



**Town of Big River  
Meeting Minutes  
April 22, 2025 – 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 April 22, 2025, at 8:00 a.m.

**Present:**

Mayor: David Krawetz  
Councillors: Cooper Davis  
Lana Meyers  
Shirley Schwab

Administrator: Noreen Olsen

**Absent:** Chad Dunn

**CALL TO ORDER**

A quorum being present, Mayor David Krawetz called the meeting to order at 8:05 a.m.

**AGENDA**

RES#89/25

Meyers: THAT the April 22, 2025, Agenda be adopted with the power to add.  
Carried.

**ADMINISTRATOR'S REPORT**

RES#90/25

Schwab: THAT the Administrator's Report be accepted as presented.  
Carried.

**MAINTENANCE AND SEWER & WATER REPORTS**

Maintenance Foreman, Terry Olsen attended the meeting from 10:50 a.m. to 11:20 a.m.

RES#91/25

Meyers: THAT the Sewer and Water and Maintenance reports to March 31, 2025, be accepted.  
Carried.

**DELEGATIONS**

Emily Davis, Canada Day Committee representative attended the meeting from 10:12 a.m. to 10:34 a.m.

CANADA DAY 2025

RES#92/25

Meyers: THAT \$4,250.00 be allocated to the Canada Day committee for planning activities on Tuesday, July 1, 2025.  
Carried.

RES#93/25

Krawetz: THAT the Town of Big River donate \$1000.00 towards the Canada Day fireworks display.  
Carried.

**APPROVAL OF MINUTES**

RES#94/25

Davis: THAT the minutes of March 18, 2025, Regular Meeting be adopted as presented.  
Carried.



**Town of Big River  
Meeting Minutes  
April 22, 2025 – Regular Meeting**

10/27  
410

**BUSINESS ARISING FROM THE MINUTES**

**STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION**

RES#95/25

Meyers: THAT the Statement of Financial Activities for the month of March 2025 be acknowledged.  
Carried.

RES#96/25

Schwab: THAT the Bank Reconciliation for the month of March 2025 be acknowledged.  
Carried.

RES#97/25

Meyers: THAT the Journal Entries for the month of March 2025 be acknowledged.  
Carried.

**2024 FINANCIAL STATEMENTS**

RES#98/25

Davis: THAT the Council of the Town of Big River approves the Draft of the Audited Financial Statements for 2024 as prepared by BDO Canada LLP.  
Carried.

**ACCOUNTS FOR APPROVAL**

RES#99/25

Schwab: THAT accounts for approval to include cheque nos. 21767 through 21850 for a total of \$269,906.61 be approved for payment.  
Carried.

**CORRESPONDENCE**

RES#100/25

Meyers: THAT Correspondence be filed as presented.  
Carried.

**BOARDS/COMMITTEE REPORTS**

**BIG RIVER REGIONAL PARK**

RES#101/25

Schwab: THAT the Council acknowledges the appointment of the following individuals to the Big River Regional Park Board:

- Chairperson: Jim Jones
- Vice Chairperson: Jake McCrea
- Secretary/Treasurer: Pearl Carter
- Standing Committee Members: Florence Proulx, Linda Ethier
- Town of Big River Council Representative: Lana Meyers

Carried.

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



APR 22

**Town of Big River  
Meeting Minutes  
April 22, 2025 – Regular Meeting**

RES#102/25

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

**OLD BUSINESS**

BRIDGE 307-56-07

RES#103/25

Schwab: THAT the Town accepts the invitation from the R.M. of Big River No. 555 to participate in a meeting to discuss Bridge ID 307-56-07.  
Carried.

TREE REMOVAL AT 104 5<sup>TH</sup> AVENUE NORTH

TENDER SUBMISSION

RES#104/25

Meyers: Referencing tender opportunity for the removal of three large spruce trees and grinding of stumps located at 104 5<sup>th</sup> Avenue North be awarded to Jeff Miller in the amount of \$2,748.80 (including taxes).  
Carried.

**NEW BUSINESS**

2025 BUDGET

RES#105/25

Schwab: THAT the Council of the Town of Big River approves the Town of Big River's 2025 Budget as presented, such document be attached to these minutes.  
Carried.

2025 MILL RATE

RES#106/25

Davis: THAT the 2025 Municipal Mill Rate be set to 5.5 mills.  
Carried.

SUMMER EMPLOYMENT OPPORTUNITY – MAINTENANCE LABOURER (PUBLIC WORKS)

RES#107/25

Davis: THAT the Town of Big River proceed with advertising for the hiring of one summer employees for the position of Maintenance Labourer - Public Works, to work 30 hours per week, Monday to Friday, commencing June 1 to August 1, 2025, at a wage rate of \$18.00 per hour and THAT the Town acknowledges that funding has been approved through the Canada Summer Jobs (CSJ) program, which will contribute \$4,050.00 total towards wages.  
Carried.



