

COUNCIL PRESENT:

Reeve	Tom S. Hougham
Division 1	Leonard Larre
Division 2	Carri Zeller
Division 3	Doug Trotsuk
Division 4	Ronald Gory
Division 5	Gay Noeth
Division 6	Evan Priest @ 9:20 a.m.

STAFF PRESENT:

Aaron Neilly, Acting Chief Administrative Officer (A/CAO)  
Crystal Schaan, Deputy CAO  
Dan Fedirko, Public Works Foreman @ 10:01 a.m.

GUESTS:

Sheldon Eversen, SPSA @ 1:01 p.m.  
Patrick Reid, EMO Co-ordinator @ 2:00 p.m.

CALLED TO ORDER:

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

1-0 DELEGATE AUTHORITY TO TAKE MINUTES:

2026-01-07-001 NOETH: That the R.M. of Frenchman Butte No. 501 Council authorizes the Acting Chief Administrative Officer as per Sub Section 110(4) of *The Municipalities Act*, to delegate responsibility to record the minutes to the Deputy CAO.

Carried

1-1 JANUARY 7, 2026 AGENDA ADDITIONS:

2026-01-07-002 ZELLER: That the following be added to the January 7, 2026 Agenda.

- 9-5 Right of Entry Agreement SE23-54-22W3M
- 9-6 Right of Way Agreement SE04-54-22W3M

Carried

1-1 JANUARY 7, 2026 AGENDA:

2026-01-07-003 TROTZUK: That the January 7, 2026 Agenda be used as a guideline.

Carried

2-1 DECEMBER 17, 2025 MINUTES:

2026-01-07-004 ZELLER: That the December 17, 2025 minutes be approved as presented.

Carried

4-1 DECEMBER 2025 BANK RECONCILIATION:

2026-01-07-005 NOETH: That the December 2025 month end Bank Reconciliation be acknowledged and balances as follows:

Chequing Account Operating	\$ 12,429,669.78
St. Walburg Health Account	\$ 2,396.48
Turtleford Health Account	\$ 8,306.31
Online Banking Account	\$ 14,562.28
Term Deposits (2.85% Expiring 31-Dec-27)	\$ 657,301.40
Term Deposits (3.30% Expiring 30-Sep-26)	\$ 500,000.00
Term Deposits (3.40% Expiring 30-Sep-27)	\$ 1,000,000.00
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 December 31, 2025</b>	<b>\$ 16,612,236.25</b>
Petty Cash	\$ 200.00
<b>Total Cash and Short-Term Investments</b>	<b>\$ 16,612,436.25</b>

Carried

  
Reeve

  
A/CAO

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

2026-01-07-006 TROTZUK: That the December 2025 month end Statement of Financial Activities is acknowledged – Detailed, which is attached to and forms part of these minutes as Appendix A.

Carried

13-5 FIDELITY BOND FROM JANUARY 1, 2026 TO JANUARY 1, 2027:

2026-01-07-007 GORY: That Council acknowledges the Acting Chief Administrative Officer's presentation of the Saskatchewan Association of Rural Municipalities' Certificate/Invoice BON26501 for Bond Policy Number SARMBOND2018 in the amount of \$200,000.00, with a policy period from January 1, 2026 to January 1, 2027 as required under Section 113 of *The Municipalities Act*.

Carried Unanimously

5-1 PAYROLL- PP2026-01:

2026-01-07-008 NOETH: That the payroll accounts for the pay period **December 14, 2025 – December 27, 2025 Authorization #479, direct deposit dated January 2, 2026, totaling \$35,637.21 be approved.**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix B Salaries and Wages December 14, 2025 – December 27, 2025.**

Carried

9:20 a.m. Councillor Priest entered Council Chambers.

IN-CAMERA:

2026-01-07-009  
9:25 a.m.

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:

10:00 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

10:01 a.m. Dan Fedirko entered Council Chambers to discuss Public Works report.

