

Regular Meeting of the Council for the R.M. of Big Arm, No. 251 held on Monday, November 8, 2021 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:** Councillor Trevor Lewis

**Attending:** Corrie McLane- Maintenance – 9:00 am

**259/2021 Meeting:** Sheldon Vance: That as a quorum is present the meeting is called to order.  
**CARRIED UNANIMOUSLY**

**260/2021 Agenda:** Tanner Hebron: That the agenda be accepted as presented.  
**CARRIED UNANIMOUSLY**

No Statements of Conflict of interest were declared with items on the Agenda as adopted.

Councillors and Reeve signed their Annual Declaration forms and same are presented to council at this time.

**261/2021 Minutes:** Kevin Rae: That the minutes from the regular meeting held on October 18, 2021 be approved as presented.  
**CARRIED UNANIMOUSLY**

Foreman Corrie McLane gave the foreman report at 9:08 a.m.

**262/2021 Maint:** Kevin Rae: That the Foreman report be accepted as presented and be filed.  
**CARRIED UNANIMOUSLY**

**263/2021 Holidays:** Jeff Nelson: That council approves the foreman’s request for holidays as follows: November 22, 2021 to November 26, 2021 and February 4, 2022 to February 22, 2022.  
**CARRIED UNANIMOUSLY**

**264/2021 Culvert:** Larry Waldow: That, council authorizes repairs to the culverting system on TWP RD 275 and that same is to be performed in 2022. Such repairs to include removal of two surplus pipe and removal of excess riprap. In addition, the ingress and egress to the remaining pipe is to be cleared and shaped to appropriate slopes.  
**CARRIED UNANIMOUSLY**

**265/2021 Rental:** Kevin Rae: That Council acknowledges receipt of a request from the tenant to replace the non-operational garage door opener. Further, council directed the foreman to investigate the matter and repair/replace the equipment as may be needed.  
**CARRIED UNANIMOUSLY**

**266/2021 Winter:** Jeff Nelson: That Council authorizes winter hours to be established at 30 hours per week with an hour off for lunch commencing November 22, 2021 to March 31, 2022. Normally hours are designated as 9:00 a.m. to 12:00 noon and 1:00 p.m. to 3:00 p.m. unless otherwise stipulated or agreed upon  
**CARRIED UNANIMOUSLY**

**267/2021 F/S:** Kevin Rae: That the Financial Statements, the list of accounts paid and employee payroll register for the month of October 2021 be accepted as presented and are attached to and form part of these minutes.  
**CARRIED UNANIMOUSLY**

**268/2021 A/Payable:** Chase Tannahill: That the list of accounts payable and employee payroll register for the month of November 2021 to date be accepted as presented and are attached to and form part of these minutes.  
**CARRIED UNANIMOUSLY**

**269/2021 Appeals Bd:** Tanner Hebron: That Council authorizes administration to contract Western Municipal Consulting Ltd to provide Development Appeals Board and Board of Revision Services for the municipality for 2022 for the compensation stated in the Agreement. Further the Reeve and CAO are authorized to sign the agreement with Western Municipal Consulting Ltd to provide the above services.  
**CARRIED UNANIMOUSLY**

- 270/2021 **FCM Grant:** Larry Waldow: That Reeve and CAO are authorized to sign the FCM Grant Agreement and CAO authorized to apply for funding as project is complete. **CARRIED UNANIMOUSLY**
  
- 271/2021 **Personnel:** Jeff Nelson: That council acknowledges receipt of the information presented by the administrator on administrative personnel leave **CARRIED UNANIMOUSLY**
  
- 272/2021 **Mail:** Jeff Nelson: That correspondence be acknowledged as received and accepted as presented and be filed.
  - 1. Telpay discontinuing Online payment platform
  - 2. Winter weight season for 2021-2022
  - 3. Local Government Week
  - 4. Horizon School Division Bus route
  - 5. SARM Midterm Convention**CARRIED UNANIMOUSLY**
  
- 273/2021 **Rates:** Chase Tannahill: That the Custom Rates for custom work and equipment rental for the coming year be established as follows:
 

