

COUNCIL PRESENT:

Reeve Tom S. Hougham  
Division 1 Leonard Larre  
Division 3 Owen Fischer  
Division 4 Ronald Gory  
Division 5 Gay Noeth  
Division 6 Evan Priest

COUNCIL ABSENT:

Division 2 Carri Zeller

STAFF PRESENT:

Allison Roschker, Chief Administrative Officer  
Vanessa Nasby, Administrative Assistant  
Dan Fedirko, Public Works @ 9:23 a.m.  
Aaron Neilly, Infrastructure Manager @ 9:23 a.m.

GUESTS:

Don Spence @ 2:00 p.m.  
Allyson Spence @ 2:00 p.m.  
Reuben Walter @ 2:00 p.m.  
Paul Walter @ 2:00 p.m.  
Claus Young @ 2:00 p.m.  
Jean Young @ 2:00 p.m.  
Welton Kleinsasser @ 2:00 p.m.  
Tim Walter @ 2:00 p.m.  
Pauly Stahl @ 2:00 p.m.  
Terry Walter @ 2:00 p.m.  
Greg Young @ 2:00 p.m.  
Karen Young @ 2:00 p.m.

CALLED TO ORDER:

9:01 a.m. The Regular Meeting was called to order by Reeve Hougham.

1-1 JUNE 26, 2024 AGENDA:

2024-06-26-001 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approves the June 26, 2024 Agenda to be used as a guideline.

Carried

2-1 JUNE 12, 2024 MINUTES:

2024-06-26-002 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approves the June 12, 2024 minutes as presented.

Carried

5-1 PAYROLL- PP2024-13:

2024-06-26-003 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the payroll accounts for the pay period **June 2, 2024 – June 15, 2024. Authorization #438 direct deposit dated June 21, 2024, totaling \$53,554.45.**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix A Salaries and Wages June 2, 2024 – June 15, 2024.**

Carried

5-2 VOID CHEQUES:

2024-06-26-004 LARRE: That the R.M. of Frenchman Butte No. 501 Council acknowledges voiding the following cheques due to incorrect payment:


- Cheque # 32357 Eagle Well Servicing \$100.00  
Carried

5-3 ACCOUNTS – JUNE 26, 2024:

2024-06-26-005 GORY: That the R.M. of Frenchman Butte No. 501 Council approves the following payments dated June 26, 2024.

- Cheques 32429 to 332464 Totaling \$172,233.62  
Carried

  
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Reeve

  
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CAO

9:23 a.m. Dan Fedirko and Aaron Neilly entered Council Chambers to discuss Public Works Report.

6-2 BOLNEY GRID FOAM INJECTION:

2024-06-26-006 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the Foam Injection for the 3 culverts per quote from Eco Concrete Levelling Ltd. for the Bolney Grid in the amount of \$26,186.00 plus applicable taxes. CAO can authorize the repair at the culvert on TWP 540A if satisfied with the repairs on the Bolney Grid.

Carried

12-4 ANNUAL ROAD DEVELOPMENT APPLICATION POLICY 300-23:

2024-06-26-007 PRIEST: That the R.M. of Frenchman Butte No. 501 Council adopts the Annual Road Development Application Policy 300-23 and a copy is attached to and forms part of these minutes.

Carried

10:47 a.m. Aaron Neilly and Dan Fedirko left Council Chambers.

RECESS MEETING:

2024-06-26-008 FISCHER: That the R.M. of Frenchman Butte No. 501 Council recess  
10:47 a.m. for a break.

Carried

RECONVENED MEETING:

10:55 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

RECESS MEETING:

2024-06-26-009 PRIEST: That the R.M. of Frenchman Butte No. 501 Council recess  
12:03 p.m. for a break.

