

COUNCIL PRESENT:

Reeve	Tom S. Hougham
Division 1	Leonard Larre
Division 2	Vacant
Division 3	Owen Fischer
Division 4	Ronald Gory
Division 5	Gay Noeth
Division 6	Claus Young

STAFF PRESENT:

Allison Roschker, Chief Administrative Officer
Crystal Schaan, Finance Officer
Aaron Neilly, Civil Engineer Technologist @ 11:02 a.m.
Roy Johnson, Public Works Foreman @ 11:02 a.m.

GUEST: Kevin Schilling, St. Walburg Synergy Credit Union at 2:28 p.m.

CALLED TO ORDER:

The Regular Meeting was called to order by Reeve Hougham at 9:05 a.m.

At the commencement of the November 12, 2020 Council Meeting Reeve Tom S. Hougham, Councillor of Division 1 Leonard Larre, Councillor of Division 3 Owen Fischer and Councillor of Division 5 Gay Noeth completed their respective Oath of Office.

Reeve Tom S. Hougham, Councillor Leonard Larre, Councillor Owen Fischer and Councillor Gay Noeth completed their respective Public Disclosure Statement Form 1.

Councillor Ronald Gory and Councillor Claus Young completed their respective Public Disclosure Annual Declaration Form 2.

2-1 OCTOBER 28, 2020 MINUTES:

2020-11-12-001 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approves the October 28, 2020 minutes as presented.

Carried

1-1 NOVEMBER 12, 2020 AGENDA ADDITIONS:

2020-11-12-002 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approve adding the following to the November 12, 2020 Agenda:

- 11-4 Deputy Reeve Appointment

Carried Unanimously

1-1 NOVEMBER 12, 2020 AGENDA:

2020-11-12-003 NOETH: That the R.M. of Frenchman Butte No. 501 Council approve the November 12, 2020 Agenda to be used as a guideline.

Carried

11-4 DEPUTY REEVE APPOINTMENT:

2020-11-12-004 LARRE: That the R.M. of Frenchman Butte No. 501 Council appoint Owen Fischer as Deputy Reeve of the R.M. of Frenchman Butte No. 501 for the term of November 12, 2020 to December 31, 2021 in accordance with Bylaw 2017-02 Council Procedures Bylaw.

Carried

3-1 BUSINESS ARISING FROM THE MINUTES:

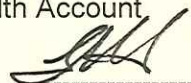
2020-11-12-005 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledges the withdrawal of the subdivision application for SW-22-53-25-W3 submitted by Matthew Hougham.

Carried

4-1 OCTOBER 2020 BANK RECONCILIATION:

2020-11-12-006 YOUNG: That the R.M. of Frenchman Butte No. 501 Council acknowledges the October 2020 month end Bank Reconciliation balances as follows:

Chequing Account Operating	\$ 4,529,163.71
St. Walburg Health Account	\$ 2,306.45



Reeve

Turtleford Health Account	\$ 7,967.57
St. Walburg Rail Account	\$ 218,499.26
Online Banking Account	\$ 0.02
Term Deposits (2.90%-3.45% Expiring 01-May-20 to 31-Jan-23)	\$ 2,675,741.52
Term Deposits (2.95% Expiring 15-Apr-20)	\$ 5,300,315.20
Term Deposits (2.9% Expiring 23-Apr-20)	\$ 2,601,883.45
Total Cash in Bank as of October 31, 2020	\$ 15,335,877.18
Petty Cash	\$ 200.00
Total Cash and Short-Term Investments	\$ 15,336,077.18

Carried

4-2 OCTOBER 2020 STATEMENT OF FINANCIAL ACTIVITIES - DETAILED:

2020-11-12-007 NOETH: That the R.M. of Frenchman Butte No. 501 Council acknowledges the October 2020 month end Statement of Financial Activities - Detailed which is attached to and forms part of these minutes.
Carried

5-1 PAYROLL- PP2020-23:

2020-11-12-008 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the payroll accounts for the pay period **October 25, 2020 to November 7, 2020. Authorization #020304 direct deposit dated November 13, 2020 totaling \$39,575.58.**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix A Salaries and Wages October 25, 2020 to November 7, 2020.**

Carried

5-2 COUNCIL REMUNERATION:

2020-11-12-009 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the electronic payment of October 2020 Council Remuneration for the following amounts less deductions on November 27, 2020:

• Reeve Mills Midgley	\$1,054.50
• Reeve Mills Midgley (November Final Pay)	\$338.00
• Councillor Larre	\$616.00
• Councillor Fischer	\$685.80
• Councillor Gory	\$736.20
• Councillor Noeth	\$795.60
• Councillor Young	\$634.48

Carried

9:47 a.m.

Councillor Fischer declared a possible conflict of interest due to being the business owner of invoice being discussed in next agenda item and left Council Chambers.

5-3 ACCOUNTS – NOVEMBER 12, 2020:

2020-11-12-010 GORY: That the R.M. of Frenchman Butte No. 501 Council approves the following payment dated November 2, 2020:

- **Owen and Melanie Fischer, cheque 28881 Totaling \$131.25**

Carried

9:48 a.m.

Councillor Fischer entered Council Chambers.

