



Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

Meeting Minutes

Regular Meeting of Council January 14, 2025 - 06:00 PM

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

1 Call To Order

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

2 Additions and Acknowledgement to Agenda

2025-01

Darren Hrehor
Mike Glover

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 January 14, 2025;

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

2025-02

Ryan Junop
Gloria Bastien

WHEREAS, the minutes of the regular meeting of the Town of Foam Lake Council held on December 10, 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 the minutes and

have found that there are no errors or omissions;
 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 December 10, 2024, are hereby acknowledged and approved as presented.
2. The Council affirms that there are no errors or omissions in the minutes.

CARRIED

4 Business Arising
4.1 Committee Structures and Appointments

2025-03

Tara Helgason
 Darren Hrehor

WHEREAS, the Chief Administrative Officer (CAO) and Mayor Farrell have presented the recommended internal and external committee appointments to the Town of Foam Lake Council in accordance with the Town’s Committee Appointment Policy; and

WHEREAS, the Town Council acknowledges the external committee appointments to boards with Town Council representation, including members at large and Councilperson appointments to these boards; and WHEREAS, the appointments for both internal and external committees are for a period of one year, to be reviewed and re-appointed annually each January, unless otherwise noted;

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

1. The recommended committee appointments, as presented by the CAO and Mayor Farrell, are hereby accepted and approved by the Council in accordance with the Committee Appointment Policy.
2. The Town Council acknowledges the external committee appointments to boards with Town Council representation, including members at large and Councilperson appointments to these boards.
3. The appointments, as outlined below, shall remain in effect for a period of one year, to be reviewed and appointed each January unless otherwise noted.

The internal committee appointments are as follows:

Finance	Administration	Leisure and Parks	Public Works	Planning and Economic Development
Farrell	Farrell	Farrell	Farrell	Farrell
Junop	Helgason	Glover	Hrehor	Bastien
Helgason	Bastien	Goosen	Junop	Hrehor
Bastien		Helgason	Goosen	Glover

2025 External Committees of Council

Committee	Member(s)
Emergency Measures Organization	Farrell, Junop, Helgason
Foam Lake & District Fire Association	Junop
Museum Board	Bastien
Leisure Services Board	Glover
Waterpark Management	Helgason
Rec Centre Management	Goosen
Community Hall Management	Hrehor
Foam Lake Library Board	Bastien
Foam Lake & District Health Foundation	Farrell
Health Services Advocacy	Farrell, Bastien
Shamrock Board of Appeals	Dennis Karakochuk
North East Area Transportation Planning Committee	NO REP
OH&S Town of Foam Lake Committee	Hrehor, Goosen
Transfer Station Committee with RM of Foam Lake	Farrell, Glover, CAO and Foreman

CARRIED

4.2 First Reading of Bylaw 01-2025

2025-04

Tyler Goosen
Gloria Bastien

WHEREAS the Town of Foam Lake has reviewed the proposed amendment to the Zoning Bylaw 01-2019, being Bylaw 01-2025, which seeks to amend the zoning map and rezone certain parcels of land from Downtown Commercial to Industrial to better align with the activities of the business currently occupying those lots;

AND WHEREAS it is necessary to provide the opportunity for public input in accordance with the Public Notice requirements for amending the Zoning Bylaw;

NOW THEREFORE BE IT RESOLVED that the Town Council of Foam Lake gives First Reading to Bylaw 01-2025 at this meeting on January 14, 2025.

BE IT FURTHER RESOLVED that in accordance with the Public Notice requirements for amending the Zoning Bylaw, the Town will advertise the proposed amendment in the local newspaper for two consecutive weeks and hold a Public Hearing on the proposed amendment prior to the Second and Third Readings of the Bylaw.

BE IT FURTHER RESOLVED that the CAO is directed to take all necessary actions to ensure that the required public notice is provided and that the Public Hearing is scheduled in accordance with the regulations.

CARRIED

4.3 Foam Lake Community Theatre Operations

2025-05

Tara Helgason
Gloria Bastien

WHEREAS the Town of Foam Lake Council, in response to concerns regarding air quality and potential asbestos hazards, hired United Environmental Consulting Inc. to conduct air quality testing at the Foam Lake Community Theatre;

AND WHEREAS United Environmental Consulting Inc. has completed the testing and provided a report confirming that the air quality within the Foam Lake Community Theatre is safe and that there is no risk of asbestos inhalation;

AND WHEREAS the results of the testing have been thoroughly reviewed by Council, and it has been determined that the theatre can be safely operated without posing any risks to the public or users of the facility;

NOW THEREFORE BE IT RESOLVED that the Town of Foam Lake Council hereby approves the reopening of the Foam Lake Community Theatre, effective immediately, with the assurance that the facility is safe for public use;

CARRIED

5 Mayor's Report

2025-06

Graham Farrell
Darren Hrehor

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 January 14, 2025.

