

Minutes of the Regular Meeting of the R.M. of Frenchman Butte No. 501, held in the Municipal Office Boardroom at Parcel C, Portion SW 11-53-24-W3M, on Wednesday December 12, 2018 at 8:00 a.m.

COUNCIL PRESENT:

Reeve	B. Bonnie Mills Midgley
Division 1	Leonard Larre
Division 2	Daniel Hritzuk
Division 3	Owen Fischer @ 8:13 a.m.
Division 4	Ronald Gory
Division 5	Gay Noeth
Division 6	Claus Young

STAFF PRESENT:

Rita Rogers, Chief Administrative Officer @ 10:46 a.m.
Mae Rotsey, Assistant Administrator
Gail Carruthers, Public Works Coordinator @ 1:12 p.m.

GUEST:

Brian Duriez, R.M. Ratepayer @ 6:18 p.m.

CALLED TO ORDER:

The Regular Meeting was called to order by Reeve Mills Midgley at 8:06 a.m.

1-1 DECEMBER 12, 2018 AGENDA ADDITIONS:

2018-12-12-001	YOUNG:	That the R.M. of Frenchman Butte No. 501 Council approve adding the following to the December 12, 2018 Agenda:	
		• 11-4 St. Walburg & District Fire & Rescue Policy	
			Carried Unanimously

1-1 DECEMBER 12, 2018 AGENDA:

2018-12-12-002	HRITZUK:	That the R.M. of Frenchman Butte No. 501 Council approve the December 12, 2018 Agenda to be used as a guideline.	
			Carried

IN-CAMERA:

2018-12-12-003	NOETH:	That the R.M. of Frenchman Butte No. 501 Council moves in-camera to discuss human resources as authorized by the legislative authority of <i>The Municipalities Act</i> Section 120 including the exemptions in Part III of <i>The Local Authority Freedom of Information and Protection of Privacy Act</i> .	
8:10 a.m.			Carried

8:10 a.m.	Mae Rotsey left Council Chambers.
8:13 a.m.	Councillor Fischer entered Council Chambers.
10:46 a.m.	Rita Rogers and Mae Rotsey entered Council Chambers.

OUT-OF-CAMERA:

2018-12-12-004	YOUNG:	That the R.M. of Frenchman Butte No. 501 Council rises from the in-camera discussion.	
10:46 a.m.			Carried

RECESS MEETING:

2018-12-12-005	HRITZUK:	That the R.M. of Frenchman Butte No. 501 Council recess for a 10 minute break.	
10:46 a.m.			Carried

10:46 a.m.	Councillor Fischer left Council Chambers.
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RECONVENED MEETING:

The Regular Meeting of Council was reconvened by Reeve Mills Midgley at 10:55 a.m.

11:04 a.m.	Councillor Fischer entered Council Chambers.
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2-1 NOVEMBER 28, 2018 MINUTES:

2018-12-12-006	LARRE:	That the R.M. of Frenchman Butte No. 501 Council approves the November 28, 2018 minutes as presented.	
			Carried

2-2 DECEMBER 7, 2018 MINUTES:

2018-12-12-007 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves the December 7, 2018 minutes as presented.

Carried

4-1 NOVEMBER 2018 BANK RECONCILIATION:

2018-12-12-008 FISCHER: That the R.M. of Frenchman Butte No. 501 Council acknowledges the November 30, 2018 month end Bank Reconciliation balances as follows:

Chequing Account Operating	\$ 4,711,831.41
St. Walburg Health Account	\$ 2,300.67
Turtleford Health Account	\$ 7,865.97
St. Walburg Rail Line Account (2.6% Expiring 12-Jan19)	\$ 270,521.66
E-Transfer Account	\$ - 0.35
Term Deposits (3.45% Expiring 31-Jan-19 to 31-Jan-23)	\$ 2,500,000.00
Term Deposits (2.6% Expiring 31-Jan19)	\$ 5,000,000.00
Term Deposits (2.4% Expiring 31-Jan19)	\$ 3,000,000.00
Total Cash in Bank as of November 30, 2018	\$ 15,492,519.36
Petty Cash	\$ 200.00
Total Cash and Short-Term Investments	<u>\$ 15,492,719.36</u>

Carried

4-2 NOVEMBER 2018 STATEMENT OF FINANCIAL ACTIVITIES - DETAILED:

2018-12-12-009 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledges the November 30, 2018 month end Statement of Financial Activities - Detailed which is attached to and forms part of these minutes.

