



Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

Meeting Minutes

Regular Meeting of Council December 10, 2024 - 06:00 PM

COUNCIL PRESENT:	Mayor	Graham Farrell
	Councillors:	Mike Glover
		Tyler Goosen
		Darren Hrehor
		Ryan Junop
		Gloria Bastien
		Tara Helgason
STAFF PRESENT:	Chief Administrative Officer:	Shanna York
	Leisure Services Director:	Jaime Helgason
	Foreman	Greg Beaudoin

1 Call To Order

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

1.1 Oath of Office

2024-260

Ryan Junop
Tara Helgason

WHEREAS the recent municipal election was held on November 13, 2024, and all present candidates successfully won their respective positions of Council and Mayor; and

WHEREAS it is a requirement under the Municipalities Act that all members of Council, including the Mayor, take an oath of office before assuming their official duties;

BE IT RESOLVED that the Town of Foam Lake Council hereby acknowledges that on December 10, 2024, the final members of Council, have taken their oaths of office as required by the Municipalities Act, and are now officially sworn in and duly authorized to assume their respective positions on the Town of Foam Lake Council;

FURTHER BE IT RESOLVED that the official record of the oaths of office taken by each member of Council be retained in the Town's official records for reference and compliance with the Municipalities Act.

CARRIED

2 Acknowledgement to Agenda

2024-261

Tyler Goosen
Gloria Bastien

WHEREAS, the agenda for the Regular Meeting of Council has been duly presented to all members prior to the meeting;

WHEREAS, the agenda has been reviewed and discussed by the members of the Council;

NOW, THEREFORE, BE IT RESOLVED that the members of the Council hereby acknowledge and accept the current agenda as presented for the Regular Meeting of Council held on December 10, 2024;

BE IT FURTHER RESOLVED that the agenda items shall be considered in the order as presented, unless amended or rearranged by the Council during the course of the meeting.

CARRIED**3 Adoption of Minutes**

2024-262

Tara Helgason
Darren Hrehor

WHEREAS, the minutes of the regular meeting of the Town of Foam Lake Council held on November 12, 2024, and the minutes of the special meeting held on November 28, 2024, have been presented for review by the members of the Town of Foam Lake Council; and

WHEREAS, the members of the Council have reviewed both sets of minutes and have found that there are no errors or omissions in either set;

NOW, THEREFORE, BE IT RESOLVED by the Town of Foam Lake Council that:

1. The minutes of the regular meeting of the Town of Foam Lake Council held on November 12, 2024, are hereby acknowledged and approved as presented.
2. The minutes of the special meeting of the Town of Foam Lake Council held on November 28, 2024, are hereby acknowledged and approved as presented.
3. The Council affirms that there are no errors or omissions in either set of minutes.

CARRIED**4 Mayor's Report**

2024-263

Mike Glover
Gloria Bastien

WHEREAS, Mayor Graham Farrell has presented a verbal report to the Council for the Town of Foam Lake during the Regular Meeting of Council;

WHEREAS, the verbal report has been reviewed and discussed by the members of the Council;

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Foam Lake hereby accepts the Mayor's verbal report as presented during the meeting on December 10, 2024.

CARRIED

4.1 Appointment of Deputy Mayor

2024-264

Tyler Goosen
Darren Hrehor

WHEREAS Section 91(1) of the Municipalities Act provides that a council of a municipality may appoint a councillor as Deputy Mayor;

AND WHEREAS it is deemed necessary to appoint a Deputy Mayor for the Town of Foam Lake to act in place of the Mayor when he is unable to fulfill his duties;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake hereby appoints Councillor Tara Helgason as Deputy Mayor for the Town of Foam Lake;

AND BE IT FURTHER RESOLVED THAT the appointment of Tara Helgason as Deputy Mayor will be for a term of 1 (one) year, effective immediately, and will remain in effect until such time as a new appointment is made or the current term expires.

