



**Town of Big River
Meeting Minutes
October 21, 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 October 21, 2025, at 8:00 a.m.

Greg Sundby subscribed to his Oath of Office as required by *The Municipalities Act sec 94* and Public Disclosure Statements as required by *The Municipalities Act Sec 142*.

Present:

Mayor:	David Krawetz
Councillors:	Chad Dunn
	Lana Meyers
	Shirley Schwab
	Greg Sundby
Administrator:	Noreen Olsen

CALL TO ORDER

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

ABANDONMENT OF POLL – COUNCILLOR GREG SUNDBY

RES#286/25

Schwab: THAT Council acknowledges that, pursuant to Section 82 of *The Local Government Election Act, 2015*, the nomination of Greg Sundby for the office of Councillor for the Town of Big River was declared elected by abandonment of poll.
Carried.

OATH OR AFFIRMATION – MEMBER OF COUNCIL

RES#287/25

Dunn: In accordance with section *The Municipalities Act Section 94*, THAT it be acknowledged that Councillor Greg Subdby has taken an official oath in the prescribed form, which is attached to and forming a part of these minutes.
Carried.

PUBLIC DISCLOSURE STATEMENTS

RES#288/25

Meyers: In accordance with *The Municipalities Act Section 142*, THAT it be acknowledged that Councillor, Greg Sundby has signed his Municipal Public Disclosure Statement in the prescribed form, which is attached to and forming a part of these minutes.
Carried.

METHOD OF PROVIDING NOTICE

RES#289/25

Meyers: THAT, to comply with notification requirements under Part II, No. 10 of Town of Big River Bylaw No. 2025-04 *Council and Committee Procedures* and Section 124 of *The Municipalities Act*, notification information has been provided by Councillor Greg Sundby and is attached to and forming a part of these minutes.
Carried.



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UPDATE SIGNING AUTHORITIES

RES#290/25

Dunn: THAT all financial institutions be notified that the signing authorities for the Town of Big River are to be updated to include newly elected Councillor Greg Sundby, who has completed and filed his Declaration of Elected Official, and further THAT Cooper Davis be removed from signing authority.
Carried.

AGENDA

RES#291/25

Dunn: THAT the October 21, 2025, Agenda be adopted with the power to add.
Carried.

ADMINISTRATOR'S REPORT

RES#292/25

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

MAINTENANCE AND SEWER & WATER REPORTS

Maintenance Foreman, Terry Olsen attended the meeting from 9:35 a.m. to 11:30 a.m.

RES#293/25

Meyers: THAT the Sewer and Water and Maintenance reports to September 30, 2025, be accepted.
Carried.

FLOWPOINT WATER+ ANNUAL SOFTWARE MAINTENANCE AGREEMENT

RES#294/25

Schwab: THAT the Town of Big River enters into agreement provided by Flowpoint, for the Water+ Annual Software Maintenance Agreement.
Carried.

DELEGATIONS

Aaron Erickson and Nathan Woynarski from Accu-Flo (Neptune water meters) attended the meeting from 10:05 a.m. to 11:05 a.m.

APPROVAL OF MINUTES

RES#295/25

Dunn: THAT the minutes of September 17, 2025, Regular Meeting be adopted as presented.
Carried.

RES#296/25

Meyers: THAT the minutes of September 17, 2025, Public Hearing for Zoning Bylaw Amendment regarding Accessory Uses, Buildings, and Structures be adopted as presented.
Carried.

RES#297/25

Schwab: THAT the minutes of September 29, 2025, Special Meeting be adopted as presented.
Carried.



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RES#298/25

Krawetz: THAT the minutes of October 6, 2025, Public Hearing be adopted as presented.
Carried.

BUSINESS ARISING FROM THE MINUTES

STATEMENT OF FINANCIAL ACTIVITIES AND BANK RECONCILIATION

RES#299/25

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

RES#300/25

Dunn: THAT the Bank Reconciliation for the month of September 2025 be acknowledged.
Carried.

RES#301/25

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

**NOTICE OF CERTIFICATE MATURITY – TERM HEALTH CARE FUND
PROSPERITY CREDIT UNION**

RES#302/25

Schwab: THAT the Town of Big River renew the Health Care Fund term deposit at Diamond North Credit Union into a 1-Year non-redeemable GIC with an interest rate of 2.875%. Additionally, \$4,000.00 be transferred from the term deposit to repay the General Account for the Nurse Practitioner Incentive.
Carried.

ACCOUNTS FOR APPROVAL

RES#303/25

Dunn: THAT accounts for approval to include EFT payments and cheque nos. 22121 through 22155 for a total of \$175,507.90 be approved for payment.
Carried.

