

COUNCIL PRESENT:

Reeve	B. Bonnie Mills Midgley
Division 1	Leonard Larre
Division 2	Daniel Hritzuk
Division 4	Ronald Gory @ 9:15 a.m.
Division 5	Gay Noeth
Division 6	Claus Young

COUNCIL ABSENT:

Division 3	Owen Fischer
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STAFF PRESENT:

Allison Roschker, Chief Administrative Officer  
Mae Rotsey, Assistant Administrator  
Gail Carruthers, Public Works Coordinator @ 10:09 a.m.  
Gwen Johnston Administrative Support/Mentor @ 9:55 a.m.

CALLED TO ORDER:

The Regular Meeting was called to order by Reeve Mills Midgley at 9:03 a.m.

1-1 DECEMBER 11, 2019 AGENDA:

2019-12-11-001	NOETH:	That the R.M. of Frenchman Butte No. 501 Council approve the December 11, 2019 Agenda to be used as a guideline.	Carried
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2-1 NOVEMBER 27, 2019 MINUTES:

2019-12-11-002	YOUNG:	That the R.M. of Frenchman Butte No. 501 Council approves the November 27, 2019 minutes as presented.	Carried
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9:15 a.m. Councillor Gory entered Council Chambers.

4-1 NOVEMBER 2019 BANK RECONCILIATION:

2019-12-11-003	NOETH:	That the R.M. of Frenchman Butte No. 501 Council acknowledges the November 30, 2019 month end Bank Reconciliation balances as follows:	
	Chequing Account Operating	\$	6,956,616.81
	St. Walburg Health Account	\$	2,303.01
	Turtleford Health Account	\$	7,937.07
	St. Walburg Rail Account	\$	279,191.98
	E-Transfer Account	\$	0.28
	Term Deposits (2.90%-3.45% Expiring 01-May-20 to 31-Jan-23)	\$	2,589,308.71
	Term Deposits (2.95% Expiring 15-Apr-20)	\$	5,148,552.30
	Term Deposits (2.9% Expiring 23-Apr-20)	\$	2,532,722.45
	<b>Total Cash in Bank as of November 30, 2019</b>	<b>\$</b>	<b>17,516,632.61</b>
	Petty Cash	\$	200.00
	<b>Total Cash and Short-Term Investments</b>	<b>\$</b>	<b>17,516,832.61</b>

Carried

4-2 NOVEMBER 2019 STATEMENT OF FINANCIAL ACTIVITIES - DETAILED:


2019-12-11-004	LARRE:	That the R.M. of Frenchman Butte No. 501 Council acknowledges the November 30, 2019 month end Statement of Financial Activities - Detailed which is attached to and forms part of these minutes.	Carried
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5-1 PAYROLL- PP2019-25:

2019-12-11-005	HRITZUK:	That the R.M. of Frenchman Butte No. 501 Council approves the payroll accounts for the pay period <b>November 24, 2019 to December 7, 2019 and Council remuneration for November 2019. Authorization #019347 direct deposit dated December 13, 2019 totaling \$34,296.00.</b>
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Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix A Salaries and Wages November 24, 2019 to December 7, 2019.**

Carried

  
Reeve



5-2 COUNCIL REMUNERATION:

2019-12-11-006 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves the electronic payment of November 2019 Council Remuneration for the following amounts less deductions on December 13, 2019:

- Reeve Mills Midgley \$3,307.50
- Councillor Larre \$ 616.00
- Councillor Hritzuk \$3,657.40
- Councillor Fischer \$1,865.80
- Councillor Gory \$1,367.10 (Oct. \$611.20 & \$755.90 Nov.)
- Councillor Noeth \$2,612.00
- Councillor Young \$ 794.04

Carried

5-3 ACCOUNTS – DECEMBER, 2019:

2019-12-11-007 GORY: That the R.M. of Frenchman Butte No. 501 Council approves the following payments as per *List of Accounts for Approval* dated December 11, 2019:

- 27914 to 27952 Totaling \$337,580.31

Carried

9:55 a.m. Gwen Johnston entered Council Chambers to discuss Administration Support/Mentor Report.  
10:00 a.m. Gwen Johnston left Council Chambers

RECESS MEETING:

2019-12-11-008 LARRE: That the R.M. of Frenchman Butte No. 501 Council recess  
10:00 a.m. for a 10 minute break.

Carried

RECONVENED MEETING:

The Regular Meeting of Council was reconvened by Reeve Mills Midgley at 10:09 a.m.

10:09 a.m. Gail Carruthers entered Council Chambers to discuss Public Works Report.

