



Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

Meeting Minutes

Regular Meeting of Council September 12, 2023 - 06:00 PM

COUNCIL PRESENT:

Councillors: Nevin Halyk
 Graham Farrell
 Gloria Bastien
 Amber Pankratz
 Tyler Bugera

Mayor: Shelley Thoen-Chaykoski

STAFF PRESENT:

Administrator: Shanna York
 Foreman: Greg Beaudoin

1 Call To Order

A quorum being present, Mayor Thoen-Chaykoski called the meeting to order at 6:05 p.m.

2 Acknowledgment of Agenda

165-23

Nevin Halyk
Tyler Bugera

That Council acknowledge the agenda for the September 12, 2023 meeting of Council.

CARRIED

3 Adoption of Minutes

166-23

Graham Farrell
Gloria Bastien

That we approve the minutes from the August 8, 2023 meeting of Council as presented.

CARRIED

4 Reports

4.1 Mayor's Report

167-23

Graham Farrell
Amber Pankratz

That we accept the Mayor's verbal report as presented.

CARRIED

- 168-23 **4.1.1 Legal Services**
Nevin Halyk
Gloria Bastien
That we authorize the Administrator to consult with firms that provide legal services and specialize or have specialties in Municipal Law in order to retain services.
CARRIED
- 169-23 **4.2 CAO Report**
Amber Pankratz
Gloria Bastien
That we accept the CAO's verbal report as presented.
CARRIED
- 170-23 **4.3 Council Reports**
Nevin Halyk
Gloria Bastien
That we accept all Councilor reports as verbally presented.
CARRIED
- 171-23 **4.4 Safety on Bray Avenue**
Graham Farrell
Tyler Bugera
That the Administrator send a letter to the property owner whose Roll # is 393 000 on the corner of Bray Avenue and Royal Street and request the wood material be removed at the corner to allow for sightlines at that intersection to provide road users a safe sightline.
CARRIED
- 172-23 **4.5 Foreman's Report**
Nevin Halyk
Tyler Bugera
That we accept the Foreman's report as presented.
CARRIED
- 173-23 **4.6 Leisure Services Report**
Graham Farrell
Tyler Bugera
That we accept the Leisure Services Director's report as presented by the CAO.
CARRIED
- 174-23 **5 Business Arising from Reports**
5.1 Legion Week Proclamation
Graham Farrell
Tyler Bugera
That the Council for the Town of Foam Lake proclaim the week of September 17-23, 2023 to be the Legion Week in the Town of Foam Lake.
CARRIED

- 5.2 Truth and Reconciliation Day Acknowledgment**
 175-23 Gloria Bastien
 Nevin Halyk
 That the Town of Foam Lake Council acknowledges the National Day for Truth and Reconciliation on September 30, 2023 and in recognition of this day, the Town Staff and Council are invited to take part in an educational afternoon at the Town Office to learn and reflect on the significance of this day.
 Therefore; the Office shall be closed at 12pm on Friday September 29, 2023 to allow for this activity for all staff and Council to participate.
CARRIED
- 5.3 Remote Work Policy 2023-01**
 176-23 Tyler Bugera
 Amber Pankratz
 That Council has reviewed the Remote Work Policy 2023-01. The Council for the Town of Foam Lake approves the policy as presented with acknowledgement of recommendation from the Admin Committee
CARRIED
- 5.4 Wage Negotiations and Rates Policy 2023-02**
 177-23 Graham Farrell
 Gloria Bastien
 That Council for the Town of Foam Lake has reviewed the updates and additions to the Wage Negotiations and Rates Policy and approves the additions and updates recommended by the Admin Committee for the Policy known as Wage Negotiations and Rates Policy #2023-02.
 Further; That the changes be retroactive to February 2023 and that Employees required to cover in the Foreman and CAO positions are compensated accordingly.
CARRIED
- 5.5 Employee Benefits Policy 2023-03**
 178-23 Nevin Halyk
 Amber Pankratz
 That Council has reviewed the updated Employee Benefits Policy with recommendations from the Admin Committee and approves the new Employee Benefits Policy 2023-03 as presented.
CARRIED
- 5.6 Bylaw 04-2023 - Fence Bylaw First Reading**
 179-23 Graham Farrell
 Nevin Halyk
 That we read Bylaw 04-2023, a bylaw to control the use of streets, lanes, sidewalks and other Town owned land and to control the construction of fences on private land and near an intersection, be read a first time.
CARRIED
- 5.7 Second Reading 04-2023**
 180-23 Amber Pankratz
 Tyler Bugera
 That Bylaw 04-2023, The Fence Bylaw, be read a second time.
CARRIED

