Meeting Minutes

The Council of the Rural Municipality of Biggar No. 347 held its Regular Meeting of Council on Tuesday, August 18, 2026 at 9:00 a.m. in the Council Chambers located at 201 2nd Avenue West, Biggar, Saskatchewan.

CALL TO ORDER

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

Present: Reeve Jeanne-Marie de Moissac
Division 1 Councillor Brad Poletz
Division 2 Councillor Melanie Peiffer
Division 3 Councillor Dale Thomson (arrived 9:35 a.m)
Division 4 Councillor Mark Sagon
Division 5 Councillor Greg Mundt (departed at 11:16 a.m.)
Division 6 Councillor Brian Watson
Administrator Sheri McHanson
Foreman – Lane Tipton (9:00 a.m.-10:06 a.m.)

ADOPTION OF AGENDA

Resolution No. 200-2026
Moved by Councillor Peiffer
That the meeting agenda for August 18, 2026 be adopted with the following additions:
11. New Business s. Payment of Springwater Colony for Rock Removal

Carried

ADOPTION OF MINUTES

Resolution No. 201-2026
Moved by Councillor Mundt
That the minutes of the Regular Meeting of Council held July 21, 2026 be accepted as presented.

Carried

Resolution No. 202-2026
Moved by Councillor Poletz
That the minutes of the Public Hearing held July 21, 2026 be accepted as read.

Carried

BANK RECONCILIATION AND FINANCIAL STATEMENTS

Resolution No. 203-2026
Moved by Councillor Mundt
That the Bank Reconciliations dated July 31, 2026 and the Statement of Financial Activities as of August 31, 2026 be accepted as presented.

Carried

ACCOUNTS FOR APPROVAL

Resolution No. 204-2026
Moved by Councillor Mundt
That the cheques #3854-3900, online payments, online utility payments, monthly remittances in the amount of $570,453.12 and July 12-25, 2026 and July 26-August 9, 2026 payroll in the amount of $39,919.30 be approved for payment.

Carried

Councillor Thomson arrived at 9:35 a.m.

TENDER BOUNDARY ROAD PROJECT

Resolution No. 205-2026
Moved by Councillor Watson
That Council tender the Division 5 Boundary Road Project, building up roads 1349S, 1849S, 1850S.

SPRINGWATER COLONY INVOICE

Resolution No. 206-2026
Moved by Councillor Sagon
That the Council approves the payment of Invoice 210 in the amount of $315 to Springwater Colony for the removal of rocks in the road.

Carried

Foreman Tipton left the meeting at 10:06 a.m.

DELEGATIONS

10:07-10:40 a.m. Jon Benet – Concerns regarding deconstructing the Fire Association

Councillor Peiffer left the meeting at 10:41 a.m.

IN-CAMERA DISCUSSION
Resolution No. 207-2026
Moved by Councillor Thomson
That Council moves to an in-camera discussion as per LAFOIP at 10:41a.m. and that members of council agree to keep in confidence matters that are discussed in-camera.

Carried

Councillor Peiffer returned to the meeting at 10:42 a.m.

Council exited the in-camera discussion and resumed their regular meeting at 11:14 a.m.

WAGE INCREASE
Resolution No. 208-2026
Moved by Councillor Mundt
That Council approves the wage increases recommended by the Human Resources Committee as follows:

Troy McCarty	$37.83 per hour
Chris Koenning	$30.62 per hour
Chris Kinzel	$32.42 per hour

and that the increase take effect at the beginning of the current pay period.

Reeve de Moissac called for a recess at 11:16 a.m.
Councillor Mundt departed the meeting at 11:16 a.m.
Reeve de Moissac reconvened the meeting at 11:33 a.m.

REPORTS
Resolution No. 209-2026
Moved by Councillor Peiffer
That the verbal reports of Council, Foreman Tipton, and Administrator McHanson be accepted as presented.

Carried

TRACKS THROUGH TIME HISTORY BOOK
Resolution No. 210-2026
Moved by Councillor Thomson
That Council approves the purchase of a half page advertisement in the Tracks Through Time History Book at a cost of $399, that the Biggar Independent will provide free of charge for the general public.

