



Meeting Minutes

The Council of the Rural Municipality of Biggar No. 347 held its Regular Meeting of Council on Tuesday, July 15, 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 deMoissac called the meeting to order.

In attendance: Reeve Jeanne Marie deMoissac, Councillor Melanie Peiffer, Councillor Mark Sagon, Councillor Brian Watson. Administrator Sandi Silvernagle, Assistant Administrator Maria Danychuk and Foreman Darren Comstock
Absent: Councillor Brad Poletz, Councillor Dale Thomson, Councillor Greg Mundt

Adoption of Agenda

Resolution No. 152-2025

Moved by Councillor Melanie Peiffer

Resolved that the meeting agenda for July 15, 2025 be adopted as presented with the additions of the following:

Public Hearing for Bylaw 5-2025 & Bylaw 6-2025 at 11:00 a.m.

New Business - Haynes Chartered Professional Accountants regarding a rental termination
 - Tax Enforcement regarding proceeding with title

Carried

Adoption of Minutes

Resolution No. 153-2025

Moved by Reeve Jeanne Marie deMoissac

Resolved that the minutes of the Regular Meeting of Council held June 17, 2025 be accepted with the addition of the Division 4 Report.

Carried

Bank Reconciliation and Financial Statement

Resolution No. 154-2025

Moved by Councillor Mark Sagon

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

Carried

Accounts for Approval

Resolution No. 155-2025

Moved by Councillor Brian Watson

Resolved that the cheques # 3310-3353, online payments, online utility payments, Mastercard, monthly remittances and June payroll in the amount of \$ 259,513.78 be approved.

Carried

Correspondence

Resolution No. 156-2025

Moved by Councillor Brian Watson

Resolved that Council hereby approves a donation of \$1,000.00 to STARS Saskatchewan and directs administration to develop a policy to make this an annual contribution to the STARS Foundation.

Carried

Resolution No. 157-2025

Moved by Councillor Melanie Peiffer

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

STARS Letter to Council – SARM Letter 2025

Carried

Reports

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

Division 4 – Councillor Sagon – that Division 4's verbal report for July 2025 be accepted as presented.

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

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

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

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

Handwritten initials: "CS" and "B" in blue ink.

New Business

PCO 2025 WEED MANAGEMENT PLAN

Resolution No. 158-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the 2025 Weed Management Plan as presented.

Carried

SPRINGWATER HALL - TAX ABATEMENT

Resolution No. 159-2025

Moved by Reeve Jeanne Marie deMoissac

Resolved that Council hereby approves the 2025 municipal tax abatement request submitted by the Springwater and District Activities Centre, a non-profit community centre, for Lot 7-8, Blk 1, G391.

Carried

Public Hearing - Bylaw 5-2025 & Bylaw 6-2025

Resolution No. 160-2025

Moved by Reeve Jeanne Marie deMoissac

Resolved that the Council meeting be suspended at 11:00 a.m. to open a Public Hearing regarding Bylaw 5-2025 A Bylaw to amend Bylaw No. 1-2010, known as the Official Community Plan of the Rural Municipality of Biggar No. 347 & Bylaw 6-2025 A Bylaw to amend Bylaw No. 1-2010, known as the Zoning Bylaw of the Rural Municipality of Biggar No. 347.

Carried

The Public Hearing was held from 11:00 a.m. until 11:15 a.m. with no one in attendance, nor written comments.

Resume the Regular Meeting of Council

Resolution No. 161-2025

Moved by Reeve Jeanne-Marie deMoissac

That the Public Hearing be closed, and the Council meeting resume at 11:15 a.m.

Carried

Delegations

Delegate Sheri Budd attended the meeting at 11:33 a.m.

Resolution No. 162-2025

Moved by Reeve Jeanne-Marie deMoissac

Resolved that the Regular Meeting of Council be closed to the public at 11:34 a.m. in order to meet with delegate Sheri Budd.

Carried

Resolution No. 163-2025

Moved by Reeve Jeanne-Marie deMoissac

Resolved that the Regular Meeting of Council now resume and be reopened to the public at 11:55 a.m.

Carried

Delegate Sheri Budd left the meeting at 11:56 a.m.

At 11:58 p.m. Council met with Mark Palmer from Brandt, who introduced himself as the new Territory Manager for the region. Palmer left the meeting at 12:09 p.m.

Resolution No. 164-2025

Moved by Councillor Brian Watson

Resolved that Council hereby approves a four-week annual vacation entitlement for the new Administrator, Sheri Budd, subject to the successful completion of a three-month probationary period.

Carried

New Business continued

BYLAW 5-2025 A BYLAW TO AMEND BYLAW NO. 2-2010 - Second Reading

Resolution No. 165-2025

Moved by Councillor Brian Watson

Resolved that Council hereby approves the second reading of Bylaw 5-2025, being a bylaw to amend Bylaw No. 2-2010, known as the Rural Municipality of Biggar No. 347 Official Community Plan.

