



Meeting Minutes

The Council of the Rural Municipality of Biggar #347 held its Regular Meeting of Council on Tuesday, May 27, 2025 at 9:00 a.m. in the Council Chambers located at 201 2nd 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 and Councillor Brian Watson. Administrator Sandi Silvernagle, Assistant Administrator Maria Danychuk and Foreman Darren Comstock.

Absent: Councillor Greg Mundt and Councillor Mark Sagon.

Adoption of Agenda

Resolution No. 091-2025

Moved by Councillor Dale Thomson

Resolved that the meeting agenda for May 27, 2025 be adopted as presented with the additions of the following:

Parade Float

Speed Signs

Sasktel – Proposal for Cable Installation

Carried

Councillor Greg Mundt attended the meeting at 9:08 a.m.

Adoption of Minutes

Resolution No. 092-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that the minutes of the Regular Meeting of Council held April 25, 2025 be accepted as presented.

Carried

Public Hearing - Subdivision Development Permit Application

Resolution No. 093-2025

Moved by Councillor Dale Thomson

Resolved that the Council meeting be suspended at 9:30 a.m. to open a Public Hearing regarding the Subdivision Development Permit Application submitted by Dwayne & Leeann Zagoruy, and the Subdivision Development Permit Application submitted by John & Helen Zagoruy.

Carried

The Public Hearing was held from 9:30 a.m. until 9:45 a.m. with no one in attendance, nor written comments.

Resume the Regular Meeting of Council

Resolution No. 094-2025

Moved by Councillor Melanie Peiffer

That the Public Hearing be closed, and the Council meeting resume at 9:45 a.m.

Carried

Bank Reconciliation and Financial Statement

Resolution No. 095-2025

Moved by Councillor Greg Mundt

Resolved that the April 2025 Bank Reconciliation and April 2025 Financial Statement be received and filed as presented.

Carried

Accounts for Approval

Resolution No. 096-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that the cheques # 3229-3275, online payments, online utility payments, Mastercard, monthly remittances and April payroll in the amount of \$ 257,107.26 be approved.

Carried

Reports

Division 1 – Councillor Poletz – that Division 1's verbal report for May 2025 be accepted as presented.

Division 2 – Councillor Peiffer – that Division 2's verbal report for May 2025 be accepted as presented.

Division 3 – Councillor Thomson - that Division 3's verbal report for May 2025 be accepted as presented.

Division 5 – Councillor Mundt – that Division 5's verbal report for May 2025 be accepted as presented.

Division 6 – Councillor Watson - that Division 6's verbal report for May 2025 be accepted as presented.

That Reeve Jeanne Marie de Moissac's verbal report for May 2025 be accepted as presented.

That Foreman Darren Comstock's verbal report for May 2025 be accepted as presented.

Handwritten initials and a flourish.

Resolution No. 097-2025

Moved by Reeve Jeanne-Marie de Moissac

Resolved that Council hereby approves the Foreman's request to hire Chris Koenning as an Equipment Operator at a Level 3, with his employment to begin as soon as he is available.

Carried

Resolution No. 098-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the repairs needed to the Dodge one ton truck to be completed by Spyder Auto Body.

Carried

That Administrator Sandi Silvernagle's verbal report for May 2025 be accepted as presented.

Councillor Greg Mundt left the meeting at 11:38 a.m.

Resolution No. 099-2025

Moved by Councillor Brad Poletz

Resolved that Council hereby has reviewed and understands the Road Haul Agreement provided by the Rural Municipality of Glenside No. 377 for the hauling of gravel from the Mundt Pit, located at SW 05-41-14 W3rd, and directs administration to obtain the necessary signatures and return the agreement to the municipality.

Carried

Councillor Greg Mundt returned to the meeting at 11:42 a.m.

Resolution No. 100-2025

Moved by Councillor Greg Mundt

Resolved that Council hereby approves the quote from WC Consulting to provide on-site testing services of the 20,000 yard gravel crush of type 106 traffic gravel completed by Dmytryshyn & Sons Ltd. at the Goring Pit located at NE 21-34-17 W3rd to be completed in June 2025.

Carried

Resolution No. 101-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that Council has reviewed the Intensive Livestock Application submitted by Golden View Colony and hereby directs administration to initiate the discretionary use process.

Carried

Correspondence

Resolution No. 102-2025

Moved by Councillor Dale Thomson

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

Town of Biggar – Landfill Fees
Professional Storm Chaser – Chris Chittick Speaking Opportunity
Agriculture in the Classroom – Thank You
Biggar Wheatland Library – March 2025 Report
Town of Biggar – BRDFA Letter

Carried

New Business

SUBDIVISION DEVELOPMENT PERMIT APPLICATION - ZAGORUY

Resolution No. 103-2025

Moved by Councillor Greg Mundt

Resolved that Council hereby approves the Subdivision Development Permit Application from Dwayne & Leeann Zagoruy and the Subdivision Development Permit Application from John & Helen Zagoruy.

