



Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

Meeting Minutes

Regular Meeting of Council - September 9, 2025 - 06:00 PM

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

1 Call To Order

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

2 Additions and Acknowledgement to Agenda

2025-169

Tyler Goosen
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 September 9, 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

2025-170

Darren Hrehor
Gloria Bastien

WHEREAS, the minutes of the regular meeting of the Town of Foam Lake Council held on August 12, 2025, 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: the minutes of the regular meeting of the Town of Foam Lake Council held on August 12, 2025, are hereby acknowledged and approved as presented.

The Council affirms that there are no errors or omissions in the minutes.

CARRIED

4
2025-171

Mayor's Report

Graham Farrell

Mike Glover

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 September 9, 2025.

CARRIED

5
5.1
2025-172

Council Questions and Reports

Enforcement of Bylaw Contraventions

Tyler Goosen

Darren Hrehor

Whereas the Town of Foam Lake currently utilizes Saskatchewan Commissionaires Services for the enforcement of municipal bylaws, and;
Whereas Town Council recognizes that property owners are entitled to a reasonable degree of rights within their own properties, and;

Whereas Council wishes to avoid the unnecessary involvement of Commissionaires in situations that arise out of petty grievances or disputes between neighbors;

Therefore be it resolved that all requests for Bylaw Enforcement be directed through the Town Office and confirmed by the Chief Administrative Officer or Public Works staff prior to any referral to Saskatchewan Commissionaires Services, so as to ensure that enforcement efforts are focused on genuine and substantiated concerns in the community.

CARRIED

5.2
2025-173

Council Reports

Tyler Goosen

Darren Hrehor

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 September 9, 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 September 9, 2025.

CARRIED

6
2025-174

Foreman's Report

Mike Glover

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 September 9, 2025.

CARRIED

7
2025-175

Leisure Services Report

Gloria Bastien

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

8
2025-176

CAO Report

Ryan Junop

Darren Hrehor

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 September 9, 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 September 9, 2025, regarding current ongoing administrative tasks and requirements in accordance with the Municipalities Act.

CARRIED

8.1 Recognition of Truth and Reconciliation Day on September 30
2025-177

Tyler Goosen

Gloria Bastien

Whereas September 30th, the National Day for Truth and Reconciliation, is a day of reflection and recognition of the history and lasting impacts of residential schools in Canada, and;

Whereas many public institutions, Crown Corporations, provincial agencies, local businesses, and our neighboring municipality, the RM of Foam Lake, observe this day through office closures, and;

Whereas the Chief Administrative Officer has recommended that the Town of Foam Lake align with this practice, recognizing that many partner organizations are closed on this day which limits the Town Office's ability to conduct regular operations;

Therefore be it resolved that the Council of the Town of Foam Lake approve the closure of the Town Office on September 30th each year in recognition of the National Day for Truth and Reconciliation, as a meaningful step toward honoring the spirit of reconciliation and standing in solidarity with this national observance.

CARRIED

8.2 Bylaw 03-2024 Contravention Appeal
2025-178

Mike Glover

Darren Hrehor

Whereas Council has received and reviewed an appeal letter regarding Bylaw 03-2024 for Lot 12, Block 4, Plan M4060, and;

Whereas Council has conducted a review of the property and the work completed at the time of inspection;

Therefore be it resolved that the Council of the Town of Foam Lake allow the continued use of stacked pallets on the property, provided they remain in a neat and orderly fashion and do not impede access to or use of the back lane.

CARRIED

9.1 Accounts for Approval
2025-179

Tara Helgason

Ryan Junop

WHEREAS the Town of Foam Lake has received a list of accounts totaling three hundred and fifty thousand and five hundred and thirty-one dollars and forty-

two cents (\$350,531.42) for payment;

AND WHEREAS the list of accounts includes payments made by cheque numbers #29601 - #29655 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 \$350,531.42 for payment and approves all payments made by cheque numbers #29601 - #29655 and online transactions as outlined.

CARRIED

9.2 Financial Statement and Bank Statement

2025-180

Ryan Junop

Gloria Bastien

WHEREAS the Town of Foam Lake Council has reviewed the Bank Reconciliation, Statement of Financial Activities, and Financial Position for the month ending August 31, 2025; and

WHEREAS these documents have been presented and discussed at the September 9, 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 August 31, 2025, as presented.

CARRIED

9.3 Tax Enforcement Procedures- Council Authorized Proceedings

2025-181

Darren Hrehor

Ryan Junop

WHEREAS certain property owners within the Town of Foam Lake have either defaulted on previously made tax payment arrangements, failed to make any arrangements, or otherwise remain in contravention of The Tax Enforcement Act;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake authorize administration to proceed, as required under The Tax Enforcement Act, with the issuance of Form C – Six Month Notices and any subsequent enforcement steps, including application for consent from the Provincial Mediation Board where necessary, for the following properties:

- Lot 03, Block 18, Plan 77H06696
- Lot 04, Block 18, Plan 77H06696
- Lot 05, Block 18, Plan 77H06696
- Lot 14, Block 12, Plan BC2182
- Lot 13, Block 23, Plan 62H00058
- Lot 09, Block 01, Plan BD3996
- Lot 03, Block 12, Plan BC2182
- Lot 04, Block 12, Plan BC2182

AND THAT the Chief Administrative Officer be authorized to take all necessary steps to ensure compliance with the Act.