5-3 ACCOUNTS – NOVEMBER 12, 2020:

2020-11-12-011 GORY: That the R.M. of Frenchman Butte No. 501 Council approves the following payments as per *List of Accounts for Approval* dated November 12, 2020:

- **28843 to 28880**
- **28882 to 28909**

Totaling \$246,791.68

Carried



Reeve

5-4 VOID CHEQUES:

2020-11-12-012 FISCHER: That the R.M. of Frenchman Butte No. 501 Council acknowledges voiding of following cheque:
• **28783 St. Walburg Ace Hardware** **\$158.71**
Carried

RECESS MEETING:

2020-11-12-013 FISCHER: That the R.M. of Frenchman Butte No. 501 Council recess
10:02 a.m. for a 10 minute break.
Carried

RECONVENED MEETING:

10:19 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

13-5 MENTOR FOR CRYSTAL SCHAAN TO COMPLETE RURAL CLASS 'C' CERTIFICATE:

2020-11-12-014 LARRE: That the R.M. of Frenchman Butte No. 501 Council request Mentoring Services with Ken Reiter for the purpose of Crystal Schaan completing her Rural Class 'C' Certificate at the cost of \$55 per hour and \$0.60 per km.
Carried

12-4 LEGANCHUK MULCHING:

2020-11-12-015 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves the purchase of twenty 5-6 inch fence posts in lieu of mulching without a Right of Entry Agreement.
Defeated

13-4 HUSKY TAX ABATEMENT – BASE TAX:

2020-11-12-016 FISCHER: That the R.M. of Frenchman Butte No. 501 Council abate 2020 Municipal Base Taxes for the properties for which a second SAMA alternate number was created due to limitations to SAMA's assessment software and base tax in the amount of \$39,200.00 has been applied in duplicate as per attached Appendix C.
Carried

11-2 SIGNING AUTHORITY CHANGES:

2020-11-12-017 YOUNG: Whereas the R.M. of Frenchman Butte No. 501 *Policy 100-13, referred to as the Signing Authority Policy*, states in part:

"All transactions, including signing of cheques, must include two signatures from the following signing authorities:

- *The Chief Administrative Officer or the Administrative Assistant or The Finance Officer*

With

- *The Reeve or The Deputy Reeve"*

Therefore, that the R.M. of Frenchman Butte No. 501 Council approves the following changes to the signing authorities of the R.M. of Frenchman Butte No. 501 Bank Accounts located at the Synergy Credit Union, St. Walburg Branch:

- Allison Roschker as Administrator (CAO) to remain;
- Update Crystal Schaan title to Finance Officer;
- Add Tom S. Hougham, Reeve;
- Add Owen Fischer, Deputy Reeve;
- Remove Mae Rotsey;
- Remove B. Bonnie Mills Midgley;
- Remove Daniel Hritzuk.

Carried



Reeve

11:02 a.m. Aaron Neilly and Roy Johnson entered Council Chambers to discuss Public Works Report.

12-2 797 TENDER NO. RM501A-2020-1:

2020-11-12-018 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the release of 797 Tender No. RM501A-2020-1 for the reconstruction of 24.70 kilometers of Grid 797. Bids are due at 2:00 p.m. C.S.T. on January 18, 2021 with tender opening after bid closing, results will be distributed through email. Council's tender review will take place at the Council meeting to be held on January 27, 2021.

Carried

12-1 WELL DECOMMISSIONING:

2020-11-12-019 NOETH: That the R.M. of Frenchman Butte No. 501 Council authorizes the hiring of 629270 Saskatchewan Ltd. to decommission wells at SE-06-55-27-W3 for the amount of \$5,021.20 plus applicable taxes and at SW-11-54-22-W3 for the amount of \$3,214.00 plus applicable taxes.

Carried

9-3 RIGHT OF ENTRY AGREEMENT – HOUGHAM RANCHING LTD. SE-21-53-25-W3M:

2020-11-12-020 NOETH: That the R.M. of Frenchman Butte No. 501 Council enter into the *Grant of Right of Entry to Rural Municipality Agreement*, dated November 12, 2020 with Hougham Ranching Ltd. for the purpose of the brushing of SE-21-53-25-W3M to allow topographical survey for proposed drainage project to improve drainage at the hamlet.

Carried

6-2 ROAD MAINTENANCE AGREEMENT 2021-01 – MISTIK MANAGEMENT LTD.:

2020-11-12-021 LARRE: That the R.M. of Frenchman Butte No. 501 Council enters into a *Road Maintenance Agreement 2021-01* with Mistik Management Ltd. for hauling timber at speeds not to exceed 60 km per hour from December 15, 2020 to March 15, 2021 with restrictions not to haul if temperatures are above -6 degrees Celsius, on the following route:

- TWP Road 542 from RR3235 to RR3240;
- RR3240 from TWP Road 542 to TWP Road 540;
- TWP Road 540 from RR3240 to Town of St. Walburg.

Carried

9-1 FACILITY CROSSING AGREEMENT TRANSGAS SW-03-54-26-W3M:

2020-11-12-022 YOUNG: That the R.M. of Frenchman Butte No. 501 Council enters into the *Facility Crossing Agreement* with Transgas, TGL Permit No. 202001143, dated October 28, 2020, to provide the Rural Municipality with access to perform work within the right of way on SW-03-54-26-W3M.

Carried

9-2 FACILITY CROSSING AGREEMENT TRANSGAS SW-06-54-25-W3M:

2020-11-12-023 FISCHER: That the R.M. of Frenchman Butte No. 501 Council enters into the *Facility Crossing Agreement* with Transgas, TGL Permit No. 202001144, dated October 28, 2020, to provide the Rural Municipality with access to perform work within the right of way on SW-06-54-25-W3M.

Carried

6-1 STAFF/COMMITTEE REPORTS:

2020-11-12-024 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledge written and verbal reports presented by Chief Administrative Officer, Allison Roschker and Civil Engineer Technologist, Aaron Neilly and verbal report provided by Public Works Foreman, Roy Johnson.

Carried

12:22 p.m. Aaron Neilly and Roy Johnson left Council Chambers.



Reeve

RECESS MEETING:

2020-11-12-025 FISCHER: That the R.M. of Frenchman Butte No. 501 Council recess
12:22 p.m. for a 60 minute break.

