

Minutes of the Regular Meeting of the R.M. of Frenchman Butte No. 501, held at the Paradise Hill Community Centre located at 102 3rd Avenue, Paradise Hill SK on Wednesday, February 10, 2021 at 9:00 a.m.

COUNCIL PRESENT:

Reeve	Tom Hougham
Division 1	Leonard Larre
Division 2	Dan Hritzuk
Division 3	Owen Fischer
Division 4	Ronald Gory @ 10:29 a.m.
Division 5	Gay Noeth
Division 6	Claus Young

STAFF PRESENT:

Allison Roschker, Chief Administrative Officer
Vanessa Nasby, Office Assistant
Aaron Neilly, Civil Engineer Technologist @ 12:18 p.m.
Roy Johnson, Public Works Foreman @ 11:55 a.m.

GUESTS:

Jared McRorie, Seiferling Law @ 11:05 a.m.
Bryson Leganchuk, Paradise Hill Arena Board Treasurer @ 3:33 p.m.

CALLED TO ORDER:

9:08 a.m. The Regular Meeting was called to order by Reeve Hougham.

1-1 FEBRUARY 10, 2021 AGENDA ADDITIONS:

2021-02-10-001 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council approve adding the following to the February 10, 2021 Agenda:

- RCMP report

Carried Unanimously

1-1 FEBRUARY 10, 2021 AGENDA:

2021-02-10-002 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approve the February 10, 2021 Agenda to be used as a guideline.

Carried

2-1 JANUARY 27, 2021 MINUTES:

2021-02-10-003 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the January 27, 2021 minutes as presented.

Carried

4-1 JANUARY 2021 BANK RECONCILIATION:

2021-02-10-004 FISCHER: That the R.M. of Frenchman Butte No. 501 Council acknowledges the January 2021 month end Bank Reconciliation balances as follows:

Chequing Account Operating	\$ 8,416,010.12
St. Walburg Health Account	\$ 2,307.31
Turtleford Health Account	\$ 7,970.58
St. Walburg Rail Account	\$ 107,203.65
Online Banking Account	\$ 0.00
Term Deposits (2.75%-3.45% Expiring 31-Jan-21 to 31-Jan-25)	\$ 2,756,952.27
Term Deposits (2.45% Expiring 15-Apr-21)	\$ 5,300,315.20
Term Deposits (2.5% Expiring 23-Apr-21)	\$ 2,601,883.45
Total Cash in Bank as of January 31, 2021	\$ 19,192,642.58
Petty Cash	\$ 200.00
Total Cash and Short-Term Investments	\$ 19,192,842.58

5-1 PAYROLL- PP2021-03:

2021-02-10-005 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the payroll accounts for the pay period **January 17-30, 2021. Authorization #021036 direct deposit dated February 5, 2021 totaling \$24,449.95**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix A Salaries and Wages January 17-30, 2021.**

Carried


Reeve

5-2 ACCOUNTS – FEBRUARY 10, 2021:

2021-02-10-006 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves the following payments as per *List of Accounts for Approval* dated February 10, 2021:

• 29119 to 29151	Totaling	\$104,973.65
		Carried

5-3 COUNCIL REMUNERATION:

2021-02-10-007 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves the electronic payment of January 2021 Council Remuneration for the following amounts less deductions on January, 2021:

• Reeve Hougham	\$1,247.00
• Councillor Larre	\$634.60
• Councillor Hritzuk	\$727.80
• Councillor Fischer	\$855.20
• Councillor Gory	\$742.20
• Councillor Noeth	\$656.80
• Councillor Young	\$584.48

Carried

12-3 TRANSFER TO CAPITAL RESERVES:

2021-02-10-008 LARRE: That the R.M. of Frenchman Butte No. 501 Council authorize the following transfers:

• From GL 310-110-200 Reserve – PNRHA to GL 490-110-106 PH Clinic;	\$6,640.06
• From GL 590-110-101 Transfer In Reserves Hamlet to GL 310-110-700 Reserve Organized Hamlet FB	\$14,767.38
• From GL 310-900-910 Current Year's Surplus to GL 490-120-100 Transfer from Surplus	\$2,000,000.00
• From GL 310-100-100 Future Expenditure/Capital To GL 490-100-300 Transfer in – Machinery Reserve	\$241,500.00
• From GL 310-100-150 Rail Line Discontinuance Res To GL 490-100-385 Transfer in St Walburg Rail	\$173,034.19
• From GL 590-110-100 Transfer to Other To GL 310-100-150 Rail line discontinuance	\$9,697.97
• From GL 390-900-910 Current years surplus To GL 490-120-100 Transfer from Surplus	\$7,708,332.95
• From GL 590-130-100 Road Construction Reserve To GL 310-100-350 Reserve Road Projects	\$5,500,000.00

Carried

RECESS MEETING:

2021-02-10-009 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council recess
10:45 a.m. for a 10 minute break.

