

COUNCIL PRESENT:

Reeve Tom S. Hougham
Division 1 Leonard Larre
Division 2 Carri Zeller
Division 3 Doug Trotzuk
Division 4 Ronald Gory @ 9:17 a.m.
Division 5 Gay Noeth
Division 6 Evan Priest

STAFF PRESENT:

Crystal Schaan, Acting Administrator
Vanessa Nasby, Administrative Assistant
Dan Fedirko, Public Works @ 9:55 a.m.
Aaron Neilly, Infrastructure Manager @ 9:55 a.m.

CALLED TO ORDER:

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

1-1 FEBRUARY 12, 2025 AGENDA:

2025-02-12-001 ZELLER: That the February 12, 2025 Agenda be used as a guideline.

Carried

2-1 JANUARY 22, 2025 MINUTES:

2025-02-12-002 PRIEST: That the January 22, 2025 minutes be approved as presented.

Carried

2-2 JANUARY 23, 2025 SPECIAL MEETING MINUTES:

2025-02-12-003 LARRE: That the January 23, 2025 Special Meeting minutes be approved as presented.

Carried

2-3 JANUARY 30, 2025 SPECIAL MEETING MINUTES:

2025-02-12-004 ZELLER: That the January 30, 2025 Special Meeting minutes be approved as presented.

Carried

9:17 a.m. Councillor Gory entered Council Chambers.

4-1 JANUARY 2025 BANK RECONCILIATION:

2025-02-12-005 PRIEST: That the R.M. of Frenchman Butte No. 501 Council acknowledges the January 2025 month end Bank Reconciliation balances as follows:

Chequing Account Operating	\$ 15,868,578.78
St. Walburg Health Account	\$ 2,380.07
Turtleford Health Account	\$ 8,249.43
Online Banking Account	\$ 113,321.48
Term Deposits (5.2% Expiring 31-Dec-25)	\$ 624,895.84
Total Cash in Bank as of January 31, 2025	\$ 16,617,425.60
Petty Cash	\$ 200.00
Total Cash and Short-Term Investments	\$ 16,617,625.60

Carried

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

2025-02-12-006 NOETH: That the R.M. of Frenchman Butte No. 501 Council acknowledges the January 31, 2025 month end Statement of Financial Activities – Detailed, which is attached to and forms part of these minutes as Appendix A.

Carried

Reeve

AA

5-1 PAYROLL- PP2025-03:

2025-02-12-007 NOETH: That the payroll accounts for the pay period **January 12, 2025 –January 25, 2025 Authorization #455 direct deposit dated January 31, 2025, totaling \$38,063.41 be approved.**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix B Salaries and Wages January 12, 2024 – January 25, 2025.**

Carried

5-2 PAYROLL- PP2025-04:

2025-02-12-008 PRIEST: That the payroll accounts for the pay period **January 26, 2025 –February 8, 2025 Authorization #456 direct deposit dated February 14, 2025, totaling \$41,196.77 be approved.**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix C Salaries and Wages January 26, 2025 – February 8, 2025.**

Carried

5-3 LOST CHEQUE – WURTH CANADA:

2025-02-12-009 ZELLER: That the voiding of the following cheque due to lost cheque be acknowledged and furthermore be paid via electronic means.

- **Cheque # 32665** **Total \$166.45**

Carried

13-11 BORDER PAWS ANIMAL SHELTER SOCIETY AGREEMENT:

2025-02-12-010 TROTZUK: That Reeve Hougham be authorized to sign the Agreement from Border Paws Animal Shelter Society.

Carried

9:51 a.m. Councillor Larre left Council Chambers.

5-4 ACCOUNTS – FEBRUARY 12, 2025:

2025-02-12-011 GORY: That the following payments dated February 12, 2025 be approved.

- **Cheques 32992 to 33048** **Totaling \$361,967.30**
- **Other Payments** **Totaling \$121,416.46**

Total AP \$ 483,383.76

Carried

9:53 a.m. Councillor Larre entered Council Chambers.