Carried

Reeve de Moissac called for a recess for lunch at 12:15 p.m.
Reeve de Moissac reconvened the meeting at 12:42 p.m.

CORRESPONDENCE
Resolution No. 211-2026
Moved by Councillor Peiffer
That the following correspondence be accepted for Council's information and filed:

History Book Advertisement
Brad Chanin – Trailers in Springwater
Biggar and District Rural Fire Association (BDRFA)– Town of Biggar withdrawal from association
Statement to Ratepayers -BDRFA Rural Municipalities information regarding withdrawal
cc: Response from Town to Fire Association: Statement to Ratepayers

Carried

GRAVEL EXTRACTION BYLAW
Resolution No. 212-2026
Moved by Councillor Poletz
That Council invites gravel pit owners in the municipality to attend the October council meeting to discuss the Gravel Extraction Bylaw.

Carried

RM HISTORY PLAQUE FOR FRED BOISVERT HIGHWAY STOP
Resolution No. 213-2026
Moved by Councillor Watson
That Council approves the purchase of an 18x18 plaque at the cost of $1600 plus taxes with historical information of the Rural Municipality of Biggar to be placed in the point of interest that Fred Boisvert is developing in the Town of Biggar limits off of Highway 4 on the way to Rosetown.

Carried

SPRINGWATER PLAYGROUND EQUIPMENT

Resolution No. 214-2026
Moved by Councillor Peiffer
That Council approves the request of Karen Tondevold to put new playground equipment at the park in Springwater and acknowledges that Route 51 Bar and Grill has provided the playground equipment as a donation to the Springwater community.

Carried

NODWELL APPROACH APPLICATION SE-25-36-14-W3
Resolution No. 215-2026
Moved by Councillor Sagon
That Council hereby approves the Approach Application from Trevor Nodwell for the construction of a new approach at SE-25-36-14-W3 in accordance with TS 400-6 Road Approach Construction, as outlined in the municipality's Policy Manual.

Carried

MARK CUSTER -MENTOR/OPERATOR TRAINER
Resolution No. 216-2026
Moved by Reeve de Moissac
That Council approve contracting Mark Custer at a rate of $55 per hour for one to two days per week to mentor Foreman Tipton and to provide training for our grader operators.

Carried

Councillor Watson left the meeting at 1:03p.m.
Councillor Watson returned to the meeting at 1:07p.m.

MAIL-IN BALLOT BYLAW 5-2026 FIRST READING
Resolution No. 217-2026
Moved by Councillor Poletz
That Bylaw 5-2026, A Bylaw to Establish a Mail-in Ballot Voting System be read a first time.

Carried

MAIL-IN BALLOT BYLAW 5-2026 SECOND READING
Resolution No. 218-2026
Moved by Councillor Peiffer
That Bylaw 5-2026, A Bylaw to Establish a Mail-in Ballot Voting System be read a second time.

Carried

MAIL-IN BALLOT BYLAW 5-2026 THIRD READING AT THIS MEETING
Resolution No. 219-2026
Moved by Reeve de Moissac
That Bylaw 5-2026, A Bylaw to Establish a Mail-in Ballot Voting System be given third reading at this meeting.

Carried Unanimously

MAIL-IN BALLOT BYLAW 5-2026 THIRD READING
Resolution No. 220-2026
Moved by Councillor Peiffer
That Bylaw 5-2026, A Bylaw to Establish a Mail-in Ballot Voting System be read a third time and finally adopted.

Carried

ADVANCE POLL HOURS
Resolution No. 221-2026
Moved by Councillor Thomson
That Council acknowledges Advance Poll hours of 12:00 p.m -6:00 p.m.for the 2026 election.

