

COUNCIL PRESENT:

Reeve	Tom S. Hougham
Division 1	Leonard Larre
Division 2	Carri Zeller
Division 3	Doug Trotsuk
Division 4	Ronald Gory @ 9:16 a.m.
Division 5	Gay Noeth

COUNCIL ABSENT:

Division 6      Evan Priest

STAFF PRESENT:

Crystal Schaan, Acting Administrator  
Aaron Neilly, Infrastructure Manager  
Dan Fedirko, Public Works @ 11:30 a.m.

GUESTS:

Jared McRorie, Seiferling Law @ 9:17 a.m. via electronic means

CALLED TO ORDER:

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

1-1 APRIL 9, 2025 AGENDA ADDITIONS:

2025-04-09-001      LARRE:      That the following be added to the April 9, 2025 Agenda.  
• 5-5 PP2025-08

Carried

1-1 APRIL 9, 2025 AGENDA:

2025-04-09-002      NOETH:      That the April 9, 2025 Agenda be used as a guideline.

Carried

IN-CAMERA:

2025-04-09-003      ZELLER:      That the R.M. of Frenchman Butte No. 501 Council moves  
9:05 a.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

9:16 a.m.      Councillor Gory entered Council Chambers.  
9:17 a.m.      Jared McRorie entered Council Chambers via electronic means.  
10:02 a.m.      Jared McRorie disconnected from electronic means.

RECONVENED MEETING:

10:36 a.m.      The Regular Meeting of Council was reconvened by Reeve Hougham.

2-1 MARCH 19, 2025 MINUTES:

2025-04-09-004      LARRE:      That the March 19, 2025 minutes be approved as  
presented.

Carried

2-2 APRIL 3, 2025 MINUTES:

2025-04-09-005      NOETH:      That the April 3, 2025 Special Meeting minutes be  
approved as presented.

Carried

RECESS MEETING:

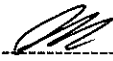
2025-04-09-006      NOETH:      That this meeting recess.  
10:49 a.m.

Carried

RECONVENED MEETING:

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

  
Reeve

  
AA

11-1 LEGAL CONSULTATION:

2025-04-09-007      ZELLER:      That Council directs administration to send CAO contract to Seiferling Law for review.

Carried

4-1 MARCH 2025 BANK RECONCILIATION:

2025-04-09-008      LARRE:      That the 2025 month end Bank Reconciliation be acknowledged balances as follows:

Chequing Account Operating	\$ 15,176,487.00
St. Walburg Health Account	\$ 2,383.53
Turtleford Health Account	\$ 8,261.41
Online Banking Account	\$ 11,814.77
Term Deposits (5.2% Expiring 31-Dec-25)	\$ 624,895.84
<b>Total Cash in Bank as of March 31, 2025</b>	<b>\$ 15,823,842.55</b>
Petty Cash	\$ 200.00
<b>Total Cash and Short-Term Investments</b>	<b>\$ 15,824,042.55</b>

Carried

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

2025-04-09-009      NOETH:      That the March 31, 2025 month end Statement of Financial Activities – Detailed be acknowledged, which is attached to and forms part of these minutes as Appendix A.

Carried

5-1 PAYROLL- PP2025-07:

2025-04-09-010      NOETH:      That the payroll accounts for the pay period **March 23, 2025 –April 5, 2025 Authorization #460, direct deposit dated April 11, 2025, totaling \$40,694.07** be approved.

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix B Salaries and Wages March 23, 2025 – April 5, 2025.**

Carried

5-5 PAYROLL- PP2025-08:

2025-04-09-011      NOETH:      That the payroll accounts for the pay period **March 9, 2025 –March 22, 2025 Authorization #459, direct deposit dated March 28, 2025, totaling \$38,587.11** be approved.