Carried

RECONVENED MEETING:

10:50 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham

11:05 a.m. Jared McRorie, Seiferling Law joined Council Meeting via electronic means.

IN-CAMERA:

2021-02-10-010 YOUNG: That the R.M. of Frenchman Butte No. 501 Council moves
11:05 a.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

11:54 a.m. Jared McRorie disconnected through electronic means.

11:55 a.m. Roy Johnson entered Council Chambers.


Reeve

OUT-OF-CAMERA:

2021-02-10-011 NOETH: That the R.M. of Frenchman Butte No. 501 Council rises
12:17 p.m. from the in-camera discussion.
Carried

12:18 p.m. Aaron Neilly entered Council Chambers to discuss Public Works Report.

RECESS MEETING:

2021-02-10-012 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council recess
12:18 p.m. for a 60 minute break.
Carried

RECONVENED MEETING:

12:50 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham

11-3 SUPPLEMENTAL AGREEMENT RM501-2020-1:

2021-02-10-013 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council
approves the Supplemental Agreement RM501-2020-1 for Grid 797
between the R.M. of Frenchman Butte No. 501 and Carmacks Enterprises
Ltd.
Carried

11-2 AWARD ENGINEERING EXPRESSION OF INTEREST RM501 2020E:

2021-02-10-014 FISCHER: That the R.M. of Frenchman Butte No. 501 Council awards
the Engineering Expression of Interest RM501 2020E for Grid 797 to Bar
Engineering, with an estimated total bid amount of \$396,650.00 plus
applicable taxes.
Carried

11-4.1 MUNICIPAL ROAD CLASSIFICATION POLICY 300-10:

2021-02-10-015 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approve
the 300-10 Municipal Road Classification Policy and a copy is attached to
and forms part of these minutes.
Carried

12-1 MINISTRY OF AGRICULTURE - LANDS BRANCH APPLICATION TO PURCHASE
AGRICULTURAL LEASE LAND, NE-23 & SW-24-55-25-W3M:

2021-02-10-016 NOETH: That the R.M. of Frenchman Butte No. 501 Council directs
the CAO to sign the *Ministry of Agriculture – Lands Branch Application to
Purchase Agricultural Lease Land*, lease number 163681, NE-23 & SW-
24-55-25-W3M for applicant Leon Wayne Hougham.
Carried

6-3 2022 ARNES TRAILER:

2021-02-10-017 GORY: That the R.M. of Frenchman Butte No. 501 authorize
purchase of a 2022 Arnes Trailer for a cost of \$56,168.00 less trade in of
2014 North Country Trailer for \$19,000.00 plus applicable taxes.
Carried

13-3 PUBLIC MEETING – DISCRETIONARY DEVELOPMENT PERMIT NE-28-53-24-W3M:

2:00 p.m. Reeve Hougham declared the Public Meeting open to discuss
Discretionary Development Permit NE-28-53-24W3M.
There were no individuals in attendance expressing concerns regarding
the proposed development.
No written submissions were received in regards to proposed
development.

2:03 p.m. Public Hearing was closed by Reeve Hougham.

6-1 STAFF/COMMITTEE REPORTS:

2021-02-10-018 HRITZUK: 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


Reeve

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2:09 p.m.

Aaron Neilly left Council Chambers and did not return.

13-3 DEVELOPMENT PERMIT, NE-28-53-24-W3M:

2021-02-10-019

FISCHER: That the R.M. of Frenchman Butte No. 501 Council approves the *Application for a Development Permit* submitted by The R.M. of Frenchman Butte No. 501, January 26, 2021 for an agriculture discretionary use on NE-28-53-24-W3M to construct a Gravel Pit per R.M. of Frenchman Butte No. 501 Zoning Bylaw 2015-12.