Carried

AUGUST CLASS 3 TRAINING AND TRAINING AGREEMENT - KINZEL

Resolution No. 104-2025

Moved by Councillor Brad Poletz

Resolved that Council hereby agrees to enter into an Employee Training and Reimbursement Agreement with Chris Kinzel for attendance at the Class 3 Training course offered by MTS Training School June 5 to 12, 2025. The total cost of the course is \$5,500.00, with the municipality agreeing to cover 50% of this amount, in accordance with Section 10 of the HR Policy.

Carried

Councillor Greg Mundt left the meeting at 12:52 p.m.

STACEY MUNDT FARMS LTD. & JENNIFER MUNDT FARMS LTD. - 2025 GRAVEL PURCHASE AGREEMENT

Resolution No. 105-2025

Moved by Councillor Dale Thomson

Resolved that Council hereby agrees to purchase 7,816.1 yards of 106 spec gravel at a rate of \$ 11.00 per yard from Stacey Mundt Farms Ltd. & Jennifer Mundt Farms Ltd., for a total purchase price of \$ 85,977.10.

Carried

Resolution No. 106-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the disbursement of cheques as follows:

- \$ 42,988.55 to Stacey Mundt Farms Ltd. for the 2025 Gravel Purchase Agreement
- \$ 42,988.55 to Jennifer Mundt Farms Ltd. for the 2025 Gravel Purchase Agreement
- \$ 2,137.68 to Git-R-Done Welding for repair to the Monarch Well tanks.

Carried

Resolution No. 107-2025

Moved by Councillor Brian Watson

Resolved that Council hereby agrees to enter into an agreement Stacey Mundt Farms Ltd. & Jennifer Mundt Farms Ltd. to purchase 14,400 yards of 106 spec gravel at a rate of \$ 11.00 per yard from for the 2026 calendar year, with the total cost to be paid for and budgeted for in the 2026 fiscal year.

Carried

Councillor Greg Mundt returned to the meeting at 1:07 p.m.

OUTSTANDING CN FIRE INVOICES

Resolution No. 108-2025

Moved by Councillor Brad Poletz

Resolved that Council has reviewed outstanding invoices #4195911 & #4196026 from the Biggar Rural District Fire Association related to CN, and hereby directs administration to add the amounts of these invoices to CNs property taxes for the 2025 tax year.

Carried

Councillor Greg Mundt left the meeting at 1:41 p.m.

BIGGAR OLD TIME MUSIC FESTIVAL COMMITTEE - SPONSORSHIP REQUEST

Resolution No. 109-2025

Moved by Reeve Jeanne-Marie de Moissac

Resolved that Council hereby agrees to donate \$100.00 as a Friends of the Festival Donation for the Biggar Old Time Music Festival, scheduled to take place from June 6 to 8, 2025.

Carried

EXCELL TIRE - DONATION/SWAG/VOLUNTEER REQUEST

Resolution No. 110-2025

Moved by Councillor Dale Thomson

Resolved that Council hereby agrees to donate \$100.00 towards the 2025 Excell Tire Show N Shine event, scheduled to take place June 15, 2025.

Carried

BIGGAR GOLF CLUB - 2025 TOURNAMENT SPONSORSHIP

Resolution No. 111-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby agrees to donate \$100.00 to the Biggar Golf Club for the 5th Annual Par 3 Tournament, scheduled to take place June 20, 2025.

Carried

GOLDEN VIEW COLONY - APPROACH APPLICATION

Resolution No. 112-2025

Moved by Councillor Brad Poletz

Resolved that Council hereby approves the Approach Application from Golden View Colony for the construction of a new approach at NW 12-36-17 W3rd, in accordance with TS 400-6 Road Approach Construction, as outlined in the municipality's Policy Manual.

Carried

CHRISTENSEN - APPROACH APPLICATION

Resolution No. 113-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that Council hereby approves the Approach Application from Janice Christensen for the construction of a new approach at SW 33-34-14 W3rd, in accordance with TS 400-6 Road Approach Construction, as outlined in the municipality's Policy Manual.

Carried

INDEPENDENT CONTRACTOR - METZ

Resolution No. 114-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves and agrees to enter into an Independent Contractor Agreement with Wes Metz at the following rates:

- \$ 40.00 per hour, effective from January 1, 2025 through May 31, 2025, and
- \$ 45.00 per hour, effective June 1, 2025 through October 31, 2025.