5-5 COUNCIL REMUNERATION:

2025-02-12-012 ZELLER: That the electronic payment of January 2025 Council Remuneration for the following amounts less deductions on February 28, 2025 be approved:

- Reeve Hougham \$1,701.95
- Councillor Larre \$1,592.70
- Councillor Zeller \$1,548.45
- Councillor Trotzuk \$1,638.20
- Councillor Gory \$1,614.60
- Councillor Noeth \$830.20
- Councillor Priest \$1,896.90

Carried


9:55 a.m. Dan Fedirko and Aaron Neilly entered Council Chambers to discuss Public Works Report.

13-9 DEGELMAN 6000 ROCK PICKER :

2025-02-12-013 LARRE: That the purchase of a Degelman Rock picker from Pattison Agriculture in North Battleford for the amount of \$40,950.00 plus tax be authorized.

Carried


Reeve


AA

13-10 8 FOOT CARBIDE BLADES :

2025-02-12-014 ZELLER: That the purchase of 8 foot carbide blades from Triod Supply in North Battleford for the amount of \$27,400.00 plus tax be authorized.

Carried

11:12 a.m. Aaron Neilly and Dan Fedirko left Council Chambers.

RECESS MEETING:

2025-02-12-015 NOETH: That this meeting recess.

11:15 a.m.

Carried

RECONVENED MEETING:

11:22 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

13-1 SARM ANNUAL CONVENTION:

2025-02-12-016 ZELLER: That 3 councillors and 1 staff member to attend the SARM Annual Convention, Prairieland Park, Saskatoon, SK from March 9 to March 13, 2025 be approved.

Carried

12-6 HIGHWAY 17 PASSING LANES:

2025-02-12-017 PRIEST: That the Council is aware and supports the Highway 17 Passing Lane Project from the Ministry of Highways.

Carried

13-13 TRANSFER TO CAPITAL RESERVES:

2025-02-12-018 NOETH: That the following transfers be authorized:

- From GL 590-110-101 Transfer to Reserves Hamlet Water to GL 310-110-105 Reserve – Organized Hamlet FB WTP; \$3,300.00
- From GL 590-110-101 Transfer to Reserves Hamlet to GL 310-110-100 Reserve – Organized Hamlet FB; \$4,686.06
- From GL 310-110-205 Transfer from PH Clinic Reserves to GL 490-110-106 PH Clinic \$5,241.78

Carried

6.0 DELEGATE AUTHORITY TO DEVELOPMENT OFFICERS:

2025-02-12-019 LARRE: That the R.M. of Frenchman Butte No. 501 Council authorizes the Administrative Assistant be appointed as the Development Officer for General Development. Infrastructure Manager will be appointed for all development applications related to Transportation & Infrastructure, Environmental & Resource Extraction as well as all General Oilfield Development. This appointment shall take effect immediately and remain in force until otherwise amended by Council resolution.

Carried

RECESS MEETING:

2025-02-12-020 PRIEST: That this meeting recess.

12:09 p.m.

Carried

RECONVENED MEETING:

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

13-14 NOXIOUS AND NUISANCE WEEDS SUPPORT LETTER:

2025-02-12-021 PRIEST: That the letter regarding Noxious and Nuisance Weeds presented to Council, be supported.

Carried

1:34 p.m. Councillor Gory entered Council Chambers.

6-1 STAFF/COMMITTEE REPORTS:

2025-02-12-022 ZELLER: That the written and verbal reports by Acting Administrator, Crystal Schaan, Public Works Foreman, Dan Fedirko and Infrastructure Manager, Aaron Neilly be acknowledged.

Carried



Reeve



AA

9-1.1 RIGHT OF ENTRY AGREEMENT – RAYMOND SEGUIN SW 20-54-22W3:

2025-02-12-023 GORY: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated January 23, 2025 with Raymond Seguin for the purpose of plowing windrows in field on SW 20-54-22W3 to prevent snow blowing and building up on RM Road TWP 543. Carried

9-1.2 RIGHT OF ENTRY AGREEMENT – JOSEPH AND MARY ANNE KURJATA SE 02-55-22W3:

2025-02-12-024 TROTZUK: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated January 24, 2025 with Joseph and Mary Anne Kurjata for the purpose of plowing windrows in field on SE 02-55-22W3 to prevent snow blowing and building up on RM Road TWP 550. Carried