Carried

ELECTION OFFICIAL APPOINTMENTS
Resolution No. 222-2026
Moved by Reeve de Moissac
That Council acknowledges the appointment of the following election officials by the Returning Officer:

Polling Area for Division 2, 4 and 6	Polling Location Biggar R.M. Office	Deputy Returning Officer Lorraine Ostrom	Poll Clerk Kathy Sarvas
Advance Poll for Division 2, 4 and 6	Polling Location Biggar R.M. Office	Deputy Returning Officer Lorraine Ostrom	Poll Clerk Kathy Sarvas

2026 Election	Nomination Officer Sandi Silvernagle	Nomination Officer Karen Macdonald	Deputy Returning Officer to receive Mail-in Ballots Lorraine Ostrom

Carried

RMAA DIVISION 6 FALL DISTRICT MEETING
Resolution No. 223-2026
Moved by Reeve de Moissac
That Council approve the Administrator attending the RMAA Division 6 Fall District Meeting on September 18, 2026 in Payton.

Carried

MULCHING QUOTES
Resolution No. 224-2026
Moved by Councillor Peiffer
That Council direct the Administrator to obtain quotes for the mulching of surveyed road allowance 849R, 850R, and roads 851R, 852R, 441S, 442S and 428S to be reviewed at the September council meeting.

Carried

STOCKPILING FROM MUNDT PIT
Resolution No. 225-2026
Moved by Councillor Sagon
That Council direct the Administrator to obtain information on stockpiling 10,000 yards of gravel from the Mundt pit to be reviewed at the September council meeting.

Carried

RAIL SAFETY IMPROVEMENT PROGRAM
Resolution No. 226-2026
Moved by Councillor Poletz
That Council support an application to the Rail Safety Improvement Program to have crossing arms installed at CP Wilkie 62.43 and acknowledges that the grant application deadline is September 4, 2026 and that information required to apply may not be available in that timeline.

Carried

TRACKHOE REPAIRS
Resolution No. 227-2026
Moved by Councillor Peiffer
That Council authorize the Equipment Committee to make a decision on the repair of the trackhoe once more information is received.

Carried

EXTRA GARBAGE BIN
Resolution No. 228-2026
Moved by Councillor Thomson
That Council approve adding a sixth garbage bin at the R.M. Shop to address the extra garbage we are receiving in the summer months.

Carried

MINISTRY OF HIGHWAYS LETTER ABOUT TRAFFIC VOLUME
Resolution No. 229-2026
Moved by Councillor Poletz
That Council approve the letter from the Reeve to the Ministry of Highways regarding the extra traffic the R.M. roads are receiving due to the construction on Highway 51.

Carried

OVER-DIMENSIONAL BYPASS SIGNS
Resolution No. 230-2026
Moved by Reeve de Moissac
That Council approve the installation of over-dimensional bypass route signs designating the roads to be used, with the cost of the signs to be covered by the Ministry of Highways.

Carried

SPRINGWATER AND DISTRICT ACTIVITIES CENTRE TAX EXEMPTION
Resolution No. 231-2026
Moved by Councillor Thomson
That Council abate all taxes for the Springwater and District Activities Centre, Roll 2740 000 as they have advised the Saskatchewan Assessment Management Agency that the property is exempt from taxes.

Carried

MASTERCARD PAYMENT
Resolution No. 232-2026
Moved by Councillor Peiffer

That Council approve the addition of the Payment of Mastercard to the agenda under New Business and approve the payment of Mastercard in the amount of $4,027.68 as follows:

Purolator Inc.	$93.75
Hannigans	$157.51
Text2Car	$266.40
Biggar & District Insurance Services	$2,148.12
	$1,235.56
	$126.34

Carried

COUNCIL REMUNERATION

Resolution No. 233-2026

Moved by Councillor Thomson

That Council approve the per diems as follows:

Councillor Poletz	$565.00
Councillor Peiffer	$420.00
Councillor Thomson	$540.00
Councillor Sagon	$664.20
Councillor Mundt	$239.20
Councillor Watson	$320.00
Reeve de Moissac	$835.20

Carried

ADJOURNMENT

Resolution No. 234-2026

Moved by Councillor Peiffer

That the meeting be adjourned at 2:06 p.m.

Carried

Administrator

Reeve