CARRIED

- 9.4 Public Conduct and Harassment Prevention Policy**
2025-182 Tyler Goosen
Mike Glover
WHEREAS the Town of Foam Lake is committed to maintaining a respectful, safe, and harassment-free environment for all employees, elected officials, contractors, volunteers, residents, and visitors;
AND WHEREAS 02-2025 Public Conduct and Harassment Prevention Policy has been developed to outline expectations for respectful conduct, procedures for addressing harassment or disruptive behaviour, and protections for the well-being of all individuals interacting with the Town;
AND WHEREAS this policy ensures compliance with The Saskatchewan Employment Act, The Municipalities Act, and The Saskatchewan Human Rights Code, and establishes clear roles, responsibilities, and enforcement measures;
THEREFORE BE IT RESOLVED that the Council of the Town of Foam Lake hereby reviews and adopts 02-2025 Public Conduct and Harassment Prevention Policy as presented;
AND BE IT FURTHER RESOLVED that this policy take effect immediately and be reviewed annually to ensure its continued relevance and effectiveness.
CARRIED
- 9.5 Appointment of Organizational Delegate for Credit Union Merger Vote**
2025-183 Gloria Bastien
Darren Hrehor
WHEREAS the Prosperity Credit Union and Foam Lake Savings and Credit Union have called for a member vote on a proposed merger; and
WHEREAS organizational members are required to appoint an authorized representative to vote on their behalf through completion of a "Notice of Appointment of Representative Form"; and
WHEREAS the Town of Foam Lake, as an organizational member, wishes to participate in this vote and provide direction to its delegate;
THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake appoints Graham Farrell, Mayor for the Town of Foam Lake, as the authorized representative and organizational delegate for the Town of Foam Lake; and
BE IT FURTHER RESOLVED THAT Mayor Farrell is directed to complete and submit the "Notice of Appointment of Representative Form" and to cast the Town of Foam Lake's vote in favour of the proposed merger between Prosperity Credit Union and Foam Lake Savings and Credit Union; and
BE IT FURTHER RESOLVED THAT this authorization shall apply to the official voting period taking place between September 24, 2025, and October 1, 2025.
CARRIED
- 9.6 Foam Lake Community Theatre Repairs**
2025-184 Mike Glover
Tara Helgason
WHEREAS, the Town of Foam Lake Council has reviewed the request and quotes submitted by the Foam Lake Community Theatre Committee regarding

repairs to the asphalt portion of the theatre roof, which include a spray foam application with a silicone waterproof covering and replacement of roof flashing as recommended;

AND WHEREAS, LS Spraytek Solutions has provided a quote of \$9,000 plus applicable taxes to complete the spray foam and silicone waterproofing portion of the work;

NOW THEREFORE BE IT RESOLVED THAT the Town of Foam Lake Council approves the proposed roof repairs and authorizes the hiring of LS Spraytek Solutions to complete the spray foam and silicone waterproofing as quoted. The Council further approves the replacement of roof flashing, to be completed by a qualified contractor, and directs that the cost of both the spray and silicone work and the flashing replacement be covered using previously allocated insurance funds.

CARRIED

10 Meetings and Workshops

2025-185

Tyler Goosen
Gloria Bastien

That we approve and acknowledge the following meetings and workshops as listed and attendance at each event:

OH&S Committee Meeting	September 11, 2025
Ombudsman Training	October 15 amp; 16 in Regina, SK
Finance Meeting	September 24, 2025

CARRIED

11 Correspondence

2025-186

Ryan Junop
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 September 9, 2025;

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 September 9, 2025.

Culture Collective	Shed to Remain On Property
CPKC Rail Safety	Declaration of Rail Safety Week
St. Peters Ukrainian Orthodox	Request for Waiver of Fees
Shamrock Board of Appeals	Resignation of Shamrock Board of Appeals Secretary

CARRIED

11.1 Request to Waive Fees

2025-187

Mike Glover
Darren Hrehor

WHEREAS the Town of Foam Lake has received a request from St. Peter's Ukrainian Orthodox Church to waive fees related to water service (turn-off/turn-on), utility deposit, and garbage and recycling charges, on the basis that the building is closed during the winter months and services are held only infrequently; and

WHEREAS all churches within the Town of Foam Lake are exempt from property taxation, and therefore the Town does not collect municipal taxes to offset the costs of providing municipal services to these properties; and

WHEREAS in order to ensure fairness and equity among all organizations and property owners, the Town requires that utility charges and service fees set out by bylaw be applied consistently to all churches and other exempt properties;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake, after review and consideration, deny the request from St. Peter's Ukrainian Orthodox Church to waive the utility-related fees and charges, and that all applicable service fees and charges remain payable in accordance with Town bylaws and policies.

CARRIED

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2025-188

Adjournment

Tara Helgason

THAT we adjourn this meeting at 8:17 p.m.

CARRIED

Mayor, Graham Farrell

Chief Administrative Officer, Shanna York