9-1.3 RIGHT OF ENTRY AGREEMENT BLAINE AND SHELLY HARLAND SE 13-54-25W3 AND SW-18-54-24W3:

2025-02-12-025 NOETH: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated January 24, 2025 with Blaine and Shelly Harland for the purpose of plowing windrows in fields on SE 13-54-25W3 AND SW-18-54-24W3 to prevent snow blowing and building up on RM Road TWP 542. Carried

9-1.4 RIGHT OF ENTRY AGREEMENT ROBERT AND DEBBIE SVOBODA SW 02-55-22W3:

2025-02-12-026 PRIEST: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated January 20, 2025 with Robert and Debbie Svoboda for the purpose of plowing windrows in field on SW 02-55-22W3 to prevent snow blowing and building up on RM Road TWP 550. Carried

9-1.5 RIGHT OF ENTRY AGREEMENT WINSTON HOUGHAM SW & SE 14-54-25W3:

2025-02-12-027 LARRE: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 5, 2025 with Winston Hougham for the purpose of plowing windrows in fields on SW & SE 14-54-25W3 to prevent snow blowing and building up on RM Road TWP 542. Carried

9-1.6 RIGHT OF ENTRY AGREEMENT – AARON & JULIE HOUGHAM SE 18-54-22W3:

2025-02-12-028 ZELLER: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated January 20, 2025 with Aaron & Julie Hougham for the purpose of plowing windrows in field on SE 18-54-22W3 to prevent snow blowing and building up on RM Road TWP 542. Carried

9-1.7 RIGHT OF ENTRY AGREEMENT – TYLER THOMPSON SE 05-52-24W3:

2025-02-12-029 GORY: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 6, 2025 with Tyler Thompson for the purpose of plowing windrows in field on SE 05-52-24W3 to prevent snow blowing and building up on RR 3244. Carried

9-1.8 RIGHT OF ENTRY AGREEMENT – LOUIS DESILETS SW 27-51-24W3:

2025-02-12-030 TROTZUK: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 6, 2025 with Louis Desilets for the purpose of plowing windrows in field on SW 27-51-24W3 to prevent snow blowing and building up on RM Road TWP 543. Carried

9-1.9 RIGHT OF ENTRY AGREEMENT – WAYNE AND JEAN SIBLEY NE 22-52-22W3, SW 11-52-22W3 & SE 22-52-22W3:

2025-02-12-031 NOETH: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated January 23, 2025 with Wayne and Jean Sibley for the purpose of brushing trees on NE 22-52-22W3, SW 11-52-22W3 & SE 22-52-22W3. Carried

9-1.10 RIGHT OF ENTRY AGREEMENT – DAVID PUECH NE 21-51-24W3:

2025-02-12-032 PRIEST: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 7, 2025 with David Puech for the purpose of plowing windrows in field on NE 21-51-24W3 to prevent snow blowing and building up on RM RR 3243.

Carried

9-1.11 RIGHT OF ENTRY AGREEMENT – KELLY LARRE SE 21-51-24W3:

2025-02-12-033 ZELLER: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 8, 2025 with Kelly Larre for the purpose of plowing windrows in field on SE 21-51-24W3 to prevent snow blowing and building up on RM RR 3243.

Carried

9-1.12 RIGHT OF ENTRY AGREEMENT – CORRIE ZWEIFEL SE 15-54-25W3:

2025-02-12-034 LARRE: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 5, 2025 with Corrie Zweifel for the purpose of plowing windrows in field on SE 15-54-25W3 to prevent snow blowing and building up on RM TWP 542.

Carried

9-1.13 RIGHT OF ENTRY AGREEMENT – ERVIN HARLAND SW 13-54-25W3:

2025-02-12-035 GORY: That the Council enters into the *Grant of Right of Entry to Rural Municipality Agreement*, dated February 11, 2025 with Ervin Harland for the purpose of plowing windrows in field on SW 13-54-25W3 to prevent snow blowing and building up on RM TWP 542.

Carried

13-6 OH&S MINUTES, JANUARY 20, 2025:

2025-02-12-036 ZELLER: That the January 20, 2025 *Occupational Health & Safety Meeting Minutes* and instructs Administration to place a copy on file for future reference be acknowledged.