CARRIED**5 Council Questions and Reports****5.1 Librarian Appreciation**

2024-265

Gloria Bastien
Tara Helgason

WHEREAS, the Librarian at the Foam Lake Library has demonstrated exceptional dedication, hard work, and commitment to the operation and success of the Foam Lake Library, serving the community with outstanding service and leadership in maintaining a vital and enriching resource for our rural community, and

WHEREAS, it is important to acknowledge and show appreciation for the exceptional efforts and dedication displayed by the Librarian in fostering a thriving library environment, particularly in our rural community,

NOW THEREFORE, BE IT RESOLVED that the Town of Foam Lake provide a one-time thank you gift of \$1000 to the Librarian, as a token of appreciation for their hard work and commitment to the library's success.

BE IT FURTHER RESOLVED that this gesture of appreciation be reviewed annually to determine the appropriate amount for future years, ensuring that the recognition reflects the ongoing contributions and services provided by the Librarian.

CARRIED**5.2 Council Reports**

2024-266

Darren Hrehor
Gloria Bastien

WHEREAS, members of the Town of Foam Lake Council regularly provide verbal reports during meetings to inform and update fellow members on matters of importance, including progress on projects, community concerns, and other relevant topics, and

WHEREAS, these verbal reports are an essential part of the decision-making

process and ensure transparency, communication, and effective governance within the Town of Foam Lake, and
WHEREAS, the Council has reviewed the verbal reports provided during the meeting of December 10, 2024 and finds them to be informative and relevant to the ongoing operations of the town,
NOW, THEREFORE, BE IT RESOLVED that the Town of Foam Lake Council hereby accepts the verbal reports provided by the Council members during the meeting held on December 10, 2024.

CARRIED

6 CAO Report

2024-267

Tara Helgason
Mike Glover

WHEREAS, the Chief Administrative Officer (CAO) has provided a written report and verbal explanations regarding current ongoing administrative tasks and requirements as set out by the Municipalities Act during the Regular Meeting of Council on December 10, 2024;
WHEREAS, the report and verbal explanations have been reviewed and discussed by the Council of the Town of Foam Lake;
NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Foam Lake hereby accepts the CAO's written report and verbal explanations as presented at the meeting on December 10, 2024, regarding current ongoing administrative tasks and requirements in accordance with the Municipalities Act.

CARRIED

6.1 Lot Amalgamation Request of Parcels #113545188 and #113545199

2024-268

Mike Glover
Darren Hrehor

WHEREAS the Town of Foam Lake has reviewed and considered the amalgamation of the two parcels known as Parcel #113545188 and Parcel #113545199, which are located directly adjacent to each other; and
WHEREAS the Town of Foam Lake has ensured that this decision is in compliance with the Town's Lot Ties and Consolidation Policy 2021-11; and
WHEREAS the following considerations were taken into account in making this decision:

Proximity: The two parcels are located directly adjacent to one another.

Use: Both parcels are currently being used for residential purposes, with a primary residence situated on the land.

Existing Structures: A building permit for the construction of an accessory building has already been issued, and the structure is in place.

NOW THEREFORE BE IT RESOLVED that the Town of Foam Lake hereby approves the amalgamation of Parcel #113545188 and Parcel #113545199 into one consolidated parcel, in accordance with the Town's Lot Ties and Consolidation Policy 2021-11.

CARRIED

6.2 Request to Rezone Property in Zoning Bylaw 01-2019

2024-269

Tara Helgason

Tyler Goosen

WHEREAS, a letter has been received from a business owner in the Town of Foam Lake requesting the re-zoning of their property to the M district (Industrial), as defined in Bylaw 01-2019, the Zoning Bylaw for the Town of Foam Lake;

WHEREAS, the business owner has indicated that they will be responsible for the cost of advertising and the required map change fee of \$200 associated with this request;

WHEREAS, the business owner's request to re-zone their property complies with the requirements of the Zoning Bylaw and meets the definition of an industrial use, which is a permitted use in the M district;

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Foam Lake acknowledges the request from the business owner to have their property re-zoned to the M district (Industrial);

BE IT FURTHER RESOLVED that the Town of Foam Lake will proceed with the necessary public notice and advertising in accordance with the requirements of the Zoning Bylaw, and a public hearing will be held prior to passing an amending bylaw to re-zone the property.