Carried

RECONVENED MEETING:

1:00 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

6-1 STAFF/COMMITTEE REPORTS:

2024-06-26-010 PRIEST: That the R.M. of Frenchman Butte No. 501 Council acknowledges written and verbal reports by Chief Administrative Officer, Allison Roschker, Infrastructure Manager, Aaron Neilly, and verbal report from Public Works Foreman, Dan Fedirko.

Carried

6-1 MUNICIPALITIES ACT REVISION SUGGESTION:

2024-06-26-011 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves Administration to send a suggestion on 293 Exemption to the Policy Administrator at SARM.

Carried

RECESS MEETING:

2024-06-26-012 NOETH: That the R.M. of Frenchman Butte No. 501 Council recess  
1:59 p.m. for a break.

Carried

13-1 PUBLIC MEETING – DISCRETIONARY DEVELOPMENT PERMIT SW 33-53-26W3M

2:00 p.m. Reeve Hougham declared the Public Meeting open to discuss Discretionary Development Permit SW 33-53-26W3M. Donald Spence, Allyson Spence, Reuben Walter, Paul Walter, Claus Young, Jean Young, Welton Kleinsasser, Tim Walter, Pauly Stahl, Terry Walter, Greg Young, and Karen Young was there in attendance expressing concerns regarding the proposed development. Written submissions were received in regards to proposed development.

2:55 p.m. Public Hearing was closed by Reeve Hougham.

2:56 p.m. Donald Spence, Allyson Spence, Reuben Walter, Paul Walter, Claus Young, Jean Young, Welton Kleinsasser, Tim Walter, Pauly Stahl, Terry Walter, Greg Young, and Karen Young left Council Chambers.

  
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Reeve

  
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CAO

RECONVENED MEETING:

2:56 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

RECESS MEETING:

2024-06-26-013 NOETH: That the R.M. of Frenchman Butte No. 501 Council recess  
3:02 p.m. for a break.

Carried

RECONVENED MEETING:

3:20 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

IN-CAMERA:

2024-06-26-014 NOETH: That the R.M. of Frenchman Butte No. 501 Council moves  
3:42 p.m. in-camera to discuss legal 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

RECONVENED MEETING:

3:48 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

12-5 BYLAW 2024-07 A BYLAW TO REGULATE THE PROCEEDINGS OF MUNICIPAL COUNCIL AND COUNCIL'S COMMITTEES:

2024-06-26-015 NOETH: That the R.M. of Frenchman Butte No. 501 Bylaw 2024-07  
a Bylaw to Regulate the Proceedings of Municipal Council and Council's  
Committees, be read a second time.

Carried

2024-06-26-016 PRIEST: That the R.M. of Frenchman Butte No. 501 Bylaw 2024-07  
a Bylaw to Regulate the Proceedings of Municipal Council and Council's  
Committees, be read a third time and passed.

Carried

12-6 BYLAW 2024-10 A BYLAW TO ESTABLISH MILL RATE FACTORS:

2024-06-26-017 PRIEST: That the R.M. of Frenchman Butte No. 501 Bylaw 2024-10  
a Bylaw to Establish Mill Rate Factors, be read a third time and passed.

Carried

12-7.1 NEW OFFICE BUILDING TENDER:

2024-06-26-018 NOETH: That the R.M. of Frenchman Butte No. 501 Council  
approves the release of Bar Engineering Office Building Tender (BAR  
Project No. 23MU-578600) for the reconstruction of a new 21.3m x 24.4m  
office building at PT SW 11-53-24W3. Bids are due July 5, 2024, at 2:00  
p.m. Councils tender review will take place at the Council Meeting to be  
held on July 10, 2024.

Carried

12-7.2 NEW OFFICE BUILDING ADDENDUM NO. 1:


2024-06-26-019 FISCHER: That the R.M. of Frenchman Butte No. 501 Council  
approves the Reeve and CAO to sign the Addendum No.1 from BAR  
Engineering Co. Ltd. dated June 26, 2024 in regards to the New Office  
Building, project number: 23MU-578600.


