



# Meeting Minutes

The Council of the Rural Municipality of Biggar #347 held its Regular Meeting of Council on Tuesday, January 21, 2025 at 9:00 a.m. in the Council Chambers located at 201 2<sup>nd</sup> Avenue West, Biggar, SK.

## Call to order

**9:00 a.m. Reeve Jeanne Marie de Moissac called the meeting to order.**

In attendance: Reeve Jeanne Marie de Moissac, Councillor Brad Poletz, Councillor Melanie Peiffer, Councillor Dale Thomson, Councillor Mark Sagon, Councillor Greg Mundt. Administrator Sandi Silvernagle, Assistant Administrator Maria Danychuk, Foreman Darren Comstock. Councillor Brian Watson attended the meeting via conference call.

## Adoption of Agenda

**Resolution No. 001-2025**

**Moved by Councillor Dale Thomson**

Resolved that the meeting agenda for January 21, 2025 be adopted as presented with the additions of the following:

- |                |   |
|----------------|---|
| Correspondence | - RCMP – FVIF Application Package 2025-2026 |
|                | - Matthias Derks – Email to Council         |
| New Business   | - Human Resources                           |
|                | - Road Detour                               |
|                | - CA Acres Inc.                             |

Carried

## IN-CAMERA DISCUSSION as per Part III of LAFOIP

**Resolution No. 002-2025**

**Moved by Reeve Jeanne Marie de Moissac**

That Council go to an in-camera discussion as per Part III of LAFOIP (21) Solicitor/Client Privileges at 9:08 a.m. Be it resolved that the members of council agree to keep in confidence matters that are discussed at a meeting that is closed.

Carried

## RESUME REGULAR MEETING

**Resolution No. 003-2025**

**Moved by Reeve Jeanne Marie de Moissac**

Resolved that Council leave the in-camera discussion and resume the Regular Meeting of Council at 9:16 a.m.

Carried

## PESZKO LEGAL BARRISTERS AND SOLICITORS DESIGNATED REPRESENTATIVE

**Resolution No. 004-2025**

**Moved by Councillor Brad Poletz**

Resolved that Council appoint Reeve Jeanne Marie de Moissac, Councillor Dale Thomson and Administrator Sandi Silvernagle to be the designated representatives for the the R.M. of Biggar No. 347 as required by Peszko Legal Barristers and Solicitors.

Carried

## Adoption of Minutes

**Resolution No. 005-2025**

**Moved by Councillor Melanie Peiffer**

Resolved that the minutes of the Regular Meeting of Council held December 17, 2024 be accepted with amendments discussed.

Carried

## Bank Reconciliation and Financial Statement

**Resolution No. 006-2025**

**Moved by Councillor Dale Thomson**

Resolved that the December 2024 Bank Reconciliation and December 2024 Financial Statement be received and filed as presented.

Carried

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## Accounts for Approval

### Resolution No. 007-2025

Moved by Councillor Brad Poletz

Resolved payments for cheques # 3108-3139, online payments, online utility payments, Mastercard, monthly remittances and December payroll in the amount of \$ 386,929.85 be approved.

Carried

## Reports

Division 1 – Councillor Poletz – that Division 1's verbal report for January 2025 be accepted as presented.  
Division 2 – Councillor Peiffer – that Division 2's verbal report for January 2025 be accepted as presented.  
Division 3 – Councillor Thomson - that Division 3's verbal report for January 2025 be accepted as presented.  
Division 4 – Councillor Sagon – that Division 4's verbal report for January 2025 be accepted as presented.  
Division 5 – Councillor Mundt – that Division 5's verbal report for January 2025 be accepted as presented.  
Division 6 – Councillor Brian Watson - that Division 6's verbal report for January 2025 be accepted as presented.  
That Reeve Jeanne Marie de Moissac's verbal report for January 2025 be accepted as presented.

## Delegations

Council met with Curtis Hemming and Jeremy Welter from APAS at 10:00 a.m. to discuss APAS. Hemming and Welter left the meeting at 10:38 a.m.

Council met with Kaylea Rogers and Aaron Svendsen from the Ministry of Highways to discuss the Highway 51 Project. Rogers and Svendsen left the meeting at 11:41 a.m.

## Reports continued

That Foreman Darren Comstock's verbal report for January 2025 be accepted as presented.  
That Administrator Sandi Silvernagle's verbal report for January 2025 be accepted as presented.

## Correspondence

### 2025 COUNCIL REGULAR MEETING SCHEDULE

#### Resolution No. 008-2025

Moved by Councillor Dale Thomson

Resolved that Council hereby approves the 2025 Regular Meeting Schedule presented by Administration with a change of the April meeting date from April 15, 2025 to April 8, 2025.

Carried

#### Resolution No. 009-2025

Moved by Councillor Brad Poletz

Resolved that the following correspondence be accepted for Council's information and filed:

Unlock New Grant Opportunities for Rural Municipality of Biggar  
Municipal Involvement in Regulated Child Care  
2025 Regular Meeting Schedule  
Road 656 347 Biggar Integrated Road Program (2025)  
RCMP – FVIF Application Package 2025-2026  
Matthias Derks – Email to Council

Carried

## New Business

### 2025 COUNCIL WCB

#### Resolution No. 010-2025

Moved by Councillor Greg Mundt

Resolved that Council hereby approves the 2025 Workers Compensation Board positional coverage rate for council members to be set at \$50,000.00 per councillor.