The issuance of this permit is subject to the following conditions:

1. Gravel crushing can only occur Monday – Friday between the hours of 7:00 a.m. – 7:00 p.m. unless prior approval is obtained from all land owners within 1.6 kilometers (1 mile).
2. Signed agreement providing for continuous site reclamation, the agreement to be protected by registration of an interest on title that runs with the land.
3. Site design and access shall accommodate large truck traffic.
4. Adequate signage must be present on the haul road at the quarry approach.

Carried

12-2 TAX ABATEMENT – 102031850 SASKATCHEWAN LTD. (#1678):

2021-02-10-020

NOETH: That the R.M. of Frenchman Butte No. 501 Council; pursuant to *The Municipalities Act* Sub-Section 274(2)(c) approve the tax abatement of:

<u>Roll No.</u>	<u>Municipal Tax</u>	<u>School Tax</u>	<u>Tax Enforcement</u>
2955 100	\$ 2,389.36	\$ 397.95	\$10.38
2955 200	\$12,333.54	\$ 3,581.56	\$10.07
2955 220	\$18,293.33	\$ 5,469.64	\$10.07
2955 250	\$25,560.40	\$ 7,787.81	\$10.02
2955 300	\$ 9,636.28	\$ 2,706.17	\$10.14
2955 400	\$ 2,389.36	\$ 397.95	\$10.38
9602 000	<u>\$12,268.26</u>	<u>\$ 3,719.90</u>	<u>\$ 0.00</u>
	\$82,870.53	\$24,060.98	\$61.06

for a total of \$106,992.57. The above properties are owned by 102031850 Saskatchewan Ltd.

Carried

IN-CAMERA:

2021-02-10-021

2:24 p.m.

FISCHER: 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*.

Carried

2:28 p.m.

Jared McRorie, Seiferling Law joined Council Meeting via electronic means.

3:19 p.m.

Jared McRorie disconnected through electronic means and left Council Meeting.

3:31 p.m.

Reeve Hougham left Council Chambers.

3:31 p.m.

Roy Johnson left Council Chambers and did not return.

3:32 p.m.

As per Sub Section 91(1) of *the Municipalities Act*, Deputy Reeve Fischer Assumed the Chair.

OUT-OF-CAMERA:

2021-02-10-022

3:32 p.m.

YOUNG: That the R.M. of Frenchman Butte No. 501 Council rises from the in-camera discussion.

Carried

3:33 p.m.

Bryson Leganchuk, Paradise Hill Arena Board Treasurer entered Council Chambers.


Reeve

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RECESS MEETING:

2021-02-10-023 LARRE: That the R.M. of Frenchman Butte No. 501 Council recess
3:33 p.m. for a 10 minute break.

Carried

RECONVENED MEETING:

3:41 p.m. The Regular Meeting of Council was reconvened by Deputy Reeve
Fischer.

Carried

13-6 HAMLET MONTHLY WATER REPORT:

2021-02-10-024 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 January 2021 and instructs
Administration to place a copy of the report on file for future reference.

Carried

11-4.4 AMENDED DUST CONTROL POLICY 300-04:

2021-02-10-025 LARRE: That the R.M. of Frenchman Butte No. 501 Council
approve the amended 300-04 Dust Control Policy and a copy is attached
to and forms part of these minutes.

Carried

4:11 p.m. Reeve Hougham entered Council Chambers and assumed Chair.

4:43 p.m. Bryson Leganchuk left Council Chambers.

4:51 p.m. Bryson Leganchuk entered Council Chambers.

6-1.0 RESCIND MOTION 2021-01-27-009:

2021-02-10-026 GORY: That the R.M. of Frenchman Butte No. 501 Council
rescinds motion 2021-01-27-009:

"6-1 PARADISE HILL ARENA CAPITAL GRANT

2021-01-27-009 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approves the
payment of the capital grant to the Paradise Hill Arena that was submitted incomplete by the deadline
of December 31, 2020.

Defeated"

Defeated

EXTEND MEETING:

2021-02-10-027 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council extend
meeting.

