

Regular Meeting of the Council for the R.M. of Big Arm, No. 251 held on Monday, January 8, 2024 in Council chambers in the municipal office in Imperial, SK commencing at 9:00 a.m.

**Present:** Reeve Sheldon Vance, Councillors Tanner Hebron, Chase Tannahill, Jeff Nelson, Larry Waldow, Kevin Rae and CAO Yvonne (Bonny) Goodsman

**Absent:** Trevor Lewis

**Attend:** Corrie McLane- Maintenance – 9 am

01/2024 **Meeting:** Sheldon Vance: That as a quorum is present the meeting is called to order.  
**CARRIED UNANIMOUSLY**

02/2024 **Agenda:** Chase Tannahill: That the agenda be accepted as presented.  
**CARRIED UNANIMOUSLY**

**No Statements of Conflict with the Agenda Items were expressed at this time.**

03/2024 **Minutes:** Jeff Nelson: That the minutes from the regular meeting held on December 11, 2023 be accepted as presented.  
**CARRIED UNANIMOUSLY**

**Corrie McLane gave the maintenance report at 9:00 am.**

04/2024 **Grader:** Larry Waldow: That Council authorizes the purchase of a 2024 John Deere 772GP AWD Motor Grader from Brandt in Regina, SK for the purchase price of \$335,000.00 plus applicable taxes which includes the trade-in value of the 2018 JD 772GP for \$245,000.00.  
**CARRIED UNANIMOUSLY**

05/2024 **Gravel:** Tanner Hebron: That Council acknowledges receipt of the measurement of gravel taken on December 31, 2024.  
**CARRIED UNANIMOUSLY**

06/2024 **Wages:** Tanner Hebron: That salary be established for M. Nelson for 2024 at \$29.62 per hour.  
**CARRIED UNANIMOUSLY**

07/2024 **BHP:** Sheldon Vance: That Administration contact BH Telcom Corp. to notify that any road crossings have to be bored not trenched.

BH Telcom Corp is required to sign an agreement stipulating that the placement of any and all lines and infrastructure is at their own risk and responsibility. Further stipulated BH Telecom Corp indemnifies the municipality from all responsibility and liability regarding their infrastructure and accepts full responsibility for the condition, placement, replacement, or damage to the road during installation and additionally BH Telcom Corp carries full responsibility and liability for their own infrastructure should road construction or extensive maintenance occur in the future that may impact their infrastructure.

**CARRIED UNANIMOUSLY**

08/2024 **Maint:** Larry Waldow: That the Foreman report be accepted as presented and be filed.  
**CARRIED UNANIMOUSLY**

09/2024 **Mail:** Jeff Nelson: That correspondence be acknowledged as received and accepted as presented and be filed.  
a) APAS Info. **CARRIED UNANIMOUSLY**

10/2024 **F/S:** Tanner Hebron: That the Financial Statements, the list of accounts paid and employee payroll register, bank reconciliation, and Councillor Indemnity for the month of December 2024 be accepted as presented and are attached to and form part of these minutes.  
**CARRIED UNANIMOUSLY**

11/2024 **A/Payable:** Chase Tannahill: That the list of accounts payable and employee payroll register for the month of January 2024 be accepted as presented and are attached to and form part of these minutes.  
**CARRIED UNANIMOUSLY**

12/2024 **F/S:** Chase Tannahill: That the Unaudited 2023 Financial Statements for RM 251 be accepted as presented by the Administrator. Further, council approves note 12 as stated.  
**CARRIED UNANIMOUSLY**

- 13/2024    **SARM:**    **Tanner Hebron:**    That Council acknowledges receipt of information of SARM's Liability Property Insurance. **CARRIED UNANIMOUSLY**
  
- 14/2024    **Hail:**        **Larry Waldow:**    That Council acknowledges receipt of SMHI Hail Report as presented. **CARRIED UNANIMOUSLY**
  
- 15/2024    **TTP:**        **Jeff Nelson:**        That Council acknowledges receipt of the Tax Title Property Analysis for 2024. **CARRIED UNANIMOUSLY**
  
- 16/2024    **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, 2024. Bonding is provided through SARM and coverage is provided for all office employees. **CARRIED UNANIMOUSLY**
  
- 17/2024    **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**
  
- 18/2024    **Tip Grant:** **Jeff Nelson:**        That the Sask Lotteries grant allotment for 2024 is to be allocated 100% to the Town of Imperial. **CARRIED UNANIMOUSLY**
  
- 19/2024    **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 in that year. **CARRIED UNANIMOUSLY**
  
- 20/2024    **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**
  
- 21/2024    **WCB:**        **Sheldon Vance:**    That the Worker's Compensation Board coverage for the Reeve and Councillors for the year 2024 be set at the minimum for each individual. **CARRIED UNANIMOUSLY**
  
- 22/2024    **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**
  
- 23/2024    **Meetings:** **Sheldon Vance:**    That the 2024 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**
  
- 24/2024    **Appt.**        **Tanner Hebron:**    That the following committees and appointments be made for the year 2024.
 

