



## Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

### Meeting Minutes

#### Regular Meeting of Council August 8, 2023 - 06:00 PM

COUNCIL PRESENT:	Mayor	Shelley Thoen-Chaykoski
	Councillors	Tyler Bugera Gloria Bastien Amber Pankratz Graham Farrell
COUNCIL ABSENT:		Nevin Halyk
STAFF PRESENT:	CAO	Shanna York
	Foreman:	Greg Beaudoin

#### 1 Call To Order

A quorum being present, Mayor Thoen-Chaykoski called the meeting to order at 6:00p.m.

#### 2 Delegation

Donna Baragar 6:00pm

Donna appeared before council to discuss concerns that she has encountered with her neighbours in regards to dog nuisance and nuisance yards.

Councilor Pankratz declared conflict in regards to the delegations from the delegations on behalf of Foam Lake Housing Authority.

Cody and Val - Discuss concerns in regards to Foam Lake Housing 6:15pm

Donna left the meeting at 6:21pm. Cody and Val left the meeting at 7:10pm

#### 2.1 Appointment to Housing Authority

141-23

Graham Farrell

Gloria Bastien

That Council for the Town of Foam Lake make an immediate nomination of Gailine Posnikoff to the Foam Lake Housing Authority.

In the event she declines, due to the urgency of the matters pertaining to the Housing Authority in Foam Lake we will nominate a secondary appointment for Gloria Bastien to be a board member on the Foam Lake Housing Authority Board.

**CARRIED**

#### 2.2 Meeting Request

142-23

Graham Farrell

Tyler Bugera

That the CAO be instructed to set-up a meeting between our MLA, Hugh Nerlien, The Town of Foam Lake Council, Foam Lake Housing Authority board members and the Living Skies Regional Housing representative to discuss the state of affairs of the Foam Lake Housing Authority board and properties.

**CARRIED**

- 143-23      **3      Acknowledgment of Agenda**  
 Tyler Bugera  
 Amber Pankratz  
 That Council acknowledge the agenda for the August 8, 2023 meeting of Council.  
**CARRIED**
- 144-23      **4      Adoption of Minutes**  
 Graham Farrell  
 Tyler Bugera  
 That the Council for the Town of Foam Lake approve the July 11, 2023 meeting minutes.  
**CARRIED**
- 145-23      **5      Mayor's Report**  
 Gloria Bastien  
 Amber Pankratz  
 That we accept the Mayor's verbal report as presented.  
**CARRIED**
- 146-23      **5.1      Appointment to Committee**  
 Graham Farrell  
 Tyler Bugera  
 That we appoint Amber Pankratz to the Rec Centre Management Committee as the Town representative, a seat previously held by Councilor York prior to her resignation.  
**CARRIED**
- 147-23      **6      Council Questions and Reports**  
**6.1      Instruction to Update Fence Bylaw 07-2018**  
 Gloria Bastien  
 Tyler Bugera  
 That the CAO be directed to update the Fence Bylaw 07-2018 with the additional recommendations for fences located in the front yard and take the recommendations back to the Planning and Development Committee for review.  
**CARRIED**
- 148-23      **6.2      Draft Financial Statements**  
 Graham Farrell  
 Gloria Bastien  
 That the Council for the Town of Foam Lake give approval for the draft Financial Statements as audited by Baker Tilly SK.  
**CARRIED**
- 149-23      **6.3      Delco Water Contract Renewal**  
 Tyler Bugera  
 Amber Pankratz  
 That we renew our contract with Delco Water for a two-year term noting the following changes:  
 decrease in twenty (20) support hours and an increase to on-site service hours by thirty-two (32) hours. These changes along with rising costs in the economy will increase our contract to \$22,041.46 (before tax) per year for a two-year term.  
**CARRIED**