Carried

AGRICULTURAL HEALTH & SAFETY NETWORK - MEMBERSHIP FEES

Resolution No. 115-2025

Moved by Councillor Dale Thomson

Resolved that Council has reviewed and considered the membership fee, and hereby approves the payment of the 2025 Network RM annual membership fee of \$ 1,343.00 to the Agricultural Health and Safety Network

Carried

OSTROM - ROAD ALLOWANCE PURCHASE OR LEASE

Resolution No. 116-2025

Moved by Councillor Brad Poletz

Whereas, Council has received and reviewed a request from Lorraine Ostrom regarding the potential sale or lease of a road allowance; and whereas, Council has considered the implications and determined it is not in the best interest of the municipality to sell or lease this road allowance.

Carried

BDO 2024 AUDIT REPORT

Resolution No. 117-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that Council hereby has received, reviewed and accepted the BDO Audit Report.

Carried

BDO DRAFT FINANCIAL STATEMENT - 2024 AUDIT

Resolution No. 118-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that Council hereby has received, reviewed and accepted the 2024 Draft Financial Statement from BDO.

Carried

BYLAW 4-2025 A BYLAW TO DISPENSE WITH THE MAILING OF ASSESSMENT NOTICES - First Reading

Resolution No. 119-2025

Moved by Councillor Dale Thomson

Resolved that Council hereby approves the first reading of Bylaw 4-2025, being a Bylaw to Dispense with the Mailing of Assessment Notices.

Carried

BYLAW 4-2025 A BYLAW TO DISPENSE WITH THE MAILING OF ASSESSMENT NOTICES - Second Reading

Resolution No. 120-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the second reading of Bylaw 4-2025, being a Bylaw to Dispense with the Mailing of Assessment Notices.

Carried

BYLAW 4-2025 A BYLAW TO DISPENSE WITH THE MAILING OF ASSESSMENT NOTICES - Consider for Third and Final Reading

Resolution No. 121-2025

Moved by Reeve Jeanne Marie de Moissac

Resolved that Council hereby considers reading of Bylaw 4-2025, being a Bylaw to Dispense with the Mailing of Assessment Notices for a third and final time.

Carried Unanimously

BYLAW 4-2025 A BYLAW TO DISPENSE WITH THE MAILING OF ASSESSMENT NOTICES - Third and Final Reading

Resolution No. 122-2025

Moved by Councillor Brad Poletz

Resolved that Council hereby approves the third and final reading of Bylaw 4-2025, being a Bylaw to Dispense with the Mailing of Assessment Notices.

Carried

BYLAW 1-2010 AMENDMENT - AMEND ZONING BYLAW AND OCP BYLAW

Resolution No. 123-2025

Moved by Reeve Jeanne-Marie de Moissac

Resolved that Council approves Crosby Hanna and Associates to draft a bylaw amending Bylaw No. 2-010 known as the Official Community Plan by replacing Section 3.4 Agriculture Land Use and Development 3.4.3 Policies to 300 animal units and Bylaw No. 2-2010 known as the Zoning Bylaw Interpretation of an Intensive Livestock Operation to 300 animal units.

Carried

BENNETT - APPROACH APPLICATION

Resolution No. 124-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the Approach Application from John Bennett for the construction of a new approach at NE 30-34-14 W3rd in accordance with TS 400-6 Road Approach Construction, as outlined in the municipality's Policy Manual

Carried

CHRISTENSEN - DEVELOPMENT & BUILDING PERMIT APPLICATION

Resolution No. 125-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the Development & Building Permit Application at SW 33-34-14 W3rd from Janice Christensen.

Carried

PROPOSED SASKTEL CABLE INSTALLATION - PROJECT NO. 827964/FILE NO. SKTL-5951

Resolution No. 126-2025

Moved by Councillor Brad Poletz

Resolved that the Council of the Rural Municipality of Biggar No. 347 confirms it is not aware of any sensitive construction areas, such as water pipelines, sewage lagoons, sanitary landfills, cemeteries, historic sites, areas of proposed earthwork or line drainage projects at the location referenced in Project No. 827964 / File No. SKTL-5951. Furthermore, the Council hereby approves the proposed cable installation project as presented.

Carried

PER DIEMS APPROVED

Resolution No. 127-2025

Moved by Councillor Dale Thomson

Resolved that Council approves the per diems in the amount of \$ 2,303.20.

Carried

ADJOURNMENT

Resolution No. 128-2025

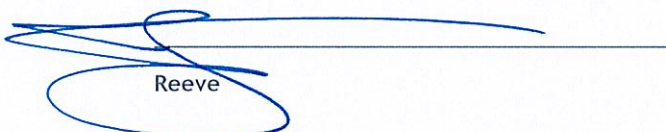
Moved by Councillor Brad Poletz

Resolved that the meeting be adjourned at 2:58 p.m.

Carried



Administrator


Reeve