



**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, July 18, 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.

Interviews:

Greg Pohler, Sask. Water – 10:00 a.m. – 10:20 a.m.

Tanner Traves, Crosby Hanna – 11:00 a.m. – 11:20 a.m.

Milton Wood, ATAP – 1:10 p.m. – 1:40 p.m.

Evan McLeod, Environment Protection Officer, Sask. Water – 2:00 p.m. – 2:30 p.m.

185/22

Adopt Agenda

WEBER

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

1. Line relocate Request – Road Allowance by School
2. 112 Main Street Tenders
3. Tax Title Payment Plan – Parcel F – Plan 60PA04869
4. Radios for Fire Department

Carried.

186/22

Councillor Resignation

WEBER

That the Council for the Town of Blaine Lake acknowledge, with regrets, the resignation of Councillor Darlene Harder.

Carried.

187/22

Bylaw #7/2022 – Repeal Bylaw – 1st Reading

BRELAND

That Bylaw #7/2022 being a Repeal Bylaw read a first time at this meeting.

Carried.

A handwritten signature in black ink, appearing to be 'AS', located at the bottom center of the page.

Town of Blaine Lake – July 18, 2022 Regular Meeting Minutes

188/22 **Bylaw #7/2022 – 2nd Reading**

JOHNSON

That Bylaw #7/2022 be read a 2nd time at this meeting.

Carried.

189/22 **Bylaw #7/2022 – Approval Reading**

STEVENSON

That Bylaw #7/2022 being a Repeal Bylaw be approved to be given three readings at this meeting.

Carried Unanimously.

190/22 **Bylaw #7/2022 – 3rd Reading**

PEDERSON

That Bylaw #7/2022 being a Repeal Bylaw be read a 3rd time at this meeting and approved.

Carried.

191/22 **Minutes**

June 20, 2022 Minutes

PEDERSON

That the Minutes of the Regular Meeting held on June 20, 2022 for the Town of Blaine Lake be approved as circulated.

Carried.

June 23, 2022

BRELAND

That the Minutes of the Special Meeting held on June 23, 2022 for the Town of Blaine be approved as circulated

Carried.

July 4, 2022

JOHNSON

That the Minutes of the Special meeting held on July 4, 2022 for the Town of Blaine Lake be approved as circulated.

Carried.

Jason Weber declared pecuniary interest at 8:05 a.m.



192/22 **Subdivision – Proposed Parcel Z and Y**

JOHNSON

WHEREAS the Town of Blaine Lake is in the process of subdividing Parcel Y, Plan 102194715 – SE-36-44-07-W3 to Proposed Parcel Z and Parcel Y; and
WHEREAS the Ministry of Government Relations, Community Planning require information as to the compliance with Municipal Bylaws and Servicing Agreements;
THEREFORE BE IT RESOLVED that the Town of Blaine Lake Council acknowledge that the Subdivision application is in compliance with Section 12 – General Industrial District of the Town of Blaine Lake’s Zoning Bylaw; and
BE IT FURTHER RESOLVED that no servicing agreement will be needed as the properties access roads and streets.

Carried.

Jason Weber returned to the meeting at 8:07 a.m.

193/22 **OCP/Zoning Bylaw - Tabled**

PEDERSON

That the Council table further discussions until later in this meeting on the Official Community Plan and Zoning Bylaw Update.

Carried.

194/22 **Building Bylaw**

BRELAND

That the Town Council have Gina Bernier present an updated Building Bylaw through discussions with the Development Committee of the Town of Blaine Lake.

Carried.

195/22 **List of Accounts for approval**

PEDERSON

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

- EFT – June 24, 2022 - \$3,784.44
- EFT - June 24, 2022 - \$ 160.16
- EFT – June 24, 2022 - \$5,300.70
- EFT – June 27, 2022 - \$ 93.14
- EFT – July 8, 2022 - \$4,948.34
- Cheque – 2343 – 2365 - \$133,023.62
- Cheque – 2366 - \$966.00
- Cheque – 2365 – 2379 - \$25,847.90
- Cheque – 2380 – 2395 - \$48,846.02
- Employee Payroll – June 24/2022 - \$6,997.43
- Employee Payroll – July 8/2022 - \$8,298.42

Carried.



196/22 **June Financial Statement**

WEBER

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

Carried.

197/22 **Transfer Retainer to FD Reserve Acct**

BRELAND

That the Council for the Town of Blaine Lake authorize the transfer of funds as paid by the Martins Lake Regional Park in the amount of \$10,000.00 as a retainer to the Blaine Lake Fire Department Reserve Funds for the 2021 year.

Carried.

198/22 **Taxervice**

WEBER

WHEREAS the Town of Blaine Lake has entered into an agreement with Taxervice from Swan River, Manitoba to provide Tax Enforcement service; and
WHEREAS the Town staff have been training on the process of Tax Enforcement;
THEREFORE BE IT RESOLVED that the Council authorize the CAO to send a letter to Taxervice indicating that the Town is giving their 30 day written notice to terminate the arrangement as of July 18, 2022; and
BE IT FURTHER RESOLVED that the enforcement services which remain active through Taxervice can either be completed through Taxervice or they may send the status of the files to the Town office for the staff to complete.

Carried.

199/22 **South Reservoir Tin Quote**

PEDERSON

That the CAO be authorized to purchase the Tin as quoted by Leask Versaframe at an estimated price of \$1574.88 plus taxes; and
That the CAO be instructed to contract an installer to put the tin on the South Reservoir Building, and
That these costs shall be part of the Water Treatment Plant Program Grant.

Carried.

200/22 **Co-Op Membership**

BRELAND

That the CAO be instructed to obtain a membership in the Lakeland Co-Op at an approximate membership fee of \$10.00; and
That all purchases shall require a Purchase Order from the Town office.

Carried.



201/22 **Tree Removal**

WEBER

That a budget of \$6,000.00 be set for the purpose of hiring an arborist for the purpose of tree removal from the overhanging trees on the streets of the Town of Blaine Lake; and

That the CAO obtain the quotes and be approved to hire providing that the quote is within the \$6,000.00 budget

Carried.

Jason Weber declared pecuniary interest at 9:22 a.m.

202/22 **Hedge Removal**

JOHNSON

That the Council authorize the CAO to obtain a contractor to remove the hedge of trees from Lot 1 Block 7; and

That the trees inside the lot be removed and the entire lot be cleaned up to allow for the playground to be a safe environment for the community; and

That the CAO obtain quotes for the purpose of removal; and

That the CAO be authorized to hire the contractor with the lowest quote.

Carried.

Jason returned to the meeting at 9:27 a.m.

203/22 **Speed Signs**

PEDERSON

That the Town Council authorize to put speed limit and weight restriction signs at each entrance to the Town of Blaine Lake, and

That a Children Playing sign be placed up at the Golf Course Road.

Carried.

204/22 **Tax Abatement**

WEBER

WHEREAS the property located as Lots 6 and 7 in Block 22 were consolidated in the Town of Blaine Lake in 2021; and

WHEREAS due to the consolidation these property should be assessed as one; and

WHEREAS the properties were assessed as two properties;

THEREFORE BE IT RESOLVED that the Council abate the base tax in the amount of \$550.00.

Carried.



205/22 **Road Closure – N/S Road Allowance**

WEBER

WHEREAS a request has been made to close the North South Road Allowance located by the School and between Highway 40 and 2nd Avenue East by Graham Construction; and WHEREAS this road will be ripped up for reconstruction;

THEREFORE BE IT RESOLVED that the Council for the Town of Blaine Lake authorize the Road closure from July 18, 2022 until August 5, 2022; and

BE IT FURTHER RESOLVED that the CAO be authorized to extend the road closure if necessary; and

BE IT EVEN FURTHER RESOLVED that Graham Construction be given authorization to rip the road up provided that they put the road back to the pavement that it was in originally.

Carried.

206/22 **Line Relocate – N/S Road Allowance**

PEDERSON

WHEREAS the Associated Engineering are requesting to most the isolation valve 20 meters into the school property on the green space;

THEREFORE BE IT RESOLVED that the Town of Blaine Lake will approve on the following conditions:

1. That all costs involved be at the developers expense;
2. That an easement be entered into between the Prairie School Division and the Town of Blaine Lake in order to allow for the Town to access if necessary;
3. No structure shall be built over the line including trees and shrubbery.

Carried.

207/22 **Realtor**

BRELAND

That the CAO be authorized to obtain the services of a Realtor to review the lots and buildings that are presently owned by the Town of Blaine Lake.

Carried.

208/22 **In Camera Session – 9:45 a.m.**

BRELAND

That the Council go to in camera session at 9:45 a.m.

Carried.

That Mayor Sorenson called the meeting back to order at 9:51

209/22 **Legal Process**

STEVENSON

That the Council authorize the CAO to go forward with legal assistance for the purpose of eviction of persons from Tax title properties under the Tax Enforcement process.

Carried.



210/22 **Recess – 10:30 a.m.**

BRELAND

That the Council recess the meeting for the Public Hearing in regards to the re-alignment of the road known as 4th Avenue East and located between Block E and Reserve parcel R.

Carried.

That Mayor Al Sorenson called the meeting back to order at 10:35 p.m.

211/22 **Road Relocation**

BRELAND

WHEREAS there were not objections during the public hearing to moving that portion of 4th Avenue road allowance located between Block E and Public Reserve R directly to the South of the present road location in order to accommodate for the new Public School to house their playground on the existing street.

Carried.

212/22 **Beacon on Town Equipment**

WEBER

That beacons be placed on all equipment for the Town of Blaine Lake's equipment.

Carried.

213/22 **Fire Radios**

STEVENSON

That the Town of Blaine Lake Council authorize the Fire Chief to get a approval from the RM for the purpose of obtaining fire radios for the Fire Department; and That the budgeted amount for the purpose of radios has been set at \$3,200.00 for the Towns portion.

Carried.

214/22 **Signing Authority**

WEBER

That the Council for the Town of Blaine Lake authorize Louanne Roschuk signing authority on behalf of the Town of Blaine Lake in addition to the other signors.

Carried.

215/22 **Security Program**

STEVENSON

That the Council for the Town of Blaine Lake table their decision on the Security system to the August 2022 meeting.

Defeated.



216/22 **Security System**

PEDERSON

WHEREAS the Town of Blaine Lake requires an upgraded Security system for the Town of Blaine Lake's Town Office, Shop, Water Treatment Plant and Fire Hall; and That the CAO be authorized to contact Fluent Security for the installation and monitoring of the Security system at an approximate value of \$2,400.00/location and \$34.00/month/location

Carried – 1 Opposed.

217/22 **OCP/Zoning Bylaw Update**

BRELAND

WHEREAS the Town of Blaine Lake have an Official Community Plan together with the Village of Marcellin; and

WHEREAS the Town of Blaine Lake wish to update their OCP;

WHEREAS the Official Community Plan and Zoning Bylaw are almost 10 years old; and

WHEREAS it is recommended that a Municipality update their OCP and Zoning Bylaws every 5 years; and

WHEREAS there is a grant available under the Targeted Sector Support program;

THEREFORE BE IT RESOLVED that the Council instruct the CAO to obtain the services of Crosby Hanna to assist in the upgrading of the Official Community Plan and Zoning Bylaw at an approximate cost of \$20,000.00, and

BE IT FURTHER RESOLVED that the Town authorize Crosby Hanna to apply for the TTS Grant on behalf of the Town of Blaine Lake at an approximate grant of 75% of the cost.
Carried.

218/22 **Council Reports**

JOHNSON

That the reports from Council as listed below be filed in the General Correspondence file.

- 16-43 Regional Waste Management
- Water Sewer Report

Carried.

219/22 **Recess for Dinner – 11:36**

STEVENSON

That the Council recess for dinner.

Carried.

Mayor, Al Sorenson called the meeting to order at 1:05 p.m.



220/22

Election Day

BRELAND

That the Council call nominations for Wednesday, October 5, 2022 with an Election to be held on November 7, 2022.

- Bev Breland – yes
 - Max Stevenson – no
 - Jason Weber – yes
 - Rodger Pederson – yes
 - Melissa Johnson – yes
 - Al Sorenson – yes
- Carried.

221/22

Adjournment – 2:45 p.m.

BRELAND

That this meeting be adjourned.

Carried.



CAO



Mayor



Town of Blaine Lake
Regular Council Meeting Agenda
July 18, 2022 – 8:00 a.m.

1. Call to Order
2. Adopt the Agenda
3. Resignation of Council member
4. Road Re-alignment Public Hearing – 10:30 a.m.
5. Interviews:
 - a. Greg Pohler, Sask. Water – 10:00 a.m.
 - b. Jim Walters, Crosby Hanna – 11:00 a.m.
 - c. Andrew Stevenson, ATAP – 1:30 p.m.
 - d. Evan McLeod, Sask. Water – 2:30 p.m.
6. Bylaw #7/2022
7. Minutes
 - a. June 20, 2022 – Regular Meeting
 - b. June 23, 2022 – Special Meeting
 - c. July 4, 2022 – Special Meeting
 - d. Martins Lake Minutes
8. Resolutions arising from Minutes
9. Subdivision Application – Proposed Parcel Z and Y
10. OCP/Zoning Bylaw Discussions
11. Building Bylaw Discussions
12. Security Information
13. List of Accounts for Approval
14. Monthly Financial Statement
15. Resolution to move the 2021 Martin's Lake Retainer to Fire Department Reserve Account
16. Other Discussions
 - a. Taxervice
 - b. Equipment – Trailer needs
 - c. South Reservoir Tin quote
 - d. Coop Membership application
 - e. Discussions on Dangerous Dogs
 - f. Trees along the Sidewalks
 - g. Signs
 - i. Stop sign by golf course
 - ii. Weight restriction signs
 - h. Lot 6 & 7 Block V Consolidation
 - i. Road Closure request – North/South Road Allowance by School
17. Discussion on Signing Authority
18. Council Reports/Meetings
19. Adjournment



Town of Blaine Lake
Bylaw #07/2022

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:

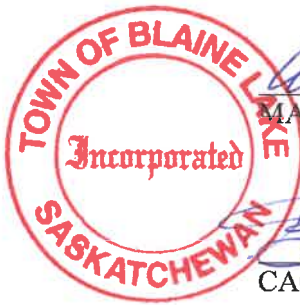
1. **Bylaw #25** – Being a Bylaw to Determine the Portion of the Cost of Certain Concrete Sidewalks to be Constructed as Local Improvements to be Raised by Special Frontage Assessment and the Portion to be Borne by the Municipality at Large
2. **Bylaw #9/81** – Being a Bylaw to Regulate the time after which Children shall not be in a Public Place at Night without proper guardianship, and the age under which they shall be required to be in their homes at the hour appointed.
3. **Bylaw #8/83** – A Bylaw to Require the Connection of Property to the Sewer and/or Water System.
4. **Bylaw #4/87** – Being a Bylaw to Provide for Entering into an Agreement with the RM of Blaine Lake respecting the placing of Gravel and the Patrolling of Town streets with the RM Patrol.
5. **Bylaw #2/92** – Being a Bylaw to Accept Payment of Current Taxes Prior to the Completion of the Tax roll for the current year.
6. **Bylaw #2/98** – Being a Bylaw to Enter into an Agreement with the Canadian National Railway Company for the Lease of CN Property for the CN Station Building
7. **Bylaw #2005-05** – Being a Bylaw to Provide for a Base Amounts of Tax.
8. **Bylaw #2006-06** -Being a Bylaw to Extend the Time required for the Completion of the Waterworks Capital Investment Strategy
9. **Bylaw #2006-08** – Being a Bylaw to Provide for a Waterworks Capital Investment Strategy
10. **Bylaw #2008-01** – Being a Bylaw to Provide for exemption from taxes for the Current Year
11. **Bylaw #2009-02** – A Bylaw respecting the Health Conditions, Safety and Tidiness of Discontinued Railway Lines
12. **Bylaw #2011-06** – Being a Bylaw to amend Bylaw No 2008-03 known as the Waste Collection Fee Bylaw
13. **Bylaw #2011-07** – A Bylaw to establish hours and waste collection fees at the transfer station
14. **Bylaw #2012-03** – Being a Bylaw to amend Bylaw #7/2006 known as the Waterworks Rate Policy Bylaw
15. **Bylaw #2012-04** – Being a Bylaw to amend Bylaw #9/05 known as the Water and Sewer works Rate Policy Bylaw
16. **Bylaw #2012-05** – Being a Bylaw to amend Bylaw No. 2008-03 known as the Waste Collection Fee Bylaw

A handwritten signature in blue ink, likely of the council member responsible for the bylaw.