Carried

12-7.3 NEW OFFICE BUILDING CONSTRUCTION SERVICES FEE PROPOSAL:

2024-06-26-020 PRIEST: That the R.M. of Frenchman Butte No. 501 Council  
approves the Reeve and CAO to sign Construction Services Fee Proposal  
No.MP-24-033 from BAR Engineering Co. Ltd. dated, June 26, 2024 in  
regards to the New Office Building.

Carried

  
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Reeve

  
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CAO

4:13 p.m. Councillor Fischer left Council Chambers due to a conflict in the next Agenda item.

13-3 TRUCK DUMP REPAIRS:

2024-06-26-021 LARRE: That the R.M. of Frenchman Butte No. 501 Council approves the invoice from Owen Fischer in the amount of \$567.00 taxes included.  
Carried

4:21 p.m. Councillor Fischer entered Council Chambers.

13-5 ROAD CLOSURE CANCELLATION:

2024-06-26-022 PRIEST: That the R.M. of Frenchman Butte No. 501 Council acknowledges the cancellation of the following road closure issued June 24, 2024:  
• Township Road 533 from Range Road 3250 to Highway 797 (Frenchman Butte Access).  
Carried

13-6 PERMISSION TO WORK ON MUNICIPAL RESERVE:

2024-06-26-023 FISCHER: That the R.M. of Frenchman Butte No. 501 Council authorizes Bernard Loewen permission to cut down trees on Municipal Reserve located at Perch Lake.  
Carried

13-4 2007 SCRAPER:

2024-06-26-024 PRIEST: That the R.M. of Frenchman Butte No. 501 Council approves the purchase of a 2007 Scraper from Garry's Construction Ltd. for the amount of \$438,889.00 plus applicable taxes at the end of the lease period upon staff approval.  
Carried

13-8 WYWRA AGM MEETING:

2024-06-26-025 LARRE: That the R.M. of Frenchman Butte No. 501 Council authorizes Reeve Tom S. Hougham to attend the WYWRA AGM on July 17, 2024 at 2:00 p.m.  
Carried

13-9 MEMORANDUM OF UNDERSTANDING:

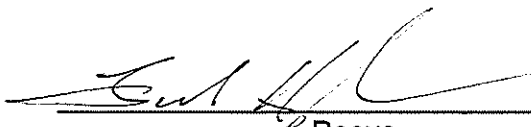
2024-06-26-026 LARRE: That the R.M. of Frenchman Butte No. 501 Council enters into a Memorandum of Understanding with Ministry of Parks, Culture and Sport to development and maintain the deer creek recreational site.  
Defeated

14-1 CORRESPONDENCE – JUNE 26, 2024:

2024-06-26-027 PRIEST: That the R.M. of Frenchman Butte No. 501 Council accepts the June 26, 2024 correspondence as information to be filed as presented to Council, outlined in Appendix B.  
Carried


15-1 ADJOURNMENT:

2024-06-26-028 GORY: That the R.M. of Frenchman Butte No. 501 Council adjourns this Regular Meeting of Council at 4:46 p.m.  
Carried

  
Reeve

  
Chief Administrative Officer

  
Reeve

  
CAO

COUNCIL PRESENT:

Reeve	Tom S. Hougham
Division 1	Leonard Larre
Division 2	Carri Zeller
Division 3	Owen Fischer
Division 4	Ronald Gory
Division 5	Gay Noeth
Division 6	Evan Priest

STAFF PRESENT:

Allison Roschker, Chief Administrative Officer  
Vanessa Nasby, Administrative Assistant

GUESTS:

Don Spence  
Allyson Spence  
Reuben Walter  
Paul Walter  
Claus Young  
Jean Young  
Welton Kleinsasser  
Tim Walter  
Pauly Stahl  
Terry Walter  
Greg Young  
Karen Young

2:00 p.m.

Reeve Hougham declared the Public Meeting open to discuss Discretionary Development Permit SW 33-53-26W3M.

