 that is shown on and was vested on ORA 1-TWP 55 RGE 10 W3 as shown lying within the bold dashed lines labeled B on a proposed subdivision plan prepared by Matt Rustad, S.L.S. Meridian Surveys Ltd. and dated August 15th, 2024.

Read a first time the 18th, day of November 2024.

Read a second time this 18th, day of November 2024.

Read a third time and adopted this 18th, day of November 2024.

BIG RIVER NO. 555

Reeve -

CAO - Dana Kennedy

Exhibit "A"



Ministry of Highways Land Management Services 2nd Floor, 221 N Winnipeg Street Regina, Canada S4R 8T6

Phone: 306-787-7933

July 2, 2024

Our File: RM of Big River No. 555

RM of Big River No. 555 606 First Street North Box 219 BIG RIVER, SK SOJ 0E0

email: rm555@rmofbigriver.ca

ATTENTION: Michael Yuzik, RMA

We have received your payment June 27, 2024, (Invoice No 703346) in connection with the;

Proposed Closure of Portion of ORA 1-55-10-3 in the SSW 1-55-10-W3 RM of Big River No. 555

The Minister, in accordance with Section 13(3) of *The Municipalities Act* hereby grants consent:

- a) subject to all requirements of Section 13 of The Municipalities Act; and
- b) provided the proposed closure and transfer is in accordance with municipal zoning bylaws and the requirements of *The Planning and Development Act*; and
- c) to close and transfer the following:

Proposed Closure of Portion of ORA 1-55-10-3 in the SSW 1-55-10-W3 RM of Big River No. 555 lying within the bold dashed line on the image hereto attached.

This consent will allow for the passing of a road closure bylaw that is to be forwarded to Information Services Corporation (ISC) Plan Processing in accordance with Section 44(4)(5) of *The Land Surveys Act, 2000* to accompany the appropriate plan required for consolidation after all requirements have been met in accordance with Section 13 of *The Municipalities Act*.

Once the consolidation plan is approved by ISC please **forward a copy** of the Transform Approval Certificate (TAC) along with a copy of the Municipal bylaw and signed Agreements for Sale and the Ministry will provide the Notice of Minister, which allows for the transfer of title.



If further information is required, please forward your request by email to: municipalroads@gov.sk.ca.

Sincerely,

Nicole M. L. Anderson

Manager, Land Advisory and Client Services

Delegated signing official of the Ministry of Highways

Enclosed:

cc: email: Derek.Vangool@gov.sk.ca, Planning Consultant, Government Relations email: sasktel.land@sasktel.com, Lands and Easements, SaskTel email: land@saskpower.com, Land Department, Sask Power email: landservices@saskenergy.com, Land Services, Sask Energy