CARRIED**6.3 In Camera**

2024-270

Gloria Bastien

Tara Helgason

WHEREAS the Town of Foam Lake Council is committed to discussing long-range strategic planning for the future of the community;

AND WHEREAS, in accordance with Part III of The Local Authority Freedom of Information and Protection of Privacy Act, Council may hold an in camera session to discuss matters related to long-range or strategic planning;

NOW THEREFORE BE IT RESOLVED THAT the regular meeting of the Town of Foam Lake Council be moved to an in camera session at 6:55pm to discuss long-range strategic planning matters;

AND BE IT FURTHER RESOLVED THAT all discussions during this in camera session shall remain confidential as per the provisions of the Act.

CARRIED**6.4 Out-Of-Camera**

2024-271

Tyler Goosen

Darren Hrehor

WHEREAS, the Town of Foam Lake Council held a discussion regarding long range strategic planning during a closed (in-camera) session, and

WHEREAS, the matters discussed during this session have been concluded and the Council is ready to return to an open meeting for further business,

NOW, THEREFORE, BE IT RESOLVED that the Town of Foam Lake Council

hereby moves out of camera at 7:05 PM, resuming the open meeting for public discussion and continued proceedings.

CARRIED

6.5 Closure of Theatre for Health and Safety Remediation

2024-272

Mike Glover

Tyler Goosen

WHEREAS, the Town of Foam Lake has become aware of potential health and safety concerns regarding the air quality in the theatre building, and WHEREAS, the safety and well-being of the public is a top priority, and it is essential to address any potential risks before allowing the theatre to remain open for use, and

WHEREAS, the Town of Foam Lake must take necessary actions to ensure that all remediation efforts are completed, and a satisfactory air quality test is conducted and returned, clearing the building of any health and safety risks for public use,

NOW, THEREFORE, BE IT RESOLVED that the Town of Foam Lake Council directs the theatre committee to cease all operations in the theatre building until the required remediation is completed and the air quality test results confirm that the building is safe for public use.

BE IT FURTHER RESOLVED that the renter currently occupying the upstairs unit in the theatre building be informed of the ongoing remediation efforts and be made aware of the potential health risks associated with the air quality in the building during this time.

CARRIED

7 Foreman's Report

2024-273

Gloria Bastien

Tyler Goosen

WHEREAS the Foreman's written report of activities was presented to the Council for review;

AND WHEREAS the Council has asked questions regarding the report and received satisfactory answers from the Foreman;

AND WHEREAS the Council has reviewed the Water Treatment Report as presented and discussed the findings;

NOW THEREFORE BE IT RESOLVED that the Town of Foam Lake Council hereby accepts the Foreman's written report of activities, including the Water Treatment Report, as presented at today's meeting on December 10, 2024.

CARRIED

8 Leisure Services Report

2024-274

Darren Hrehor

Gloria Bastien

WHEREAS the Leisure Services Director has submitted a report regarding the operations, ongoing activities, and maintenance of all Town of Foam Lake Leisure and Recreation facilities, including the Recreation Centre, Community

Hall, Parks, Trails, Marsh, Waterpark, and other related facilities;
AND WHEREAS the report provides valuable information about the current state of operations, planned activities, and necessary maintenance for these community assets;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake hereby accepts the Leisure Services Director's report on the operations and ongoing activities and maintenance at the Town's Leisure and Recreation facilities;

CARRIED

9 New Business

9.1 Accounts for Approval

2024-275

Gloria Bastien

Ryan Junop

WHEREAS the Town of Foam Lake has received a list of accounts totaling **one hundred and sixty-nine thousand and eighteen dollars and nineteen cents (\$169,018.19)** for payment;

AND WHEREAS the list of accounts includes payments made by cheque numbers **#29116 - #29165** and all online payments, including but not limited to: payroll, utilities, tax liabilities, and financing agreements;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake hereby accepts the list of accounts totaling **\$169,018.19** for payment and approves all payments made by cheque numbers **#29116 - #29165** and online transactions as outlined.