Carried Unanimously

13-7 RECREATION & CULTURE COMMUNITY GRANTS:

2021-02-10-028 FISCHER: That R.M. of Frenchman Butte No. 501 Council authorizes
the payment of the remaining \$11,000.00 capital grant funds to be divided
between St. Walburg, Paradise Hill, and Turtleford with 40% going to St.
Walburg and 40% going to Paradise Hill and 20% going to Turtleford to be
used for the recreation facilities.

Carried

5:12 p.m. Bryson Leganchuk left Council Chambers and did not return.

IN-CAMERA:

2021-02-10-029 LARRE: That the R.M. of Frenchman Butte No. 501 Council moves
5:17 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

5:33 p.m. Councillor Gory left Council Chambers and did not return.

OUT-OF-CAMERA:

2021-02-10-030 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council rises
5:34 p.m. from the in-camera discussion.


Reeve

Carried

14-1 CORRESPONDENCE – FEBRUARY 10, 2021:

2021-02-10-031 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council accepts the February 10, 2021 correspondence as information to be filed as presented to Council, outlined in Appendix B.

Carried

13-8 C.A.O. TIME OFF REQUEST

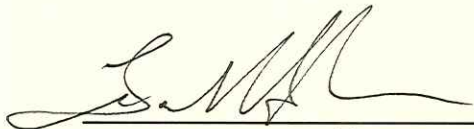
2021-02-10-032 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves C.A.O. time off request 2021-01.

Carried

15-1 ADJOURNMENT:

2021-02-10-033 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council adjourns this Regular Meeting of Council at 5:45 p.m.


Carried



Reeve



Chief Administrative Officer



Reeve

POLICY TITLE		ADOPTED BY RM Council Resolution No. 2021-02-10-015 EFFECTIVE DATE February 10, 2021	POLICY NO. 300-10
Municipal Road Classifications Policy			
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended:	Resolution No. 2021-02-10-015
		Rescinded:	Resolution No.

1. **PURPOSE:**
Whereas the Council of the Rural Municipality of Frenchman Butte shall establish construction and maintenance standards for Municipal roadways.

2.0 **DEFINITIONS**
2.1 Council: Shall mean the council of the Rural Municipality of Frenchman Butte No. 501
2.2 RM: Shall mean the Rural Municipality of Frenchman Butte No 501

3.0 **POLICY:**
3.1 **MUNICIPAL ROAD CLASSIFICATIONS**

- HEAVY HAUL/HIGH VOLUME ROAD (HH/HV)**
Heavy Haul and High Volume Roads serve medium size Communities and Service Centers. These roads have a significant amount of commercial traffic because they provide inter- community links. The roads will normally be major arterial connector or collector roads linking with designated highways. These roads generally carry an average daily traffic (ADT) of 300 vehicles per day or higher.
- PRIMARY GRID ROAD (PG)**
Primary Grid Roads serve as an inter-municipal road network, which link small Communities with the higher-class roads. These roads can serve as the major haul routes or access for large industries and resources, which include: forestry, oil, grain and agricultural products, gravel, etc. This class can have a large amount of inter-municipal heavy truck traffic depending on the industry served. Average daily traffic (ADT) counts should exceed 10 heavy trucks or 100 vehicles.
- GRID ROAD (G)**
A grid road will be defined as a roadway which experiences light to moderate traffic loads. Grid roads may provide access to properties for residential, commercial or agricultural purposes.
- INTERNAL COMMERCIAL/INDUSTRIAL SUBDIVISION ROAD (ICS/IIS)**
A Commercial / Industrial Road shall be defined as a roadway that is within a multi-lot commercial or industrial subdivision or exists only to provide access to the multi-lot subdivision.
- INTERNAL RESIDENTIAL SUBDIVISION ROAD (IRS)**
A Residential Road shall be defined as a roadway that is within a multi-lot residential subdivision or exists only to provide access to a multi-lot residential subdivision.





POLICY TITLE

Municipal Roads Classifications Policy

6. MAIN FARM ACCESS ROAD (MFA)

A Farmland Access Road shall be defined as a road which experiences occasional seasonal traffic to access agricultural property. Such roads will not be considered as adequate access for residential development permit purposes. These roads have a minimum right-of-way of 30 meters

7. ALTERNATIVE MAIN FARM ACCESS ROAD (AMFA)

A Farmland Access Road shall be defined as a road which experiences occasional seasonal traffic to access agricultural property. Such roads will not be considered as adequate access for residential development permit purposes. These roads have a right-of-way width of 20 meters.