9-1 ROAD MAINTENANCE AGREEMENT – TOLKO INDUSTRIES LTD.:

2019-12-11-009 GORY: That the R.M. of Frenchman Butte No. 501 Council enters into a *Road Maintenance Agreement 2019-09* with Tolko Industries Ltd. for hauling timber at secondary weights at speeds not to exceed 60 km per hour from December 11, 2019 to March 15, 2020 on or over the following roads:

- Township Road 544 from Range Road 3231 to Range Road 3230;
- Range Road 3230 from Township Road 544 to Township Road 540A; and
- Township Road 540A from Range Road 3230 to St. Walburg town limits.

Further that the Reeve and CAO are authorized to sign after vendor.

Carried

10-1 HUSKY OIL OPERATIONS LIMITED PIPELINE CROSSING AGREEMENT S93436:

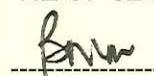
2019-12-11-010 HRITZUK: That the R.M. of Frenchman Butte No. 501 enters into a *Pipeline Crossing Agreement*, dated December 4<sup>th</sup>, 2019, with Husky Oil Operations Limited, Husky File S93436, for an above ground pipeline crossing the undeveloped municipal road allowance at the following location:

- FROM: SE 13-52-24-W3M TO: SW 18-52-24-W3M.

For pipeline crossing the developed municipal road allowance at the following locations:

- FROM: SW 13-52-24-W3M TO: SE 14-52-24-W3M
- FROM: SW 18-52-23-W3M TO: NW 07-52-23-W3M
- FROM: NE 07-52-23-W3M TO: SE 18-52-23-W3M.

Carried

  
Reeve



11-6 AWARD GRAVEL/SANDING TRUCK TENDER:

2019-12-11-011 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council awards *New Gravel/Sanding Truck Tender* to First Truck Centre Lloydminster for Freightliner 108SD including Pintle hitch with air hook-up at a cost of \$227,650.00 plus applicable taxes and environmental fees.

Further that the Reeve and CAO are authorized to sign the contract on behalf of the Municipality.

Carried

11-7 RURAL INTEGRATED ROADS FOR GROWTH PROGRAM:

2019-12-11-012 LARRE: That the R.M. of Frenchman Butte No. 501 Council instructs Administration to apply for the Rural Integrated Roads for Growth Program for the following projects:

- Quinn Road, N-24-50-22-W3M, East of 26,35-50-22-W3M, East of 1 and South ½ 12-51-22-W3M.
- Bolney Road West, N-29, 30-52-23-W3M Through 35, 36-52-24-W3M.

Carried

13-5 BORING CULVERT CONTRACT RM501-2019-1 PROJECT 1 FINAL INSPECTION:

2019-12-11-013 YOUNG: That the R.M. of Frenchman Butte No. 501 Council acknowledges the completed Grading Release Form (Final Inspection) from Contract RM501-2019-1, Project 1 Boring Culvert Replacement on Range Road 3264 at SW-21-53-26-W3M.

Carried

13-5 BORING CULVERT CONTRACT RM501-2019-1 PROJECT 2 FINAL INSPECTION:

2019-12-11-014 NOETH: That the R.M. of Frenchman Butte No. 501 Council acknowledges the completed Grading Release Form (Final Inspection) from Contract RM501-2019-1, Project 2 Boring Culvert Replacement on Township Road 542 at NW-08-54-25-W3M.

Carried

13-5 BORING CULVERT CONTRACT RM501-2019-1 PROJECT 3 FINAL INSPECTION:

2019-12-11-015 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledges the completed Grading Release Form (Final Inspection) from Contract RM501-2019-1, Project 3 Boring Culvert Replacement on Township Road 540A at East ½ 05-54-24-W3M.

Carried

13-6 WEED IDENTIFICATION/CLUBROOT WORKSHOP:

2019-12-11-016 GORY: That the R.M. of Frenchman Butte No. 501 Council authorizes Administration to organize Weed Identification/Clubroot Workshop for 2020 with budget of \$500.00.

Carried

13-7 SARM BEAVER CONTROL PARTICIPANT – ADDITION:

2019-12-11-017 YOUNG: That the R.M. of Frenchman Butte No. 501 Council adds Eldon Stick to the SARM Beaver Control Program List to be authorized to remove problem beavers within the R.M. of Frenchman Butte No. 501.

Carried

11:51 a.m.

Gail Carruthers left Council Chambers.

6-1 STAFF/COMMITTEE REPORTS:

2019-12-11-018 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council acknowledge verbal reports presented by Chief Administrative Officer Allison Roschker, Public Works Coordinator Gail Carruthers and Administration Support/Mentor Gwen Johnston.

Carried

RECESS MEETING:

2019-12-11-019 YOUNG: That the R.M. of Frenchman Butte No. 501 Council recess for a 60 minute break.

Carried

  
Reeve



RECONVENED MEETING:

The Regular Meeting of Council was reconvened by Reeve Mills Midgley at 1:03 p.m.

