

COUNCIL PRESENT:

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

STAFF PRESENT:

Aaron Neilly, Acting Chief Administrative Officer (A/CAO)  
Crystal Schaan, Deputy CAO  
Dan Fedirko, Public Works Foreman @ 10:23 a.m.

DELEGATES:

Charlie Noeth, Metalhead Mechanical @ 11:00 a.m.

CALLED TO ORDER:

9:00 a.m. The Regular Meeting was called to order by Reeve Hougham.

1-1 DECEMBER 17, 2025 AGENDA ADDITIONS:

2025-12-17-001 ZELLER: That the following be added to the December 17, 2025 Agenda.

- 13-23 Weed Inspector Report
- 13-24 SPSA Emergency Rates

Carried

1-1 DECEMBER 17, 2025 AGENDA:

2025-12-17-002 NOETH: That the December 17, 2025 Agenda be used as a guideline.

Carried

9:04 a.m. Councillor Larre entered Council Chambers.

2-1 NOVEMBER 26, 2025 MINUTES:

2025-12-17-003 TROTZUK: That the November 26, 2025 minutes be approved as presented.

Carried

2-2 NOVEMBER 26, 2025 SPECIAL MEETING MINUTES:

2025-12-17-004 LARRE: That the November 26, 2025 special meeting minutes be approved as presented.

Carried

IN-CAMERA:

2025-12-17-005 ZELLER: That the R.M. of Frenchman Butte No. 501 Council moves 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

OUT-OF-CAMERA:

9:55 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

Carried

4-1 NOVEMBER 2025 BANK RECONCILIATION:

2025-12-17-006 TROTZUK: That the November 2025 month end Bank Reconciliation be acknowledged and balances as follows:

Chequing Account Operating	\$ 12,600,997.35
St. Walburg Health Account	\$ 2,395.16
Turtleford Health Account	\$ 8,301.73
Online Banking Account	\$ 17,143.50
Term Deposits (5.2% Expiring 31-Dec-25)	\$ 624,895.84
Term Deposits (3.30% Expiring 30-Sep-26)	\$ 500,000.00
Term Deposits (3.40% Expiring 30-Sep-27)	\$ 1,000,000.00



Reeve



A/CAO

Term Deposits (3.30% Expiring 30-Sep-28)	\$ 500,000.00
Term Deposits (3.30% Expiring 30-Sep-29)	\$ 500,000.00
Term Deposits (3.45% Expiring 30-Sep-30)	\$ 1,000,000.00
<b>Total Cash in Bank as of November 30, 2025</b>	<b>\$ 16,753,733.58</b>
Petty Cash	\$ 200.00
<b>Total Cash and Short-Term Investments</b>	<b>\$ 16,753,933.58</b>
	Carried

4-2 NOVEMBER 2025 STATEMENT OF FINANCIAL ACTIVITIES - DETAILED:

2025-12-17-007 PRIEST: That the November 2025 month end Statement of Financial Activities is acknowledged – Detailed, which is attached to and forms part of these minutes as Appendix A.

Carried

5-3 COUNCIL REMUNERATION:

2025-12-17-008 TROTZUK: That the electronic payment of December 2025 Council Remuneration for the following amounts less deductions on December 19, 2025 be approved:

• Reeve Hougham	\$ 967.60
• Councillor Larre	\$ 577.20
• Councillor Zeller	\$ 575.10
• Councillor Trotzuk	\$ 891.80
• Councillor Gory	\$ 737.00
• Councillor Noeth	\$ 326.60
• Councillor Priest	\$ 588.10

Carried

5-1 PAYROLL- PP2025-25:

2025-12-17-009 NOETH: That the payroll accounts for the pay period November 16, 2025 – November 29, 2025 Authorization #477, and Council Indemnity November 2025, direct deposit dated December 5, 2025, totaling \$40,920.71 be approved.

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix B Salaries and Wages November 16, 2025 – November 29, 2025.**

Carried

5-2 PAYROLL- PP2025-26:

2025-12-17-010 LARRE: That the payroll accounts for the pay period November 30, 2025 – December 13, 2025 Authorization #478, and Council Indemnity December 2025, direct deposit dated December 19, 2025, totaling \$37,145.88 be approved.

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix C Salaries and Wages November 30, 2025 – December 13, 2025.**

Carried

5-4 ACCOUNTS – DECEMBER 17, 2025:

2025-12-17-011 GORY: That the following payments dated December 17, 2025 be approved.

• Cheques 33760 to 33805	Totaling \$576,902.36
• Other Payments	Totaling \$111,424.85
	Total AP \$688,327.21

Carried

RECESS MEETING:

2025-12-17-012 ZELLER: That this meeting recess.  
10:12 a.m.

Carried

  
Reeve

  
A/CAO

RECONVENED MEETING:

10:22 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

10:23 a.m. Dan Fedirko entered Council Chambers to discuss Public Works report.