CARRIED

9.2 Financial Statement and Bank Statement

2024-276

Mike Glover

Tara Helgason

WHEREAS the Town of Foam Lake Council has reviewed the Bank Reconciliation, Statement of Financial Activities, and Financial Position for the month ending November 30, 2024; and

WHEREAS these documents have been presented and discussed at the December 10, 2024 meeting of Town Council;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Foam Lake accepts the Bank Reconciliation, Statement of Financial Activities, and Financial Position for the month ending November 30, 2024, as presented.

CARRIED

9.3 Cancellation of Cheques

2024-277

Darren Hrehor

Tyler Goosen

WHEREAS the following cheques have been provided, and it has been identified that some of these cheques are now stale-dated, necessitating re-issuance;

WHEREAS one invoice has been mistakenly issued to the wrong vendor name,

requiring correction and cancellation and one issued in the wrong amount; IT IS HEREBY RESOLVED that the cheques be cancelled and re-issued where necessary

Cheque #	Date	Amount	Reason
27776	09/14/2022	\$43.73	Stale dated
28151	06/13/2023	\$117.11	Stale dated
28168	06/13/2023	\$335.87	Stale dated
28313	09/13/2023	\$61.46	Stale dated
28431	11/14/2023	\$150.00	Stale dated
28552	12/31/2023	\$60.96	Stale dated
28936	08/13/2024	\$360.00	Wrong Amount
29025	10/08/2024	\$3196.80	Issued to wrong vendor

CARRIED

9.4 Municipal Revenue Sharing Grant Declaration

2024-278

Gloria Bastien
Darren Hrehor

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 2023 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2023 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

9.5 Council Meeting Dates for 2025

2024-279

Ryan Junop
Tyler Goosen

WHEREAS the Council of the Town of Foam Lake is committed to following the procedures outlined in the Council Procedures Bylaw No. 15-2016; and WHEREAS the Council has reviewed the proposed meeting schedule for the 2025 calendar year, ensuring adherence to the bylaw and any relevant statutory requirements;

IT IS HEREBY RESOLVED that:

1. The regular meetings of the Town of Foam Lake Council for the year 2025 will be held on the second Tuesday of every month, as follows:

Month	Meeting Date
January	January 14, 2025
February	February 11, 2025
March	March 11, 2025
April	April 8, 2025
May	May 13, 2025
June	June 10, 2025
July	July 8, 2025
August	August 12, 2025
September	September 9, 2025
October	October 14, 2025
November	November 12, 2025 *held the day following a stat. holiday
December	December 9, 2025

BE IT FURTHER RESOLVED that the regular meeting in November 2025, which would normally fall on November 11 (Remembrance Day), a statutory holiday, will be rescheduled to November 12, 2025, the day following the statutory holiday, in compliance with the provisions of the Council Procedures Bylaw No. 15-2016.

BE IT FURTHER RESOLVED that all regular meetings of the Council will take place at the Town of Foam Lake Office in Council Chambers, located at 326 Main Street, unless otherwise specified or amended in accordance with the procedures.

BE IT FURTHER RESOLVED that this meeting schedule shall be published and made available to the public.

CARRIED

10 Correspondence

2024-280

Tara Helgason
Gloria Bastien

WHEREAS all correspondence received by the Town of Foam Lake, as listed in the table below, has been presented to and reviewed by the Council; and WHEREAS the correspondence has been reviewed in its entirety at the regular meeting of Town Council held on December 10, 2024;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Foam Lake acknowledges all correspondence received as listed and confirms that the correspondence has been thoroughly reviewed in the meeting held on December 10, 2024.

Traffic Services	Intro and Update
Eleanor Clarke	Letter of Complaint

RM Of Foam Lake	Response to Health Care Initiative
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CARRIED

2024-281 **11 Adjournment**
Tara Helgason
THAT we adjourn this meeting at 7:45 p.m.

CARRIED

Mayor, Graham Farrell

Chief Administrative Officer, Shanna York