

THE MINUTES THE REGULAR COUNCIL MEETING OF THE RURAL MUNICIPALITY OF BIG RIVER NO. 555 HELD ON MAY 5<sup>th</sup>, 2025 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.        Coby Wilson

**PRESENT**

ATTENDEES		Attendance				
Name	Position	I	T	E	Arrival	Absent
Clint Panter	Reeve	✓				
Doug Panter	Division 1	✓				
*Justin Sullivan	Division 2	✓				
Terence Olsen	Division 3	✓				
Maurice Denis	Division 4	✓				
Dana Kennedy	Chief Administrative Officer (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.

**25-05-001 ACCEPTANCE OF AGENDA**

SULLIVAN: That the May 5<sup>th</sup>, 2025 agenda be accepted for reference purposes.

CARRIED

**25-05-002 MINUTES**

C PANTER: That the minutes of the regular meeting of Council held April 14<sup>th</sup>, 2025 be approved as presented.

CARRIED

**25-05-003 STATEMENT OF FINANCIAL ACTIVITIES**

DENIS: That the Statement of Financial Activities & Bank Reconciliation for the month of April 2025 be accepted as presented.

CARRIED

**25-05-004 LIST OF ACCOUNTS**

SULLIVAN That the list of accounts totaling \$346,566.88 as per attached be approved as presented.

CARRIED



**25-05-005 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	\$ 1,126.80
Doug Panter	Council Indemnity/Mileage	\$ 1,330.20
Justin Sullivan	Council Indemnity/Mileage	\$ 787.25
Maurice Denis	Council Indemnity/Mileage	\$ 988.93
Terry Olsen	Council Indemnity/Mileage	\$ 728.50
		CARRIED

**25-05-006 OUTSTANDING INVOICES TO TAX ROLL**

D PANTER: That Section 369 of *The Municipalities Act* authorizes municipalities to add certain unpaid charges to the tax roll of the property to which they relate; therefore, THAT the Council of the RM of Big River approves the addition of the outstanding 2024 Fire Call invoices No. 2024-FD013 and No. 2024-FD-015 to the respective property tax rolls.

CARRIED

**25-05-007 2025 TAX NOTICE**

OLSEN: That the CAO be authorized to issue Tax Notices to ratepayers prior to the final Saskatchewan Municipal Hail Insurance (SMHI) levy being applied. Properties subject to a Hail Levy will receive their Tax Notices after the June 30<sup>th</sup>, 2025 deadline to levy Hail Insurance.

CARRIED

**25-05-008 RMAA CONVENTION**

C PANTER: That the CAO be authorized to attend the RMAA Convention from May 12 – 15, 2025 in Saskatoon and that all associated expenses be paid.

CARRIED

**25-05-009 CODE OF ETHICS COMPLAINT**

OLSEN: That the code of ethics complaint from resolution 25-01-007 be deemed unsustainable by the third-party investigators and the complainant has been notified of the options moving forward with the ombudsman.

CARRIED

**25-05-010 CODE OF ETHICS BYLAW**

C PANTER: That the CAO make the necessary changes to the Code of Ethics Bylaw recommended by the third-party investigator and present to Council for review.

CARRIED

CS  
DK

**25-05-011 ADMINISTRATION BYLAW**

SULLIVAN: That the CAO make the necessary changes to the Administration Bylaw and present to Council for review.

CARRIED

**25-05-012 SPSA FIRE BAN RESTRICTIONS**

C PANTER: That the Rural Municipality acknowledge the letter from the SPSA in regards to the Proposed Changes to Implementing Fire Ban Restrictions.

CARRIED

**25-05-013 DEVELOPMENT OFFICER**

SULLIVAN: That Shirley Arcand has approval from Council to be a Development Officer.

CARRIED

**25-05-014 PROPOSED SUBDIVISION – NW 23 55 06 W3 - DAVIDSON**

D PANTER: That the proposed subdivision on NW 23 55 06 W3 for the purpose 10 acre subdividing of a yard site from an agriculture site be tabled to the June 9<sup>th</sup>, 2025 meeting.