10:57 a.m. Dan Fedirko left Council Chambers.

10:59 a.m. Councillor Larre left Council Chamber.

11:00 a.m. Delegate Charlie Noeth, Metalhead Mechanical, entered Council Chambers.

11:05 a.m. Councillor Larre entered Council Chambers.

11:20 a.m. Delegate Charlie Noeth left Council Chambers.

RECESS MEETING:

2025-12-17-013 NOETH: That this meeting recess.

12:00 p.m. Carried

RECONVENED MEETING:

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

1:01 p.m. Aaron Neilly presented the A/CAO report.

13-22 PIPESTONE CREEK CHANGE ORDER NO. 7 REVISION NO. 1:

2025-12-17-014 PRIEST: That Council approve Change Order No. 7, Revision 01 for the Grid 797 Pipestone Creek Culvert Replacement Project (BAR Project No. 24MU-598400), as presented, which extends the project completion date to June 1, 2026.

Carried

12-6 RESCIND SECOND READING – BYLAW 2025-13 (OFFICIAL COMMUNITY PLAN):

2025-12-17-015 LARRE: That Council rescind Resolution No. 2025-11-26-023, which granted second reading to Bylaw 2025-13, A Bylaw to Adopt an Official Community Plan, in order to allow for additional notice and further public participation pursuant to The Planning and Development Act, 2007.

Carried

12-6 RESCIND THIRD READING – BYLAW 2025-13 (OFFICIAL COMMUNITY PLAN):

2025-12-17-016 ZELLER: That Council rescind Resolution No. 2025-11-26-024, which granted third reading and passage of Bylaw 2025-13, A Bylaw to Adopt an Official Community Plan, in order to allow for additional notice and further public participation pursuant to The Planning and Development Act, 2007.

Carried

12-7 RESCINDING SECOND READING – BYLAW 2025-14 (ZONING BYLAW):

2025-12-17-017 TROTZUK: That Council rescind Resolution No. 2025-11-26-025, which granted second reading to Bylaw 2025-14, A Bylaw to Adopt a Zoning Bylaw, in order to allow for additional notice and further public participation pursuant to The Planning and Development Act, 2007.

Carried

12-7 RESCINDING THIRD READING – BYLAW 2025-14 (ZONING BYLAW):

2025-12-17-018 GORY: That Council rescind Resolution No. 2025-11-26-026, which granted third reading and passage of Bylaw 2025-14, A Bylaw to Adopt a Zoning Bylaw, in order to allow for additional notice and further public participation pursuant to The Planning and Development Act, 2007.

Carried

6-1 STAFF/COMMITTEE REPORTS:

2025-12-17-019 PRIEST: That the written and verbal report by A/CAO, Aaron Neilly, and Public Works Foreman, Dan Fedirko be acknowledged.

Carried

  
Reeve

  
A/CAO

9-1 RIGHT OF ENTRY AGREEMENT – KOZINSKI FARMS LTD. SW16-54-22W3M:

2025-12-17-020 PRIEST: That Council enter into the Grant of Right of Entry to Rural Municipality Agreement, dated December 17, 2025, with Kozinski Farms Ltd. for the purpose of snow ploughing windrows through the fields on the southern property lines to help prevent snow blowing and building up on Township Road 542.

Carried

13-2 PARADISE HILL CARE HOME DESK DONATION:

2025-12-17-021 LARRE: That Council donate one desk from the old office to the Paradise Hill Care Home.

Carried

13-3 STAFF VACATION CARRY-OVER:

2025-12-17-022 NOETH: That the presentation of vacation carry-overs as per Human Resources and Compensation Policy 900-01 be acknowledged.

Carried

13-4 MUNICIPAL REVENUE SHARING GRANT – DECLARATION OF ELIGIBILITY:

2025-12-17-023 ZELLER: That the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant and confirms:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittances of Education Property Taxes;
- Adoption of Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Acting Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

13-5 SCHEDULE REGULAR MEETING:

2025-12-17-024 LARRE: That the Regular Meeting of Council be scheduled for 9:00 a.m. Wednesday, January 7, 2026, to be held at Council Chambers located at PT SW 11-53-24W3M.

Carried

2:25 p.m. Councillor Trotzuk left Council Chambers.

13-6 BYLAW 2025-15 A BYLAW TO REGULATE THE OPERATION OF VEHICLES AND THE USE OF HIGHWAYS:

2025-12-17-025 PRIEST: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-15 A Bylaw To Regulate The Operation Of Vehicles And The Use Of Highways, be read a first time.

Carried

2025-12-17-026 ZELLER: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-15 A Bylaw To Regulate The Operation Of Vehicles And The Use Of Highways, be read a second time.

Carried

2025-12-17-027 GORY: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-15 A Bylaw To Regulate The Operation Of Vehicles And The Use Of Highways, be given three readings at this meeting.

