

Agenda for the R.M. of Big Arm, No. 251 – January 8, 2024

Call to Order: 9:00 am

Approval of Agenda:

Adoption of Minutes: December 11, 2023

Notice of proclamations

Presentations and recognitions

Public hearings:

Delegations: Corrie McLane- Foreman

Communications:

1. APAS info.

Reports of public works:

1. Foreman Report
2. Foreman's 2024 Projects
3. Weed Inspector Annual Report
4. Maintenance Staff Wage
"70/2023 Staff: [Tanner Hebron](#): That salary be established for M. Nelson for 2023 at \$28.35 be hour.
CARRIED UNANIMOUSLY"
5. Grader Quotes
6. Gravel Measurement

Reports of Administration Committees & Financial Statements

1. Financial Statements & Accounts Paid, Employee Payroll & Bank Recs 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. Municipal Hail Summary
7. Tax Title Property Analysis

Reeve & Councillors forum:

Unfinished Business:

1.

New Business:

▪ **First Meeting of the Year:**

1. Fidelity Bonds, Securities, Titles and Agreements be presented
21/2023 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, 2023. Bonding is provided through SARM and coverage is provided for all office employees.
CARRIED UNANIMOUSLY

22/2023 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

23/2023 Tip Grant: Jeff Nelson: That the Sask Lotteries grant allotment for 2023 is to be allocated 100% to the Town of Imperial. CARRIED UNANIMOUSLY

3. Fee for meeting minutes

24/2023 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

25/2023 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

26/2023 WCB: Sheldon Vance: That the Worker's Compensation Board coverage for the Reeve and Councillors for the year 2023 be set at the minimum for each individual. CARRIED UNANIMOUSLY

6. Snowplowing of roads

27/2023 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

28/2023 Meetings: Sheldon Vance: That the 2023 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

29/2023 Appt. Tanner Hebron: That the following committees and appointments be made for the year 2023.

- Board of Revision: Western Municipal Consulting
- Pound Keepers: Heartland Livestock
- Assessor: Administrator
- Tax Collector: Administrator
- Pest Control Officer: Lee Storey
- Weed Control Officer: Foreman Corrie McLane
- Auditor: Dudley & Company Ltd., CPA
- Palliser Regional Library: Vacant
- Imperial Community Well: Kevin Rae
- Regional Economic Development Committee: Council as a whole
- Mooney Well: Larry Waldow
- Stalwart Well: Trevor Lewis
- Engineers: WSP

CARRIED UNANIMOUSLY

9. Municipal employees' mileage rates

30/2023 Mileage: [Sheldon Vance](#): That in 2023 all municipal employees be paid \$0.60/km travelled while on municipal business. CARRIED UNANIMOUSLY

31/2023 Mileage: [Larry Waldow](#): That in 2023 mileage allowance for the Councillors and/or Reeve for mileage travelled while on municipal business is set at \$0.60/km. CARRIED UNANIMOUSLY

10. Stalwart Hall

32/2023 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

33/2023 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

34/2023 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 2023. 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 2024

35/2023 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 2023. CARRIED UNANIMOUSLY

14. Disability Benefits Plan – SARM

36/2023 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

37/2023 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

38/2023 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

39/2023 Hours: [Larry Waldow](#): That the office hours for 2023 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 2024 & policy requirement- do not issue permits

40/2023 Permits: [Tanner Hebron](#): That RM 251 will not issue overweight permits in the current year. CARRIED UNANIMOUSLY

22. Election official appointment – polling place, etc.

41/2023 Polls: [Tanner Hebron](#): That the Polling Stations and officials for 2023 elections be as follows:

Returning Office: Yvonne Goodsman
Nomination Officers: Yvonne Goodsman and Nicole McDade
Polling Place: Deputy Returning Officer:

Division 1&2
Division 3&4
Division 5&6

R.M. of Big Arm Office, Imperial, SK, Nicole McDade
R.M. of Big Arm Office, Imperial, SK, Nicole McDade
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. Fire Revenue and Expense Sheet
3. Bylaw No. 1/2024 – Gravel Extraction
4. Development Inquiry FYI
5. BH Telecom approval request

Public Forum:

Adjournment:

NEXT MEETING: Tentatively scheduled for Monday, February 12, 2024 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.