CARRIED

Justin Sullivan left Council Chambers at 10:02 a.m.  
Justin Sullivan returned to Council Chamber at 10:03 a.m.

**25-05-015 APPROACH REQUEST –NW 20 57 08 W3 PARCEL C**

C PANTER: That the Reeve and Division Councilor meet with the applicant before approval.

CARRIED

**25-05-016 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 Ness Site SE 33 56 05 W3 on the following days:

July 3<sup>rd</sup>, 2025, from 14:00 - 2:00

July 4<sup>th</sup>, 2025, from 14:00 - 2:00

July 5<sup>th</sup>, 2025, from 14:00 - 2:00

CARRIED

**25-05-017 ELECTRONIC WASTE EVENT**

OLSEN: That the Rural Municipality of Big River host the 2025 Electronic Waste Event.

CARRIED

**25-05-018 BIG RIVER GUN CLUB LEASE RENEWAL APPROVAL**

DENIS: That the RM of Big River gives permission to the Big River Gun Club to operate a gun range located on NW & NE 23 56 08 W3.

CARRIED

**25-05-019 LIFESTYLE BREAK 10:25 A.M.**

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

CARRIED

Reeve C Panter reconvened the meeting at 10:35 a.m.

Justin Sullivan declared conflict of interest and left Council Chambers at 10:42 a.m.

**25-05-020 LANDFILL SHED**

C PANTER: That the Rural Municipality of Big River purchase a new shed for the landfill from Home Hardware in Meadow Lake.

CARRIED

Justin Sullivan returned to Council Chamber at 10:52 a.m.

**Foreman Coby Wilson –Operations**

Foreman C Wilson met with Council to discuss operations for the previous month. (10:58 a.m. to 11:52 a.m.)

Terry Olsen left Council Chambers at 11:16 a.m.

Terry Olsen returned to Council Chamber at 11:18 a.m.

**25-05-021 RECESS FOR LUNCH – 12:08 p.m.**

C PANTER: That we recess to allow Council to go

CARRIED

Reeve C Panter reconvened the meeting at 1:12 p.m.

**25-05-022 BRIDGE INSPECTION**

DENIS: That the CAO reach out to WSP and schedule the inspection on their schedule.

CARRIED

GP  
DK

**25-05-023 ROAD CONSTRUCTION COST**

C PANTER: That Council directs the CAO to revise and update the Road Construction Cost Schedule to incorporate an annual increase of 3%, reflecting inflationary and cost-of-living adjustments.

CARRIED

**25-05-024 NORTHWOOD SHORES BOAT LAUNCH**

SULLIVAN: That the responsibility for the maintenance and repair of the boat launch shall lie with the association that holds the insurance policy for the structure. The municipality shall bear no obligation for the upkeep or repair of the boat launch.

CARRIED

**25-05-025 ROAD CLOSURE – PARCELS 130951829 & 130943145**

D PANTER: That Council authorizes the Chief Administrative Officer to request consent from the Ministry of Highways for the closure and transfer of surface parcels No. 130951829 and No. 130943145. Council affirms that the proposed closure will not impact public access and further directs the CAO to obtain comments from SaskEnergy, SaskPower, and SaskTel regarding the proposed road closure.

CARRIED

**25-05-026 RM & TOWN EMPLOYEE**

DENIS: Tabled till May 9<sup>th</sup>, 2025.

CARRIED

**25-05-027 REPORTS**

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

CARRIED

**25-05-028 CORRESPONDENCE**

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

1. 315-67-08A - Project Information Sheet - Abutment 2 Cap Replacement over Broad Creek
2. 2025 04 14 Board Highlights
3. Fast Freddy Trucking
4. Ombudsman 2024 Annual Report
5. PHN Newsletter - Spring 2025
6. Public Education
7. Re\_ Voyent Alert Notification
8. UPDATE\_ Proposed Amendments to Municipal Acts

CARRIED

GA  
DK

25-05-029 ADJOURNMENT – 2:31 p.m.

SULLIVAN: That this meeting be adjourned.

CARRIED



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Reeve – Clint Panter



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CAO – Dana Kennedy