Carried

5-2 COUNCIL REMUNERATION:

2018-12-12-010 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approves the electronic payment of November 2018 Council Remuneration for the following amounts less deductions on December 14, 2018:

• Reeve Mills Midgley	\$2,909.00
• Councillor Larre	\$616.00
• Councillor Hritzuk	\$2,864.20
• Councillor Fischer	\$685.80
• Councillor Gory	\$641.00
• Councillor Noeth	\$2,003.10
• Councillor Young	\$634.48

Carried

5-1 PAYROLL- PP2018-25:

2018-12-12-011 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the payroll accounts for the pay period November 25, 2018 to December 8, 2018 and council remuneration for the month of November, 2018 Authorization #018348, direct deposit dated December 14, 2018 totaling \$36,554.48.

Further, that a schedule of these payments be annexed to and form part of these minutes as Appendix B Salaries and Wages November 25, 2018 to December 8, 2018.

Carried

5-3 COUNCIL REMUNERATION:

2018-12-12-012 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves the electronic payment of December 2018 Council Remuneration for the following amounts less deductions on December 28, 2018:

- Reeve Mills Midgley \$977.00
- Councillor Larre \$491.00
- Councillor Hritzuk \$477.80
- Councillor Fischer \$904.40
- Councillor Gory \$616.00
- Councillor Noeth \$673.40
- Councillor Young \$676.72

Carried

5-4 HAMLET WATER TREATMENT PLANT OPERATOR – YEAR END PAYMENT:

2018-12-12-013 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council approves payment for the Hamlet of Frenchman Butte Water Treatment Plant Operator for December 7, 2018 to December 31, 2018 in the amount of \$1,000.00, cheque to be released on December 31, 2018.

Carried

RECESS MEETING:

2018-12-12-014 NOETH: That the R.M. of Frenchman Butte No. 501 Council recess
12:09 p.m. for a 60-minute break.

Carried

RECONVENED MEETING:

The Regular Meeting of Council was reconvened by Reeve Mills Midgley at 1:01 p.m.

1:12 p.m. Gail Carruthers entered Council Chambers to discuss progress payments.
1:16 p.m. Gail Carruthers left Council Chambers.

13-6 PUBLIC MEETING – SUBDIVISION/PARCEL TIES 1, 2, 11, 12, 13 & 14-51-23-W3M, MINISTRY OF AGRICULTURE:

2:00 p.m. Reeve Mills Midgley declared the Public Meeting open to discuss Subdivision/Parcel Ties 1, 2, 11, 12, 13 & 14-51-23-W3M. There were no individuals in attendance expressing concerns regarding the proposed subdivision/parcel ties. No written submissions were received in regards to proposed subdivision/parcel ties.
2:01 p.m. Public Hearing was closed by Reeve Mills Midgley.

13-6 SUBDIVISION/PARCEL TIES 1, 2, 11, 12, 13 & 14-51-23-W3M, MINISTRY OF AGRICULTURE:

2018-12-12-015 LARRE: That the R.M. of Frenchman Butte No. 501 Council recommends approval of the Subdivision Application submitted by Alana Robertson, Ministry of Agriculture Lands Branch that proposes the following subdivisions/parcel ties:

- Surface Parcel #203471636 (NE-11-51-23-W3M) and Surface Parcel #128095421 (SE-11-51-23-W3M) being tied to common ownership of Surface Parcel #128081943 (NE-2-51-23-W3M) and Surface Parcel #128081875 (SE-02-51-23-W3M).
- Surface Parcel #165106122 (NW-01-51-23-W3M) and Surface Parcel #203471647 (SE-01-51-23-W3M) being tied to common ownership of Surface Parcel #149950895 (SW-01-51-23-W3M);
- Surface Parcel #203471625 (NE-11-51-23-W3M) and Surface Parcel #128079401 (NW-12-51-23-W3M) being tied to common ownership of Surface Parcel #128116289, Surface Parcel #203334498 and Surface Parcel #128342820 (NE-12-51-23-W3M).
- Surface Parcel #165106133 (NW-01-51-23-W3M) tied to Surface Parcel #128079388 (SW-12-51-23-W3M) and Surface Parcel #128094778 (SE-12-51-23-W3M);
- Surface Parcel #203471658 (SE-01-51-23-W3M) being tied to common ownership of Surface Parcel #149950873 (NE-01-51-23-W3M).

