

Minutes of the Regular Meeting of the R.M. of Frenchman Butte No. 501, held at Council Chambers located at PT SW 11-53-24 W3 on Wednesday, May 4, 2022 at 9:00 a.m.

COUNCIL PRESENT:

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

STAFF PRESENT:

Allison Roschker, Chief Administrative Officer  
Vanessa Nasby, Administrative Assistant  
Dan Fedirko, Public Works @ 1:08 p.m.  
Aaron Neilly, Infrastructure Manager @ 1:08 p.m.

GUESTS:

Charlie Noeth, @ 2:01 p.m.

CALLED TO ORDER:

9:03 a.m. The Regular Meeting was called to order by Reeve Hougham.

1-1 MAY 4, 2022 AGENDA ADDITIONS:

2022-05-04-001 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves adding the following to the May 4, 2022 Agenda:

- 9-2 ASL Paving Ltd. Road Maintenance Agreements
- 9-3 HJR Asphalt LP. Road Maintenance Agreements
- 13-4 St. Walburg and District Fire and Rescue Association Operating Policy Manual
- 13-5 Fire Ban
- Delegation @ 2:00 p.m.

Carried

1-1 MAY 4, 2022 AGENDA:

2022-05-04-002 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves the May 4, 2022 Agenda to be used as a guideline.

Carried

2-1 APRIL 27, 2022 MINUTES:

2022-05-04-003 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the April 27, 2022 minutes as presented.

Carried

4-1 APRIL 2022 BANK RECONCILIATION:

2022-05-04-004 FISCHER: That the R.M. of Frenchman Butte No. 501 Council acknowledges the April 2022 month end Bank Reconciliation balances as follows:

Chequing Account Operating	\$ 3,449,511.73
St. Walburg Health Account	\$ 2,311.59
Turtleford Health Account	\$ 7,985.55
St. Walburg Rail Account	\$ 106,239.72
Online Banking Account	\$ 100.08
Term Deposits (0.25%-3.45% Expiring 31-Jan-23 to 31-Jan-25)	\$ 1,699,034.36
Term Deposits (2.5% Expiring 23-Apr-22)	\$ 2,692,142.00
<b>Total Cash in Bank as of April 30, 2022</b>	<b>\$ 7,957,325.03</b>
Petty Cash	\$ 200.00
<b>Total Cash and Short-Term Investments</b>	<b>\$ 7,957,525.03</b>

Carried

4-2 APRIL 2022 STATEMENT OF FINANCIAL ACTIVITIES - DETAILED:

2022-05-04-005 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledges the April 30, 2022 month end Statement of Financial Activities – Detailed, which is attached to and forms part of these minutes as Appendix B.

Carried

  
Reeve

  
CAO

5-3 ACCOUNTS – MAY 4, 2022:

2022-05-04-006 GORY: That the R.M. of Frenchman Butte No. 501 Council approves the following payments dated May 4, 2022.

- 30411 to 30433 Totaling \$430,792.82

Carried

5-4 COUNCIL REMUNERATION:

2022-05-04-007 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves the electronic payment of April 2022 Council Remuneration for the following amounts less deductions on May 13, 2022:

- Reeve Hougham \$905.80
- Councillor Larre \$577.00
- Councillor Hritzuk \$753.40
- Councillor Fischer \$637.60
- Councillor Gory \$827.00
- Councillor Noeth \$1010.60
- Councillor Young \$978.48

Carried

13-4 ST. WALBURG AND DISTRICT FIRE AND RESCUE ASSOCIATION OPERATIONAL POLICY MANUAL:

2022-05-04-008 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the St. Walburg and District Fire and Rescue Association Operational Policy Manual including the following four policies and a copy is attached to and forms part of these minutes:

- 02-05-2022 027 Training and Courses Policy
- 02-05-2022 028 Operational Manual Review Policy
- 02-05-2022 029 Occupational Health and Safety Responsibilities Policy
- 02-05-2022 030 New Equipment and Vehicles Policy

Carried

RECESS MEETING:

2022-05-04-009 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council recess 10:19 a.m. for a 10 minute break.

Carried

RECONVENED MEETING:

10:30 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

6-1.1 PURCHASING GRADER WARRANTY:

2022-05-04-010 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves amending the 5 years 7500 hours full machine warranty to include 50% of the exchange rate from USD to CAD for a total of \$30,044.80.

Carried

6-1.2 PURCHASING GRADER WARRANTY:

2022-05-04-011 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves purchasing the service charge and travel warranty for \$5,810.00 plus 50% of the exchange rate from USD to CAD for a total of \$6,652.45.

Carried

6-1.3 LETTER OF INTENT:

2022-05-04-012 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council approves the letter of intent to purchase Lot 11 Blk 10 Plan BT118 for the total amount of \$10,000.00 plus closing costs.

Carried

  
Reeve

  
CAO

6-4.1 JOB DESCRIPTIONS:

2022-05-04-013 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves the amended following job descriptions dated May 4, 2022:

- Seasonal Maintenance
- Heavy Equipment Operator

Carried

6-4.2 JOB DESCRIPTIONS:

2022-05-04-014 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves the Senior Operator job description dated May 4, 2022:

Carried

6-1.4 ADMINISTRATION STAFF WORK HOURS:

2022-05-04-015 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves a 8.5 hour work day with one earned day off every 3 weeks for the administration staff effective Monday, May 9, 2022.

Carried

6-1.5 CLOTHING ALLOWANCE

2022-05-04-016 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves increasing the clothing allowance by \$100.00 per year.

Carried

RECESS MEETING:

2022-05-04-017 LARRE: That the R.M. of Frenchman Butte No. 501 Council recess  
12:09 p.m. for a 60 minute break.