Terex TS-14B	\$300.00 per hour
John Deere 770CH Motor Grader	\$200.00 per hour
Tractor and Mower	\$150.00 per hour
John Deere 772G All Wheel Drive Graders	\$250.00 per hour

The above rates are for ratepayers only, anyone else is to add \$60.00 to each mentioned rate. The above rates do NOT apply to major projects. A major project is considered to be anything requiring more than 3 hours of work from the time the equipment leaves the shop to the time it returns, after which \$20.00 will be added to each hour. All rental activity is solely allowed at council's discretion. **CARRIED UNANIMOUSLY**
  
- 274/2021 **Permits:** Jeff Nelson: That Council authorizes administration to make application for AHPP for the following locations: 1. NE 22-25-25 W2 **CARRIED UNANIMOUSLY**
  
- 275/2021 **Admin:** Tanner Hebron: That Yvonne (Bonny) Goodsman be retained as the Administrator and is to be designated as Chief Administrative Officer for the RM of Big Arm, No. 251 per conditions stipulated in the employment contract with salary calculated as follows: \$57,710.90 = \$2219.65 per bi-weekly pay cycle and holidays and days off as stipulated per contract. **CARRIED UNANIMOUSLY**
  
- 276/2021 **Wages:** Kevin Rae: That Council defers discussion on the Clerk salary until the December meeting of council. **CARRIED UNANIMOUSLY**
  
- 277/2021 **Reeve:** Chase Tannahill: That Larry Waldow be appointed as Deputy Reeve from November 16, 2022 to December 1, 2022 or until such time as successive appointments are made, whichever comes first. **CARRIED UNANIMOUSLY**
  
- 278/2021 **Reeve:** Kevin Rae: That Trevor Lewis be appointed Acting Deputy Reeve for November 16, 2022 to December 1, 2022 or until such time as successive appointments are made, whichever comes first. **CARRIED UNANIMOUSLY**
  
- 279/2021 **Appoint.:** Jeff Nelson: That the following committees and appointments be made for November 16, 2021 to December 1, 2022 or until such times as successive appointments are made, whichever comes first.

<u>Public Works:</u>	Entire Council
<u>Finance:</u>	Entire Council
<u>Fire Rangers:</u>	Each Councillor for his/her own division
<u>Health Region:</u>	Sheldon Vance
<u>Inspection Officers:</u>	Entire Council
<u>Aq Health &amp; Safety Action Committee:</u>	Larry Waldow
<u>Big Arm Dam:</u>	Tanner Hebron
<u>Spill Control:</u>	Reeve and Administrator
<u>Signing Authority:</u>	Reeve: Sheldon Vance, Deputy Reeve: Larry Waldow or Acting Deputy Reeve: Trevor Lewis and CAO Yvonne (Bonny) Goodsman

Community Well Near Imperial: Kevin Rae

Community Well (Mooney's): Larry Waldow

Stalwart Well: Trevor Lewis

Recreation Boards: Imperial: Larry Waldow  
 Liberty: Tanner Hebron  
 Etters Beach: Trevor Lewis

Development Appeals Board: Western Municipal Consulting Ltd  
 Reimbursement  
 \$250.00 retainer; \$50.00 hourly fee for staff  
 \$75.00 hourly fee per board member for appeals  
 \$0.60 per kilometer mileage  
 \$0.15 per page printing fee, sundry fees

