

**Agenda for the R.M. of Big Arm, No. 251 – January 9, 2023**

**Call to Order:** 9:00 am

**Approval of Agenda:**

**Adoption of Minutes:** December 11, 2022

**Notice of proclamations**

**Presentations and recognitions**

**Public hearings:**

**Delegations:**

Corrie McLane- Maintenance

Blair Emde (by phone conference) - 9:30 am – re. request for signage

**Communications:**

1. Co-op letter from Division Manager
2. Imperial Oilers Donation request
3. SARM-letter of intent
4. Grain Bag Disposal

**Reports of public works:**

1. Foreman Report
2. Foreman's 2023 Projects
3. 2023 Pest Control Officer Webinar
4. SaskTel request for Information
5. Weed Inspector Annual Report

**Reports of Administration Committees & Financial Statements**

1. Financial Statements & Accounts Paid & Employee Payroll for December
2. A/P, employee's payroll January to date
3. Unaudited Financial Statements
4. Personal Liability Insurance Statement
5. SARM Property Self Insurance Plan
6. SARM Fees
7. Municipal Hail Summary

**Reeve & Councillors forum:**

**Unfinished Business:**

- 1.

**New Business:**

▪ **First Meeting of the Year:**

1. Fidelity Bonds, Securities, Titles and Agreements be presented

**21/2022 Bond: Chase Tannahill: That the Fidelity Bond as presented to council be accepted. Bond coverage is for one hundred thousand dollars (\$100,000.00) and expires January 1, 2022. Bonding is provided through SARM and coverage is provided for all office employees.  
CARRIED UNANIMOUSLY**

**22/2022 Bond: Chase Tannahill: That the Administrator's bond is to be the limit set for the amount of collections held in the R.M. office before daily deposits is required- namely a limit of one hundred thousand dollars (\$100,000.00) as per clause 111(i) of the *Municipalities Act*.  
CARRIED UNANIMOUSLY**

2. TIP Grant

**23/2022** Tip Grant: Jeff Nelson: That the Sask Lotteries grant allotment for 2022 is to be allocated 100% to the Town of Imperial. **CARRIED UNANIMOUSLY**

3. Fee for meeting minutes

**24/2022** Minutes: Chase Tannahill: That upon payment of a fee of \$150.00 by any voter, the Administrator shall mail to the voter, within a reasonable time after the minutes have been adopted by the council; a copy of the minutes of all subsequent council meetings held up to December 31 in that year. **CARRIED UNANIMOUSLY**

4. Fee for assessment field sheets

**25/2022** Assess: Jeff Nelson: That Assessment Field sheets be provided for \$5.00 per copy. This schedule is the same one as was adopted by the assessment authority. **CARRIED UNANIMOUSLY**

5. Workers Compensation coverage for Reeve & Councillors

**26/2022** WCB: Sheldon Vance: That the Worker's Compensation Board coverage for the Reeve and Councillors for the year 2022 be set at the minimum for each individual. **CARRIED UNANIMOUSLY**

6. Snowplowing of roads

**27/2022** Snow Plow: Larry Waldow: That with regard to the snow plowing of roads, we will open and widen the roads. In this regard we will attempt to open roads to residences and including Primary Grid, Grid, Resort and Main Farm Access roads where required. No payment will be made by the municipality to individuals or snow plow clubs for snow clearing. **CARRIED UNANIMOUSLY**

7. Council Meetings date, times, place

**28/2022** Meetings: Sheldon Vance: That the 2022 council meetings be held on the second Monday of each month, unless otherwise provided, at the RM Office in Imperial commencing at 8:00 a.m. **CARRIED UNANIMOUSLY**

8. Appointments:

Board of Revision  
Pound Keepers  
Assessor  
Tax Collector  
Weed Inspectors  
Engineers  
Auditors  
Palliser Regional Library  
Community Well on Busche Quarter  
Regional Economic Development Committee

**29/2022** Appt. Scott McDade: That the following committees and appointments be made for the year 2022.

<u>Board of Revision:</u>	Western Municipal Consulting
<u>Pound Keepers:</u>	Heartland Livestock
<u>Assessor:</u>	Administrator
<u>Tax Collector:</u>	Administrator
<u>Pest Control Officer:</u>	Lee Storey
<u>Weed Control Officer:</u>	Foreman Corrie McLane
<u>Auditor:</u>	Grant Thornton, CPA
<u>Palliser Regional Library:</u>	Vacant
<u>Imperial Community Well:</u>	Kevin Rae
<u>Regional Economic Development Committee:</u>	Council as a whole
<u>Mooney Well:</u>	Larry Waldow
<u>Stalwart Well:</u>	Trevor Lewis
<u>Engineers:</u>	Wood Infrastructure