6-1 PUBLIC WORKS STAFF APPRECIATION:

2026-01-07-010 LARRE: That Council acknowledges and sincerely thanks the RM's Public Works staff for their dedication and professionalism, particularly for working extended hours, including weekends and statutory holidays over the Christmas and New Year period, to ensure municipal infrastructure and services remained safe, reliable, and operational.

Carried

10:43 a.m. Dan Fedirko left Council Chambers.

RECESS MEETING:

2026-01-07-011 NOETH: That this meeting recess.  
10:44 a.m.

Carried

RECONVENED MEETING:

10:57 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

10:58 a.m. Aaron Neilly presented the A/CAO report.

11:15 a.m. Councillor Larre left Council Chambers due to conflict of interest in the next agenda item.

  
Reeve

  
A/CAO

5-2 ACCOUNTS – LEONARD AND JOAN LARRE:

2026-01-07-012 GORY: That the following payment dated December 31, 2025 be approved.

- Leonard and Joan Larre  
Cheque 33813
- |          |          |
|----------|----------|
| Totaling | \$500.00 |
|          | Carried  |

11:16 a.m. Councillor Larre entered Council Chambers.

5-2 ACCOUNTS – DECEMBER 31, 2025:

2026-01-07-013 TROTZUK: That the following payments dated December 31, 2025 be approved.

- Cheques 33806 to 33825
  - Other Payments
- |          |              |
|----------|--------------|
| Totaling | \$223,154.99 |
| Totaling | \$1,729.07   |
| Total AP | \$224,884.06 |
|          | Carried      |

5-1 VOID CHEQUE:

2026-01-07-014 ZELLER: That Council authorizes the voiding of the following cheque to ensure payment aligns with the approved payment schedule.

- West Yellowhead Waste Resources  
Cheque 33806
- |  |              |
|--|--------------|
|  | \$200,000.00 |
|  | Carried      |

9-3 GRAVEL CRUSHING- METALHEAD MECHANICAL SE22-54-24W3M:

2026-01-07-015 LARRE: That Council approve the Gravel Purchase Agreement between the Rural Municipality of Frenchman Butte No. 501 and Metalhead Mechanical Ltd. for the purchase of approximately 20,000 cubic yards of Type 106 gravel from SE22-54-24W3M, as outlined in the Agreement dated January 7, 2026, and further authorize the Reeve and Chief Administrative Officer to sign and execute the Agreement on behalf of the Municipality.

Carried

5-3 ACCOUNTS – JANUARY 7, 2026:

2026-01-07-016 GORY: That the following payments dated January 7, 2026 be approved.

- Cheques 33826 to 33846
  - Other Payments
- |          |              |
|----------|--------------|
| Totaling | \$316,436.47 |
| Totaling | \$190,790.87 |
| Total AP | \$507,227.34 |
|          | Carried      |

11:20 a.m. Councillor Trotzuk left Council Chambers due to conflict of interest in the next agenda item.

9-4 LAND SALE AGREEMENT SW02-54-23W3M:

2026-01-07-017 GORY: That Council approve the Agreement for Sale of Land between the Rural Municipality of Frenchman Butte No. 501 and Trotzuk Farm for the sale of approximately 1.94 acres, being part of the SW 02-54-23-W3 (Surface Parcel #203221640), at a purchase price of \$2,387.02 per acre for a total consideration of \$4,630.82, and authorize the Reeve and Acting Chief Administrative Officer to sign all documents necessary to complete the transaction.

Carried

11:28 a.m. Councillor Trotzuk entered Council Chambers.

11:33 a.m. Councillor Larre left Council Chambers due to conflict of interest in the discussion of agenda item 13-8 Land Tender NE22-51-23W3M.

11:45 a.m. Councillor Larre entered Council Chambers.

6-1 STAFF/COMMITTEE REPORTS:

2026-01-07-018 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 – GLEN ROBERT FESTER NE & NW 12-54-25W3M:  
2026-01-07-019

PRIEST: That Council enters into the Grant of Right of Entry to Rural Municipality Agreement, dated December 30, 2025, with Glen Robert Fester for the purpose of snow ploughing windrows through the field to help prevent snow blowing and building up on Township Road 542.