Carried

RECONVENED MEETING:

1:12 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

12-3 SEVERS OILFIELD SERVICES INC. CARRIER AGREEMENT:

2020-11-12-026 FISCHER: That the R.M. of Frenchman Butte No. 501 Council enters
into Carrier Agreement with Severs Oilfield Services Inc., dated October
30, 2020.

Carried

12-5 ROAD CLOSURE:

2020-11-12-027 NOETH: That the R.M. of Frenchman Butte No. 501 Council
acknowledges the following road closure issued November 4, 2020:
• Range Road 3250 between Township Road 532 and Township
Road 533.

Carried

12-6 ROAD CLOSURE CANCELLATION:

2020-11-12-028 YOUNG: That the R.M. of Frenchman Butte No. 501 Council
acknowledges the cancellation of the following road closure:
• Range Road 3250 between Township Road 532 and Township
Road 533.
issued on November 4, 2020.

Carried

13-1 HAMLET MONTHLY WATER REPORT:

2020-11-12-029 LARRE: 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 October 2020 and instructs
Administration to place a copy of the report on file for future reference.

Carried

13-3 HAMLET OF FRENCHMAN BUTTE OUTSTANDING UTILITIES – 30 DAY NOTICE:


2020-11-12-030 GORY: That the R.M. of Frenchman Butte No. 501 Council
pursuant to Section 369 of The Municipalities Act authorizes
Administration to send required notice by registered mail to customers
with unpaid Hamlet Sewer, Structure, Water and Garbage Fees advising
them outstanding fees will be added to tax roll; and after notice expiry
date any outstanding accounts will be added to the tax roll.

Carried

13-2 2021 ANNUAL APPOINTMENTS:

2020-11-12-031 GORY: That the R.M. of Frenchman Butte No. 501 Council makes
the following appointments, beginning November 8, 2020 expiring
December 31, 2021:

- | | |
|---|-----------------------------------|
| • EMO Coordinator | Walter Gobert |
| • Pest Control Officer | Ken Kratchmer |
| • North Sask River Municipal
Health Holdings | Ronald Gory |
| • Paradise Hill Care Home Board | Gay Noeth |
| | Claus Young |
| • District 38 Rat Board | Leonard Larre |
| • West Yellowhead Waste
Resource Authority (WYWRA) | Owen Fischer |
| • Paradise Hill Health Clinic | Owen Fischer |
| | Tom S. Hougham |
| • Lakeland Library Board | Gay Noeth |
| • North Saskatchewan River
Basin Council | Leonard Larre |
| • St. Walburg & Area Seniors
Initiatives Board | Division 2 Councillor (alternate) |
| | Ronald Gory |


Reeve

- Meadow Lake OSB Public Advisory Group Gay Noeth
 - Weed Inspector Carri Zeller
 - North West Mutual Aid Area Claus Young
 - St. Walburg & District Fire and Rescue Association Gay Noeth
 - Lagoon Committee Mediation Ronald Gory
 - Regional Collaboration Committee Owen Fischer
 - Northwest Municipalities' Assoc Tom S. Hougham
 - Ag Health & Safety Network Tom S. Hougham
 - Community Futures Lloyd & Region Gay Noeth
 - Heart of Treaty Six-Lloydminster Tom S. Hougham
 - Northwest Heavy Oil Municipalities Committee CAO
 - 501 Utility Authority Inc. Owen Fischer
 - Agriculture Producers Association Of Saskatchewan Tom S. Hougham
 - Road Committee Gay Noeth (Alternate)
 - Lloydminster & District Health Advisory Committee Leonard Larre
 - Owen Fischer
 - Tom S. Hougham
 - Gay Noeth (Alternate)
 - Owen Fischer (Alternate)
- Carried

2:28 p.m. Kevin Schilling entered Council Chambers to complete paperwork for new signing authority.

2:30 p.m. Councillor Noeth left Council Chambers.

2:32 p.m. Councillor Noeth entered Council Chambers.

2:49 p.m. Kevin Schilling left Council Chambers.

RECESS MEETING:

2020-11-12-032 LARRE: That the R.M. of Frenchman Butte No. 501 Council recess for a 10 minute break.

2:50 p.m.

Carried

RECONVENED MEETING:

3:03 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

IN-CAMERA:

2020-11-12-033 YOUNG: That the R.M. of Frenchman Butte No. 501 Council moves 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*.

3:08 p.m.

Carried

3:08 p.m. Crystal Schaan left Council Chambers and did not return.

5:24 p.m. Councillor Gory left Council Chambers and did not return.

OUT-OF-CAMERA:

2020-11-12-034 FISCHER: That the R.M. of Frenchman Butte No. 501 Council rises from the in-camera discussion.

6:01 p.m.

Carried

6-3 CAO REVIEW/SALARY INCREASE:

2020-11-12-035 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the wage step increase for Allison Roschker from Salary Grid 8, Step 4 to Salary Grid 8, Step 5 effective November 7, 2020.

Carried


Reeve

14-1 CORRESPONDENCE – NOVEMBER 12, 2020:

2020-11-12-036 LARRE: That the R.M. of Frenchman Butte No. 501 Council accepts the November 12, 2020 correspondence as information to be filed as presented to Council, outlined in Appendix B.

Carried

6-1 SPECIAL MEETING– NOVEMBER 18, 2020:


2020-11-12-037 LARRE: That the R.M. of Frenchman Butte No. 501 Council cancels the special meeting that was called for November 18, 2020 at 1:00 p.m.

Carried

15-1 ADJOURNMENT:

2020-11-12-038 YOUNG: That the R.M. of Frenchman Butte No. 501 Council adjourns this Regular Meeting of Council at 6:10 p.m.

