



Town of Foam Lake

326 Main Street Foam Lake, Foam Lake, Saskatchewan

Meeting Minutes

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

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

1 Call To Order

A quorum being present, Mayor Farrell called the meeting to order at 5:59p.m.

2 Additions and Acknowledgement to Agenda

2025-189

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 October 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

2025-190

Darren Hrehor
Ryan Junop

WHEREAS, the minutes of the regular meeting of the Town of Foam Lake Council held on September 9, 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
September 9, 2025, are hereby acknowledged and approved as presented.
The Council affirms that there are no errors or omissions in the minutes.

CARRIED

4 Mayor's Report

2025-191

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 October 14, 2025.

CARRIED

5 Council Questions and Reports

5.1 03-2025 Work Alone Policy

2025-192

Tyler Goosen

Darren Hrehor

WHEREAS the Occupational Health and Safety Committee has reviewed and recommended the adoption of a "Working Alone" Policy for the Town of Foam Lake; and

WHEREAS The Saskatchewan Employment Act and The Occupational Health and Safety Regulations, 2020 require employers to develop and implement safe work practices for employees who may be required to work alone; and

WHEREAS the purpose of this policy is to ensure the safety and well-being of all Town employees by outlining safe work procedures, communication expectations, and restrictions on high-risk activities while working alone;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake hereby adopts the Working Alone Policy 03-2025 as presented and recommended by the Occupational Health and Safety Committee; and

BE IT FURTHER RESOLVED THAT Council acknowledges that the implementation of this policy fulfills a requirement under Saskatchewan Occupational Health and Safety legislation, and directs Administration to ensure that all staff are informed, trained, and in compliance with this policy.

CARRIED

5.2 Infrastructure Investment Plan for Waterline Replacement Plan

2025-193

Ryan Junop

Gloria Bastien

WHEREAS, the Council for the Town of Foam Lake has reviewed the Town's Infrastructure Investment Plan and recognizes the importance of investing in critical water infrastructure; and

WHEREAS, the Canada Community-Building Fund (CCBF) provides annual

allocations to municipalities for infrastructure projects; and
WHEREAS, the Council wishes to apply the Town's 2025 CCBF allocation in the amount of \$375,292.64 toward the waterline replacement plan and intends to combine this funding with the Canada Housing and Infrastructure Fund (CHIF) Grant if the Town is successful in its application;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake approves the allocation of the 2025 CCBF funds toward the waterline replacement plan, supports stacking the CCBF allocation with the CHIF Grant if the application is successful, and directs staff to implement and report on the use of these funds in accordance with the approved Infrastructure Investment Plan

CARRIED

5.3 Council Reports

2025-194

Mike Glover

Tyler Goosen

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 October 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 October 14, 2025.

CARRIED

5.4 Fees and Charges Bylaw 03-2025 Second Reading

2025-195

Darren Hrehor

Gloria Bastien

WHEREAS the Council of the Town of Foam Lake gave first reading to Bylaw No. 03-2025, A Bylaw of the Town of Foam Lake to Authorize the Charging of Fees for Various Services and Products Provided by the Municipality, at a regular meeting of Council held on March 11, 2025;

AND WHEREAS it is deemed advisable to now proceed with the second reading of said bylaw;

BE IT RESOLVED THAT Bylaw No.03-2025, being A Bylaw of the Town of Foam Lake to Authorize the Charging of Fees for Various Services and Products Provided by the Municipality, be read a second time at this meeting.

CARRIED

5.5 Fees and Charges Bylaw 03-2025 Final Reading

2025-196

Tyler Goosen

Mike Glover

WHEREAS Bylaw No.03-2025, A Bylaw of the Town of Foam Lake to Authorize the Charging of Fees for Various Services and Products Provided by the Municipality, received first reading at a regular meeting of Council held on March 11, 2025, and second reading at the present meeting;

AND WHEREAS Council unanimously consents to give the bylaw a third reading at this same meeting;

BE IT RESOLVED THAT Bylaw No.03-2025, being A Bylaw of the Town of Foam Lake to Authorize the Charging of Fees for Various Services and Products Provided by the Municipality, be read a third time and hereby adopted.

