

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, April 29, 2026 at 9:00 a.m.

COUNCIL PRESENT:

Reeve Tom S. Hougham
Division 1 Leonard Larre
Division 2 Carri Zeller
Division 3 Doug Trotzuk
Division 4 Ronald Gory @ 9:27 a.m.
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 @ 9:13 a.m.

DELEGATES:

Laura Fechter, Pinnacle Business Solutions @ 10:00 a.m.

CALLED TO ORDER:

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

1-1 APRIL 29, 2026 AGENDA ADDITIONS:

2026-04-29-001 ZELLER: That the following be added to the April 29, 2026 Agenda.
• 13-17 Borderlands Emergency Management Mutual Aid Agreement
• 13-18 Mckenzie Gravel Pit

Carried

1-1 APRIL 29, 2026 AGENDA:

2026-04-29-002 LARRE: That the April 29, 2026 Agenda be used as a guideline.

Carried

2-1 APRIL 8, 2026 MINUTES:

2026-04-29-003 ZELLER: That the April 8, 2026 minutes be approved as presented.

Carried

2-2 APRIL 20, 2026 SPECIAL MEETING MINUTES:

2026-04-29-004 TROTZUK: That the April 20, 2026 special meeting minutes be approved as presented.

Carried

5-2 PAYROLL- PP2026-09:

2026-04-29-005 NOETH: That the payroll accounts for the pay period **April 5-18, 2026 Authorization #487, direct deposit dated April 24, 2026, totaling \$32,095.98 be approved.**

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix A Salaries and Wages April 5-18, 2026.**

Carried

5-6 ACCOUNTS – APRIL 29, 2026:

2026-04-29-006 LARRE: That the following payments dated April 29, 2026 be approved.

- | | | |
|--------------------------|-----------------|---------------------|
| • Cheques 34053 to 34098 | Totaling | \$441,094.51 |
| • Other Payments | Totaling | \$46,304.41 |
| | Total AP | \$487,398.92 |

Carried

9:13 a.m. Dan Fedirko entered Council Chambers to discuss Public Works.

9:27 a.m. Councillor Gory entered Council Chambers.

6-2 PURCHASE 2014 MIDLAND TRAILER:

2026-04-29-007 LARRE: That Council approve the purchase of a 2014 Midland Gravel Trailer for an amount up to \$45,000 plus applicable taxes from BayWash Oilfield Services Inc.

Carried



Reeve



A/CAO

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9:50 a.m. Dan Fedirko left Council Chambers.
10:00 a.m. Laura Fechter, Pinnacle Business Solutions entered Council Chambers to discuss 2025 Draft Audited Financial Report.
10:42 a.m. Laura Fechter left Council Chambers.

RECESS MEETING:

2026-04-29-008 PRIEST: That this meeting recess.
10:43 a.m. Carried

RECONVENED MEETING:

10:59 a.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

13-1.1 APPROVE 2025 DRAFT FINANCIAL STATEMENTS:

2026-04-29-009 LARRE: That the 2025 Draft Audited Financial statements as presented by Pinnacle Business Solutions be approved.
Carried

13-1.2 PINNACLE BUSINESS SOLUTIONS MANAGEMENT RESPONSIBILITY LETTER:

2026-04-29-010 PRIEST: That the Management Responsibility Letter addressed to Pinnacle Business Solutions be authorized to be signed by the Reeve and Acting Chief Administrative Officer on April 29, 2026.
Carried

6-3b SEASONAL HEAVY EQUIPMENT OPERATORS 2026:

2026-04-29-011 NOETH: That the hiring of the following seasonal heavy equipment operators for the 2026 season as per Human Resources and Compensation Policy 900-01 be acknowledged:

- Eric Allenby; Salary Grid 11 Operator 1, Step 2, effective April 20, 2026;
- Jeff Canfield; Salary Grid 11 Operator 1, Step 4, effective April 21, 2026;
- David Joe Huard; Salary Grid 11 Operator 1, Step 6, effective May 4, 2026.