CORRESPONDENCE

SASKATCHEWAN HOUSING AUTHORITY CONCERNS

RES#304/25

Meyers: THAT Council approve and authorize the letter from Mayor David Krawetz to the Honourable Terry Jenson, Minister of Social Services, regarding ongoing concerns with Saskatchewan Housing Authority units in Big River.
Carried.

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

RES#305/25

Dunn: THAT the resolutions from the R.M. of Big River No. 555 October 15, 2025, Council Meeting be acknowledged.
Carried.



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RES#306/25

Meyers: THAT Correspondence be filed as presented.
Carried.

BOARDS/COMMITTEE REPORTS

9:12 a.m. - In-Camera Session

The meeting was recessed to move into a closed (in-camera) session as authorized *The Municipalities Act*, Section 120(2)(b), and *The Local Authority Freedom of Information and Protection of Privacy Act*, Part III, to discuss a personnel matter.

RES#307/25

Schwab: THAT the Town of Big River recess the regular public meeting to move into an in-camera session as authorized by *The Municipalities Act*, Section 120(2)(b), and *The Local Authority Freedom of Information and Protection of Privacy Act*, Part III, to discuss a personnel matter.
Carried.

9:28 a.m. Return to Regular Session

Council recessed from 9:29 a.m. to 9:35 a.m.

**BIG RIVER AND DISTRICT RECREATION AND CULTURAL BOARD
CURLING CLUB LEASE AGREEMENT**

RES#308/25

Meyers: THAT the Council of the Town of Big River has no objection to entering into a lease agreement with Big River Curling Club for the 2025/26 winter season, such agreement to be attached hereto and forming a part of these minutes.
Carried.

BIG RIVER ARENA CANTEEN LEASE AGREEMENT

RES#309/25

Dunn: THAT the Council of the Town of Big River has no objection to entering into a lease agreement with Minor Sports to operate the Big River Arena Canteen for the 2025-26 winter season, such agreement to be attached hereto and forming a part of these minutes.
Carried.

**BIG RIVER AND DISTRICT FIRE COMMITTEE
STORAGE CONTAINER**

RES#310/25

Meyers: THAT the Council of the Town of Big River has no objection to cost-sharing on a 50/50 basis with the R.M. of Big River No. 555 for the purchase of a 40-foot shipping container for the Big River Fire Hall.
Carried.

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**SASKATCHEWAN VOLUNTEER FIRE FIGHTER’S ASSOCIATION
LIST OF MEMBERS**

RES#311/25

Schwab: THAT the Town of Big River acknowledge the updated membership list of Volunteer Fire Fighters for Big River and District Fire Department, such list to be attached hereto and forming a part of these minutes.
Carried.

RES#312/25

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

Council recessed from 12:00 p.m. to 12:45 p.m.

OLD BUSINESS

SALE OF TAX TITLE PROPERTIES – NO TENDERS RECEIVED

RES#313/25

Meyers: Whereas, tenders for the sale of the following tax title properties were advertised in accordance with Section 31 of *The Tax Enforcement Act*, with a closing date of October 20, 2025, at 4:30 p.m.; and
WHEREAS no tender submissions were received for any of the advertised properties;
THEREFORE BE IT RESOLVED THAT the following tax title properties be added to the Town’s list of lands for sale at the prices indicated:

- 104 5th Avenue North – Lot 9, Block 8, Plan 64B05407 – \$20,000.00
- 108 5th Avenue North – Lot 7, Block 8, Plan BD1388 – \$30,000.00
- 607 Main Street – Lot 3, Block 18, Plan BD1388 – \$20,000.00

Carried.

FCM FEASIBILITY STUDY – PROJECT COMPLETION

RES#314/25

Schwab: THAT the Council of the Town of Big River acknowledge the completion of the Feasibility Study, prepared by Catterall & Wright Consulting Engineers, under the Federation of Canadian Municipalities’ Green Municipal Fund – Local Leadership for Climate Adaptation, in accordance with Resolution #224/25; and THAT the Study, which evaluates options to strengthen emergency preparedness and reduce vulnerability to rising temperatures through installation of a standby generator at the water treatment plant and upgrades to failing fire hydrants, be used to guide future infrastructure planning and funding applications; and THAT the completed Feasibility Study be attached to and form part of these minutes.
Carried.