Carried


Reeve

9-2 HUSKY OIL PIPELINE CROSSING AGREEMENT HUSKY FILE S93172-00:

2018-12-12-023 HRITZUK: That the R.M. of Frenchman Butte No. 501 enters into a *Pipeline Crossing Agreement* dated November 27, 2018 with Husky Oil Operations Limited for the pipeline crossing the developed municipal road allowance at the following locations:

- Between NE-20-51-23-W3M and NW-21-51-23-W3M;
- Between NE-21-51-23-W3M and NW-22-51-23-W3M;
- Between NE 22-51-23-W3M and NW-23-51-23-W3M;
- Between NE-23-51-23-W3M and NW-24-51-23-W3M;
- Between NE-24-51-23-W3M and NW-19-51-22-W3M;
- Between NE-19-51-22-W3M and SE-30-51-22-W3M;

And crossing the undeveloped municipal road allowance at the following location:

- Between NE-19-51-22-W3M and NW-20-51-22 W3M.

Carried

9-3 HUSKY OIL PIPELINE CROSSING AGREEMENT HUSKY FILE S93288:

2018-12-12-024 NOETH: That the R.M. of Frenchman Butte No. 501 enters into a *Pipeline Crossing Agreement* dated October 10, 2018 with Husky Oil Operations Limited for the pipeline crossing the undeveloped municipal road allowance at the following location:

- Between SW-13-51-24-W3M and SE-14-51-24-W3M.

Carried

13-1 OH&S MINUTES, DECEMBER 5, 2018:

2018-12-12-025 NOETH: That the R.M. of Frenchman Butte No. 501 Council acknowledges the December 5, 2018 *Occupational Health & Safety Meeting Minutes* and instructs Administration to place a copy on file for future reference.

Carried

13-3 BOLNEY ROAD:

2018-12-12-026 FISCHER: That the R.M. of Frenchman Butte No. 501 post total vehicle weight not exceed 5 tonnes signs for the Bolney Road from Range Road 3234 to Highway 21 north of Pt NW 28-52-23-W3M and through north half of section 28-52-23-W3M and through section 27-52-23-W3M.

Carried

4:45 p.m. Joel Cardinal entered Council Chambers to discuss St. Walburg Paving Project.

4:52 p.m. Joel Cardinal left Council Chambers.

EXTEND MEETING:

2018-12-12-027 NOETH: That the R.M. of Frenchman Butte No. 501 Council extend meeting.

Carried Unanimously

Councillor Noeth requested recorded vote on agenda item 12 -2.

12-2 WOOD CHANGE ORDER REQUEST #5 PROJECT ST175011:

2018-11-28-028 FISCHER: That the R.M. of Frenchman Butte No. 501 Council authorize the *Change Order for Project ST175011* with Wood Canada Ltd., increasing the agreement amount an additional \$205,688.77 plus taxes, from \$735,573.50 to \$941,262.27 plus taxes. This increase is due to additional environmental work and delays in the contractors' progress allocated as follows: infrastructure increase of \$19,098.00, environmental increase of \$36,630.00 and surfacing project increase of \$149,960.77.

For	Against
Reeve	Division 1
Division 2	Division 5
Division 3	
Division 4	
Division 6	

Carried


Reeve

5:14 p.m. Gail Carruthers left Council Chambers.

6-1 STAFF/COMMITTEE REPORTS:

2018-12-12-029 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledge verbal reports presented by CAO Rita Rogers and Public Works Coordinator Gail Carruthers.

Carried

9-1 MEMORANDUM OF UNDERSTANDING - SLOUGH SE-05-54-22-W3M:

2018-12-12-030 NOETH: That the R.M. of Frenchman Butte No. 501 Council enter into *Memorandum of Understanding* with the Town of St. Walburg to establish a Slough Action Committee for drainage on SE-05-54-22-W3M.