Carried

RECONVENED MEETING:

1:07 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

1:08 p.m. Aaron Neilly and Dan Fedirko entered Council Chambers to discuss Public Works Report.

9-1 RIGHT OF WAY PURCHASE SASKATCHEWAN POWER CORPORATION SW 04-52-24 W3M:

2022-05-04-018 HRITZUK: That the R.M. of Frenchman Butte No. 501 enters into the *Form of Agreement for Sale of Land for Right of Way*, dated March 3, 2022, with Saskatchewan Power Corporation for approximately .06 acres. The payment amount established in the agreement is \$84.57.

Carried

9-2.1 ROAD MAINTENANCE AGREEMENT 2022-02 – ASL PAVING LTD.:

2022-05-04-019 FISCHER: That the R.M. of Frenchman Butte No. 501 Council enters into a *Road Maintenance Agreement 2022-02* with ASL Paving Ltd. for hauling gravel (40,000 tonnes) at speeds not to exceed 60 km per hour from May 1, 2022 to November 14, 2022.

- TWP 542 from Range Road 3251 to Range Road 3252;
- Range Road 3232 from Township Road 542 to Hwy 3.

Carried

9-2.2 ROAD MAINTENANCE AGREEMENT 2022-03 – ASL PAVING LTD.:

2022-05-04-020 YOUNG: That the R.M. of Frenchman Butte No. 501 Council enters into a *Road Maintenance Agreement 2022-03* with ASL Paving Ltd. for hauling gravel (40,000 tonnes) at speeds not to exceed 60 km per hour from May 1, 2022 to November 14, 2022.

- Range Road 3264 from Township Road 532 to Township Road 540 (Grid 797)
- Township Road 540 (Grid 797) from Range Road 3264 to Hwy 17.

Carried

  
Reeve

  
CAO

9-3 ROAD MAINTENANCE AGREEMENT 2022-04 – HJR ASPHALT LP.:

2022-05-04-021 FISCHER: That the R.M. of Frenchman Butte No. 501 Council enters into a *Road Maintenance Agreement 2022-04* with HJR Asphalt LP. for hauling gravel (9,000 tonnes) at speeds not to exceed 60 km per hour from May 1, 2022 to May 31, 2022.

- Township Road 532 from Range Road 2343 to Hwy 17N.

Carried

6-1 STAFF/COMMITTEE REPORTS:

2022-05-04-022 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council acknowledges written and verbal reports presented by Chief Administrative Officer, Allison Roschker, Infrastructure Manager, Aaron Neilly, and Public Works Foreman, Dan Fedirko.

Carried

2:00 p.m. Aaron Neilly and Dan Fedirko left Council Chambers.  
2:01 p.m. Charlie Noeth entered Council Chambers.  
2:19 p.m. Charlie Noeth left Council Chambers.

RECESS MEETING:

2022-05-04-023 HRITZUK: That the R.M. of Frenchman Butte No. 501 Council recess for a 10 minute break.

Carried

RECONVENED MEETING:

3:27 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

3:31 p.m. Dan Fedirko entered Council Chambers.

13-2 GRADER TIRE PURCHASE:

2022-05-04-024 YOUNG: That the R.M. of Frenchman Butte No. 501 Council approves the Fountain Tire invoice for the amount of \$27,929.88 plus applicable taxes for the grader unit #G102.

Carried

3:35 p.m. Dan Fedirko left Council Chambers.

13-1 TENDER TAX TITLE LOTS:

2022-05-04-025 LARRE: That the R.M. of Frenchman Butte No. 501 Council authorizes Administration to list for sale by public tender:

- Lot 15 Blk 1 Plan No. AO1958
- Lot 6 Blk 7 Plan 101696665 Ext 4
- Lot 1 Blk 7 Plan AW1295
- Blk/Par A Plan 101696519 Ext 3
- Lot 3 Blk/Par 7 Plan AW1295

with tenders to be directed to Pinnacle Business Solutions Chartered Professional Accountants, the Municipal auditor.

Carried

13-3 HAMLET MONTHLY WATER REPORT:

2022-05-04-026 FISCHER: 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 April 2022 and instructs Administration to place a copy of the report on file for future reference.

Carried

  
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Reeve

  
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CAO

13-4 LEVEL 1 FIRE BAN IN EFFECT, MAY 5, 2022 12:00 P.M. CST:

2022-05-04-027 LARRE: That the R.M. of Frenchman Butte No. 501 Council instructs the Chief Administrative Officer to place a "Level 1 Fire Ban" on, in accordance with Bylaw No. 2021-07, Section 7.2;

"If determined by council the prevailing environmental conditions could give rise to an increased risk of a fire running out of control, council may by resolution issue a fire ban which prohibits Specific Fires in the Municipality."

This fire ban is placed on all fires within the R.M. of Frenchman Butte No. 501's boundaries effective on May 5, 2022 at 12:00 p.m. CST and shall remain in effect until such time as the fire ban is removed by resolution of Council.

Carried

14-1 CORRESPONDENCE – MAY 4, 2022:

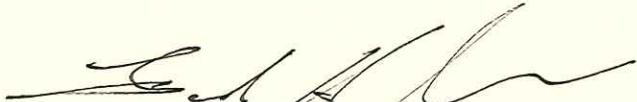
2022-05-04-028 NOETH: That the R.M. of Frenchman Butte No. 501 Council accepts the May 4, 2022 correspondence as information to be filed as presented to Council, outlined in Appendix A.

Carried

15-1 ADJOURNMENT:

2022-05-04-029 LARRE: That the R.M. of Frenchman Butte No. 501 Council adjourns this Regular Meeting of Council at 5:00 p.m.

Carried

  
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Reeve

  
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Chief Administrative Officer

  
\_\_\_\_\_  
Reeve

  
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CAO