Carried

13-7 BUILDING INSPECTOR APPOINTMENTS:

2025-02-12-037 PRIEST: That the R.M. of Frenchman Bute No. 501 Council makes the following appointments, beginning January 1, 2025 expiring December 31, 2025:

- Jeff Sydoruk
- Jeff Svoboda

Carried

13-8 BYLAW 2024-01 A BYLAW TO ESTABLISH AN EMERGENCY MEASURES ORGANIZATION:

2025-02-12-038 ZELLER: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-01 A Bylaw to Establish an Emergency Measures Organization, be read a first time.

Carried

2025-02-12-039 PRIEST: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-01 A Bylaw to Establish an Emergency Measures Organization, be read a second time.

Carried

2025-02-12-040 LARRE: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-01 A Bylaw to Establish an Emergency Measures Organization, be read a third time.

Carried


2025-02-12-041 NOETH: That the R.M. of Frenchman Butte No. 501 Bylaw 2025-01 A Bylaw to Establish an Emergency Measures Organization, be read a third time and passed.

Carried

RECESS MEETING:



Reeve



AA

2025-02-12-042 PRIEST: That this meeting recess.
3:12 p.m.

Carried

RECONVENED MEETING

3:23 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.
3:23 p.m. Vanessa Nasby left Council Chambers.
3:23 p.m. Aaron Neilly entered Council Chambers.

IN-CAMERA:

2025-02-12-043 ZELLER: That the R.M. of Frenchman Butte No. 501 Council moves
3:24 p.m. in-camera to discuss strategic planning 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:

4:30 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.
4:30 p.m. Aaron Neilly left Council Chambers.

IN-CAMERA:

2025-02-12-044 PRIEST: That the R.M. of Frenchman Butte No. 501 Council moves
4:32 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:

5:00 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

EXTEND MEETING:

2025-02-12-045 NOETH: That this meeting be extended.

Carried Unanimously

IN-CAMERA:

2025-02-12-046 NOETH: That the R.M. of Frenchman Butte No. 501 Council moves
5:01 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

5:18 p.m. Councillor Gory left Council Chambers.

RECONVENED MEETING:

5:25 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

11-1 LEGAL:

2025-02-12-047 LARRE: That Council accepts the retirement of CAO Allison
Roschker as of January 31, 2025 and approves the payment of the
agreed upon retiring allowance the details of which are with the legal
council of the RM.

Carried

6-4 HUMAN RESOURCES:

2025-02-12-048 ZELLER: That Council hires Jetstream Personnel Consulting to seek
candidates for the CAO position.

Carried

14-1 CORRESPONDENCE – FEBRUARY 12, 2025:

2025-02-12-049 PRIEST: That the February 12, 2025 correspondence as information
to be filed as presented to Council, outlined in Appendix D be accepted.

Carried

Reeve

AA

15-1 ADJOURNMENT:

2025-02-12-050

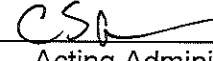
ZELLER:
adjourned.

That this Regular Meeting of Council at 5:26 p.m. be

Carried



Reeve



Acting Administrator



Reeve



AA

R.M. OF FRENCHMAN BUTTE NO. 501

BYLAW NO 2025-01

BYLAW NO. 2025-01 A BYLAW TO ESTABLISH AN EMERGENCY MEASURES ORGANIZATION

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

1. The Council shall establish a Local Emergency Management Organization to deal with any emergency or disaster that may occur.
2. The Council shall appoint a person as a Local Emergency Coordinator; and
3. The Council shall establish a Local Emergency Planning Committee composed of:
 - a. the Emergency Coordinator appointed in clause 2. And
 - b. any other person's Council considers necessary.
4. The Emergency Coordinator is the Chairperson of the Local Emergency Planning Committee.
5. The Rural Municipality Frenchman Butte No. 501 shall provide funding as deemed necessary and appropriate in the establishment and maintenance of the Emergency Management Organization.
6. The Council may enter into agreements with other Municipalities for the purpose of jointly establishing and operating a Mutual Aid Area Emergency Management Organization.

Read a third time and adopted
this 12th day of February, 2025



Certified a true copy of
Bylaw No. 2025-01
Adopted by resolution of
Council on February 12, 2025


Acting Administrator



Reeve



Acting Administrator