



Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

Meeting Minutes

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

COUNCIL PRESENT:

- Councillors: Tara Helgason
Gloria Bastien
Amber Pankratz
Nevin Halyk
- Mayor: Shelley Thoen-Chaykoski
- STAFF PRESENT: Administrator: Shanna York
Leisure Services Director: Jaime Helgason
Asst. Foreman: Stefan Helgason
- COUNCIL ABSENT: Tyler Bugera
Graham Farrell

1 Call To Order

A quorum being present, Mayor Thoen-Chaykoski called the meeting to order at 6:02p.m.

2 Additions and Acknowledgement to Agenda

235-23

Nevin Halyk
Gloria Bastien

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

CARRIED

3 Adoption of Minutes

236-23

Nevin Halyk
Amber Pankratz

That we approve and adopt the meeting minutes from the November 14, 2023 Regular Meeting of Council as presented.

CARRIED

3.1 Adoption of Public Hearing

237-23

Amber Pankratz
Tara Helgason

That we approve the Public Hearing Meeting Minutes from November 14, 2023 as presented.

CARRIED

238-23 **4 Mayor's Report**
 Tara Helgason
 Gloria Bastien
 That we accept the Mayor's verbal report as presented.

CARRIED

5 Council Questions and Reports
 239-23 **5.1 Sale of Three Lots**
 Nevin Halyk
 Tara Helgason
 That we approve the sale of three lots known as Lot 15 Blk 4 Plan 79H05423, Lot 16 Blk 4 Plan 82H08040 and Lot 1 Blk 7 Plan 82H08040 for one dollar (\$1.00) per lot. These lots will be sold as is and the purchaser will be required to sign an agreement to develop residences on all three lots within the designated two year time frame from the time of purchase and if any of the lots are not developed on within the time frame, the Town will purchase those/that lot back at the original purchase price.

CARRIED

240-23 **5.2 Phase 1 Environmental Assessments**
 Nevin Halyk
 Amber Pankratz
 That we approve the hiring of Basin Environmental to perform Phase 1 Environmental Site Assessments on the Lots known as Lots F&G Block 11 Plan BC2182 and Block S Plan 7507255 to determine if any environmental clean-up is required before lots are placed for sale at a cost of \$3200.00 per site.

CARRIED

241-23 **5.3 Sale of Lot 12 Blk 11 Plan 61H02601**
 Nevin Halyk
 Tara Helgason
 That we approve the sale of Lot 12 Blk 11 Plan 62H02601 for a principal residence at a cost of fifteen hundred (\$1500.00). The purchaser will be required to sign the land purchase agreement with the requirement that a residence be built within two years or the lot will be bought back by the Town at the original sale price.

CARRIED

242-23 **5.4 2024 Council Meeting Dates**
 Amber Pankratz
 Gloria Bastien
 That we set the Council meeting dates as follows for the year 2024 and that the dates be advertised in the Foam Lake Review.

January 9, 2024	February 13, 2024
March 12, 2024	April 9, 2024
May 14, 2024	June 11, 2024
July 9, 2024	August 13, 2024
September 10, 2024	October 8, 2024
November 12, 2024	December 10, 2024

CARRIED

- 243-23 **5.5 Review of Committees and Structures**
That we authorize the Administration Committee to review the current Internal Committees of Council and provide recommendations back to the Council as a whole on changing or maintaining Council Committee structure to have the recommendation presented at the February meeting.
CARRIED
- 244-23 **5.6 Council Reports**
Gloria Bastien
Tara Helgason
That we approve all Council Reports as presented.
CARRIED
- 245-23 **6 CAO Report**
Amber Pankratz
Tara Helgason
That we accept the CAO's verbal report as presented.
CARRIED
- 246-23 **6.1 Retirement and Recognition Policy 04-2023**
Nevin Halyk
Gloria Bastien
That we approve the Retirement and Recognition Policy 04-2023 as recommended by the Finance Committee
CARRIED
- 247-23 **6.2 Procurement and Purchasing Policy 06-2023**
Nevin Halyk
Tara Helgason
That we approve the Procurement and Purchasing Policy 06-2023 as recommended by the Finance Committee.
CARRIED
- 248-23 **6.3 Golf Course Recommendation**
Amber Pankratz
Nevin Halyk
That Council accept the recommendation from the Leisure Services Board and the Finance Committee to add the five year funding of the Foam Lake Golf and Country Club to our Capital Plan with a commitment of \$100,000 over five years.
CARRIED
- 249-23 **7 Foreman's Report**
Gloria Bastien
Tara Helgason
That we accept the Foreman's report as presented.
CARRIED