Further, that a schedule of these payments be annexed to and form part of these minutes as **Appendix C Salaries and Wages March 9, 2025 – March 22, 2025.**

Carried

5-2 COUNCIL REMUNERATION:

2025-04-09-012      ZELLER:      That the electronic payment of March 2025 Council Remuneration for the following amounts less deductions on April 25, 2025 be approved:

• Reeve Hougham	\$2,179.80
• Councillor Larre	\$2,186.45
• Councillor Zeller	\$561.80
• Councillor Trotsuk	\$3,039.90
• Councillor Gory	\$1,438.30
• Councillor Noeth	\$1,704.65
• Councillor Priest	\$875.55

Carried

  
Reeve

  
AA

5-3.1 VOID PAYMENTS:

2025-04-09-013 ZELLER: That voiding the following cheques due to duplicate payments be acknowledged:

• Cheque # 33061	Korpan Tractor	\$755.13
• Cheque # 33064	Norwest Contracting Co Ltd	\$96.41
		Carried

5-3.2 VOID PAYMENTS:

2025-04-09-014 TROTZUK: That voiding the following payment due to error in accounts and be re issued via cheque be acknowledged:

- Allison Roschker

Carried

5-4 ACCOUNTS – APRIL 9, 2025:

2025-04-09-015 GORY: That the following payments dated April 9, 2025 be approved.

• Cheques 33123 to 33172	Totaling	\$744,330.77
• Other Payments	Totaling	\$64,954.54
	Total AP	\$809,285.31
		Carried

11:30 a.m. Dan Fedirko entered Council Chambers to discuss Public Works Report.

6-3 1999 DEGELMAN ROCK PICKER:

2025-04-09-016 ZELLER: That the RM of Frenchman Butte No. 501 declare the 1999 Degelman Rock Picker Model 6000 serial number 22370 as surplus and approve its consignment to Ritchie Bros. Auctioneers for public auction, with the Acting Administrator, Crystal Schaan authorized to finalize the consignment agreement.

Carried

14-8 AWARD GRID 797 PIPESTONE CREEK CULVERT REPLACEMENT TENDER AMENDMENT:

2025-04-09-017 LARRE: That the amendment to Tender Award for Grid 797 Pipestone Creek Culvert Replacement, where Council passed Motion 2025-03-19-006 awarding the Grid 797 Pipestone Creek Culvert Replacement tender to Maxie Excavating LP; And whereas it has since been determined that a Multi-Plate culvert will be used in place of the originally proposed CSP culvert, resulting in changes to project cost and timeline; that the tender awarded to Maxie Excavating LP be amended to reflect the use of a Multi-Plate culvert, for a revised total tender amount of \$3,411,803.04 plus applicable taxes, and an updated site occupancy duration of 80 days. Reeve Hougham and Acting Administrator Crystal Schaan be authorized to sign any revised tender or contract documents to reflect these changes.

Carried

13-7 BAR ENGINEERING PIPESTONE CREEK CULVERT PROJECT NO. MP-25-024:

2025-04-09-018 ZELLER: That the Pipestone Creek Culvert replacement engineering be awarded to BAR Engineering be approved in the amount of \$375,000.00 plus applicable taxes, and authorize the Reeve and Acting Administrator to sign the agreement.

Carried

14-9 APPROVAL OF XTERRA ENVIRONMENTAL SERVICES:

2025-04-09-019 NOETH: That the environmental monitoring services and spill response planning from Xterra Solutions Inc. for the Grid 797 Pipestone Creek Culvert Replacement project, as per the submitted fee schedule estimating \$24,250.00 plus applicable taxes be approved.

Carried

  
Reeve

  
AA

RECESS MEETING:

2025-04-09-020 ZELLER: That this meeting recess.  
12:01 p.m.

Carried

RECONVENED MEETING:

1:01 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

14-7 ALTERNATE FARM ACCESS ROAD DEVELOPMENT:

2025-04-09-021 NOETH: That the Alternative Farm Access Road Development Application be approved submitted by Ed and Alan Lorenz for the development of approximately ½ mile of road located at Range Road 3251, South of Township Road 550, Quarter Section SW 36-54-25W3. The proposed road is intended for seasonal alternative farm access and occasional farm equipment access. The total estimated construction cost is \$6,500.00, with the application requesting a 50% RM contribution under Policy 300-23. The applicants have indicated that the brushing work will be completed privately. This approval is granted subject to compliance with all applicable RM policies and standards, and no construction shall commence until formal written approval is issued by the RM administration.