<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>	Dudley & Company Ltd., 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>	WSP

**CARRIED UNANIMOUSLY**
  
- 25/2024    **Mileage:**    **Sheldon Vance:**    That in 2024 all municipal employees be paid \$0.60/km travelled while on municipal business. **CARRIED UNANIMOUSLY**
  
- 26/2024    **Mileage:**    **Larry Waldow:**    That in 2024 mileage allowance for the Councillors and/or Reeve for mileage travelled while on municipal business is set at \$0.60/km. **CARRIED UNANIMOUSLY**
  
- 27/2024    **Stal. Hall:** **Sheldon Vance:**    That the council hereby stipulates the Stalwart Community Hall is not available for public use. **CARRIED UNANIMOUSLY**

SV



- 28/2024 Signs:** Chase Tannahill: That the road crews continue to do sign maintenance.  
**CARRIED UNANIMOUSLY**
- 29/2024 Pest Offic.:** Jeff Nelson: That compensation for the Pest Control Officer appointed by the municipality be set at \$11.00 per site and \$0.60/km for 2024. 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**
- 30/2024 Cemeteries:** Sheldon Vance: That the R.M. of Big Arm will pay the Town of Imperial \$300.00, The Village of Liberty \$300.00 and Wolfton Cemetery \$300.00 cemetery Grants in 2024.  
**CARRIED UNANIMOUSLY**
- 31/2024 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**
- 32/2024 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**
- 33/2024 Borrow:** Jeff Nelson: That Council authorizes Reeve, Deputy Reeve, and Administrator to borrow such sums as may be required. **CARRIED UNANIMOUSLY**
- 34/2024 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**
- 35/2024 Snow:** Larry Waldow: That Council authorizes RM Maintenance to plow Stalwart streets if needed. **CARRIED UNANIMOUSLY**
- 36/2024 Hours:** Larry Waldow: That the office hours for 2024 shall consist of 7 hours per day: Monday to Friday 9:00 a.m. to 4:00 p.m. **CARRIED UNANIMOUSLY**
- 37/2024 Permits:** Tanner Hebron: That RM 251 will not issue overweight permits in the current year. **CARRIED UNANIMOUSLY**
- 38/2024 Polls:** Tanner Hebron: That the Polling Stations and officials for 2024 elections be as follows:  
 Returning Office: Yvonne Goodsmann  
 Nomination Officers: Yvonne Goodsmann and Nicole McDade  
Polling Place: Deputy Returning Officer:  
 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**
- 39/2024 Budget:** Tanner Hebron: That Council acknowledges receipt of budget worksheet and equipment replacement information as presented. **CARRIED UNANIMOUSLY**
- 40/2024 Fire:** Sheldon Vance: That Council acknowledges receipt of the Village of Liberty Fire Revenue and Expense sheet as presented. **CARRIED UNANIMOUSLY**
- 41/2024 Bylaw:** Chase Tannahill: That Bylaw No. 1 of 2024 being a bylaw to license the excavation of gravel from gravel pits be read a 1<sup>st</sup> time at this meeting. **CARRIED UNANIMOUSLY**
- 42/2024** Jeff Nelson: That Bylaw No. 1 of 2024 being a bylaw to license the excavation of gravel from gravel pits be read a 2<sup>nd</sup> time at this meeting. **CARRIED UNANIMOUSLY**
- 43/2024** Larry Waldow: That Bylaw No. 1 of 2024 being a bylaw to license the extraction of gravel from gravel pits be given a 3<sup>rd</sup> reading at this meeting. **CARRIED UNANIMOUSLY**
- 44/2024** Tanner Hebron: That Bylaw No. 1 of 2024 being a bylaw to license the extraction of gravel from gravel pits be read a 3<sup>rd</sup> time at this meeting and adopted.  
**CARRIED UNANIMOUSLY**
- 45/2024 Adjourn:** Sheldon Vance: That the meeting be adjourned at 10:55 a.m. and the next meeting of council is scheduled for Monday, February 5, 2024 at 9:00 a.m., to be held in the council chambers in the R.M. of Big Arm, No. 251 office. 54 Prince Street, Imperial, Saskatchewan.  
**CARRIED UNANIMOUSLY**

Reeve

Administrator