Carried

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## **MUNICIPAL REVENUE SHARING GRANT 2025-2026**

**Resolution No. 011-2025**

**Moved by Reeve Jeanne Marie de Moissac**

Resolved that the Council of the Rural Municipality of Biggar No. 347 confirms that the municipality meets the following eligibility requirements to receive the 2025-2026 Municipal Revenue Sharing Grant:

- Submission of the 2023 Audited Financial Statements to the Ministry of Government Relations
- The Rural Municipality of Biggar No. 347 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
- All members of council have filed and annually updated their Public Disclosure Statements as required, and that we authorize the Administrator to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

Carried

## **SASKATCHEWAN BLUE CROSS BENEFITS**

**Resolution No. 012-2025**

**Moved by Councillor Brian Watson**

Resolved that Council has reviewed the benefits packages available with Saskatchewan Blue Cross through SARM, and hereby approves the employees be moved to Level 3.

Carried

*Foreman Darren Comstock left the meeting at 2:00 p.m.*

## **2025 EMPLOYEE WAGE INCREASES**

**Resolution No. 013-2025**

**Moved by Councillor Mark Sagon**

Resolved that Council hereby approves a 3% cost of living wage increase for all employees, with exception to the contracted employees.

Carried

*Foreman Darren Comstock returned to the meeting at 2:23 p.m.*

*Foreman Darren Comstock left the meeting at 2:36 p.m.*

## **HUMAN RESOURCES POLICY MANUAL**

**Resolution No. 014-2025**

**Moved by Councillor Mark Sagon**

Resolved that Council hereby approves the following updates of to the Human Resources Policy Manual, Section 5.02 for employees with 15 and 20 years of service:

Employees who complete 15 years of work are entitled to 5 weeks of vacation.

Employees who complete 20 years of work are entitled to 6 weeks of vacation.

Be it further resolved that the updated vacation policy will take effect immediately and will apply to employees meeting the 15 and 20 year service milestones.

Carried

**Resolution No. 015-2025**

**Moved by Reeve Jeanne-Marie de Moissac**

Resolved that Council hereby approves the amendments to the Human Resources Policy Manual as recommended by the Human Resources Committee.

Carried

## **COUNCIL INDEMNITIES**

**Resolution No. 016-2025**

**Moved by Councillor Mark Sagon**

Resolved that Council hereby agrees to maintain the current indemnity schedule for 2025 and not increase or decrease the rates for this fiscal year.

Carried

## **SASK LOTTERIES - COMMUNITY GRANT PROGRAM 2026 APPLICATION**

**Resolution No. 017-2025**

**Moved by Reeve Jeanne Marie de Moissac**

Resolved that Council hereby approves to allocate the R.M. of Biggar No. 347's portion, in the amount of \$ 6,400.00, from the Sask Lotteries Community Grant Program for 2026 to the Town of Biggar.

Carried

## **LIABILITY SELF-INSURANCE PLAN, PROPERTY SELF-INSURANCE PROGRAM, FIDELITY BOND INSURANCE - SARM**

**Resolution No. 018-2025**

**Moved by Councillor Dale Thomson**

Resolved that Council hereby approves the Liability Self-Insurance Plan, Property Self-Insurance Program, Fidelity Bond Insurance through SARM as presented

Carried



## **SARM ANNUAL CONVENTION - VOTING DELEGATES**

**Resolution No. 019-2025**

**Moved by Councillor Melanie Peiffer**

Resolved that Council hereby appoints Councillor Brad Poletz and Councillor Greg Mundt as the voting delegates for the 2025 SARM Convention held in Saskatoon, SK March 11, 12 and 13, 2025.

Carried

## **SARM MEMBERSHIP FEES**

**Resolution No. 020-2025**

**Moved by Councillor Melanie Peiffer**

Resolved that Council hereby approve the payment to SARM of \$ 3,894.41 for the 2025 Membership Fee.

Carried

## **CA ACRES INC. - SECOND OFFER**

**Resolution No. 021-2025**

**Moved by Councillor Brad Poletz**

Whereas, the RM of Biggar No. 347 emailed and mailed a second offer to purchase 0.80 acres containing the municipal roadway from CA Acres Inc. located at NW 16-37-14 W3rd for the amount of \$3,505.00, and

Whereas, despite the reasonable time allowed for a response, CA Acres Inc. has not provided a reply to the offer, and

Now, therefore, be it resolved that Council proceed with initiating consultation regarding the potential expropriation of the roadway, in accordance with the applicable laws and procedures.

Carried

## **PER DIEMS APPROVED**

**Resolution No. 022-2025**

**Moved by Councillor Dale Thomson**

Resolved that Council approves the per diems in the amount of \$ 3,622.40.

Carried


## **ADJOURNMENT**

**Resolution No. 023-2025**

**Moved by Councillor Mark Sagon**

Resolved that the meeting be adjourned at 3:14 p.m.

Carried

  
Administrator

  
Reeve