Carried


Reeve
Chief Administrative Officer
Reeve

Appendix C													
RM Roll #	SAMA ID	RM / Town	Lic No 6 Dig	SAMA Well ID	2020 Assessment	2020 Taxes	2020 Revised Taxes	2020 Tax Adj	SAMA ASMT TYPE	CS SurLoc	*PAD Name	Associated Pad Wells	Comments
3040500	501-870107405	RM of Frenchman Butte	03B074	111/09-07-051-22W3	10,000	\$1,142.50	\$1,142.50	\$0.00	Well	09-07-051-22W3			Includes Base Tax
3040499	501-870307449	RM of Frenchman Butte		LSD-09-07-051-22W3	1,875	\$864.22	\$64.22	\$800.00	Non Well	09-07-051-22W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3068000	501-870319251	RM of Frenchman Butte	71F046	111/06-19-051-22W3	342,500	\$12,530.63	\$12,530.63	\$0.00	Well	06-19-051-22W3			Includes Base Tax
3068030	501-870319299	RM of Frenchman Butte		LSD-06-19-051-22W3	677,200	\$23,994.10	\$23,194.10	\$800.00	Non Well	06-19-051-22W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3400705	501-870935026	RM of Frenchman Butte	04A259	131/01-35-052-24W3	11,100	\$1,180.18	\$1,180.18	\$0.00	Well	01-35-052-24W3			Includes Base Tax
3400702	501-870935049	RM of Frenchman Butte		LSD-01-35-052-24W3	26,650	\$1,712.76	\$912.76	\$800.00	Non Well	01-35-052-24W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3371000	501-870810499	RM of Frenchman Butte		LSD-10-10-052-23W3	3,320,900	\$114,540.82	\$114,540.82	\$0.00	Non Well	10-10-052-23W3			Includes Base Tax
3376000	501-870810500	RM of Frenchman Butte		LSD-10-10-052-23W3	832,100	\$29,299.43	\$28,499.43	\$800.00	Non Well	10-10-052-23W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
10150000	501-870434649	RM of Frenchman Butte		LSD-13-34-051-23W3	10,000	\$1,142.50	\$342.50	\$800.00	Non Well	13-34-051-23W3	13-34-051-23W3 PAD	5	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
2979000	501-870131551	RM of Frenchman Butte	85A140	111/12-31-050-22W3	10,400	\$1,156.20	\$1,156.20	\$0.00	Well	12-31-050-22W3			Includes Base Tax
2979050	501-870131599	RM of Frenchman Butte		LSD-12-31-050-22W3	7,500	\$1,056.88	\$256.88	\$800.00	Non Well	12-31-050-22W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
2988000	501-870132551	RM of Frenchman Butte	78I080	111/12-32-050-22W3	10,800	\$1,169.90	\$1,169.90	\$0.00	Well	12-32-050-22W3			Includes Base Tax
9765000	501-870132199	RM of Frenchman Butte		LSD-12-32-050-22W3	58,700	\$2,810.48	\$2,010.48	\$800.00	Non Well	12-32-050-22W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3015000	501-870303161	RM of Frenchman Butte	80A088	111/04-03-051-22W3	233,900	\$8,811.07	\$8,811.07	\$0.00	Well	04-03-051-22W3			Includes Base Tax
9766000	501-870303199	RM of Frenchman Butte		LSD-04-03-051-22W3	58,700	\$2,810.48	\$2,010.48	\$800.00	Non Well	04-03-051-22W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3306270	501-870807403	RM of Frenchman Butte	00K070	111/09-07-052-23W3	135,400	\$5,437.45	\$5,437.45	\$0.00	Well	09-07-052-23W3			Includes Base Tax
9335000	501-870807449	RM of Frenchman Butte		LSD-09-07-052-23W3	29,800	\$1,820.65	\$1,020.65	\$800.00	Non Well	09-07-052-23W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3395740	501-870829777	RM of Frenchman Butte	99E054	192/08-32-052-23W3	8,900	\$1,104.82	\$1,104.82	\$0.00	Well	16-29-052-23W3	16-29-052-23W3		Includes Base Tax
3395780	501-870829799	RM of Frenchman Butte		LSD-16-29-052-23W3	74,300	\$3,344.77	\$2,544.77	\$800.00	Non Well	16-29-052-23W3	16-29-052-23W3		2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3395630	501-870829399	RM of Frenchman Butte		LSD-08-29-052-23W3	18,214,400	\$624,643.20	\$623,843.20	\$800.00	Non Well	08-29-052-23W3			Includes Base Tax
3395642	501-870829413	RM of Frenchman Butte	03J001	198/09-29-052-23W3	18,700	\$1,440.48	\$1,440.48	\$0.00	Well	09-29-052-23W3	09-29-052-23W3		Includes Base Tax
3395643	501-870829449	RM of Frenchman Butte		LSD-09-29-052-23W3	62,900	\$2,954.32	\$2,154.32	\$800.00	Non Well	09-29-052-23W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3395640	501-870829400	RM of Frenchman Butte		LSD-08-29-052-23W3	492,100	\$17,654.43	\$16,854.43	\$800.00	Non Well	07-29-052-23W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID
3390300	501-870817049	RM of Frenchman Butte		LSD-01-17-052-23W3	9,039,700	\$310,409.73	\$310,409.73	\$0.00	Non Well	01-17-052-23W3			Includes Base Tax
3390400	501-870817050	RM of Frenchman Butte		LSD-01-17-052-23W3	229,900	\$8,674.07	\$7,874.07	\$800.00	Non Well	01-17-052-23W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID

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RM Roll #	SAMA ID	RM / Town	Lic No & Dig	SAMA Well ID	2020 Assessment	2020 Taxes	2020 Revised Taxes	2020 Tax Adj	SAMA ASSMT TYPE	CS SurLoc	*PAD Name	Associated Pad Wells	Comments
9967000	501-870832149	RM of Frenchman Butte		LSD-01-32-052-23W3	179,500	\$6,947.88	\$6,147.88	\$800.00	Non Well	01-32-052-23W3		16	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3392555	501-870817400	RM of Frenchman Butte		LSD-08-17-052-23W3	341,800	\$12,506.65	\$11,705.65	\$800.00	Non Well	08-17-052-23W3	08-17-052-23W3 (E) PAD	6	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3392545	501-870817299	RM of Frenchman Butte		LSD-06-17-052-23W3	571,300	\$20,367.02	\$19,567.02	\$800.00	Non Well	06-17-052-23W3	06-17-052-23W3 (F) PAD	22	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3392551	501-870817349	RM of Frenchman Butte		LSD-07-17-052-23W3	192,300	\$7,396.27	\$6,586.27	\$800.00	Non Well	07-17-052-23W3	07-17-052-23W3 (H) PAD	6	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9347000	501-870816199	RM of Frenchman Butte		LSD-04-16-052-23W3	223,000	\$8,437.75	\$7,637.75	\$800.00	Non Well	04-16-052-23W3	04-16-052-23W3 (J) PAD	11	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3390564	501-870817198	RM of Frenchman Butte		LSD-04-17-052-23W3	306,600	\$11,301.05	\$10,501.05	\$800.00	Non Well	04-17-052-23W3	04-17-052-23W3 (P) PAD	10	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3396480	501-870832400	RM of Frenchman Butte		LSD-08-32-052-23W3	127,500	\$5,166.88	\$4,366.88	\$800.00	Non Well	08-32-052-23W3	08-32-052-23W3 (W) PAD	5	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3396560	501-870832799	RM of Frenchman Butte		LSD-16-32-052-23W3	170,600	\$6,643.05	\$5,843.05	\$800.00	Non Well	16-32-052-23W3	16-32-052-23W3 (Y) PAD	11	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9821000	501-870832749	RM of Frenchman Butte		LSD-15-32-052-23W3	206,300	\$7,865.77	\$7,065.77	\$800.00	Non Well	15-32-052-23W3	15-32-052-23W3 (V) PAD	6	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9818000	501-870828649	RM of Frenchman Butte		LSD-13-28-052-23W3	130,600	\$5,273.05	\$4,473.05	\$800.00	Non Well	13-28-052-23W3	13-28-052-23W3 (U) PAD	13	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
10199000	501-870820799	RM of Frenchman Butte		LSD-16-20-052-23W3	229,300	\$8,653.52	\$7,853.52	\$800.00	Non Well	16-20-052-23W3	16-20-052-23W3 (Q) PAD	18	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9392000	501-871205249	RM of Frenchman Butte		LSD-05-05-053-25W3	121,500	\$4,961.38	\$4,161.38	\$800.00	Non Well	05-05-053-23W3	05-05-053-23W3 (T) PAD	8	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9352000	501-870817249	RM of Frenchman Butte		LSD-05-17-052-23W3	61,500	\$2,906.38	\$2,106.38	\$800.00	Non Well	07-17-052-23W3	07-17-052-23W3 (F) PAD	3	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9396000	501-871207349	RM of Frenchman Butte		LSD-07-07-053-23W3	456,700	\$16,441.98	\$15,641.98	\$800.00	Non Well	09-08-053-23W3	09-08-053-23W3 (S) PAD	6	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9542000	501-870817749	RM of Frenchman Butte		LSD-15-17-052-23W3	429,400	\$15,506.95	\$14,706.95	\$800.00	Non Well	15-17-052-23W3	15-17-052-23W3 (M) PAD	12	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9569000	501-871207099	RM of Frenchman Butte		LSD-02-07-053-23W3	485,500	\$17,428.38	\$16,628.38	\$800.00	Non Well	02-07-053-23W3	02-07-053-23W3 (O) PAD	10	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9514000	501-870808549	RM of Frenchman Butte		LSD-11-08-052-23W3	195,400	\$7,492.45	\$6,692.45	\$800.00	Non Well	11-08-052-23W3	11-08-052-23W3 (C) PAD	5	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9991000	501-871207249	RM of Frenchman Butte		LSD-05-07-053-23W3	497,500	\$17,839.30	\$17,039.30	\$800.00	Non Well	05-07-053-23W3	05-07-053-23W3 (D) PAD	6	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9965000	501-870816149	RM of Frenchman Butte		LSD-03-16-052-23W3	307,000	\$11,314.75	\$10,514.75	\$800.00	Non Well	03-16-052-23W3	03-16-052-23W3 (CM) PAD	8	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
10172000	501-870816099	RM of Frenchman Butte		LSD-02-16-052-23W3	234,400	\$8,828.20	\$8,028.20	\$800.00	Non Well	02-16-052-23W3	02-16-052-23W3 (CS) PAD	7	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
10182000	501-870817549	RM of Frenchman Butte		LSD-11-17-052-23W3	115,000	\$4,738.75	\$3,938.75	\$800.00	Non Well	11-17-052-23W3	11-17-052-23W3 (HI) PAD	4	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
10171000	501-870809699	RM of Frenchman Butte		LSD-14-09-052-23W3	236,700	\$8,906.98	\$8,106.98	\$800.00	Non Well	14-09-052-23W3	14-09-052-23W3 (CN) PAD	11	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.




