

6
DPK
re



**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

The regular meeting of the Council of the Town of Big River was held in the Community Centre Board Room, 606 1st Street North, on November 18, 2025, at 8:00 a.m.

Present:

Mayor: David Krawetz

Councillors: Chad Dunn

Lana Meyers

Administrator: Noreen Olsen

Absent: Shirley Schwab

Greg Sundby

CALL TO ORDER

A quorum being present, Mayor David Krawetz called the meeting to order at 8:00 a.m.

AGENDA

RES#324/25

Meyers: THAT the November 18, 2025, Agenda be adopted with the power to add.
Carried.

ADMINISTRATOR’S REPORT

RES#325/25

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

MAINTENANCE AND SEWER & WATER REPORTS

Maintenance Foreman, Terry Olsen attended the meeting from 8:58 a.m. to 9:45 a.m.

RES#326/25

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

LAGOON DISCHARGE INFORMATION

RES#327/25

Meyers: In accordance with the Water Security Agency’s “Two-Cell Lagoon Operation and Maintenance”, THAT it be acknowledged that the 2025 spring and fall lagoon discharges were performed, and the information be provided to Environment Canada.
Carried.

WATER RIGHTS LICENSE TO USE GROUNDWATER

LICENSE NO. E3/4686 – WELL: PW19-01

LICENSE NO. E3/5495 – WELL: PW19-02

RES#328/25

Dunn: THAT it be acknowledged that Water Rights Licenses to Use Groundwater have been received from the Water Security Agency:

- License No. E3/4686: Well: PW19-01; and
- License No. E3/5495: Well: PW19-02;

such licenses to be attached hereto and form a part of these minutes.
Carried.

Council recessed from 9:50 a.m. to 10:00 a.m.



APR 10

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

DELEGATIONS

Jon Bohmann, Community Safety Officer (CSO) attended the meeting from 10:15 a.m. to 10:58 a.m. for introduction to Council and discuss bylaw enforcement in the Town of Big River.

COMMUNITY SAFETY OFFICER WINTER SERVICES

RES#329/25

Meyers: THAT the Town of Big River continues Community Safety Officer (CSO) services with the Town of Shellbrook for 2026; and THAT winter service levels for November, December, January, February, and March be changed from once per week to twice per month; and THAT fees be billed as equalized payments throughout the year.
Carried.

APPROVAL OF MINUTES

RES#330/25

Dunn: THAT the minutes of October 21, 2025, Regular Meeting be adopted as presented.
Carried.

BUSINESS ARISING FROM THE MINUTES

STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION

RES#331/25

Dunn: THAT the Statement of Financial Activities for the month of October 2025 be acknowledged.
Carried.

RES#332/25

Meyers: THAT the Bank Reconciliation for the month of October 2025 be acknowledged.
Carried.

RES#333/25

Krawetz: THAT the Journal Entries for the month of October 2025 be acknowledged.
Carried.

ACCOUNTS FOR APPROVAL

RES#334/25

Dunn: THAT accounts for approval to include EFT payments and cheque nos. 22155 through 22176 for a total of \$111,291.22 be approved for payment.
Carried.

CORRESPONDENCE

R.M. OF BIG RIVER NO.555 COUNCIL RESOLUTIONS

RES#335/25

Meyers: THAT the resolutions from the R.M. of Big River No. 555 November 10, 2025, Council Meeting be acknowledged.
Carried.

RES#336/25

Meyers: THAT Correspondence be filed as presented.
Carried.



DKK
no

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

BOARDS/COMMITTEE REPORTS

BIG RIVER AND DISTRICT FIRE COMMITTEE

DISCRETIONARY USE APPLICATION -SHIPPING CONTAINERS AT 302 1ST STREET

RES#337/25

Krawetz: THAT the Discretionary Use Application submitted by the Big River and District Fire Department for the placement of one (1) 40-foot shipping container at the Fire Hall located at 304 1st Street (Lot L, Block 15, Plan 102434486), within the C1 – Core Mixed Use Commercial District, be approved, as public notice was provided in accordance with *The Planning and Development Act, 2007* and no objections were received.
Carried.

RECOMMENDATION TO THE R.M. OF BIG RIVER NO.555 FOR COST-SHARING PURCHASE OF TURN OUT GEAR

RES#338/25

Meyers: THAT the Town of Big River request the R.M. of Big River No. 555 to cost-share on a 50/50 basis the purchase of up to eight (8) sets of turnout gear for the Big River Fire Department, required due to new volunteer firefighters, at an estimated cost of \$4,500.00 per set plus tax, for an estimated total cost of \$36,000.00 plus tax, with each municipality's 50% share being \$18,000.00 plus tax; and THAT the R.M. of Big River No. 555 be requested to consider approving the ordering of the turnout gear in 2025, prior to the January 1, 2026, price increase, and to use any available 2025 budget surplus to purchase as many sets as possible, with any remaining sets to be budgeted for in the 2026 Fire Committee budget.
Carried.