Fire Chief: Fire Chiefs of Imperial and Liberty

EMO Board: Entire Council


EMO Coordinator: Corrie McLane **CARRIED UNANIMOUSLY**

- 280/2021 OH&S:** Jeff Nelson: That OH&S Committee consist of:  
 1) Corrie McLane  
 2) Tanner Hebron  
 3) Yvonne (Bonny) Goodsman **CARRIED UNANIMOUSLY**
- 281/2021 SARM:** Larry Waldow: That Council acknowledges receipt of the information as presented on the SARM Liability insurance. **CARRIED UNANIMOUSLY**
- 282/2021 Cyber:** Tanner Hebron: That Council authorizes entering into Cyber Insurance through SARM and further request \$2,000,000 Liability Insurance. **CARRIED UNANIMOUSLY**
- 283/2021 SARM:** Chase Tannahill: That the values be accepted as listed for the SARM Property Insurance with the adjustments: Decrease 2012 770G grader to \$130,000, Remove Rockpicker from coverage and Increase Miscellaneous tools to \$20,000. **CARRIED UNANIMOUSLY**
- 284/2021 Insur.:** Larry Waldow: That the RM authorizes application for the 2 million excess liability insurance offered through SARM Liability Insurance. **CARRIED UNANIMOUSLY**
- 285/2021 Indemn.:** Jeff Nelson: That the Councillor Indemnity remain at \$300.00 per meeting and mileage at \$0.40/km, plus mileage and costs to be reimbursed effective January 1, 2021. **CARRIED UNANIMOUSLY**
- 286/2021 Munisoft:** Kevin Rae: That Council acknowledges receipt of information from Munisoft regarding their Maintenance Agreement and Hardware coverage and agrees to same. **CARRIED UNANIMOUSLY**
- 287/2021 Budget:** Jeff Nelson: That Council acknowledges receipt of the October 2021 Budgetary Control as presented by the Administrator. **CARRIED UNANIMOUSLY**
- 288/2021 Rates:** Larry Waldow: That Council acknowledges receipt of investment rates. No changes to investment accounts are authorized at this time. **CARRIED UNANIMOUSLY**
- 289/2021 Reserves:** Kevin Rae: That Council authorizes administration to transfer the following funds to these reserve accounts for 2021:  
 Road Reserve \$200,000.00  
 Fire Funds Reserve \$100,000.00  
**CARRIED UNANIMOUSLY**
- 290/2021 MRS:** Tanner Hebron: That the Council of the RM of Big Arm, No. 251 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant.  
 - Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;  
 - The municipality does not run a Municipal Waterworks System.  
 - 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; and  
 - All members of council have filed and annually updated their Public Disclosure Statements, as requires; and

That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED UNANIMOUSLY**

- 291/2021 Fire: **Kevin Rae:** That the Reeve and CAO are authorized to sign the fire agreement with the Town of Imperial as presented. **CARRIED UNANIMOUSLY**
- 292/2021 RCMP: **Tanner Hebron:** That council acknowledges receipt of information from the Town of Watrous regarding staffing at the RCMP detachment in Watrous. **CARRIED UNANIMOUSLY**
- 293/2021 SMR: **Chase Tannahill:** That council acknowledges receipt of Administration Report on SMR development by Sask Power as given by the Administrator. **CARRIED UNANIMOUSLY**
- 294/2021 SAMA: **Jeff Nelson:** That council authorizes Saskatchewan Assessment and Management Agency to perform a re-inspection in 2022. **CARRIED UNANIMOUSLY**
- 295/2021 Bylaw: **Larry Waldow:** That Bylaw No. 6 of 2021 being a Bylaw to enter into an agreement to purchase oversized rock be read the first time. **CARRIED UNANIMOUSLY**
- 296/2021 **Tanner Hebron:** That Bylaw No. 6 of 2021 being a Bylaw to enter into an agreement to purchase oversized rock to read the second time. **CARRIED UNANIMOUSLY**
- 297/2021 **Chase Tannahill:** That Bylaw No. 6 of 2021 be given a third reading at this meeting. **CARRIED UNANIMOUSLY**
- 298/2021 **Kevin Rae:** That Bylaw No. 6 of 2021 being a Bylaw to enter into an agreement to purchase oversized rock to read the third time and adopted. **CARRIED UNANIMOUSLY**
- 299/2021 Gravel: **Chase Tannahill:** That Council authorizes the foreman to arrange gravel testing on NE 22-27-25 W2 as soon as feasible. **CARRIED UNANIMOUSLY**
- 300/2021 Adjourn: **Sheldon Vance:** That the meeting be adjourned at 12:05 P.m. and the next meeting of council is scheduled for Monday, December 13, 2021 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