RM Roll #	SAMA ID	RM / Town	Lic No 6 Din	SAMA Well ID	2020 Assessment	2020 Taxes	2020 Revised Taxes	2020 Tax Adj	SAMA ASSMT TYPE	CS SurLoc	*PAD Name	Associated Pad Wells	Comments
3400600	501-870925601	RM of Frenchman Butte	92L036	10113-25-052-24W3	58,800	\$2,813.90	\$2,813.90	\$0.00	Well	13-25-052-24W3			Includes Base Tax
3400825	501-870925649	RM of Frenchman Butte		LSD-13-25-052-24W3	35,100	\$2,002.18	\$1,202.18	\$800.00	Non Well	13-25-052-24W3			2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9416000	501-871327400	RM of Frenchman Butte		LSD-08-27-053-24W3	234,000	\$8,814.50	\$8,014.50	\$800.00	Non Well	01-27-053-24W3	01-27-053-24W3 (A) PAD	20	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
10001000	501-871327799	RM of Frenchman Butte		LSD-16-27-053-24W3	240,200	\$9,026.85	\$8,226.85	\$800.00	Non Well	16-27-053-24W3	16-27-053-24W3 (C) PAD	8	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3106210	501-870416049	RM of Frenchman Butte		LSD-01-16-051-23W3	51,200	\$2,553.60	\$1,753.60	\$800.00	Non Well	01-16-051-23W3	EAST 01-16-051-23W3 (SRC) RIVER INTAKE	58	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9923000	501-870416050	RM of Frenchman Butte		LSD-01-16-051-23W3	380,200	\$13,821.85	\$13,021.85	\$800.00	Non Well	01-16-051-23W3	EAST 01-16-051-23W3 (SRC) RIVER INTAKE	58	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9305000	501-870416065	RM of Frenchman Butte	12A111	12402-16-051-23W3	91,200	\$3,923.60	\$3,923.60	\$0.00	Well	02-16-051-23W3	EAST 01-16-051-23W3 (SRC) RIVER INTAKE		2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9420000	501-870416099	RM of Frenchman Butte		LSD-02-16-051-23W3	31,800	\$1,899.15	\$1,089.15	\$800.00	Non Well	02-16-051-23W3	EAST 01-16-051-23W3 (SRC) RIVER INTAKE		2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
10054000	501-870416104	RM of Frenchman Butte	75220	10103-16-051-23W3	69,200	\$3,170.10	\$3,170.10	\$0.00	Well	03-16-051-23W3	EAST 01-16-051-23W3 (SRC) RIVER INTAKE		2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9421000	501-870416149	RM of Frenchman Butte		LSD-03-16-051-23W3	29,600	\$1,813.80	\$1,013.80	\$800.00	Non Well	03-16-051-23W3	EAST 01-16-051-23W3 (SRC) RIVER INTAKE	8	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9654000	501-870514300	RM of Frenchman Butte		LSD-06-14-051-24W3	151,600	\$5,992.30	\$5,192.30	\$800.00	Non Well	06-14-051-24W3	06-14-051-24W3 (SA) PAD	6	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9656000	501-870614343	RM of Frenchman Butte		LSD-07-14-051-24W3	121,200	\$4,951.10	\$4,151.10	\$800.00	Non Well	07-14-051-24W3	07-14-051-24W3 (SB) PAD		2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9930000	501-870515099	RM of Frenchman Butte		LSD-02-15-051-24W3	267,300	\$9,955.02	\$9,155.02	\$800.00	Non Well	02-15-051-24W3	02-15-051-24W3 (SC) PAD	5	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9787000	501-870424450	RM of Frenchman Butte		LSD-09-24-051-23W3	388,800	\$14,116.40	\$13,316.40	\$800.00	Non Well	09-24-051-23W3	09-24-051-23W3 (E) PAD	3	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
9779000	501-870424399	RM of Frenchman Butte		LSD-08-24-051-23W3	343,700	\$12,571.73	\$11,771.73	\$800.00	Non Well	08-24-051-23W3	08-24-051-23W3 (F) PAD	3	2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
3394850	501-870829049	RM of Frenchman Butte		LSD-01-29-052-23W3	54,800	\$2,676.90	\$1,876.90	\$800.00	Non Well	01-29-052-23W3	01-29-052-23W3		2020 - duplication of Base Tax for the same well or pad; already added on an alternate SAMA ID.
*Each Well includes Base Tax													



R.M. of Frenchman Butte No. 501

POLICY TITLE Pandemic Plan		ADOPTED BY RM Council Resolution No. 2020-11-25-023 EFFECTIVE DATE November 25, 2020	POLICY NO. 900-08
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: Rescinded:	Resolution No. 2020-11-25-023 Resolution No.

Preface

This document is designed to give guidance to the RM of Frenchman Butte No. 501 in preparing and working through a pandemic. A pandemic is a disease prevalent over a whole country or the world.

Responsibilities

Both employers and employees have a role to play in planning for and responding to an influenza pandemic.

Employer Obligations:

The Employer has an obligation to provide employees with a safe worksite. A combination of measures will be used to minimize worker exposure to the infection. All staff and council must follow the procedures outlined in this plan to reduce exposure to infection.

Employee Obligations:

Maintenance employees are required to inform the Foreman as well as the Administrator should they suspect that they have been infected or they have been around anyone who may be infected or believes to have been exposed to it. Employees will be required to stay away from work locations for the duration of the 14-day incubation period or longer as determined by management. Should an employee suspect they may be infected they should contact Health Link 811 for instructions.

General Workplace Information

In the event of a Public Health Advisory being issued (including confirmed cases in the RM, or close areas to field locations) municipal facilities will close immediately to the public with ability to change operation hours if required.

The Administrator will be allowed take home the municipal computers and weekly backup-hard drive to work remotely from the RM Office. All property will remain the RM of Frenchman Butte, and be secured from damage and or theft. Council may grant permission for the Administrator to work at a remote location as required or necessary. The RM office phone may be forwarded as required to the Administrator. The Administrator will be allowed to designate other staff to take home municipal computers and/or equipment to work remotely from the RM Office.