CARRIED UNANIMOUSLY

6 Foreman's Report

2025-197

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 answer;

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 October 14, 2025.

CARRIED

7 Leisure Services Report

2025-198

Gloria Bastien

Darren Hrehor

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 CAO Report

2025-199

Mike Glover

Ryan Junop

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 October 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 October 14, 2025, regarding current ongoing administrative tasks and requirements in accordance with the Municipalities Act.

CARRIED

8.1 04-2025 Camera Review Policy

2025-
200

Tyler Goosen

Darren Hrehor

WHEREAS the Town of Foam Lake recognizes the importance of maintaining effective security measures to protect municipal assets, facilities, and operations; and

WHEREAS Administration has developed *Camera Review Policy 04-2025* to establish a consistent process for reviewing and maintaining the Town's security camera systems, ensuring they are in good working order and provide adequate coverage of all Town-owned facilities; and

WHEREAS the policy outlines clear responsibilities for designated staff at each facility, procedures for regular review, maintenance and reporting requirements, and timelines for policy review and compliance;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake hereby review and approve *Camera Review Policy 04-2025* as presented; and

BE IT FURTHER RESOLVED THAT Administration be directed to implement the policy and ensure ongoing compliance and reporting as outlined therein.

CARRIED

9 New Business

9.1 Accounts for Approval

2025-
201

Ryan Junop

Darren Hrehor

WHEREAS the Town of Foam Lake has received a list of accounts totaling five hundred and nine thousand and eight hundred and nineteen dollars and seventy-two cents (\$509,819.72) for payment;

AND WHEREAS the list of accounts includes payments made by cheque numbers #29656 - #29693 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 \$509,819.72 for payment and approves all payments made by cheque numbers #29656 - #29693 and online transactions as outlined.

CARRIED

9.2 Financial Statement and Bank Statement

2025-
202

Tyler Goosen

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 September 30, 2025 and

WHEREAS these documents have been presented and discussed at the October 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 September 30, 2025, as presented.

CARRIED

9.3 Canada Housing Infrastructure Fund Application

2025-
203

Darren Hrehor

Ryan Junop

That the Council of the Town of Foam Lake support the application for a Canada Infrastructure Fund (CHIF) grant for our waterline replacement project and Council agrees to:

Meet legislated standards

Meet the terms and conditions of the CHIF program

Commit to paying the applicants share of the eligible costs and ongoing (operating and other) costs associated with the project and;

Ensure legislative and regulatory requirements will or have been met including requirements for a federal environmental assessment process, provincial environmental assessment process, and requirements for Indigenous consultation or engagement.

CARRIED

9.4 First Reading of Noise Bylaw 10-2025

2025-
204

Gloria Bastien

Darren Hrehor

WHEREAS the Council of the Town of Foam Lake in the Province of Saskatchewan deems it desirable to enact a bylaw to regulate and control noise within the Town to protect the peace, comfort, and convenience of residents;

AND WHEREAS Bylaw No. 10-2025, known as *The Noise Bylaw*, has been prepared, establishing definitions, general regulations, limits on domestic, construction, advertising, and diesel motor noises, exemptions, and offences and penalties;

BE IT RESOLVED THAT the Council of the Town of Foam Lake gives First Reading to Bylaw No. 10-2025, *The Noise Bylaw*, this 14th day of October, 2025.

CARRIED

9.5 Second Reading of Noise Bylaw 10-2025

2025-
205

Ryan Junop

Mike Glover

BE IT RESOLVED THAT Bylaw No.10-2025, being A Bylaw of the Town of Foam Lake to Control and Regulate Noise within the Municipality, be read a second time.

CARRIED

9.6 Third Reading at this Meeting 10-20252025-
206

Mike Glover

Tyler Goosen

WHEREAS Bylaw No.10-2025, A Bylaw of the Town of Foam Lake to Control and Regulate Noise within the Municipality, may be given all three readings at one meeting in accordance with The Municipalities Act;

AND WHEREAS Council has reviewed the bylaw and consents to giving all three readings at this meeting;

BE IT RESOLVED THAT Bylaw No. 10-2025 be read a first, second, and third time at this meeting.