CARRIED

6 Council Reports

2025-07

Tyler Goosen
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 January 14, 2025 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 January 14, 2025

CARRIED

- 2025-08 **7 CAO Report**
Mike Glover
Gloria Bastien
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 January 14, 2025;
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 January 14, 2025, regarding current ongoing administrative tasks and requirements in accordance with the Municipalities Act.
- CARRIED**
- 2025-09 **8 Foreman's Report**
Darren Hrehor
Ryan Junop
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 January 14, 2025.
- CARRIED**
- 2025-10 **9 Leisure Services Report**
Mike Glover
Tyler Goosen
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**

10 New Business**10.1 Accounts for Approval**

2025-11

Tara Helgason
Gloria Bastien

WHEREAS the Town of Foam Lake has received a list of accounts totaling two hundred and eight thousand, five hundred and fifty-seven dollars and forty-seven cents (\$208,557.47) for payment;

AND WHEREAS the list of accounts includes payments made by cheque numbers #29166 - #29255 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 \$208,557.47 for payment and approves all payments made by cheque numbers #29166 - #29255 and online transactions as outlined.

CARRIED**10.2 Financial Statement and Bank Statement**

2025-12

Darren Hrehor
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 December 31, 2024; and

WHEREAS these documents have been presented and discussed at the January 14, 2025 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 December 31, 2024, as presented.

CARRIED**10.3 Appointments for the Year 2025**

2025-13

Gloria Bastien
Ryan Junop

WHEREAS, it is necessary for the Town of Foam Lake to make its yearly appointments for the various positions required for the smooth operation of the municipality; and

WHEREAS, the following appointments for 2025 have been presented for approval by the Town of Foam Lake Council:

Auditor: Bakertily SK out of Yorkton, SK

Solicitor: Kondratoff Persick LLP Barristers and Solicitors, Yorkton, SK

Building Inspector Services: Municode Services Ltd.

Fire Chief and Department: Foam Lake & District Fire Department under Fire Chief, Scott Osborne.

Animal Control: Mozart Sympawthy Animal Sanctuary

Pest Control Officer: Colette Melynychuk through District 20

Board of Appeals and Board of Revision: Shamrock Board of Appeals

NOW, THEREFORE, BE IT RESOLVED that these appointments shall

remain in effect for the year 2025, with the possibility of review and reappointment in the following year.

CARRIED

10.4 Foam Lake Savings and Credit Union Signing Authority

2025-14

Gloria Bastien

Darren Hrehor

WHEREAS, the Town of Foam Lake must designate individuals with signing authority for all cheques and negotiable instruments as required by the Municipalities Act, Section 115(5); and

WHEREAS, the Administrator must be one of the signers, with at least one other individual designated by the Town of Foam Lake Council;

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

1. The following individuals are hereby designated as having signing authority for all cheques and negotiable instruments related to the Town of Foam Lake banking at the Foam Lake Savings and Credit Union:

- Mayor, Graham Farrell
- Finance Chairperson, Tara Helgason

2. These individuals shall be authorized to sign cheques and negotiable instruments on behalf of the Town of Foam Lake, in accordance with Section 115(5) of the Municipalities Act.

3. The Administrator shall also be one of the signers, as required by law, with at least one other individual designated by Council.

4. This signing authority will remain in effect until revoked or amended by a resolution of the Town of Foam Lake Council.

CARRIED

10.5 Presentation and Acknowledgment of Fidelity Bond

2025-15

Tyler Goosen

Mike Glover

WHEREAS, Section 113(1) of the Municipalities Act requires that the Council shall annually obtain a fidelity bond, or equivalent insurance, to cover the following individuals while carrying out duties relating to any money or security belonging to or held by the municipality:

(a) the Administrator; and (b) any other employees of the municipality.

AND WHEREAS, Section 113(2) of the Municipalities Act stipulates that the amount of the bond or insurance shall be at least \$10,000 or any greater amount that the Council considers appropriate.

AND WHEREAS, Section 113(3) of the Municipalities Act requires the Administrator to provide all bonds or equivalent insurance of the employees mentioned in subsection (1) to the Council at the first meeting of the Council in January each year, and the Council shall renew or change the bonds or equivalent insurance as may be required.

AND WHEREAS, the Council for the Town of Foam Lake acknowledges the presentation of proof of insurance for employees covered by a Fidelity Bond through SGI Insurance Canada;

NOW THEREFORE, BE IT RESOLVED that the Council for the Town of

Foam Lake acknowledges and affirms the coverage of all municipal employees under a Fidelity Bond through SGI Insurance Canada for the current year, in compliance with Section 113(1) and (2) of the Municipalities Act. The required bond or insurance shall be maintained with a minimum coverage amount of \$10,000, or any greater amount deemed appropriate by the Council.

CARRIED

11 Meetings and Workshops

2025-16

Tyler Goosen
Mike Glover

That we acknowledge and approve the attached meetings and workshops:

Planning and Economic Development	Jan 23, 2025 @ 7pm
Leisure and Parks	Jan 16, 2025 @ 7pm
Public Works	Jan 30, 2025 @ 7pm
OHamp;S Committee	TBD
SUMA Convention	Saskatoon, SK April 13-16, 2025
SUMA Summit	9:00am - 3:30pm - Feb 13, 2025 Virtual

CARRIED

12 Correspondence

2025-17

Tara Helgason
Mike Glover

That the following correspondence having been reviewed, be accepted and filed:

Central Prairie Development Alliance	Canora - Dec 12, 2024
Food Bank Update	Foam Lake Food Bank

CARRIED

13 Adjournment

2025-18

Mike Glover

That we adjourn this meeting at 7:29 p.m.

CARRIED

Mayor, Graham Farrell

Chief Administrative Officer, Shanna York