8-2 2020 MUNISOFT CONFERENCE 2020:

2019-12-11-020 GORY: That the R.M. of Frenchman Butte No. 501 Council approves attendance for Chief Administrative Officer and Assistant Administrator at the MuniSoft Conference 2020 from September 15 -17, 2020 in Regina, SK. Event registration fee of \$595.00 per participant.

Carried

8-3 NCTPC GETTING TO OUTCOMES WORKSHOP:

2019-12-11-021 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves attendance at the North Central Transportation Planning Committee (NCTPC), Getting to Outcomes workshop at the Edam Community Centre on February 25, 2020 for the following:

- Assistant Administrator;
- Public Works Coordinator;
- All Council Members.

Event registration is free for NCTPC members.

Carried

11-3.4 POLICY 100-03 HIRING LEGAL COUNSEL AUTHORITY POLICY:

2019-12-11-022 LARRE: That the R.M. of Frenchman Butte No. 501 Council approve the amended 100-03 Hiring Legal Counsel Authority Policy and a copy is attached to and forms part of these minutes.

Carried

RECESS MEETING:

2019 -12-11-023 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council recess  
2:39 p.m. for a 10 minute break.

Carried

RECONVENED MEETING:

The Regular Meeting of Council was reconvened by Reeve Mills Midgley at 2:46 a.m.

IN-CAMERA:

2019-12-11-024 LARRE: That the R.M. of Frenchman Butte No. 501 Council moves  
2:46 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

2:46 p.m. Mae Rotsey left Council Chambers.  
3:00 p.m. Allison Roschker left Council Chambers.  
3:39 p.m. Allison Roschker entered Council Chambers.  
5:06 p.m. Mae Rotsey entered Council Chambers.

OUT-OF-CAMERA:

2019-12-11-025 YOUNG: That the R.M. of Frenchman Butte No. 501 Council rises  
5:06 p.m. from the in-camera discussion.

Carried

EXTEND MEETING:


2019-12-11-026 LARRE: That the R.M. of Frenchman Butte No. 501 Council extend  
meeting.

Carried Unanimously

11-5.6 CHIEF ADMINISTRATIVE OFFICER EMPLOYMENT CONTRACT:

2019-12-11-027 YOUNG: That the R.M. of Frenchman Butte No. 501 Council appoint Allison Roschker to the position of Chief Administrative Officer effective November 7, 2019 in accordance with the provisions of Section 110 of *The Municipalities Act* and subject to the terms and conditions as provided for in the letter of offer and employment contract dated December 11, 2019; and further that the Reeve and Deputy Reeve be authorized to execute the employment contract on behalf of the R.M. of Frenchman Butte No. 501.

Carried

  
Reeve



11-5.6 ASSISTANT ADMINISTRATOR WAGE ADJUSTMENT:

2019-12-11-028 GORY: That the R.M. of Frenchman Butte No. 501 Council further to motion 2019-03-06-020 directs Administration to adjust Assistant Administrator salary to Step 7 of Assistant Administrator salary grid effective December 12, 2019.

Carried

11-5.3 SALARY REVIEW:

2019-12-11-029 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledge and file Municipal Comparison 2019 Wage/Benefit Review Report, referencing February 2015 to August 2019 from LADR Consulting.

Carried

11-4 REVERING LAW OFFICES INVOICE:

2019-12-11-030 GORY: That the R.M. of Frenchman Butte No. 501 Council authorize payment to Reverting Law Office for purchase of Block A, Parcel Plan 64B05211 in the amount of \$28,108.80. Funds to be transferred from the St. Walburg Rail Account for purpose of Community Well (existing) and development of Community Weigh Scale.

Carried

14-1 CORRESPONDENCE – NOVEMBER 6, 2019:

2019-12-11-031 LARRE: That the R.M. of Frenchman Butte No. 501 Council accepts the November 6, 2019 correspondence as information to be filed as presented to Council, outlined in Appendix B.

Carried

14-2 CORRESPONDENCE – NOVEMBER 27, 2019:

2019-12-11-032 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council accepts the November 27, 2019 correspondence as information to be filed as presented to Council, outlined in Appendix C.

Carried

14-3 CORRESPONDENCE – DECEMBER 11, 2019:

2019-12-11-033 NOETH: That the R.M. of Frenchman Butte No. 501 Council accepts the December 11, 2019 correspondence as information to be filed as presented to Council, outlined in Appendix D.

Carried

15-1 ADJOURNMENT:

2019-12-11-034 LARRE: That the R.M. of Frenchman Butte No. 501 Council adjourns this Regular Meeting of Council at 6:11 p.m.

Carried

  
Reeve

  
Chief Administrative Officer

  
Reeve