4.0 RESPONSIBILITY/INTERPRETATION/REPEALING:

This policy shall be administered and interpreted by the Administrator; however, this policy cannot be amended without Council approval.

This policy replaces all previous policies and resolutions that have been passed by the Council of the Rural Municipality of Frenchman Butte No. 501 with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on April 22, 2020 and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.



R.M. of Frenchman Butte No.

POLICY TITLE <u>Dust Control Policy</u>		ADOPTED BY RM Council Resolution No. 2018-05-09-050 EFFECTIVE DATE May 9, 2018	POLICY NO. 300-04
ORIGIN/AUTHORITY R.M. Council	JURISDICTION R.M. of Frenchman Butte No. 501	Amended February 10, 2021	PAGE # 1 of 3

1.0 PURPOSE:

- 1.1 The Rural Municipality of Frenchman Butte No. 501 developed a *Dust Control Policy* to provide staff with direction under what circumstances an occupant of a residence qualifies for the application of a dust control product on roads adjacent to their residence within the RM.

2.0 DEFINITIONS:

- 2.1 **CAO** means Chief Administrative Officer of the Rural Municipality of Frenchman Butte No. 501.
- 2.2 **Council** means Council of the Rural Municipality of Frenchman Butte No. 501.
- 2.3 **Occupant** means a person residing in a home within the Municipality, regardless of ownership.
- 2.4 **RM** means the Rural Municipality of Frenchman Butte No. 501.
- 2.5 **Road** means the travelling surface of a public road designed or intended for use by vehicles, but does not include a designated trail within the meaning of The Snowmobile Act or any other trail or path.

3.0 SCOPE:

- 3.1 This policy shall be applied whenever an occupant provides a written request, using Appendix A, the *Dust Control Application Form*, for the application of dust control on Municipal roads within the Municipality.

4.0 POLICY:

- 4.1 It is the policy of the Municipality to accept applications to provide dust control of 150 metres at a cost of 30% of the total of the application cost, under the following conditions, to occupants of the Municipality who reside in a home located adjacent to a Municipal road:
- 4.1.1 Where the residence is located within 150 metres of the centre of the road; and
- 4.1.2 Where the volume of traffic is greater than 30 vehicles per day, as determined by Municipal traffic counts.
- 4.1.3 Where the above two conditions are not met, dust control may be applied at the ratepayers cost.

4.1.4 Subject to current year Operating Budget.

- 4.2 The ratepayer shall stake out the desired distance. If the ratepayer requires more than 150 metres, the additional will be at their cost.
- 4.3 The type of dust control product (sales oil, magnesium chloride, or calcium chloride) to be used at each specific location shall be determined by the Public Works Department of the Municipality.
- 4.4 Any subsequent re-application of a dust control product in the same calendar year shall be at the full cost to the ratepayer.
- 4.5 The Municipality will delay grading areas treated with magnesium chloride or calcium chloride type products in order to ensure the dust control product remains intact, but grading may be required in some areas if road conditions deteriorate.
- 4.6 Contrary to Section *Purchasing of Goods, Services, and Contracts Policy 100-06*, the Public Works Department is hereby authorized to purchase dust control products valued as established in the **current year operating budget**, to apply to approved locations.

5.0 RESPONSIBILITY/INTERPRETATION/REPEALING:

All Appendices attached to this policy may be amended from time to time based on operational need.

This policy shall be administered and interpreted by the CAO; however, this policy cannot be amended without Council approval.

This policy replaces all previous policies and resolutions that have been passed by the Council of the Rural Municipality of Frenchman Butte No. 501 with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on **May 9, 2018**, and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.

Handwritten signature and initials, possibly "JL" and "AR", in black ink.

Appendix A Dust Control Policy 300-04

Dust Control Application Form

Date of Application _____ Approved ☐ Rejected ☐

Name of Applicant _____ Land Location _____

Address _____ Town _____

Postal Code _____ Telephone _____

Distance from residence to centre of road 150m or less: Yes ☐ No ☐

Office Use Only

MG 30 ☐
Sales Oil ☐
Other ☐ _____

Comments _____

Date dust control Applied _____

Public Works Approval _____

Handwritten signature