Carried

BYLAW 5-2025 A BYLAW TO AMEND BYLAW NO. 2-2010 - Third and Final Reading

Resolution No. 166-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the third and final reading of Bylaw 5-2025, being a bylaw to amend Bylaw No. 2-2010, known as the Rural Municipality of Biggar No. 347 Official Community Plan.

Carried

BYLAW 6-2025 A BYLAW TO AMEND BYLAW NO. 1-2010 - Second Reading

Resolution No. 167-2025

Moved by Councillor Brian Watson

Resolved that Council hereby approves the second reading of Bylaw 6-2025, being a bylaw to amend Bylaw No. 1-2010, known as the Rural Municipality of Biggar No. 347 Zoning Bylaw.

Carried

BYLAW 6-2025 A BYLAW TO AMEND BYLAW NO. 1-2010 - Third and Final Reading

Resolution No. 168-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves the third and final reading of Bylaw 6-2025, being a bylaw to amend Bylaw No. 1-2010, known as the Rural Municipality of Biggar No. 347 Zoning Bylaw.

Carried

TERMINATION RECYCLING AGREEMENT - TOWN OF BIGGAR

Resolution No. 169-2025

Moved by Reeve Jeanne Marie deMoissac

Resolved that Council hereby approves the letter prepared by administration to formally terminate the Letter of Understanding and Agreement dated July 1, 2015 between the Town of Biggar and Rural Municipality of Biggar No. 347, effective June 28, 2025.

Carried

Resolution No. 170-2025

Moved by Councillor Mark Sagon

Resolved that Council hereby approves the pro-rated payment of \$ 5,500.00 to the Town of Biggar, for recycling services provided from January to June 2025, to serve as final payment for the service.

Carried

LONG TERM SERVICE RECOGNITION POLICY

Resolution No. 171-2025

Moved by Councillor Melanie Peiffer

Resolved that Council hereby approves Policy GA 200-5 Long Term Service Recognition Policy as presented.

Carried

JOB DESCRIPTION CONTRACT - WASTE STATION ATTENDANT

Resolution No. 172-2025

Moved by Reeve Jeanne Marie deMoissac

Resolved that Council hereby approves the Waste Station Attendant Job Description and Contract as presented.

Carried

SPRINGWATER LANDFILL CLOSURE

Resolution No. 173-2025

Moved by Councillor Mark Sagon

Resolved that Council hereby approves the recommendation of administration to proceed with the Springwater Landfill Closure plan as prepared by WSP, and to authorize WSP to submit the plan to the Ministry of Environment for approval, further that the quoted cost of \$42,195.70 be accepted, further that a budget adjustment of \$36,000.00 be approved, transferring the amount from Road Construction to the Springwater Landfill project.

Carried

Goring Gravel Pit tabled to the Regular Meeting of Council on August 19, 2025.

DMYTRYSHYN GRAVEL CRUSH PAYMENT

Resolution No. 174-2025

Moved by Councillor Mark Sagon

Resolved that Council hereby approves Invoice No. 10812 from Dmytryshyn & Sons Contracting Ltd. in the amount of \$65,591.66 for 8,215 yards of 7/8" crushed gravel and 7,268 yards of reject sand.


Carried

GORING ROYALTY PAYMENT

Resolution No. 175-2025

Moved by Councillor Mark Sagon

Resolved that Council hereby approves the royalty payment to Chad Goring in the amount of \$60,386.13 for 8,215.8 yards of 106 Road Gravel.

Carried 

Councillor Melanie Peiffer declared a pecuniary interest and left the meeting at 2:01 p.m.

Haynes Chartered Professional Accountants tabled to the Regular Meeting of Council on August 19, 2025, due to the loss of quorum.

Councillor Melanie Peiffer returned to the meeting at 2:07 p.m.

TAX ENFORCEMENT - PROCEED WITH TITLE

Resolution No. 176-2025

Moved by Reeve Jeanne Marie deMoissac

Resolved that Council hereby authorizes administration to proceed with title acquisition of the following two properties in accordance with *The Tax Enforcement Act*:

- | | | |
|----------|-----------|--------------------------------|
| 1. | Blk/Par A | Plan No. 101463140 Extension 7 |
| 2. Lot 1 | Blk 1 | Plan G391 |

Carried

PER DIEMS APPROVED

Resolution No. 177-2025

Moved by Councillor Melanie Peiffer

Resolved that Council approves the per diems in the amount of \$2,656.20.

Carried

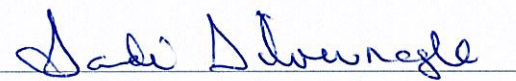
ADJOURNMENT

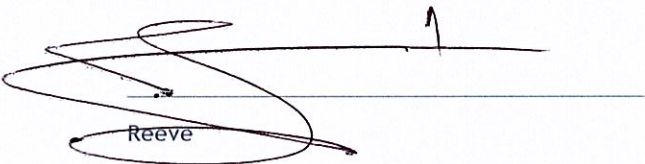
Resolution No. 178-2025

Moved by Councillor Mark Sagon

Resolved that the meeting be adjourned at 2:30 p.m.

Carried


Administrator


Reeve