Carried

6-3b SUMMER STUDENT 2026:

2026-04-29-012 ZELLER: That the hiring of the following summer student for the 2026 season as per Human Resources and Compensation Policy 900-01 be acknowledged:

- Ava Schaan; Salary Grid 14 Student/Casual, Step 3, effective April 22, 2026.

Carried

11:03 a.m. Councillor Priest declared a conflict of interest in the next agenda item and left Council Chambers.

13-2.1 PARADISE HILL EARLY LEARNING CENTRE COMMUNITY CAPITAL GRANT:

2026-04-29-013 GORY: That the Community Capital Grant be awarded to the Paradise Hill Early Learning Centre in the amount of \$5,000.00 as per motion 2026-03-16-011.

Subject to provision of paid receipts and/or cancelled cheques.

Carried

11:08 a.m. Councillor Priest entered Council Chambers.

13-2.2 PARADISE HILL REC BOARD COMMUNITY CAPITAL GRANT:

2026-04-29-014 LARRE: That the Community Capital Grant be awarded to the Paradise Hill Rec Board in the amount of \$5,000.00 as per motion 2026-03-16-011.

Subject to provision of paid receipts and/or cancelled cheques.

Carried


Reeve


A/CAO

13-3.1 PARADISE HILL SKATING CLUB EVENT HOSTING GRANT:

2026-04-29-015 LARRE: That the Event Hosting Grant be awarded to the Paradise Hill Skating Club in the amount of \$500.00 as per motion 2026-03-16-011.

Subject to provision of paid receipts and/or cancelled cheques.

Carried

13-3.2 SEW SOCIAL STITCHERS EVENT HOSTING GRANT:

2026-04-29-016 TROTZUK: That the Event Hosting Grant be awarded to the Sew Social Stitchers in the amount of \$500.00 as per motion 2026-03-16-011.

Subject to provision of paid receipts and/or cancelled cheques.

Carried

11:23 a.m. Aaron Neilly presented the CAO Report.

13-9 RR3264 SURFACE STRENGTHENING TENDER RELEASE:

2026-04-29-017 PRIEST: That Council hereby authorizes administration to release the tender for the RR 3264 Surface Strengthening Project, as outlined in the tender documents prepared by BAR Engineering Co. Ltd. , and to receive submissions in accordance with the tender requirements, closing at 10:00 a.m. on Friday, May 15, 2026.

Carried

11:47 a.m. Councillor Priest left Council Chambers.

11:53 a.m. Councillor Zeller declared a conflict of interest in the next agenda item and left Council Chambers.

13-6 CONTRACT WEED AND MANAGEMENT COORDINATOR APPOINTMENT:

2026-04-29-018 LARRE: That the 501 Council appoints Carri Zeller as the Contract Weed and Management Coordinator of the R.M. of Frenchman Butte No. 501 for the term of January 1, 2026 to December 31, 2026.

Carried

11:55 a.m. Councillor Zeller entered Council Chambers.

6-1 STAFF/COMMITTEE REPORTS:

2026-04-29-019 TROTZUK: That the written and verbal report by A/CAO, Aaron Neilly, and Public Works Foreman, Dan Fedirko be acknowledged.

Carried

13-7.1 ROAD CLOSURE TOWNSHIP ROAD 542 FROM RANGE ROAD 3234 GOING EAST TO RANGE ROAD 3233:

2026-04-29-020 ZELLER: That the following temporary road closure be acknowledged and issued on April 20, 2026:

- One mile of Township Road 542 from Range Road 3234 going east to Range Road 3233.

Carried

13-7.2 ROAD CLOSURE TWO MILES OF TOWNSHIP ROAD 532 FROM RANGE ROAD 3230 GOING WEST TO HIGHWAY 21 SOUTH:

2026-04-29-021 TROTZUK: That the following temporary road closure be acknowledged and issued on April 21, 2026:

- Two miles of Township Road 532 from Range Road 3230 going west to Highway 21 south.

Carried

13-7.3 ROAD CLOSURE ONE AND A HALF MILES FROM RANGE ROAD 3222 NORTH OF TOWNSHIP ROAD 550:

2026-04-29-022 LARRE: That the following temporary road closure be acknowledged and issued on April 28, 2026:

- One and a half miles on Range Road 3222 North of Township Road 550.