The RM of Frenchman Butte No. 501 will implement the following:

- Two-meter distancing between individuals in the workplace shall be maintained at all times while completing your work safely.
- Stay home when you are sick.
- Use the crux of your elbow to cover your mouth and nose when coughing and sneezing.

- Wash your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Do not share personal items such as pens, notebooks, phones, PPE, etc.
- Stop shaking hands. Non-contact based greeting methods are preferred.
- Operations may need to be altered or postponed to maintain distancing. Where distancing is not possible (i.e. for safety reasons, in transport situations), staff should wash hands often, wear a mask and practice good respiratory hygiene (e.g. cover coughs).
- Follow all Saskatchewan Health Authority guidelines.

Cleaning, Disinfection and Personal Protective Equipment:

Cleaning procedures will be established as a critical measure to help reduce the spread of infection. High touch surfaces shall be cleaned with an approved cleaning agent and paper towel or wipe at the beginning of each work day upon entry to each new piece of equipment/vehicle or building/facility and after any other person that may have permission to enter the office. The following procedures will be implemented and adhered to by Council and employees when utilizing municipal equipment and facilities:

- Have hand sanitizer at the door and multiple places throughout the shop and office, and use it coming and leaving the shop and office.
- Wherever possible, avoid sharing phones, desks, chairs, pens, and other tools and equipment, etc. and if sharing it should be wiped with a disinfectant cleaner when the worker is done using the item.
- Cleaning and disinfecting of commonly touched areas include telephone, pens, light switches, door knobs, toilets, taps, handrails, countertops, and tools and supplies, table and chairs, coffeemaker, microwave, hand sanitizer pumps, tools/shop supplies.
- Supply every piece of municipal equipment with an approved cleaning agent and paper towel or wipe.
- Clean vehicles/large equipment when exiting; clean steering wheel, levers, joy sticks, arm rests, switches, seatbelts, door handles, keys, etc.
- Every person should clean the toilet handle, sink and the taps with disinfectant cleaner when they are done using the facility.
- Work clothing and fabric items should be laundered daily and dried on the highest temperature setting possible. Ensure items are thoroughly dried.
- Ensure the shop has the following resources such as tissues, no-touch trash receptacles, hand soap, alcohol-based hand sanitizers, disinfectants, and disposable towels to promote a safe and hygienic work environment.
- Ensure to clean all work surfaces thoroughly if an employee falls ill at work.

Handwashing:

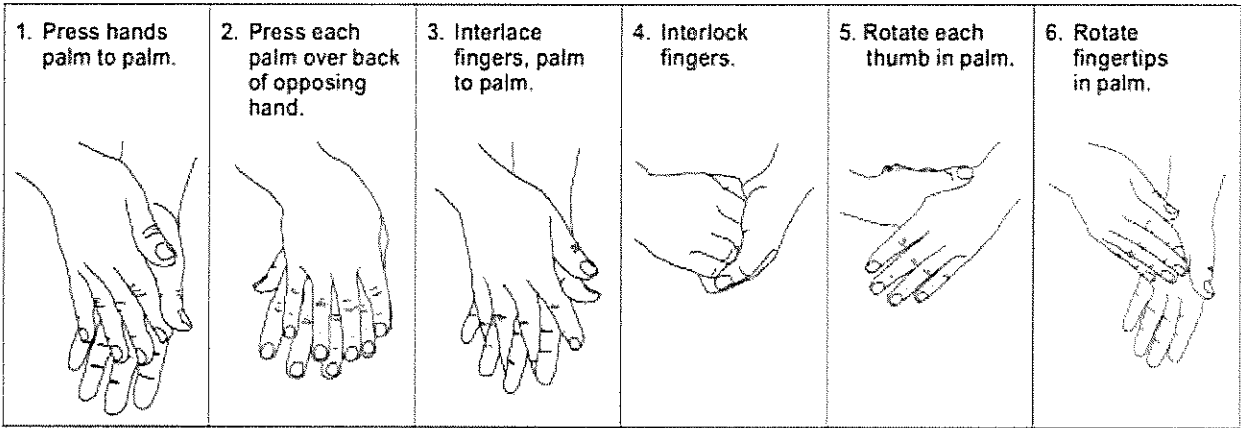
Hand washing is one of the best ways to minimize the risk of infection. Proper hand washing helps prevent the transfer of infectious material from the hands to other parts of the body — particularly the eyes, nose, and mouth—or to other surfaces that are touched.

Wash your hands immediately:

- Before leaving a work area
- After handling materials that may be contaminated
- Before eating, drinking, smoking, handling contact lenses, or applying makeup.



Hand washing procedure



Use soap and warm running water. (It doesn't have to be hot to do the job.) If water is unavailable, use a waterless hand cleanser that has at least 70% alcohol. Follow the manufacturer's instructions on how to use the cleanser.

Council Meetings:

Council meetings still need to happen, and still need to be public, but efforts should be made to allow distance between people of two meters (or as specified by SHA) where possible. Council could hold regular and special council meetings electronically during this time. Options include conference calling or video calling.

Delegations to council shall be encouraged to participate via teleconference. Council attendance shall not exceed the recommended meeting size as proposed by the Chief Medical Officer.

Council / Employee Travel:

Municipal-related travel must be kept to a minimum. The Administrator must be informed prior to travelling. Except for travel to field locations by appropriate staff. Should pandemic levels in the immediate area increase or a case of infection is discovered in the RM of Frenchman Butte controlled work areas, then travel will be suspended.

Personal travel either internationally, interprovincial (not including Lloydminster and area), or to an infected hotspot as determined by the Provincial Chief Medical Officer (WHO Phase 5 and/or 6 pandemics) will require a mandatory 14-day quarantine upon departure from that location. This includes not only the employee's travel but also travel done by any household members.