**CARRIED UNANIMOUSLY**

9. Municipal employees' mileage rates  
**330/2022** Mileage: Sheldon Vance: That in 2022 all municipal employees be paid \$0.64 per mile (\$0.40/km) travelled while on municipal business. CARRIED UNANIMOUSLY
- 31/2022** Mileage: Larry Waldow: That in 2022 mileage allowance for the Councillors and/or Reeve for mileage travelled while on municipal business is set at \$0.64 per mile (\$0.40/km). CARRIED UNANIMOUSLY
10. Stalwart Hall  
**32/2022** Stal. Hall: Sheldon Vance: That the council hereby stipulates the Stalwart Community Hall is not available for public use. CARRIED UNANIMOUSLY
11. Road Crews responsible for sign maintenance  
**33/2022** Signs: Chase Tannahill: That the road crews continue to do sign maintenance. CARRIED UNANIMOUSLY
12. Pest Control Officer and Rates of compensations per site and mileage  
**34/2022** Pest Offic.: Jeff Nelson: That compensation for the Pest Control Officer appointed by the municipality be set at \$11.00 per site and \$0.50/km for 2022. That to be paid \$250.00 per month from January to October then the remaining balance upon completion of the fall final inspection. CARRIED UNANIMOUSLY
13. Cemetery Grants 2023  
**35/2022** Cemeteries: Sheldon Vance: That the R.M. of Big Arm will pay the Town of Imperial \$200.00, The Village of Liberty \$200.00 and Wolfton Cemetery \$200.00 cemetery Grants in 2022. CARRIED UNANIMOUSLY
14. Disability Benefits Plan – SARM  
**36/2022** SARM: Sheldon Vance: That we continue our participation in the SARM Disability Benefit Plan to provide coverage for the Administrator and municipal employees and pay the required premium. CARRIED UNANIMOUSLY
15. SARM membership  
**37/2022** SARM: Jeff Nelson: That we continue to be a member of the Saskatchewan Association of Rural Municipalities and that we pay our membership fee. CARRIED UNANIMOUSLY
16. Authority for Reeve or Deputy Reeve and Administrator to borrow such sums as required
17. Stipulating no cultivation on Primary grid road allowances closer than meter from toe of the side slope  
**38/2022** Cultivation: Jeff Nelson: That no cultivation or spraying be permitted on Primary Grid road allowances and no closer than one metre from the toe of the side slope on all other road allowances. CARRIED UNANIMOUSLY
18. Road Work payments can be applied against outstanding taxes & custom work
19. Snow plowing of Stalwart streets
20. Office hours- Winter/Summer hours  
**39/2022** Hours: Larry Waldow: That the office hours for 2022 shall consist of 7 hours per day: Monday to Friday 9:00 a.m. to 4:00 p.m. CARRIED UNANIMOUSLY
21. Overweight Fees/rates in 2023 & policy requirement- do not issue permits  
**40/2022** Permits: Tanner Hebron: That RM 251 will not issue overweight permits in the current year. CARRIED UNANIMOUSLY
22. Election official appointment – polling place, etc.

4/1/2022                      Polls: Tanner Hebron: That the Polling Stations and officials for 2022 elections be as follows:

Returning Office:	Yvonne Goodsman
Nomination Officers:	Yvonne Goodsman and Nicole McDade
<u>Polling Place:</u>	<u>Deputy Returning Officer:</u>
Division 1&2	R.M. of Big Arm Office, Imperial, SK, Nicole McDade
Division 3&4	R.M. of Big Arm Office, Imperial, SK, Nicole McDade
Division 5&6	R.M. of Big Arm Office, Imperial, SK, Nicole McDade

Remuneration is \$200.00 per day for contracted election officials or wages as established for Municipal employees who are acting as election officials. Election, if required, from 9:00 a.m. to 8:00 p.m. CST and that notice of call for nominations is to be advertised in One issue of the Watrous Manitou.  
CARRIED UNANIMOUSLY

**Regular Meeting New Business:**

1. Budget Worksheets- Assets
2. PubWorks Equipment Replacement Information Listing
3. Fire Revenue and Expense Sheet
4. Road Naming Inquiry

**Public Forum:**

**Adjournment:**

**NEXT MEETING:** Tentatively scheduled for Monday, February 13, 2023 at 9:00 a.m.

All meetings are open for public observation

Be advised that any or all of the meeting may occur through electronic means.

Council may call an in-camera session at any time to discuss long-range or strategic planning or any other matters that qualify under LAFOIP Section 16 and the Municipalities Act Section 120

*Per Bylaw 3/2015 Section 13 & 14 this Agenda may be subject to change.*