CARRIED UNANIMOUSLY**9.7 Adoption of Bylaw 10-2025**2025-
207

Ryan Junop

Darren Hrehor

BE IT RESOLVED THAT Bylaw No.10-2025, A Bylaw of the Town of Foam Lake to Control and Regulate Noise within the Municipality, be read a third and final time and hereby approved and adopted by Council.

CARRIED**9.8 First Reading of Bylaw 11-2025**2025-
208

Darren Hrehor

Tyler Goosen

WHEREAS the Council of the Town of Foam Lake deems it necessary to establish fees for the provision of tax certificates and other assessment or taxation information in accordance with The Municipalities Act; and

WHEREAS a bylaw entitled the "Assessment and Taxation Information Fee Bylaw" has been prepared to set out these fees, the process for issuance, and related provisions;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake gives first reading to Bylaw No. 11-2025, the "Assessment and Taxation Information Fee Bylaw," as presented.

CARRIED**9.9 Second Reading of Bylaw 11-2025**2025-
209

Ryan Junop

Gloria Bastien

WHEREAS the Council of the Town of Foam Lake has given first reading to Bylaw No.11-2025, the "Assessment and Taxation Information Fee Bylaw", at a previous meeting or earlier in this meeting;

AND WHEREAS it is deemed advisable to proceed with the second reading of said bylaw;

BE IT RESOLVED THAT Bylaw No.11-2025, the "Assessment and Taxation Information Fee Bylaw", be read a second time at this meeting.

CARRIED

9.10 Be Given Third Reading Bylaw 11-2025

2025- Tyler Goosen
210 Mike Glover

WHEREAS Bylaw No.11-2025, the “Assessment and Taxation Information Fee Bylaw”, has received first and second readings;

AND WHEREAS Council unanimously consents to give the bylaw third reading at this meeting;

CARRIED UNANIMOUSLY

9.11 Final Reading and Adoption of Bylaw 11-2025

2025- Gloria Bastien
211 Darren Hrehor

BE IT RESOLVED THAT Bylaw No.11-2025 be read a third time and hereby adopted;
AND BE IT FURTHER RESOLVED THAT the bylaw is carried unanimously.

CARRIED UNANIMOUSLY

9.12 Authorization for Electronic Funds Transfers to Suppliers

2025- Darren Hrehor
212 Gloria Bastien

WHEREAS the Council of the Town of Foam Lake recognizes that the ongoing Canada Post strike may delay traditional payment methods; and

WHEREAS it is necessary to ensure timely payment to suppliers for goods and services provided to the Town; and

WHEREAS Council has reviewed the Town’s banking procedures and understands that the Foam Lake Credit Union requires a dual-approval process before EFT funds can be released;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Foam Lake authorizes the Chief Administrative Officer (CAO) to act as the Town’s designated signatory for Electronic Funds Transfers (EFT); and

BE IT FURTHER RESOLVED THAT while the CAO is the authorized EFT signatory, all EFT transactions will follow the dual-approval process as required by the Foam Lake Credit Union prior to the release of funds, ensuring appropriate financial controls are maintained.

CARRIED

9.13 In Camera

2025- Mike Glover
213 Tyler Goosen

That the Council of the Town of Foam Lake move in camera at 7:12p.m. under Section 120(2)(b) of *The Municipalities Act* to discuss a legal concern.

CARRIED

9.14 Out of Camera

2025- Ryan Junop
214 Mike Glover

That the Council of the Town of Foam Lake move out of camera at 7:18p.m. and resume the regular meeting of Council.

CARRIED

10 Correspondence

2025-
215

Tyler Goosen
Mike Glover

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 October 14, 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 October 14, 2025.

Combined Traffic Safety Services Report	October Update
Wadena RCMP Detachment	Survey of Concerns

CARRIED

11 Adjournment

2025-
216

Darren Hrehor
THAT we adjourn this meeting at 7:28p.m.

CARRIED

Mayor, Graham Farrell

Chief Administrative Officer, Shanna York