Carried


Reeve


A/CAO

13-8 ROAD CLOSURE CANCELLATION:

2026-04-29-023 NOETH: That the R.M. of Frenchman Butte No. 501 Council acknowledges the cancellation of the following road closure issued April 20, 2026:

- One mile of Township Road 542 from Range Road 3234 going east to Range Road 3233.

Carried

RECESS MEETING:

2026-04-29-024 NOETH: That this meeting recess.
12:05 p.m.

Carried

RECONVENED MEETING:

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

13-16 AWARD HAMLET WATERLINE REPLACEMENT TENDER:

2026-04-29-025 TROTZUK: That Council hereby awards the contract for the Hamlet of Frenchman Butte Watermain Replacement Project, as outlined in the tender documents, to Unicon Construction Inc. for the total bid price of \$494,850.00, plus applicable taxes; and further, that the Reeve and Chief Administrative Officer are authorized to sign all necessary contract documents.

Carried

13-5 2026 EDUCATION MILL RATES:

2026-04-29-026 ZELLER: That Council acknowledge the 2026 Education Mill Rates established by Government of Saskatchewan as follows:

Agriculture/Property	1.07 mills
Residential Property	4.27 mills
Commercial/Industrial	6.37 mills
Resource (oil & gas, mines & pipelines)	7.49 mills

Carried

13-11 PRESENTATION OF THE LIST OF LANDS IN ARREARS:

2026-04-29-027 LARRE: That the treasurer/administrator to not include in the *List of Lands in Arrears* any property that the amount of taxes in arrears does not exceed one half of the 2025 year's levy with respect to land.

The Tax Enforcement Act, Section 3(3) The council of a municipality may, by resolution, direct the treasurer not to include in the list land in respect of which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy with respect to that land

Carried

2026-04-29-028 TROTZUK: That the *List of Lands in Arrears* as presented to the head of Council in accordance with *Section 3 of The Tax Enforcement Act* be acknowledged.

Carried

13-12.1 OH&S MINUTES JANUARY 23, 2026:

2026-04-29-029 NOETH: That the January 23, 2026 *Occupational Health & Safety Meeting Minutes* be acknowledged and instructs Administration to place a copy on file for future reference.

Carried

13-12.2 OH&S MINUTES APRIL 23, 2026:

2026-04-29-030 TROTZUK: That the April 23, 2026 *Occupational Health & Safety Meeting Minutes* be acknowledged and instructs Administration to place a copy on file for future reference.

Carried

RECESS MEETING:

2026-04-29-031 PRIEST: That this meeting recess.
2:32 p.m.

Carried

RECONVENED MEETING:

2:38 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.



Reeve



A/CAO

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3:06 p.m. Councillor forum discussion.
4:40 p.m. Councillor Gory and Councillor Priest left Council Chambers.

IN-CAMERA:

2026-04-29-032
4:41 p.m.

LARRE: That the R.M. of Frenchman Butte No. 501 Council moves in-camera to discuss human resources 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

4:41 p.m. Crystal Schaan left Council Chambers.

OUT-OF-CAMERA:

4:59 p.m.

The Regular Meeting of Council was reconvened by Reeve Hougham.

Carried

EXTEND MEETING:

2026-04-29-033
5:00 p.m.

LARRE: That this meeting be extended.

Carried

IN-CAMERA:

2026-04-29-034
5:01 p.m.

ZELLER: That the R.M. of Frenchman Butte No. 501 Council moves in-camera to discuss human resources 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:

6:10 p.m.

The Regular Meeting of Council was reconvened by Reeve Hougham.

Carried

14-1 CORRESPONDENCE – APRIL 29, 2026:

2026-04-29-035

LARRE: That the April 29, 2026 correspondence as information to be filed as presented to Council, outlined in Appendix B be accepted.


Carried

15-1 ADJOURNMENT:

2026-04-29-036

ZELLER: That this Regular Meeting of Council be adjourned at 6:11 p.m.

Carried


Reeve


Acting Chief Administrative Officer