- 150-23      **6.4 Foreman's Report**  
 Tyler Bugera  
 Amber Pankratz  
 That we accept the Foreman's report as presented and acknowledge the Water Treatment Plant report.
- CARRIED**
- 151-23      **6.5 In-Camera**  
 Tyler Bugera  
 Graham Farrell  
 That we move the meeting to in-camera to discuss personnel matters at 8:20pm.
- CARRIED**
- 152-23      **6.6 Out Of Camera**  
 Graham Farrell  
 Amber Pankratz  
 That we move the meeting out of camera at 8:51pm after discussion about personnel concerns.
- CARRIED**
- 153-20      **6.7 Admin Committee Follow-Up**  
 Graham Farrell  
 Gloria Bastien  
 That we instruct the Administrator to send a letter of concern to a former employee in regards to a discrepancy in vacation and personal days paid out. And Further that employment standards office be contacted to inquire about steps to be taken for receiving funds from an overpayment to an employee.
- CARRIED**
- 154-23      **6.8 Employee Benefit Policy Review**  
 Amber Pankratz  
 Tyler Bugera  
 That the CAO be instructed to review the Employee Benefits Policy to take to the Administration Committee with updates to our requirements for entitlement of overtime and banked time benefits.
- CARRIED**
- 155-23      **6.9 Council Reports**  
 Tyler Bugera  
 Gloria Bastien  
 That we approve all Council reports as presented.
- CARRIED**
- 156-23      **7 CAO Report**  
 Amber Pankratz  
 Tyler Bugera  
 That we accept the CAO's verbal report as presented.
- CARRIED**
- 157-23      **8 Leisure Services Report**  
 Graham Farrell  
 Gloria Bastien  
 That we accept the Leisure Services Director's report as received.
- CARRIED**

**9 New Business****9.1 Accounts for Approval**

158-23

Graham Farrell

Tyler Bugera

That the list of accounts totaling three hundred and fifty-eight thousand, eight hundred and sixty-four dollars and ninety-eight cents (\$358,864.98) be approved for payment as paid by cheque numbers #28249 - #28291 and all online payments including but not limited to: payroll, utilities, tax liabilities and financing agreements.

**CARRIED****9.2 Monthly Financial Statements**

159-23

Gloria Bastien

Tyler Bugera

That we approve the Financial Statement and bank statement for the month ending July 31, 2023 as presented.

**CARRIED****9.3 Town of Foam Lake Signing Authority**

160-23

Graham Farrell

Amber Pankratz

That the Town of Foam Lake signing authority for all accounts, terms, credit cards, and documents be changed to add Chief Administrative Officer, Shanna York, and remove Joleen Tuchscherer from all accounts and signing privileges noting she is no longer an employee of the Town.

And Further, That our Finance Officer, Denise Johnson, and CAO, Shanna York, have access to all online banking accounts.

**CARRIED****9.4 Town By-Election**

161-23

Tyler Bugera

Amber Pankratz

That we appoint our CAO as the Returning Officer for the 2023 By-Election to be held on October 4, 2023 at 402 Cameron Street to fill one vacancy. The Advance Poll will be set for September 23, 2023 at 402 Cameron Street from 9am to 5pm.

**CARRIED****9.5 Meetings and Workshops**

162-23

Tyler Bugera

Amber Pankratz

That we acknowledge the following upcoming meetings and workshops and approve attendance to this required to attend:

Finance Meeting	August 23, 2023
Admin Meeting	August 22, 2023
Planning and Development Meeting	TBD - September, 2023
Public Works Committee	TBD - October, 2023
SWWA Conference	November 1-3, 2023, Saskatoon
SUMA Mayors Summit	August 17-18, 2023, Regina
Tri-Town Meeting	September 20, 2023 @ 7pm in Wynyard

**CARRIED**

163-23      **10      Correspondence**

Graham Farrell

Gloria Bastien

THAT the following correspondence having been reviewed be acknowledged and filed.

RCMP	BBQ Request
RCMP	Update

**CARRIED**

164-23      **11      Adjournment**

Amber Pankratz

That we adjourn this meeting at 9:41 p.m.

**CARRIED**

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Mayor, Shelley Thoen-Chaykoski

\_\_\_\_\_  
Chief Administrative Officer, Shanna York