Defeated

2018-12-12-031 GORY: That the R.M. of Frenchman Butte No. 501 Council advise the Town of St. Walburg that the RM of Frenchman Butte No. 501 will review requests to submit joint applications to Water Security Agency to drain slough on SE-05-54-22-W3M as the need arises.

Carried

13-5 HAMLET MONTHLY WATER REPORT – NOVEMBER 2018:

2018-12-12-032 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council acknowledge the presentation of the Hamlet of Frenchman Butte Water Treatment Plant Monthly Report for November, 2018 and instructs Administration to place a copy of the report on file for future reference.

Carried

13-9 TAX ABATEMENT ROLL #319 500, SE-28-51-23-W3M:

2018-12-12-033 LARRE: That the R.M. of Frenchman Butte No. 501 Council; pursuant to Sub-Section 274(2)(a) and Sub-section 293(2) of *The Municipalities Act* and the Municipality's Policy #8A; approve the tax abatement of Municipal Tax \$246.07; School Tax \$340.70 for a total of \$586.77 in regards to Roll # 319 500; SE 28-51-23-W3M.

Carried

5:31 p.m. Councillor Larre declared a possible conflict of interest due to being related to land owner of property being discussed in agenda item 13-10 and left Council Chambers.

13-10 TAX ABATEMENT REQUEST – SE-05-53-22-W3, R. LARRE:

2018-12-12-034 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council; pursuant to Sub-Section 274(2)(a) and Sub-section 293(1) of *The Municipalities Act* and the Municipality's Policy #8A; approve the tax abatement of Municipal Tax \$224.32; School Tax \$310.15 for a total of \$534.47 in regards to Roll #990 200; SE-05-53-22-W3.

Carried

5:32 p.m. Larre entered Council Chambers.

13-11 ARREARS ADDED TO TAX ROLL:

2018-12-12-035 YOUNG: That the R.M. of Frenchman Butte No. 501 Council authorizes that outstanding 2018 accounts receivables be added to the tax roll on December 31, 2018.

Carried

13-12 WRITE OFF BAD DEBTS:

2018-12-12-036 FISCHER: That the R.M. of Frenchman Butte No. 501 Council authorizes the bad debts as listed below in the amount of \$276.00 be written off as of December 31, 2018:

• Hoffman, Keith	2014 Snow Removal	\$126.00
• Manson, Kenneth	2017 Hamlet Structure Fee	\$150.00

Carried

13-13 TRANSFER TO CAPITAL RESERVES:

- 2018-12-12-037 LARRE: That the R.M. of Frenchman Butte No. 501 Council authorize the following transfers:
- From GL 310-100-300 Reserve – Bolney Road Reserve \$597,940.00 to GL 490-100-375 Bolney Road Reserve
 - From GL 310-110-200 Reserve – PNRHA \$8,900.00 to GL 490-110-106 PH Clinic
 - From GL 310-900-910 Reserve – Surplus (Prev Years) \$6,500,000.00 to GL 490-120-100 Transfer from Surplus
 - To GL 310-110-200 Reserve PNRHA \$9,250.00 from GL 590-190-100 Health Fund Reserve
 - To GL 310-100-385 Reserve St. Walburg Rail Fund \$72.61 from GL 590-110-100 Other Specified Reserves
 - To GL 310-100-700 Reserve Recreation \$8,040.00 from GL 590-110-100 Other Specified Reserves
- Carried

13-14 TRANSFER TO MUNICIPAL DEDICATION ACCOUNT RESERVES:

- 2018-12-12-038 NOETH: That the R.M. of Frenchman Butte No. 501 Council authorize the following transfer of Cash in Lieu of Dedicated Lands:
- To GL 310-100-200 Reserve – Municipal Dedication \$1,334.10 from GL 590-500-100 Municipal Reserve (Dedicated)
- Carried

13-15 ECONOMIC INCREASE 2019 :

- 2018-12-12-039 NOETH: That the R.M. of Frenchman Butte No. 501 Council approve a 2.5% general economic increase effective January 1, 2019 to 900-100 Human Resources Total Compensation/Recognition Policy Base Pay Salary Grid Schedule "A" for 2019, which a copy is attached to and forms part of these minutes.
- Carried