- 181-23 **5.8 Given Three Readings of Bylaw 04-2023**
 Gloria Bastien
 Graham Farrell
 That Bylaw 04-2023, known as the Fence Bylaw, be given three readings at this meeting.
CARRIED UNANIMOUSLY
- 182-23 **5.9 Third Reading of Bylaw 04-2023**
 Nevin Halyk
 Amber Pankratz
 That Bylaw 04-2023, A bylaw to control the use of streets, lanes, sidewalks, and other Town owned land and to control the construction of fences on private land and near an intersection, be read a third time and adopted.
CARRIED
- 183-23 **5.10 Addition to Commercial Property**
 Nevin Halyk
 Tyler Bugera
 That we approve the development permit at 424 Main Street to provide an additional enclosed storage space onto the side of the current commercial building pending a building permit application approval.
CARRIED
- 184-23 **5.11 Purchase of Town Commercial Lots**
 Tyler Bugera
 Nevin Halyk
 That the Council for the Town of Foam Lake sell two lots known as LOT F Block 11 Plan BC2182 or 116 Main Street for a reduced price of \$2000 with the agreement that the title will not be transferred until a development permit and building permit are submitted and approved by Council and our appointed Building Official.
CARRIED
- 185-23 **6 New Business**
6.1 Accounts for Approval
 Graham Farrell
 Tyler Bugera
 That the list of accounts totaling three hundred and twelve thousand, seven hundred and forty-four dollars and three cents (\$312,744.03) be approved for payment as paid by cheque numbers #28292 - #28336 and all online payments including but not limited to: payroll, utilities, tax liabilities and financing agreements.
CARRIED
- 186-23 **6.2 Financial Statement and Bank Statement**
 Amber Pankratz
 Gloria Bastien
 That we approve the Financial Statement and Bank Reconciliation for the month of August 31, 2023 as presented.
CARRIED

6.3 Cancellation of Taxes Levied

187-23

Graham Farrell

Gloria Bastien

That we acknowledge the incorrect levying of taxes on Municipally titled property and cancel taxes as follows:

Roll #	Municipal	Municipal Penalty	School	School Penalty
692 000	\$458.78	\$45.88	\$29.06	\$2.90
186 000	\$1145.00	\$114.50	\$48.31	\$4.83

CARRIED**6.4 Presentation and Advertisement of Tax Arrears**

188-23

Graham Farrell

Nevin Halyk

That the tax enforcement list for the year 2022 be published in the October 16, 2023 issue of the Foam Lake Review newspaper; and,

That council acknowledge warning letters were sent out to all people whose land appeared on the list, and should anyone pay their arrears before the list is sent in for publication, their land shall be removed from the list; and,

That pursuant to Section 3 (3) of the Tax Enforcement Act, Council directs the Administrator to not include the Tax Enforcement List land in respect of which the amount of taxes in arrears does not exceed one half of the immediately preceding years tax levy with respect to land.

CARRIED**6.5 Asset Management Policy - Asset01-2023**

189-23

Graham Farrell

Tyler Bugera

That Council has reviewed the Asset Management Policy as presented and instructs the Administrator continue to explore the work on the policy and strategy and report back at the October 10, 2023 meeting of Council.

CARRIED**7 Meetings and Workshops**

190-23

Amber Pankratz

Nevin Halyk

Council acknowledges the upcoming training and workshops:

Sask. Economic Development Convention - CAO Attending	October 11&12, 2023 at Saskatoon Inn
Sask. Water Work Association Convention - Foreman Attending	November 1&2, 2023 in Saskatoon
Sask. Parks & Rec - Leadership Courses - Foreman	Online
Pesticide Applicator Licensing - Asst. Foreman	Online
100 Year Committee	September 27 @ 6pm - Town Office

CARRIED**8 Correspondence**

191-23

Graham Farrell

Nevin Halyk

In response to the correspondence for the painting of the main crossing on Main Street that we would consider the approval of any requests if they come in after this meeting.

CARRIED

- 192-23 **9 Adjournment**
Tyler Bugera
That we adjourn this meeting at 8:32pm.

CARRIED

Mayor, Shelley Thoen-Chaykoski

Chief Administrative Officer, Shanna York