Carried

1:45 p.m. Dan Fedirko left Council Chambers.

6-1 STAFF/COMMITTEE REPORTS:

2025-04-09-022 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

IN-CAMERA:

2025-04-09-023 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

RECONVENED MEETING:

2:43 p.m. The Regular Meeting of Council was reconvened by Reeve Hougham.

9-1 SASKTEL CONTRIBUTION AGREEMENT:

2025-04-09-024 ZELLER: That the SaskTel contribution agreement for the relocation of facilities related to the Grid 797 culvert replacement project, and authorize payment of \$9,304.00 plus applicable taxes as outlined in SaskTel File No. 826763 be approved.

Carried

9-2 ROAD LEASE AGREEMENT FESTER NW 12-54-25W3:

2025-04-09-025 TROTZUK: That the renewal of the Road Lease Agreement with Glen Fester for the continued use of the private road located on NW 12-54-25W3 be approved for the purpose of accessing SW 12-54-25W3 for \$300.00 a year for five years until the year 2030.


Carried

13-2.1 HAMLET MONTHLY WATER REPORT:

2025-04-09-026 TROTZUK: That the presentation of the Hamlet of Frenchman Butte Water Treatment Plant Monthly Report for January 2025 be acknowledged and instructs Administration to place a copy of the report on file for future reference.

Carried

  
Reeve

  
AA

13-2.2 HAMLET MONTHLY WATER REPORT:

2025-04-09-027 NOETH: That the presentation of the Hamlet of Frenchman Butte Water Treatment Plant Monthly Report for February 2025 be acknowledged and instructs Administration to place a copy of the report on file for future reference.

Carried

13-2.3 HAMLET MONTHLY WATER REPORT:

2025-04-09-028 LARRE: That the presentation of the Hamlet of Frenchman Butte Water Treatment Plant Monthly Report for March 2025 be acknowledged and instructs Administration to place a copy of the report on file for future reference.

Carried

14-1 CHIEF ADMINISTRATIVE OFFICER JOB DESCRIPTION:

2025-04-09-029 TROTZUK: That the Chief Administrative Officer Job Description dated April 9, 2025 be approved.

Carried

14-1 CONTRACT – CHIEF ADMINISTRATIVE OFFICER:

2025-04-09-030 LARRE: That the position of Administrator/CAO at Salary Grid 1 Step 6 of Schedule “C” 2025 Base Pay Salary Grid effective April 9, 2025 be offered to Aaron Neilly. Further that a contract be signed for April 9, 2025 Council Meeting.

Carried

14-3 LEASE LAND TENDER, PT NW 35-52-25W3:

2025-04-09-031 ZELLER: That the lease land tender for Pt NW 35-52-25W3 Parcel Number 203837250 be approved to be posted with closing date of April 22, 2025 at 12:00 p.m. Lease in effect from April 23, 2025 to December 31, 2025.

Carried

14-4 REQUEST FOR BID – EMMAVILLE CEMETERY MAINTENANCE 2025 - 2027:

2025-04-09-032 NOETH: That the release of the Request for Proposal for Emmaville Cemetery Maintenance for the years 2025 to 2027, as outlined in the tender document, with a closing date of April 21, 2025, at 3:00 p.m. local Saskatchewan time be approved.

Carried

14-6 2025 EDUCATION MILL RATES:

2025-04-09-033 GORY: That the 2025 Education Mill Rates established by Government of Saskatchewan as followed be acknowledged:

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

Carried

14-1 CORRESPONDENCE – APRIL 9, 2025:

2025-04-09-034 NOETH: That the April 9, 2025 correspondence as information to be filed as presented to Council, outlined in Appendix D be accepted.

Carried

15-1 ADJOURNMENT:

2025-04-09-035 ZELLER: That this Regular Meeting of Council at 4:03 p.m. be adjourned.

Carried

  
Reeve

  
Acting Administrator

  
Reeve

  
AA