2:00 p.m.

Donald Spence, Allyson Spence, Reuben Walter, Paul Walter, Claus Young, Jean Young, Welton Kleinsasser, Tim Walter, Pauly Stahl, Terry Walter, Greg Young, and Karen Young RM Ratepayers entered the Council Chambers for the Public Meeting.

Concerns from neighboring ratepayers regarding the Discretionary Development Permit SW 33-53-26W3M were the following:

- Well water - how the new development may affect surrounding water sources.
- Sewage - whether this would seep into surrounding shallow water sources or not.
- RM Zoning Bylaw - is this considered Agricultural or should this be under Commercial?
- Slaughterhouse - waste of the slaughterhouse to be attracting wildlife which could result in some scary encounters.
- Having a "Community" so close to a neighboring family farm while chemical and spraying could potentially be harmful.

2:55 p.m.

Public Hearing was closed by Reeve Hougham.

2:56 p.m.

Donald Spence, Allyson Spence, Reuben Walter, Paul Walter, Claus Young, Jean Young, Welton Kleinsasser, Tim Walter, Pauly Stahl, Terry Walter, Greg Young, and Karen Young left Council Chambers.

**RURAL MUNICIPALITY OF FRENCHMAN BUTTE NO. 501**

**BYLAW NO. 2024-10**

**A BYLAW TO ESTABLISH MILL RATE FACTORS**

The Council of the Rural Municipality of Frenchman Butte No. 501 in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be known as the "Mill Rate Factor Bylaw".
2. The following mill rate factor(s) shall be applied to the uniform mill rate levied against taxable land and improvements for municipal purposes:

<u>Classification</u>	<u>Factor</u>
a) <b>Agricultural</b>	<b>1.50</b>
b) <b>Residential</b>	<b>0.99</b>
c) <b>Commercial &amp; Industrial</b>	<b>7.35</b>

3. Notwithstanding section 2 of this bylaw, the following mill rate factor shall be applied to the uniform mill rate levied against taxable land and improvements within the Organized Hamlet of Frenchman Butte for municipal purposes:

<u>Classification</u>	<u>Factor</u>
a) <b>Agricultural</b>	<b>0.65</b>
b) <b>Residential</b>	<b>0.65</b>
c) <b>Commercial &amp; Industrial</b>	<b>4.0</b>

4. Bylaw # 2023-08 is hereby repealed.
5. This bylaw shall come into effect on January 1, 2024



  
Reeve

  
Administrator

Read a third time and adopted  
this 26th day of June, 2024

POLICY TITLE  Annual Road Development Application Policy		ADOPTED BY RM Council Resolution No. 2024-06-26-007 EFFECTIVE DATE June 26, 2024	POLICY NO.  <b>300-23</b>
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended:  Rescinded:	Resolution No.

**1.0 PURPOSE:**

The purpose of this policy is to establish a transparent, equitable, and efficient framework for the development and maintenance of roads within the Rural Municipality of Frenchman Butte No. 501. This policy aims to ensure that road development projects are prioritized based on community needs, safety considerations, and economic benefits, while promoting responsible fiscal management and sustainable infrastructure growth. Through clear guidelines and a structured application process, the policy seeks to engage ratepayers, enhance public trust, and foster collaboration between the municipality, local residents, and businesses.

Ratepayers may apply for the development of a section of road under any classification, excluding internal subdivision and farm access roads, with the costs covered 100% by the RM. For Residential Farm Access Roads and Alternative Farm Access Roads, the RM will provide a cost-sharing arrangement where the ratepayer is responsible for construction costs, with the RM reimbursing 50% of the expenses up to specified maximum contributions.

**2.0 DEFINITIONS:**

- 2.1. **RM:** Means the Rural Municipality of Frenchman Butte No. 501
- 2.2. **Ratepayer:** An individual or entity owning property within the RM and responsible for paying property taxes.