Carried

9-2 RIGHT OF ENTRY AGREEMENT – LOUIS & LINDA DESILETS SW 27-51-24W3M:  
2026-01-07-020

LARRE: That Council enters into the Grant of Right of Entry to Rural Municipality Agreement, dated December 12, 2025, with Louis & Linda Desilets for the purpose of snow ploughing windrows through the field to help prevent snow blowing and building up on Range Road 3243 and Township Road 514.

Carried

9-5 RIGHT OF ENTRY AGREEMENT – PETER STOLNIUK SE-23-54-22W3M:  
2026-01-07-021

GORY: That Council enters into the Grant of Right of Entry to Rural Municipality Agreement, dated January 3, 2026, with Peter Stolniuk for the purpose of snow ploughing windrows through the field to help prevent snow blowing and building up on Range Road 3221.

Carried

9-6 RIGHT OF WAY – LAIBROOK RIORDAN BIRNEY SE 04-54-22-W3M:  
2026-01-07-022

PRIEST: That the R.M. of Frenchman Butte No. 501 enters into the *Form of Agreement for Sale of Land for Right of Way*, dated December 30, 2025, with Laibrook Riordan Birney for approximately 1.598 acres on SE 04-54-22-W3M. The per acre payment amount established in the agreement is \$900.00 for a total payment of \$1,438.20, which was paid in full to Steve Arnold on Cheque #29886 on October 13, 2021 .

Carried

13-1 2026 REGULAR COUNCIL MEETING DATES:  
2026-01-07-023

ZELLER: That the R.M. of Frenchman Butte No. 501 Council schedule the following Regular Council meetings for 2026 to be held at Council Chambers located at PT SW 11-53-24W3:

- January 28, 2026 9:00 a.m.
- February 11, 2026 9:00 a.m.
- February 25, 2026 9:00 a.m.
- March 18, 2026 9:00 a.m.
- April 08, 2026 9:00 a.m.
- April 29, 2026 9:00 a.m.
- May 20, 2026 9:00 a.m.
- June 10, 2026 9:00 a.m.
- June 24, 2026 9:00 a.m.
- July 15, 2026 9:00 a.m.
- July 29, 2026 9:00 a.m.
- August 19, 2026 9:00 a.m.
- September 9, 2026 9:00 a.m.
- September 23, 2026 9:00 a.m.
- October 14, 2026 9:00 a.m.
- November 4, 2026 9:00 a.m.
- November 25, 2026 9:00 a.m.
- December 16, 2026 9:00 a.m.

Carried

RECESS MEETING:

2026-01-07-024  
12:00 p.m.

PRIEST: That this meeting recess.

Carried

RECONVENED MEETING:

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

  
Reeve

  
A/CAO

1:01 p.m. Guest Sheldon Eversen, SPSA entered Council Chambers.  
1:25 p.m. Sheldon Eversen left Council Chambers.

13-2 DEPUTY REEVE APPOINTMENT:

2026-01-07-025 NOETH: That the R.M. of Frenchman Butte No. 501 Council appoints Evan Priest as Deputy Reeve of the R.M. of Frenchman Butte No. 501 for the term of January 1, 2026 to November 09, 2026 in accordance with Bylaw 2024-07 Council Procedures Bylaw.

Carried

13-3 2026 ANNUAL APPOINTMENTS:

2026-01-07-026 ZELLER: That the R.M. of Frenchman Butte No. 501 Council makes the following appointments, beginning January 1, 2026 expiring December 31, 2026:

• Pest Control Officer	Ken Kratchmer
• APAS	Evan Priest
	Doug Trotsuk (alternate)
• North Sask River Municipal Health Holdings	Leonard Larre
• Paradise Hill Care Home Board	Gay Noeth
	Evan Priest
• District 38 Rat Board	Leonard Larre
• West Yellowhead Waste Resource Authority (WYWRA)	Doug Trotsuk
• Paradise Hill Health Clinic	Tom Hougham
	Gay Noeth
	Evan Priest
• Lakeland Library Board	Gay Noeth (St. Walburg)
	Gay Noeth (Paradise Hill)
• Meadow Lake OSB Public Advisory Group	Evan Priest
• North West Mutual Aid Area	Gay Noeth (alternate)
	Gay Noeth
	Ronald Gory
• St. Walburg & District Fire and Rescue Association	Ronald Gory
• Northwest Municipalities' Assoc.	Tom S. Hougham
	CAO
• Ag Health & Safety Network	Ronald Gory
• 501 Utility Authority Inc.	Doug Trotsuk
	Gay Noeth
• Human Resources Committee	CAO
	KNIBBS
• EMO Coordinator	Patrick Reid
• Road Committee	Dan Fedirko
	Aaron Neilly
• Fire Chief Appointments	Keith Craig (St. Walburg)
	Keith Craig (Paradise Hill)
	Brent Edwards (Turtleford)
• Weed Inspector	Carri Zeller

Carried

13-4 BUILDING INSPECTOR APPOINTMENTS:

2026-01-07-027 NOETH: That Council makes the following appointments, beginning January 1, 2026 expiring December 31, 2026:

- Jeff Sydoruk
- Jeff Svoboda

Carried

13-6 WEED INSPECTOR REPORT 2025:

2026-01-07-028 LARRE: That Council acknowledges the receipt of the Weed Inspector Report for 2025 and instructs Administration to place a copy of the report on file for future reference.

Carried

  
Reeve

  
A/CAO

13-9 SASKATCHEWAN LOTTERIES TRUST FUND GRANT:

2026-01-07-029      PRIEST:      That the R.M. of Frenchman Butte No. 501 Council authorizes the A/CAO to sign and submit the Saskatchewan Lotteries Trust Fund For Sport, Culture and Recreation Community Grant Program for Sport, Culture and Recreation 2027 Application Form using population of 1364 with per capita amount of \$7.95 for total of \$10,844.00.

Carried

13-10 ACTING ADMINISTRATOR TIME OFF REQUEST 2026-01:

2026-01-07-030      ZELLER:      That the Acting Administrator Time off Request 2026-01 be approved.

Carried

13-11 POLLING STATIONS FOR 2026 ELECTIONS:

2026-01-07-031      TROTZUK:      That the R.M. of Frenchman Butte No. 501 Council names the following polling station locations for the 2026 elections in accordance with the following section of *The Local Government Elections Act, 2015* **Sec. 24 "The Council of a rural municipality shall name one or more polling places within Saskatchewan for each division."**

Division 2, 4	St Walburg Legion	Town of St Walburg
Division 3, 5, 6	Frenchman Butte Club Room	Frenchman Butte
Division 1 – 6	RM Office	SW 11-53-24-W3

Carried

13-12 2026 ELECTION RETURNING OFFICER:

2026-01-07-032      ZELLER:      That the R.M. of Frenchman Butte No. 501 Council appoints Aaron Neilly as Returning Officer for the Monday, November 9, 2026 Municipal Elections.

Carried

13-13 HAMLET MONTHLY WATER REPORT:

2026-01-07-033      PRIEST:      That the R.M. of Frenchman Butte No. 501 Council acknowledges the presentation of the Hamlet of Frenchman Butte Water Treatment Plant Monthly Report for December 2025 and instructs Administration to place a copy of the report on file for future reference.

Carried

2:00 p.m.	Guest Patrick Reid, EMO Co-ordinator entered Council Chambers.
2:30 p.m.	Patrick Reid left Council Chambers.
2:31 p.m.	Councillor Forum discussion.
4:08 p.m.	Councillor Gory left Council Chambers.

14-1 CORRESPONDENCE – JANUARY 7, 2026:

2026-01-07-034      ZELLER:      That the January 7, 2026 correspondence as information to be filed as presented to Council, outlined in Appendix C be accepted.

Carried

15-1 ADJOURNMENT:

2026-01-07-035      LARRE:      That this Regular Meeting of Council at 4:30 p.m. be adjourned.

Carried

  
Reeve

  
Acting Chief Administrative Officer

  
Reeve

  
A/CAO