13-18 HERITAGE SIGNAGE, 2018 FUNDING ALLOCATION:

- 2018-12-12-040 FISCHER: That the R.M. of Frenchman Butte No. 501 Council instructs Administration to purchase and install heritage signage for the following sites as per 2018 Recreation and Culture Funding allocation:
- White Eagle School District No. 3808, NE-07-54-24-W3M;
 - Henderly School Division No. 4485, SE-02-55-24-W3M
- Carried

13-21 BYLAW 2018-22 A BYLAW TO PROVIDE FOR TRAFFIC SIGNS:

- 2018-12-12-041 HRITZUK: That the R.M. of Frenchman Butte No. 501 Bylaw 2018-22, A Bylaw to Provide for Traffic Signs be read a first time.
- Carried
- 2018-12-12-042 FISCHER: That the R.M. of Frenchman Butte No. 501 Bylaw 2018-22, A Bylaw to Provide for Traffic Signs be read a second time.
- Carried
- 2018-12-12-043 YOUNG: That the R.M. of Frenchman Butte No. 501 Bylaw 2018-22, A Bylaw to Provide for Traffic Signs be given three readings at this meeting.
- Carried Unanimously
- 2018-12-12-044 LARRE: That the R.M. of Frenchman Butte No. Bylaw 2018-22, A Bylaw to Provide for Traffic Signs be read a third time and passed.
- Carried

13-8 DEPUTY REEVE APPOINTMENT:

- 2018-12-12-045 NOETH: That the R.M. of Frenchman Butte No. 501 Council appoint Daniel Hritzuk as Deputy Reeve of the R.M. of Frenchman Butte No. 501 for the term of January 1, 2019 to December 31, 2019 in accordance with Bylaw 2017-02 Council Procedures Bylaw.
- Carried

13-23 KPMG CANADA TAX TOOL STUDY REVIEW:

2018-12-12-046 GORY: That the R.M. of Frenchman Butte No. 501 support the Northwest Heavy Oil Municipalities Association commitment to contract KPMG Canada to complete a report of tax levies and associated costs of the RMs that are affected by the proposed effective mill rate legislative changes for presentation to the Ministry of Government Relations; and furthermore the costs be shared with the Government of Saskatchewan and the RM of Frenchman Butte No. 501 budget their share of this study in 2019 estimated to be approximately \$2,500.00.

Carried

RECESS MEETING:

2018-12-12-047 YOUNG: That the R.M. of Frenchman Butte No. 501 Council recess
6:07 p.m. for a 10 minute break.

Carried

RECONVENED MEETING:

The Regular Meeting of Council was reconvened by Reeve Mills Midgley at 6:15 p.m.

6:18 p.m. Brian Duriez, R.M. Ratepayer entered Council Chambers to discuss contract gravel agreement extension.

6:30 p.m. Brian Duriez left Council Chambers.

14-1 CORRESPONDENCE:

2018-12-12-048 YOUNG: That the R.M. of Frenchman Butte No. 501 Council accepts the correspondence as information to be filed as presented to Council, outlined in Appendix B.

Carried

6:31 p.m. Mae Rotsey left Council Chambers.

IN-CAMERA:

2018-12-12-049 LARRE: That the R.M. of Frenchman Butte No. 501 Council moves
6:31 p.m. in-camera to discuss human resources as authorized by the legislative authority of *The Municipalities Act* Section 120 including the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*.

Carried

OUT-OF-CAMERA:

2018-12-12-050 YOUNG: That the R.M. of Frenchman Butte No. 501 Council rises
6:44 p.m. from the in-camera discussion.

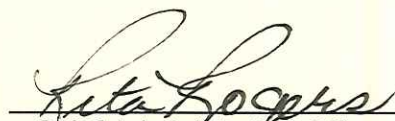
Carried

15-1 ADJOURNMENT:

2018-12-12-051 NOETH: That the R.M. of Frenchman Butte No. 501 Council adjourns this Regular Meeting of Council at 6:45 p.m.

Carried


Reeve


Chief Administrative Officer (CAO)


Reeve