NEW BUSINESS

CENTENNIAL BUILDING LEASE AGREEMENT -BIG RIVER CHILDREN’S FUND

RES#315/25

Krawetz: THAT the Council of the Town of Big River has no objection to entering into a lease agreement with the Big River Children’s Fund for the operation of a thrift store in the basement of the Centennial Building for the year 2026, such agreement to be attached hereto and forming part of these minutes.
Carried.



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AUDITOR ENGAGEMENT LETTER 2025

RES#316/25

Schwab: In accordance with Section 164 of *The Municipalities Act* THAT Council authorizes the Administrator to sign the Auditor Engagement Letter with BDO Canada LLP for the 2025 audit of the Town of Big River.
Carried.

CANADA SUMMER JOBS 2026

RES#317/25

Dunn: THAT the Council of the Town of Big River make application to Canada Summer Jobs to hire two youth for the summer of 2026.
Carried.

CORRECTIONS/PROBATION OFFICER LOCATION

RES#318/25

Meyers: THAT the Council of the Town of Big River write a letter to Saskatchewan Corrections, Policing and Public Safety expressing concerns regarding the location of the Probation Officer's office at the Big River Community Centre, given its proximity to the elementary school and use as a public community space; and THAT the Town request that Corrections relocate to a more suitable location.
Carried.

CHRISTMAS SUPPER

RES#319/25

Krawetz: THAT in conjunction with the R.M. of Big River No. 555 and the Big River Fire Department, THAT the Council and Staff Christmas supper will take place, Friday, December 12, 2025, at the Big River Curling Lounge catered by Third & Main Dining. Additionally, a 50/50 contribution will be made to the Christmas party prizes.
Carried.

COST-SHARING-ENGINEERING SERVICES FOR BRIDGE REPLACEMENT (07-56-07 W3M)

RES#320/25

Schwab: The R.M. of Big River No.555 is preparing a RIRG application for the replacement of the bridge at location 07-56-07 W3M; and WSP has proposed engineering services for total fee of \$10,000.00. THAT the Town of Big River agrees to cost-share 50% (\$5,000.00) of the engineering services with the R.M. of Big River No.555.
Carried.

BYLAWS

PUBLIC NOTICE TO AMEND OFFICIAL COMMUNITY PLAN BYLAW NO. 2015-01 AND ZONING BYLAW NO. 2015-02

121 CHAMBERLAND STREET – LOT 4, BLOCK 25, PLAN BZ2258

RES#321/25

Schwab: In accordance with Section 207 of *The Planning and Development Act*, the Council of the Town of Big River directs that public notice be given stating that Council will consider written submissions regarding the following proposed amendments at its regular meeting on November 18, 2025, at 1:00 p.m.



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1. An amendment to Bylaw No. 2015-01 – Official Community Plan, to redesignate Lot 4, Block 25, Plan BZ2258 (121 Chamberland Street) on Figures 6 and 7 – Land Use Designation Maps from R1 – Low Density Residential District to LS- Lakeshore; and
2. An amendment to Bylaw No. 2015-02 – Zoning Bylaw, to rezone Lot 4, Block 25, Plan BZ2258 from R1 – Low Density Residential District to LS-Lakeshore District on the Zoning District Map.

Public notice will be provided by:

- Publication in the Shellbrook Chronicle on November 6 and November 13, 2025,
- Posting on the Town’s website, and
- Posting at the Town Office.

Carried.

BYLAW 2025-10

**A BYLAW TO AMEND OFFICIAL COMMUNITY PLAN BYLAW NO. 2015-01
121 CHAMBERLAND STREET – LOT 4, BLOCK 25, PLAN BZ2258
RES#322/25**

Meyers: THAT Bylaw No. 2025-10, a Bylaw to amend Bylaw No. 2015-01 – Official Community Plan by redesignating Lot 4, Block 25, Plan BZ2258 (121 Chamberland Street) from R1 – Low Density Residential District to LS-Lakeshore District on Figures 6 and 7 – Land Use Designation Maps, be given first reading.
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#323/25**

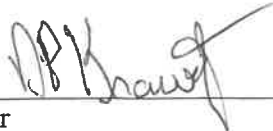
Dunn: THAT Bylaw No. 2025-11, a bylaw to amend Bylaw No. 2015-02 – Zoning Bylaw by rezoning Lot 4, Block 25, Plan BZ2258 (121 Chamberland Street) from R1 – Low Density Residential District to LS-Lakeshore District on the Zoning District Map, be given first reading.
Carried.

NEXT MEETING DATE

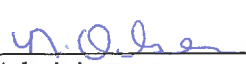
November 18, 2025 @ 8:00 a.m.

ADJOURNMENT

Mayor David Krawetz adjourned the meeting at 1:47 p.m.



Mayor



Administrator