Hotspots will be monitored. Additionally, the Council and the Administrator reserves the right to ask any employee returning from international or provincial travel or areas considered a hotspot to self-isolate themselves from the RM office, buildings and staff for 14 days.





Incorporated

R.M. of Frenchman Butte No. 501

POLICY TITLE Remote Working Policy		ADOPTED BY RM Council Resolution No. 2020-11-25-021 EFFECTIVE DATE November 25, 2020	POLICY NO. 900-07
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: Rescinded:	Resolution No. 2020-11-25-021 Resolution No.

1. PURPOSE

The purpose of the Remote Working Policy is to responsibly, appropriately and fairly provide RM of Frenchman Butte employees the flexibility to work remotely when deemed eligible and approved by the CAO. The employer desires to provide a responsive and supportive work environment for employees while ensuring the best interests of the organization are maintained.

2. SCOPE

This policy shall apply to all employees including the Chief Administrative Officer (CAO), who are eligible to work from a location other than our office.

3. DEFINITIONS

CAO means the Chief Administrative Office of the RM of Frenchman Butte No. 501.

Remote Working means a location other than the office that offers the adequate resources for the employees' job.

4. PRINCIPLES

- 4.1 Remote working is a temporary agreement between employees and managers to work from a non-office location.
- 4.2 The RM may provide specific tools/equipment for the employee to perform his/her current duties. This may include a laptop, access to the network and other applicable equipment.
- 4.3 The employee shall designate a workspace within the remote working location to be used while working remotely. The employee shall maintain this workspace in a safe condition, free from hazards and other dangers to the employee and equipment.
- 4.4 Any company materials taken home should be kept in an area that is not accessible to others to protect confidentiality.
- 4.5 Out of pocket expenses for other supplies will not be reimbursed unless by prior approval of the employees' Director.
- 4.6 Employees must be available by phone and email during core business hours. Employees shall be available to participate via electronic means for staff meetings, and other meetings deemed necessary by management.
- 4.7 The employee shall follow the RM policies and practices and instructions from management.

POLICY

5. ELIGIBILITY

- 5.1 Office based employees, or if job duties permit; employees may be eligible to work remotely on a temporary basis.
- 5.2 Remote working may be considered for the following reasons but not limited to:
 - 5.2.1 Parenting (without Childcare for a prolonged period, is not to be replaced with general absences to care for children).
 - 5.2.2 Emergent matter newly formed or prominent that requires accommodation.
- 5.3 Only employees that have necessary elements in the remote working location may be considered for approval to work remotely. Those necessary elements may include but not limited to
 - 5.3.1 Internet connection with cybersecurity and data privacy
 - 5.3.2 A quiet/distraction free workplace
- 5.4 Written requests to work remotely are to be submitted to your Manager; and are subject to CAO approval and shall set out the term of the remote working agreement.
- 5.5 All requests are to be in writing with specific reasons for the request
- 5.6 The CAO reserves the right to revoke an employee's remote working agreement.

6. REMOTE WORKING AGREEMENT

Employees approved to work remotely agree to the following:

- 6.1 Choose a quiet and distraction free working space
- 6.2 Short-term goals approved by your Manager
- 6.3 Report to Manager as required on your goals, objectives and deadlines of job duties to be accomplished while working remotely
- 6.4 Employees who are ill or sick while on a remote working agreement are required to follow policy requirements, report and record absences
- 6.5 Hours worked within a remote working agreement typically may vary and may not meet the requirements of a normal workday (ie. 7.5 paid and .5 banked)
- 6.6 Banking of time will not be applied unless prior approved by your Manager, with reasonable demonstration an employee performed 8 hours of daily work remotely.
- 6.7 Work effectively with little supervision
- 6.8 Follow the RM's policies and procedures
- 6.9 Ensure data and device security with all Wi-Fi/internet connections; avoid using public WiFi.
- 6.10 Protection of Privacy set out in the Freedom of Information and Protection of Privacy Act and all other RM policies related to confidentiality
- 6.11 Dedicate full attention to your job duties during working hours.
- 6.12 Adhere to break and attendance schedules agreed upon with your Manager.



Appendix A – Employee Request to Work Remotely

I _____ request the ability to work remotely for the period of _____ To _____, 202_, due to the following circumstances:

I _____, understand that a request to work remotely does not grant approval and that my request is subject to the approval of my Director and CAO. I further confirm that the location eligible for remote working will have the following:

1. Internet Connection with cyber security and data privacy
2. A quiet/distraction free workplace

I _____, also agree to the following requirements set out in the Remote Working Agreement Policy No. _____ and listed below:

Employees approved to work remotely agree to the following:

- 6.1 Choose a quiet and distraction free working space
- 6.2 Short-term goals approved by your Manager
- 6.3 Report to Manager as required on your goals, objectives and deadlines of job duties to be accomplished while working remotely
- 6.4 Employees who are ill or sick while on a remote working agreement are required to follow policy requirements, report and record absences
- 6.5 Hours worked within a remote working agreement typically may vary and may not meet the requirements of a normal workday (ie. 7.5 paid and .5 banked)
- 6.6 Banking of time will not be applied unless prior approved by your Manager, with reasonable demonstration an employee performed 8 hours of daily work remotely.
- 6.7 Work effectively with little supervision
- 6.8 Follow the RM's policies and procedures
- 6.9 Ensure data and device security with all Wi-Fi/internet connections; avoid using public WiFi.
- 6.10 Protection of Privacy set out in the Freedom of Information and Protection of Privacy Act and all other RM policies related to confidentiality
- 6.11 Dedicate full attention to your job duties during working hours.
- 6.12 Adhere to break and attendance schedules agreed upon with your Manager.



Employee Signature:

Date: