



**MINUTES OF THE REGULAR MEETING OF COUNCIL
FOR THE TOWN OF BLAINE LAKE
HELD AT THE TOWN OFFICE LOCATED AT #301 Main Street, Blaine Lake, Sask.
MONDAY, August 15, 2022**

Present:

Mayor, Al Sorenson

Councillors

Bev Breland – Deputy Mayor

Rodger Pederson

Melissa Johnson

Jason Weber

Max Stevenson

Interim CAO – Gina Bernier

Mayor, Al Sorenson called this meeting to order at 8:00 a.m.

242/22

Adopt Agenda

BRELAND

That the Agenda be adopted as presented and forming part of these minutes with the addition of:

1. Bylaw Enforcement
2. Sign Corridor – Lots for sale

Carried Unanimously

243/22

Appointments

JOHNSON

That the following appointments for the Town of Blaine Lake be adopted:

1. Zoning/Maintenance Standard/Housing – Breland, Johnson
2. Transfer Station Operations – Weber, Breland
3. Wapiti Regional Library Board – Sorenson, Breland
4. Blaine Lake Library Board – Sorenson
5. Chamber of Commerce - Weber

Carried.

244/22

Cost of Living Increase

WEBER

That the CAO bring forward a Policy to adopt in the cost of living increase to equal 3% each year on all revenue and expenses when budgeting and setting rates

Carried.

245/22 **Carl Riben Fire Invoice**

WEBER

WHEREAS a fire invoice was sent to Carl Riben in 2019; and
WHEREAS the fire invoice was placed on the taxes in 2020; and
WHEREAS part of the fire bill was paid on December 2021 in the amount of \$300.00, but placed as a general receipt as opposed to being applied to the tax bill;
THEREFORE BE IT RESOLVED that the Council authorize the CAO to remove \$300.00 plus penalty from the tax roll to reflect the 2021 payment; and
That the extra costs remain on the tax roll to be paid.

Carried.

246/22 **Meeting times**

SORENSEN

That the Town Council set their regular meeting date times to start at 3:30 p.m.

Carried.

247/22 **Minutes**

July 18, 2022 Minutes

STEVENSON

That the Minutes of the Regular Meeting held on July 18, 2022 for the Town of Blaine Lake be approved as circulated.

Carried.

August 2, 2022

PEDERSON

That the Minutes of the Special Meeting held on August 2, 2022 for the Town of Blaine be approved as circulated

Carried.

August 4, 2022

JOHNSON

That the Minutes of the Special Meeting with the Human Resources Committee held on August 4, 2022 for the Town of Blaine Lake be approved as circulated.

Carried.

August 5, 2022

PEDERSON

That the Minutes/Report of the Fire Board meeting held on August 5, 2022 be approved as circulated.

Carried.

Jason Weber declared pecuniary interest at 8:43 a.m.



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248/22 **Tree/Shrub Removal**

BRELAND

That the proposal as submitted by Weber Contracting be accepted in the amount of \$2,500.00.

Carried.

Jason Weber returned to the meeting room at 8:45 a.m.

249/22 **Bylaw #8/2022 – Tax Certificate Bylaw – 1st Reading**

BRELAND

That Bylaw #8/2022 being a Tax Certificate Bylaw read a first time at this meeting.

Carried.

250/22 **Bylaw #8/2022 – 2nd Reading**

WEBER

That Bylaw #8/2022 be read a 2nd time at this meeting.

Carried.

251/22 **Bylaw #8/2022 – Approval Reading**

STEVENSON

That Bylaw #8/2022 being a Tax Certificate Bylaw be approved to be given three readings at this meeting.

Carried Unanimously.

252/22 **Bylaw #8/2022 – 3rd Reading**

PEDERSON

That Bylaw #8/2022 being a Tax Certificate Bylaw be read a 3rd time at this meeting and approved.

Carried.

253/22 **Bylaw #9/2022 – Repeal Bylaw – 1st Reading**

JOHNSON

That Bylaw #9/2022 being a Repeal Bylaw read a first time at this meeting.

Carried.

254/22 **Bylaw #9/2022 – 2nd Reading**

BRELAND

That Bylaw #9/2022 be read a 2nd time at this meeting.

Carried.

Town of Blaine Lake – August 15, 2022 Regular Meeting Minutes

255/22 **Bylaw #9/2022 – Approval Reading**

STEVENSON

That Bylaw #9/2022 being a Repeal Bylaw be approved to be given three readings at this meeting.

Carried Unanimously.

256/22 **Bylaw #9/2022 – 3rd Reading**

WEBER

That Bylaw #9/2022 being a Repeal Bylaw be read a 3rd time at this meeting and approved.

Carried.

257/22 **Bylaw #10/2022 – Noise Bylaw – 1st Reading**

PEDERSON

That Bylaw #10/2022 being a Noise Bylaw read a first time at this meeting.

Carried.

258/22 **Bylaw #10/2022 – 2nd Reading**

JOHNSON

That Bylaw #10/2022 be read a 2nd time at this meeting.

Carried.

259/22 **Bylaw #10/2022 – Approval Reading**

BRELAND

That Bylaw #10/2022 being a Noise Bylaw be approved to be given three readings at this meeting.

Carried Unanimously.

260/22 **Bylaw #10/2022 – 3rd Reading**

WEBER

That Bylaw #10/2022 being a Noise Bylaw be read a 3rd time at this meeting and approved.

Carried.

261/22 **Utility Billing**

WEBER

That all the outstanding Utility bills for 2022 shall be added to the taxes as of December 31, 2022.

Carried.



262/22 **Penalty on Taxes**

BRELAND

That the CAO bring forward a Tax Penalty bylaw which will charge penalty on the tax arrears on a monthly basis.

Carried.

263/22 **Utility Accounts**

STEVENSON

That the Town Council have the CAO bring forward a Policy for the Water/Sewer billings where the landowner is responsible and shall pay for all Utility bills; and

That all utility bills must be paid with 30 days of receipt of notice; and

That the water will be disconnected and the waste and recycle bins shall be picked up.

Carried.

264/22 **Stop Sign – Main Street**

BRELAND

That the Council authorize the CAO to approach highways to construct traffic lights at the intersection of Highway 12 and 2nd Avenue and Main Street; and

That the Council request Sask. Highways to put in a traffic counter from the north side of the Town of Blaine Lake on Highway 12 to the intersection of Highway 12 and Highway 40.

Carried.

265/22 **List of Accounts for approval**

JOHNSON

That the Council for the Town of Blaine Lake acknowledge the list of accounts as Paid:

EFT – 20220001 - 20220011

Cheque – 2396 - 2444

Employee Payroll – July 15/2022 and Aug 5/2022

Carried.

266/22 **School Taxes**

BRELAND

That the CAO bring forward a policy to payout the School Division taxes on a yearly basis to be paid out by December 31st of each taxation year.

Carried.

267/22 **July Financial Statement**

PEDERSON

That the Monthly Financial Statement for the month of July 2022 be approved as presented.

Carried.



268/22 **Interest on Accounts Receivable**

BRELAND

That an interest rate be set on the Accounts Receivable Accounts in accordance with the Penalty Bylaw.

Carried.

269/22 **Weed Applicator License**

STEVENSON

That the Council have Tricia Karg obtain the Weed Applicator's license for the Town of Blaine Lake, and that the Town shall pay all expenses to be incurred.

Carried.

270/22 **Lot 2 Block C Building Permit**

WEBER

That the CAO send a letter to the landowner on Lot 2 Block C to obtain a Development and Building Permit for the garage that was built.

Carried

271/22 **UMAAS Workshop**

JOHNSON

That the Town send the Interim CAO and Assistant Administrator to the October 18, 2022 UMAAS workshop in North Battleford, Sask., and

That the office in Blaine Lake shall be closed for the day of the workshop.

Carried.

272/22 **Agreement for Water Sewer**

PEDERSON

That the Council for the Town of Blaine Lake authorize the Mayor and CAO to enter into an agreement with Dave and Tim Harms to assist the Town with the Water and Sewer compliance.

Carried.

273/22 **Casual Employee**

BRELAND

That the Council authorize the CAO to hire Kevin Baliski to help with the Water, Sewer and Maintenance of the Town as a Casual Employee.

Carried.

274/22 **Water Meter Readings – July 2022**

JOHNSON

That the Council acknowledge the Water Meter Readings for the month of July 2022.
Carried.

Recessed at 10:35 a.m. – 10:51 a.m.

275/22 **In Camera – 10:51 a.m.**

BRELAND

That the Council go to an in-camera session to discuss

- Human Relations
- Contracting and Contractors

Carried.

Mayor Sorenson called the meeting back to order at 11:37 a.m.

276/22 **Authorization for Wages**

PEDERSON

That the Council authorize the Human Resources Committee to set the salary increase for the staff as at the August 24, 2022 Human Resources Committee meeting.

Carried.

277/22 **School Building Sub-contractor**

BRELAND

WHEREAS Graham Construction is the General contractor that has been contracted by the Prairie Spirit School Division to build the School building within the Town of Blaine Lake; and

WHEREAS Graham has subcontracted the building to On Grade; and

WHEREAS there are numerous concerns by the Town Council with the subcontractor;

THEREFORE BE IT RESOLVED that Graham Construction be instructed to remove the subcontractor, On Grade, from working on the Town of Blaine Lake property or from the installation of any or all Water and Sewer lines that will affect the Town of Blaine Lake's water and sewer system.

Carried.

278/22 **Office Hours**

WEBER

That the Town Council authorize the following office hour closure:

- August 23, 25, 30, 31 and Sept 1.

Carried.



Town of Blaine Lake – August 15, 2022 Regular Meeting Minutes


279/22

Adjournment – 11:43 a.m.


BRELAND

That this meeting be adjourned.

Carried.



CAO



Mayor



Town of Blaine Lake
Bylaw #08/2022

Tax Certificate and Statement Bylaw

A Bylaw of the Town of Blaine Lake in the Province of Saskatchewan being a Bylaw Establish Tax Certificate and Statement Fees.

The Council of the Town of Blaine Lake in the Province of Saskatchewan in open meeting hereby enacts as follows:

1. That a fee of \$50.00, payable to the Town of Blaine Lake shall accompany each request for a Tax Certificate for each individual piece of property.
2. That a fee of \$30.00, payable to the Town of Blaine Lake shall accompany each request for a Tax Statement for each individual piece of property.
3. That Bylaw #2/2001 is hereby Repealed.




MAYOR


CAO

Read a first time on August 15, 2022
Read a second time on August 15, 2022
Read a third time and adopted on August 15, 2022



Town of Blaine Lake
Bylaw #09/2022

Repeal Bylaw

A Bylaw of the Town of Blaine Lake in the Province of Saskatchewan being a Bylaw to Repeal Bylaws. The Council of the Town of Blaine Lake in the Province of Saskatchewan in open meeting hereby enacts as follows:

1. **Bylaw #9/2022** – Being a Bylaw to Repeal Bylaws
2. **Bylaw #2/1993** – Being a Bylaw to Create a Capital Trust Fund
3. **Bylaw #4/1990** -Being a Bylaw to allow all store to be Open on All Holidays




MAYOR


CAO

Read a first time on August 15, 2022
Read a second time on August 15, 2022
Read a third time and adopted on August 15, 2022



Town of Blaine Lake
Bylaw #10/2022

Noise Bylaw

A Bylaw of the Town of Blaine Lake, in the Province of Saskatchewan to Control and Regulate Noise

The Council of the Town of Blaine Lake, in the Province of Saskatchewan, enacts as follows:

1. This Bylaw may be cited as “The Noise Bylaw”
2. In this Bylaw, including this section:
 - a. “municipality” means the Town of Blaine Lake
 - b. “holiday” means any holiday as defined by the Provincial or Federal government, or any holiday proclaimed as such by the municipality
 - c. “Motor vehicle” means a vehicle propelled or driven by any means other than by muscular power.
 - d. “occupant” means the owner, occupant or licensee of the premises or any person found on the premises at or around the time where the noise or sound issues from the premises;
 - e. “premises” means the area contained within the boundaries of any lot and includes any building situated within such boundaries. Provided, however, that where any building contains more than one dwelling unit, each dwelling unit, or common area of such building and the land surrounding the building within the boundaries of the lot shall be deemed to be separate premises;
 - f. “Residential building” means a building which is constructed as a dwelling for human beings;
 - g. “Signaling device” means a horn, gong, bell, klaxon, siren, or other device producing an audible sound for the purpose of drawing people’s attention to an approaching vehicle including a bicycle;
 - h. “weekday” means any day other than a holiday;
3. General Prohibition
 - a. Except to the extent, it is allowed by this bylaw no person shall make, or continue to make, or cause to be made, or allow to be made, or allow to be continued to be made, any loud noise, or any unnecessary noise, or any unusual noise.
 - b. Except to the extent, it is allowed by this bylaw, no person shall make, or continue to make, or cause to be made or cause to continue, or allow to be made, or allow to be continued, any noise whatsoever which either annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of other persons within the limits of the municipality.
 - c. What is a loud noise, an unnecessary noise, an unusual noise, or a noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of other persons is a question of fact for a court which hears a prosecution of an offence against the bylaw.
 - d. Without restricting the generality of Section “c”, no person shall operate or allow to be operated a lawn mower of any kind, or a snow clearing device powered by an engine of any type or model aircraft driven by an internal combustion engine in any residential district between the hours of:
 - i. 11:00 p.m. and 7:00 a.m. on all days.

A handwritten signature in black ink, appearing to be the initials 'AR'.

Repeal Bylaw #10/22 – Town of Blaine Lake

- e. No person who owns, keeps, houses, harbors or allows to stay in his premises a dog, shall allow such dog to bark or howl excessively.
 - f. No person being the owner or occupant or any premises shall operate, or permit to be operated, or suffer to be operated or allow to be operated, play or allow to be played, any electronic device, musical instrument, or any other apparatus, appliance, device or machine used for the production or amplification of sound, either in or on private or public premises in such a manner that the same can be easily heard by an individual or member of the public who is not on the same premises from which such noise or sound emanates.
4. Construction Noises
- a. Except in an emergency, no person shall carry on construction, erection, demolition, alteration or repair of any type of building or structure which involves hammering, sawing, drilling or the use of any machine, tools or any other equipment capable of creating a sound beyond the boundaries of the site on which the activity is being carried on, between the hours of:
 - i. 11:00 p.m. and 7:00 a.m. on all days.
 - b. Except in an emergency, no person shall operate or allow to be operated a cement mixer, cement truck, a gravel crusher, a riveting machine, a trenching machine, a drag line, an air or steam compressor, a jack hammer or pneumatic drill, a tractor or bull dozer or any other tool device or machine or a noisy nature, so as to create a noise which may be heard in any residence between the hours of:
 - i. 11:00 p.m. and 7:00 a.m. on all days
5. Advertising Noises
- a. No person shall advertise any event or merchandise by ringing bells, blowing whistles, calling loudly, playing music, playing any type of musical instrument, playing or using any type of noise making instrument, or by the use of loud speakers or other devices for the amplification of sound, or by any other audible means, on any street or other public place.
6. Diesel Motors
- a. No person shall allow the diesel motor of a tractor intended to be used for the pulling of a trailer to remain running for longer than 20 minutes while stationary in a residential district;
 - b. The use of Engine Retarder Brakes is not allowed within the Town of Blaine Lake town limits.
7. Exceptions
- a. The provision of this Bylaw shall not apply to:
 - i. The ringing of bells in churches, religious establishments and schools;
 - ii. The moderate use of musical instruments to call attention to an opportunity to contribute to a collection for a charitable undertaking during the Christmas season or at any other time;
 - iii. The playing of a band, the sounding of a steam whistle, the sounding of motor vehicles' horns or the use of sound amplification equipment used in connection with any parade;
 - iv. The moderate playing of musical instruments appropriate to any religious street service;
 - v. The sounding of a general or particular alarm or warning to announce a fire or other emergency or disaster;
 - vi. The sounding of a factory whistle and similar devices at normal appropriate times;
 - vii. The sounding of police whistles or the sirens on any vehicle used by the police, fire department, ambulance or public service vehicle in cases of emergency;

AR

Repeal Bylaw #10/22 – Town of Blaine Lake

- viii. The use in reasonable manner of any apparatus or mechanism for the amplification of the human voice or of music in a public park or any other commodious space in connection with any public election meeting, public celebration, an event sponsored by a business, non-profit or charitable organization, or other reasonable gathering;
 - ix. Transit vehicles engaged in normal transit operations;
 - x. The sounding of motor vehicle horns when used within reason.
8. Penalties
- a. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to the penalties imposed in the General Penalty Bylaw of the Town of Blaine Lake.
9. Bylaw No 4/2001 is hereby Repealed




MAYOR


CAO

Read a first time on August 15, 2022
Read a second time on August 15, 2022
Read a third time and adopted on August 15, 2022

July 2022

Blaine Lake Water Treatment Plant

Date	Time	Volume m3 FIT_436	Treated Water					Chemical Barrel Levels					Operator Initials
			Free Chlorine mg/L	Total Chlorine mg/L	Turbidity		pH	Conductivity us/cm	Antiscalant litres	Cautic cm	Chlorine litres		
					NTU	Verify Weekly 10 NTU						> 7.0	
1	8:22	132.1	0.76	0.78	0.12	8.4			211.3	110	13.5	54	dk
2	8:25	138.0	0.77	0.77	0.09	8.4			212.1	106	70.5	48	dk
3	8:04	134.8	0.74	0.75	0.08	8.2			211.5	102	67.5	42/55	dk
4	9:00	137.7	0.74	0.90	0.05	8.2			209.3	98	64.5	148	dk
5	10:25	141.8	0.89	0.88	0.04	8.29	7.01		210.1	90	60	140	dk
6	9:40	150.3	0.87	0.96	0.09	8.04			208.5	88	58	136	dk
7	9:25	129.0	0.84	0.82	0.08	8.16			212.1	84	55	130	dk
8	9:05	134.7	0.88	0.97	0.07	8.22			209.1	80	52.5	124	dk
9	10:53	131.7	0.86	0.84	0.04	8.32			209	76	49	120	dk
10	14:58	134.8	0.83	0.84	0.04	8.24			211	72	46	113	dk
11	9:35	150.4	0.87	0.94	0.07	8.22	7.01		208	68	43/52	108	dk
12	8:33	143.0	0.83	0.84	0.07	8.14			205.6	62	50.5	102	dk
13	9:12	242.6	0.79	0.80	0.06	8.30			198	54/51	43	91	dk
14	8:46	138.9	0.83	0.83	0.08	8.29			211	154	42	90	dk
15	8:46	199.7	0.76	0.78	0.11	8.52			204	143	33	76	dk
16	8:36	177.2	0.76	0.89	0.10	8.15			206.7	138	30.5	72	dk
17	8:53	208.0	0.83	0.88	0.11	8.09			207.8	130	25.5	60	dk
18	8:28	168.8	0.90	0.90	0.09	8.20	7.10		208	125	20	52/52	dk
19	9:06	206.3	0.84	0.89	0.10	8.06			206.8	118	16.5	142	dk
20	8:23	199.9	0.91	0.97	0.11	8.00			208.1	114	13.5	136	dk
21	8:47	158.6	0.90	0.92	0.05	7.74			211.1	110	11	130	dk
22	9:01	225.1	0.81	0.91	0.09	8.04			208.9	100	5/72.5	116	dk
23	15:17	119.2	0.88	0.93	0.08	8.06			214	97	77	108	dk
24	11:54	159.6	0.77	0.88	0.09	8.07			211	90	72.5	100	dk
25	9:20	187.5	0.85	0.88	0.05	8.04			207.3	84.5	70.5	96	dk
26	8:35	127.5	0.85	0.86	0.05	7.94	7.03		204.8	82	68	90	dk
27	8:19	128.1	0.87	0.92	0.05	8.03			209.0	80	65.5	84	dk
28	9:06	156.5	0.88	0.89	0.04	8.18			207.9	74	61.5	76	dk
29	8:43	169.0	0.87	0.85	0.05	7.83			211.3	68	57/63	68	dk
30	8:24	212.5	0.87	0.89	0.11	8.04			205.2	62	60.5	60	dk
31	8:51	164.6	0.80	0.81	0.10	8.13			208.6	60	57.5	56	dk

Town of Blaine Lake
Statement of Financial Activities - Summary
For the Period Ending July 31, 2022

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	(5,400.11)	578,471.64	564,000.00	14,471.64	2.57
Fees and Charges	8,103.21	120,393.22	72,000.00	48,393.22	67.21
Utilities	3,102.70	234,456.00	395,000.00	(160,544.00)	40.64-
Grants	295,990.95	550,761.66	1,073,600.00	(522,838.34)	48.70-
Grants in Lieu of Taxes	4,159.19	24,081.15	46,000.00	(21,918.85)	47.65-
Land Sales - Gain		11,000.00		11,000.00	
Investment Income and Commissions		156.99		156.99	
Other Revenues	5,930.00	6,930.00		6,930.00	
Total Revenues:	311,885.94	1,526,250.66	2,150,600.00	(624,349.34)	29.03-
Expenditures					
General Government Services	48,179.11	213,123.66	417,000.00	203,876.34	48.89
Protective Services	3,883.22	63,342.10	132,500.00	69,157.90	52.19
Transportation Services	21,612.79	144,599.26	299,640.00	155,040.74	51.74
Environmental Health Services	11,063.92	83,470.86	136,900.00	53,429.14	39.03
Public Health and Welfare Services		2,985.69	2,020.00	(965.69)	47.81-
Planning and Development Services		57,433.52	74,100.00	16,666.48	22.49
Recreation and Cultural Services	5,578.26	72,886.56	28,200.00	(44,686.56)	158.46-
Utilities	192,404.98	357,173.34	1,138,100.00	780,926.66	68.62
Total Expenditures:	282,722.28	995,014.99	2,228,460.00	1,233,445.01	55.35
Change in Net Financial Assets	29,163.66	531,235.67	(77,860.00)	609,095.67	782.30
Operating Surplus/Deficit (Chg in Net Asst)	29,163.66	531,235.67	(77,860.00)	609,095.67	782.30
Transfers					
Transfers In		2,081.42	130,000.00	(127,918.58)	98.40-
Transfers Out			(42,000.00)	42,000.00	100.00
Change in General Surplus	29,163.66	533,317.09	10,140.00	523,177.09	5159.54
Account Balances					
	Current	Year to Date	Balance		
Cash					
Cash - On Hand - Petty Cash		(115.75)	308.05		
Cash - Bank - CIBC		(51,554.90)	130.67		
Cash- Affinity Credit Union	207,473.64	220,724.08	1,200,793.24		
Cash Affinity - WTP			25.23		
Cash - Affinity Savings Account		0.17	1,137.25		
GIC #1			3,128.67		
GIC #2			203,800.00		
GIC #3			203,800.00		
Total Cash:	207,473.64	169,053.60	1,613,123.11		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Current	(96,992.75)	446,662.44	578,442.28		
Municipal GIL Receivable			2,313.08		
Municipal - Tax Receivable - Arrears	(4,900.27)	(37,635.68)	(37,635.68)		
Municipal - Allow. for Uncollected		4,158.25	4,158.25		
Total Municipal Taxes Receivable:	(101,893.02)	413,185.01	547,277.93		
Other Receivables					
Due from Province - SPC			1,759.94		

Town of Blaine Lake
Statement of Financial Activities - Summary
For the Period Ending July 31, 2022

	Current	Year To Date	Budget	Variance	%
Accrued Interest Receivable			1,553.09		
Accounts Receivable	(13,257.50)	17,473.63	17,473.63		
Utility Accounts Receivable	(36,310.70)	(30,811.79)	28,331.20		
Waste Removal Accounts Receivable	(8,462.79)	(7,554.53)	6,922.20		
Allowance for Uncollectible Receivables		(629.39)	(629.39)		
Tax Title Costs Receivable	(1,368.83)	(4,803.04)	(4,803.04)		
Utility - Allow. for Uncollectable		1,645.46	1,645.46		
GST Receivable - 100% Rebate	4,971.89	(35,059.36)	32,481.60		
Total Other Receivables:	(54,427.93)	(59,739.02)	84,734.69		

Certified correct and in accordance with the records

Presented to council on

August 15, 2022



Chief Administrative Officer



Mayor/Deputy Mayor