Carried Unanimously



Reeve



A/CAO

2025-12-17-028 LARRE: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-15 A Bylaw To Regulate The Operation Of Vehicles And The Use Of Highways, be read a third time and passed.

Carried

13-7 BYLAW 2025-16 A BYLAW FOR FIRE PREVENTION, MANAGEMENT AND CONTROL:

2025-12-17-029 ZELLER: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-16 A Bylaw For Fire Prevention, Management And Control, be read a first time.

Carried

2025-12-17-030 GORY: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-16 A Bylaw For Fire Prevention, Management And Control, be read a second time.

Carried

2025-12-17-031 NOETH: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-16 A Bylaw For Fire Prevention, Management And Control, be given three readings at this meeting.

Carried Unanimously

2025-12-17-032 LARRE: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-16 A Bylaw For Fire Prevention, Management And Control, be read a third time and passed.

Carried

13-8 SYNERGY TERM ACCOUNT RENEWAL:

2025-12-17-033 PRIEST: That Council approve the renewal of the Synergy Term Account (831651268805) upon maturity on December 31, 2025, at a rate of 3.30% for a term of one (1) year, and authorize administration to complete all necessary documentation related to the renewal.

Carried

2:35 p.m. Councillor Trotzuk entered Council Chambers.

13-9 ARREARS ADDED TO TAX ROLL:

2025-12-17-034 PRIEST: That the outstanding 2025 accounts receivables be added to the tax roll on December 31, 2025 be authorized.

Carried

13-10 WRITE OFF BAD DEBTS:

2025-12-17-035 PRIEST: That the bad debts as listed below in the amount of \$660.00 be written off as of December 31, 2025 be authorized:

• Canadian Taxpayers Federation	\$210.00
• Conoco Phillips Canada Resources	\$450.00

Carried

13-11 MOTOR GRADER TENDER 2026A:

2025-12-17-036 ZELLER: That the release of the Request for Proposal for Purchase of a Motor Grader, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

13-12 ONE TON TRUCK TENDER 2026B:

2025-12-17-037 LARRE: That the release of the Request for Proposal for Purchase of a One Ton Truck, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

13-13 TRACTOR TRUCK TENDER 2026C:

2025-12-17-038 NOETH: That the release of the Request for Proposal for Purchase of a Tractor Truck, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

  
Reeve

  
A/CAO

13-14 TRACTOR TENDER 2026F:

2025-12-17-039 GORY: That the release of the Request for Proposal for Purchase of a Tractor, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

13-15 DOZER TENDER 2026G:

2025-12-17-040 GORY: That the release of the Request for Proposal for Purchase of a Dozer, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

13-16 POLE SHED TENDER 2026D:

2025-12-17-041 ZELLER: That the release of the Request for Proposal for Purchase of a Pole Shed, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

13-17 WHEEL LOADER TENDER 2026E:

2025-12-17-042 PRIEST: That the release of the Request for Proposal for Purchase of a Wheel Loader, as outlined in the tender document, with a closing date of February 4, 2026, at 3:00 p.m. local Saskatchewan time be approved.

Carried

13-20 HAMLET MONTHLY WATER REPORT:

2025-12-17-043 TROTZUK: That the presentation of the Hamlet of Frenchman Butte Water Treatment Plant Monthly Report for November 2025 be acknowledged and instructs Administration to place a copy of the report on file for future reference.

Carried

13-21 HOLIDAY OFFICE HOURS:

2025-12-17-044 PRIEST: That the R.M. of Frenchman Butte No. 501 Council approves the staff to close the office on January 2, 2026 and resume regular business hours on January 5, 2026.

Carried

IN-CAMERA:

2025-12-17-045 2:45 p.m. TROTZUK: That the R.M. of Frenchman Butte No. 501 Council moves 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

OUT-OF-CAMERA:

3:35 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

Carried

3:37 p.m.

Councillor Trotzuk left Council Chambers.

3:39 p.m.

Councillor Trotzuk entered Council Chambers.

IN-CAMERA:

2025-12-17-046 3:40 p.m. NOETH: That the R.M. of Frenchman Butte No. 501 Council moves 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

OUT-OF-CAMERA:

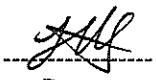
3:45 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

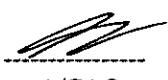
Carried

14-1 CORRESPONDENCE – DECEMBER 17, 2025:

2025-12-17-047 LARRE: That the December 17, 2025 correspondence as information to be filed as presented to Council, outlined in Appendix D be accepted.

Carried

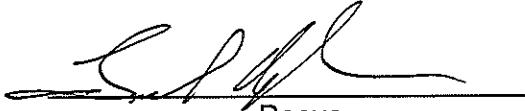
  
Reeve

  
A/CAO

15-1 ADJOURNMENT:

2025-12-17-048      ZELLER:      That this Regular Meeting of Council at 4:35 p.m. be adjourned.

Carried



Reeve



Acting Chief Administrative Officer



Reeve



A/CAO