- 250-23 **8 Leisure Services Report**
 Gloria Bastien
 Tara Helgason
 That we accept the Leisure Services Director's report as presented.
CARRIED
- 251-23 **9 New Business**
9.1 Accounts for Approval
 Tara Helgason
 Gloria Bastien
 That the list of accounts totaling one hundred and sixty-seven thousand five hundred and six dollars and fifty-four cents (\$167,506.54) be approved for payment as paid by cheque numbers #28467 - #28506 and all online payments including but not limited to: payroll, utilities, tax liabilities and financing agreements.
CARRIED
- 252-23 **9.2 Financial Statement and Bank Statement**
 Nevin Halyk
 Tara Helgason
 That we approve the Financial Statement and bank statement for the month of November 30, 2023 as presented.
CARRIED
- 253-23 **9.3 Municipal Revenue Sharing Grant Declaration**
 Nevin Halyk
 Amber Pankratz
 That The Council of the Town of Foam Lake confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
 - Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
 - Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
 - In Good Standing with respect to the reporting and remittance of Education Property Taxes;
 - Adoption of a Council Procedures Bylaw;
 - Adoption of an Employee Code of Conduct; and
 - All members of council have filed their Public Disclosure Statements, as required;
 That we authorize CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.
CARRIED
- 254-23 **9.4 First Reading Bylaw 06-2023**
 Amber Pankratz
 Nevin Halyk
 That bylaw 06-2023 being a bylaw of the Town of Foam Lake in the province of Saskatchewan, to set Water and Sewer Rates in the Town of Foam Lake be introduced and read for the first (1st) time.
CARRIED

255-23 **9.5 Bylaw 06-2023 Second Reading**
 Nevin Halyk
 Tara Helgason
 That Bylaw 06-2023 being a bylaw of the Town of Foam Lake in the province of Saskatchewan, to set Water and Sewer Rates in the Town of Foam Lake be read for the second time.

CARRIED

256-23 **9.6 Bylaw 06-2023 Be Given Three Readings**
 Gloria Bastien
 Amber Pankratz
 That we give all three readings of Bylaw 06-2023 at this regular meeting of Council.

CARRIED UNANIMOUSLY

257-23 **9.7 Bylaw 06-2023 Third Reading**
 Tara Helgason
 Nevin Halyk
 That Bylaw 06-2023 being a bylaw of the Town of Foam Lake in the province of Saskatchewan, to set Water and Sewer rates in the Town of Foam Lake be read for the third time and finally adopted.

CARRIED

10 Workshops and Meetings

That the following upcoming meetings and workshops are acknowledged as listed:

Finance Meeting	December 20, 2023 @ 7:00am
Admin Meeting	TBD - January 2024
100 Year Committee Meeting	January 10, 2024 @ 5:15pm

258-23 **11 Correspondence**
 Amber Pankratz
 Tara Helgason
 That the following correspondence having been reviewed be accepted and filed:

November Update	Traffic Services
Bulk Dealer - Satellite	SARCAN
Signage Request Update	Parkland Regional
Adding Additional Hours	Parkland Regional
August 8, 2023 Minutes	NEATPC
TransCanada Highway - Yellowhead	Association Membership

CARRIED

259-23 **12 Adjournment**
 Amber Pankratz
 That we adjourn this meeting at 7:57p.m.

CARRIED