PERSONNEL COMMITTEE

MAINTENANCE PERSONNEL

RES#339/25

Krawetz: THAT, in accordance with the terms outlined in Erica Lesante's Offer of Employment, the wage of maintenance personnel employee Erica Lasanté be increased by \$0.50 per hour, retroactive to October 1, 2025, being the date on which she became capable of independently performing water testing duties at the Water Treatment Plant.
Carried.

CELL PHONE COSTS

RES#340/25

Krawetz: As recommended by the Personnel Committee THAT the Town approve paying the monthly cell phone service cost of the Administrator and the Assistant Administrator, excluding device charges.
Carried.



OK
no

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

WAGE ADJUSTMENT FOR JOSH POND

RES#341/25

Meyers: THAT the Town Council approve the Personnel Committee’s recommendation that Josh Pond’s wages be adjusted as follows:

- Permanent Full-Time Seasonal Maintenance Personnel (May 1 – September 30); increase to \$28.00 per hour; and
 - Arena Assistant Position (October 1 – March 31): increase to \$21.00 per hour.
- Carried.

REVIEW OF FULL-TIME RECREATION STAFF WAGES

RES#342/25

Dunn: THAT the wages of Arena Manager, Rick Croshaw, and Recreation Board Coordinator, Ashley Trudeau will be reviewed at the next scheduled Recreation Board meeting.
Carried.

RES#343/25

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

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

OLD BUSINESS

AGREEMENT FOR INSTALLATION OF FIBRE OPTIC CABLE

RES#344/25

Krawetz: THAT the Council of the Town of Big River approve the *Agreement for Installation of Fibre Optic Cable* between the Town of Big River and RFNOW Inc. and authorize the Mayor and Administrator to execute the agreement on behalf of the Town.
Carried.

NEW BUSINESS

DISCRETIONARY USE APPLICATION

SHIPPING CONTAINERS AT 114 4TH AVENUE SOUTH

RES#345/25

Meyers: THAT the Discretionary Use Application submitted by the Lake Country Co-operation Association Limited, for the placement of two (2) 20-foot shipping containers on the property located at Lot 12, Block 7, Plan AA4863 – 114 4th Avenue South, in the C2-Arterial Commercial District, be approved, subject to compliance with the development standards set out in Section 4.1.21-General Regulations of Zoning Bylaw No. 2015-02, and any other applicable regulations and requirements of the Town of Big River
Carried.

PUBLIC DISCLOSURE STATEMENTS

RES#346/25

Krawetz: In accordance with *The Municipalities Act Section 142*, THAT it be acknowledged that each of the members of Council has signed their Municipal Public Disclosure Statement in the prescribed form.
Carried.



DM
no

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

MUNICIPAL REVENUE SHARING GRANT – DECLARATION OF ELIGIBILITY

RES#347/25

Dunn: THAT the Council of the Town of Big River confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

THAT we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried.

WESTERN MUNICIPAL CONSULTING (WMC) SERVICES

2026 BOARD OF REVISION (BoR)

RES#348/25

Dunn: Pursuant to Subsection 220(1) of *The Municipalities Act*, THAT the Town of Big River appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31, 2026; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers; and pursuant to Subsection 221(1) of *The Municipalities Act*, THAT the Town of Big River appoints Nicole Hoskins with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2026, through to December 31, 2026; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties, WCM may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried.



DM
no

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

DEVELOPMENT APPEALS BOARD

RES#349/25

Meyers:

Pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, THAT the Town of Big River appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, Joh Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers; and pursuant to Subsection 216(3) of *The Planning and Development Act, 2007*, THAT the Town of Big River appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties, the WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.
Carried.

MUNICIPAL BOARD OF APPEAL

RES#350/25

Krawetz:

Pursuant to Subsection 365(1)(a) of *The Municipalities Act*, THAT the Town of Big River appoints Western Municipal Consulting Ltd. to manage the Municipal Board of Appeal process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Municipal Board of Appeal: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, and Rick Leigh. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers; and THAT the Town of Big River appoints Secretary to Nicolle Hoskins with Western Municipal Consulting Ltd. as Municipal Board of Appeal for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.
Carried.