Repeal Bylaw #07/22 – Town of Blaine Lake

24. **Bylaw #2016-09** – Being a Bylaw to fix the rates to be charged for the Use and Consumption of Water and to fix the rates to be charged by way of rent or service charge for the use of sewer
25. **Bylaw #2016-11** – Being a Bylaw to regulate the proceedings of Municipal Council and Council’s Committees
26. **Bylaw #2017-03** – Being a Bylaw to provide for the Management and Administration of Water and Sewer service Connections
27. **Bylaw #2011-07 Amended** – Being a Bylaw to establish hours and waste collection fees at the transfer station.
28. **Bylaw #2019-02** -Being a Bylaw to establish a limits on bank deposits
29. **Bylaw #2021-04** – Being a Bylaw to provide for exemption from taxes for the current year.
30. **Bylaw #2021-05** – Being a Bylaw to extend the time required for the Completion of the 2020 Financial Statement
31. **Bylaw #01/2022** – Being a Bylaw to Repeal Bylaws

SEAL




MAYOR


CAO

Read a first time on July 18, 2022
Read a second time on July 18, 2022
Read a third time and adopted on July 18, 2022

Town of Blaine Lake
Statement of Financial Activities - Summary
For the Period Ending June 30, 2022

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	571,153.26	583,871.75	564,000.00	19,871.75	3.52
Fees and Charges	30,885.75	110,544.27	72,000.00	38,544.27	53.53
Utilities	58,376.93	231,353.30	395,000.00	(163,646.70)	41.43-
Grants	27,572.25	254,770.71	1,073,600.00	(818,829.29)	76.27-
Grants in Lieu of Taxes	(10,883.27)	15,762.77	46,000.00	(30,237.23)	65.73-
Land Sales - Gain		11,000.00		11,000.00	
Investment Income and Commissions		7,789.86		7,789.86	
Other Revenues		1,000.00		1,000.00	
Total Revenues:	677,104.92	1,216,092.66	2,150,600.00	(934,507.34)	43.45-
Expenditures					
General Government Services	20,457.83	155,396.23	417,000.00	261,603.77	62.73
Protective Services	44,227.42	59,458.88	132,500.00	73,041.12	55.13
Transportation Services	48,602.06	121,404.21	299,640.00	178,235.79	59.48
Environmental Health Services	25,032.43	72,406.94	136,900.00	64,493.06	47.11
Public Health and Welfare Services	520.73	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	29,778.16	67,308.30	28,200.00	(39,108.30)	138.68-
Utilities	12,237.02	163,872.36	1,138,100.00	974,227.64	85.60
Total Expenditures:	180,855.65	700,266.13	2,228,460.00	1,528,193.87	68.58
Change in Net Financial Assets	496,249.27	515,826.53	(77,860.00)	593,686.53	762.51
Operating Surplus/Deficit (Chg in Net Asst)	496,249.27	515,826.53	(77,860.00)	593,686.53	762.51
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	496,249.27	517,907.95	10,140.00	507,767.95	5007.57
Account Balances	Current	Year to Date	Balance		
Cash					
Cash - On Hand - Petty Cash		(115.75)	308.05		
Cash - Bank - CIBC		(43,192.41)	8,493.16		
Cash- Affinity Credit Union	(111,589.49)	10,912.91	990,982.07		
Cash Affinity - WTP			25.23		
Cash - Affinity Savings Account		2.36	1,139.44		
GIC #1		61.35	3,190.02		
GIC #2		3,800.00	207,600.00		
GIC #3		3,800.00	207,600.00		
Total Cash:	(111,589.49)	(24,731.54)	1,419,337.97		
Municipal Taxes Receivable					
Municipal - Tax Receivable - Current	556,135.53	543,655.19	675,435.03		
Municipal GIL Receivable			2,313.08		
Municipal - Tax Receivable - Arrears	(12,783.08)	(32,735.41)	(32,735.41)		
Municipal - Allow. for Uncollected	3,677.69	4,158.25	4,158.25		
Total Municipal Taxes Receivable:	547,030.14	515,078.03	649,170.95		
Other Receivables					
Due from Province - SPC			1,759.94		

Town of Blaine Lake
Statement of Financial Activities - Summary
For the Period Ending June 30, 2022

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Accrued Interest Receivable			1,553.09		
Accounts Receivable	20,851.69	30,731.13	30,731.13		
Utility Accounts Receivable	39,470.11	5,498.91	64,641.90		
Waste Removal Accounts Receivable	9,181.98	908.26	15,384.99		
Allowance for Uncollectible Receivables		(629.39)	(629.39)		
Tax Title Costs Receivable	(1,155.00)	(3,434.21)	(3,434.21)		
Utility - Allow. for Uncollectable		1,645.46	1,645.46		
GST Receivable - 100% Rebate	4,450.19	(40,031.25)	27,509.71		
Total Other Receivables:	72,798.97	(5,311.09)	139,162.62		

Certified correct and in accordance with the records

Presented to council on

July 18, 2022



Chief Administrative Officer



Mayor/Deputy Mayor