**3.0 RESPONSIBILITIES:**

The Chief Administrative Officer in consultation with planning, development, Council and the Infrastructure Manager shall be responsible for maintaining, administering, and updating this policy.

**4.0 POLICY:**

**4.1. Application Process**

- 4.1.1. **Eligibility:** All ratepayers within the RM, who own land and reside in the RM, are eligible to apply for road development projects. Commercial resource organizations and companies are ineligible.
- 4.1.2. **Application Submission:** Applications must be submitted by October 31<sup>st</sup> each year, detailing the desired road classification and the specific reasons for the request. Each ratepayer is only allowed to submit one application per year.
- 4.1.3. **Required Documentation:** Applicants must provide a detailed proposal including location, estimated traffic usage, and any relevant support from the community or local businesses.

**POLICY TITLE****Annual Road Development Application Policy****4.2. Budget Allocation**

- 4.2.1. **Annual Budget:** Each year, the RM Council will allocate a specific budget for road development projects based on the fiscal capabilities and strategic priorities of the RM.
- 4.2.2. **Transparency:** The total budget and a summary of allocated funds will be publicly available at the municipal office for transparency.

**4.3. Project Prioritization**

- 4.3.1. **Criteria for Prioritization:** Projects will be prioritized based on several factors, including public safety, economic benefits to the community, and the current road conditions.
- 4.3.2. **Council Review:** All applications will be reviewed by the Council, which will score them based on the established criteria.
- 4.3.3. **Notification:** Applicants will be notified of their project's prioritization and the estimated timeline for commencement, subject to budget availability.

**4.4. Funding and Development Responsibilities**

- 4.4.1. The funding and development responsibilities for each of the following road classifications are as follows:
  - 4.4.1.1. **Heavy Haul/High Volume Road (HH/HV):** The RM will cover 100% of the costs associated with the development, including planning, construction, and any necessary land acquisition.
  - 4.4.1.2. **Primary Grid Road (PG):** The RM will cover 100% of the costs, similar to HH/HV roads.
  - 4.4.1.3. **Grid Road (G):** The RM will cover 100% of the costs.
  - 4.4.1.4. **Internal Commercial/Industrial Subdivision Road (ICS/IIS):** Not eligible for funding.
  - 4.4.1.5. **Internal Residential Subdivision Road (IRS):** Not eligible for funding.
  - 4.4.1.6. **Residential Farm Access Road (RFA):** The ratepayer shall be responsible for the construction, including all associated costs. The RM will provide a cost-sharing arrangement covering 50% of the expenses up to a maximum contribution of \$50,000. RFA roads must have approval prior to construction.
  - 4.4.1.7. **Alternative Farm Access Road (AFA):** The ratepayer shall be responsible for the construction, including all associated costs. The RM will provide a cost-sharing arrangement covering 50% of the expenses up to a maximum contribution of \$10,000. AFA roads must have approval prior to construction.
- 4.4.2. For Clarification on Road Classifications please reference Policies 300-10, and 300-20

**4.5. Project Execution**

- 4.5.1. The highest priority project will be constructed first.
- 4.5.2. If the budget does not allow for all approved projects in a given year, the remaining projects will be given priority in the subsequent year's budget.

**4.6. Roll-Over Provision**

- 4.6.1. **Carry Forward:** Projects not commenced due to budget constraints will automatically move to the top of the following year's list, ensuring they receive priority.
- 4.6.2. **Reevaluation:** All projects carried forward will be reevaluated only to confirm there are no changes in circumstances that might affect their priority status.





POLICY TITLE

Annual Road Development Application Policy

**4.7. Amendments to Applications**

**4.7.1. Changes and Updates:** Applicants may update or amend their applications up to November 15<sup>th</sup> prior to the start of the fiscal year, subject to reevaluation of the project's priority.

**4.7.2. Withdrawal:** Applicants can withdraw their applications at any stage without penalty.

**5.0 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 June 12, 2024 and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.