OK
no

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

TAX ENFORCEMENT/PROCEEDING TO LAWYER

RES#351/25

Dunn: With reference to the *Tax Enforcement Act Section 22(1)* THAT authorization is given to start proceedings for title on the List of Lands for Proceedings for Title, such list be attached to these minutes.
Carried.

CHRISTMAS MUNICIPAL HOURS

RES#352/25

Krawetz: THAT the Town of Big River hours for the Christmas season will be:
December 24, 2025:8:30 a.m. – 12:00 p.m.
December 25 & 26, 2025: Closed
December 30, 2025:8:30 a.m. – 4:30 p.m.
December 31, 2025: 8:30 a.m. - Noon
January 1, 2026: Closed
with the understanding that the Water Treatment Plant still needs to be covered.
Carried.

STAFF GRATUITY

RES#353/25

Krawetz: THAT the Town of Big River authorizes the following additional time off as a staff gratuity:
• The afternoon of December 24, 2025
• December 26, 2025
• The afternoon of December 31, 2025
With the understanding that essential services, including coverage at the Water Treatment Plant, will continue as required.
Carried.

RES#354/25

Meyers: THAT the Town of Big River authorize a \$100 gift card as a staff gratuity to each Arena employee in lieu of time off, as Arena employees are required to work on these dates due to scheduled events and are therefore unable to take the additional time off provided to other Town staff.
Carried.

**INFRASTRUCTURE INVESTMENT PLAN (IIP) TO THE
CANADA COMMUNITY BUILDING FUND (CCBF)**

RES#355/25

Meyers: THAT an Infrastructure Investment Plan (IIP) for installation of fire hydrants, valves, and curb stops, water meters to improve water system reliability and fire protection be submitted under the Canada Community Building Fund for this project.
Carried.



DPK
me

**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

**APPLICATION TO MUNICIPAL BOARD
TO REQUEST PERMISSION TO BORROW BY WAY OF DEBENTURES
RES#356/25**

Krawetz: THAT the Town of Big River apply to the Saskatchewan Municipal Board (SMB), Local Government Committee, for permission to borrow by way of debentures the sum of up to \$1,010,000.00 in 2026, repayable over a period of ten (10) years, for the purpose of funding the water and sewer infrastructure project submitted under the Canada Housing Infrastructure Fund (CHIF) – Provincial-Territorial Stream.
Carried.

BYLAWS

BYLAW 2025-10

**A BYLAW TO AMEND OFFICIAL COMMUNITY PLAN BYLAW NO. 2015-01
121 CHAMBERLAND STREET – LOT 4, BLOCK 25, PLAN BZ2258**

RES#357/25

Dunn: THAT Bylaw No. 2025-10, a bylaw to amend Official Community Plan No. 2015-01 be given second reading.
Carried.

RES#358/25

Meyers: THAT Bylaw No. 2025-10, a bylaw to amend, Official Community Plan No. 2015-01 be given third reading and adopted.
Carried.

BYLAW 2025-11

**A BYLAW TO AMEND BYLAW ZONING BYLAW NO.2015-02
REZONE 121 CHAMBERLAND STREET– LOT 4 BLOCK 25 PLAN BZ2258**

RES#359/25

Krawetz: THAT Bylaw No. 2025-11, a bylaw to amend Zoning Bylaw No. 2015-02 be given second reading.
Carried.

RES#360/25

Meyers: THAT Bylaw No. 2025-11, a bylaw to amend, Zoning Bylaw No. 2015-02 be given third reading and adopted.
Carried.

BYLAW NO. 2025-12, A BYLAW OF THE TOWN OF BIG RIVER TO REGULATE THE USE AND CONSUMPTION OF WATER FROM THE MUNICIPALITY WATERWORKS SYSTEM AND THE CONNECTION OF PROPERTY WITH SEWER AND WATERWORKS

RES#361/25

Krawetz: THAT Bylaw No. 2025-12, a Bylaw of The Town of Big River to Regulate the Use and Consumption of Water from the Municipality Waterworks System and the Connection of Property with Sewer and Waterworks be introduced and read a first time.
Carried.



**Town of Big River
Meeting Minutes
November 18, 2025 – Regular Meeting**

RES#362/25

Meyers: THAT Bylaw No. 2025-12 now be read a second time.
Carried.

RES#363/25

Dunn: THAT Bylaw 2025 – 12 be given three readings at this meeting.
Carried Unanimously.

RES#364/25

Krawetz: THAT Bylaw No. 2025-12 be read a third time and adopted.
Carried.

NEXT MEETING DATE

December 16, 2025 @ 8:00 a.m.

ADJOURNMENT

Mayor David Krawetz adjourned the meeting at 3:37 p.m.



Mayor



Administrator