**Town of Big River  
Meeting Minutes  
April 22, 2025 – Regular Meeting**

OK no

**DISCRETIONARY USE APPLICATION  
SHORT-TERM RENTAL ACCOMMODATION  
RES#108/25**

Davis: THAT the Discretionary Use Application submitted by the property owners of 330 1st Avenue North, requesting approval to operate a Short-Term Rental Accommodation, be approved, subject to compliance with the development standards outlined in Bylaw No. 2024-03 and the completion of the Host Declaration. Furthermore, any failure to comply with these standards will result in the revocation of the application approval.  
Carried.

**COUNCIL BURSARY  
RES#109/25**

Davis: THAT in partnership with the R.M. of Big River No. 555, the Town of Big River commit to providing two annual bursaries of \$1,000 each to support eligible graduates of Big River Public High School for the upcoming academic year, as follows:

- Bursary No. 1: For students pursuing post-secondary education, and
- Bursary No. 2: For students entering trades or apprenticeship programs

Further THAT the bursaries will be awarded upon successful completion of the year of the respective program, and proof of completion must be provided by the recipient to receive the bursary.  
Carried.

**REQUEST FOR SPONSORSHIP FOR COUNTRY AT THE CREEK MUSIC FESTIVAL  
RES#110/25**

Meyers: THAT the Council of the Town of Big River supports the Country at the Creek Music Festival 2025 by sponsoring a Bronze Package for \$350.00.  
Carried.

**2024 WATERWORKS RATE POLICY CAPITAL INVESTMENT STRATEGY FINANCIAL  
OVERVIEW  
RES#111/25**

Davis: THAT the Council of the Town of Big River adopt the 2024 *Waterworks Rate Policy/Capital Investment Strategy/Financial Overview* document.  
Carried.

**TARGETED SECTOR SUPPORT (TSS)  
INTER-MUNICIPAL EMERGENCY PREPAREDNESS INIATIVE – JOINT PLANNING THROUGH  
EMERGENCY OPERATIONS CENTRE SUPPORT**

**RES#112/25**

Schwab: Whereas the Council of the Town of Big River recognizes the need to strengthen regional emergency preparedness and governance capacity through inter-municipal cooperation; and  
  
Whereas, the Town of Big River is an active member of the Regional Parkland Emergency Measures Organization, which works to enhance shared emergency planning, training, and operational coordination across municipal boundaries; and



OK no

**Town of Big River  
Meeting Minutes  
April 22, 2025 – Regular Meeting**

Whereas the Council supports a joint application under the Targeted Sector Support (TSS) Initiative for a project titled “*Inter-Municipal Emergency Preparedness Initiative – Joint Planning Through Emergency Operations Centre Support*” in partnership with the Town of Big River.

Therefore, be it resolved THAT Council of the Town of Big River:

1. Approves participation in the above-mentioned joint project under Stream 2 (Regional Co-operation) of the TSS Initiative.
  2. Confirms its commitment to contribute 50 % of the required 25% municipal share of the project’s eligible costs.
  3. Authorizes the submission of the TSS grant application by the project lead municipality; and
  4. Authorizes the Mayor and/or Administrator to sign all required documents on behalf of the municipality to support the application and any resulting funding agreement.
- Carried.

**OUTSTANDING INVOICES TO TAX ROLL**

RES#113/25

Schwab: 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 Town of Big River approves the addition of the outstanding 2024 Fire Call invoices No. 2024-FD013 and No. 2024-FD-015 and General Invoices No. 2024-G039 and No. 2024-G043 to the respective property tax rolls.

Carried.

**ORDER TO REMEDY – 227 1<sup>ST</sup> AVENUE NORTH**

RES#114/25

Meyers: THAT it be acknowledged that multiple written notices regarding the nuisance condition of the property located at 227 1st Avenue North have gone unacknowledged by the property owner; and THAT the Town is seeking legal counsel from NOVUS Law Group to obtain guidance on appropriate enforcement measures to facilitate the cleanup of the property.

Carried.

Council recessed from 2:55 p.m. to 3:04 p.m.

**BYLAWS**

BYLAW #2025-01

RES#115/25

Meyers: THAT Bylaw 2025-01, A Bylaw of the Town of Big River to Provide for a Minimum Amount of Tax to be levied with Respect to Commercial Land and with Respect to Residential Land and a Base Tax with Respect to Improvements of each Property Class be introduced and read a first time.

Carried.

RES#116/25

Davis: THAT Bylaw 2025 – 01 now be read a second time.

Carried.



**Town of Big River  
Meeting Minutes  
April 22, 2025 – Regular Meeting**

RES#117/25

Schwab: THAT Bylaw 2025 – 01 be given three readings at this meeting.  
Carried Unanimously.

RES#118/25

Meyers: THAT Bylaw 2025 - 01 be read a third time and adopted.  
Carried.


**NEXT MEETING DATE**

Wednesday May 21, 2025 @ 8:00 a.m.

**ADJOURNMENT**

Mayor David Krawetz adjourned the meeting at 4:30 p.m.

  
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Mayor

  
\_\_\_\_\_  
Administrator