



Regular Meeting of Council
December 16, 2026, at 4:00 pm
Council Chambers

Regular Meeting Minutes December 16, 2026, at 4:00 pm

Minutes of the Regular Meeting of Council for the Town of Blaine Lake held at the Blaine Lake Town Office located at # 301 Main St, Blaine Lake, SK S0J 0J0 on Tuesday December 16, 2026.

Council Present: Mayor Tom Mayer, Councillor Karleigh Warkentin, Councillor Jack Androsoff, Councillor Melissa Johnson, Councillor Melvy Sanchez, Councillor Barry Glencross.

Staff Present: Jim Puffalt, CAO
Louanne Roschuk, Asst. CAO

Regrets Councillor Tonya Koal

Mayor Mayer called the meeting to order at 4:00 pm.

Delegation: 4:00 pm Ruth Hayden
4:20 pm Kelley Caron

Addition: 8(f) Parking by Park
12(b) Land Sale

Conflict of Interest: Warkentin with cheque # 3553 in the amount of \$840.66

241/2025 Johnson: That the agenda be adopted as amended. Carried

242/2025 Glencross: That Town Council approves the consolidation of Lots 2& 3 Blk 33, Plan 62B06069 to be consolidated into one titled lot. Carried

243/2025 Glencross: That the following Minutes be accepted as circulated:
a. November 18, 2025 – Regular Meeting
b. December 2, 2025 – Special Budget Meeting Carried

244/2025 Johnson: That Town Council tables business arising on 16-43 Waste Management until Further information can be found regarding the start up of the organization and ownership. Carried



245/2025 Glencross: That accounts for ratification be approved in the amount of \$16,197.66; cheque numbers 3551 to 3564 in the amount of \$122,919.90 except for cheque 3533 in the amount of \$840.66; staff payroll in the amount of \$22,339.95; council payroll in the amount of \$1793.55; utility payments in the amount of \$4444.08; and, MasterCard in the amount of \$3486.95.

Carried

Councillors Warkentin and Sanchez declared a conflict of interest and left chambers at 4:41 pm.

246/2025 Androsoff: That cheque 3533 be approved for payment in the amount of \$840.66.

Carried

Councillors Warkentin and Sanchez returned to council chambers at 4:43 pm.

247/2025 Johnson: That the November financial statement and variance report be accepted.

Carried

248/2025 Androsoff: That the Town Council acknowledges the committee reports as presented.

Carried

249/2025 Androsoff: That the Town Maintenance staff inspect and replace the lock on the bifold between the library and common area at the community center.

Carried

250/2025 Glencross: That \$5000.00 be placed in the 2026 budget to have an upgrade to the basement at 301 Main Street to allow the fitness center to be established in 2026. Further, that a request be made to the public regarding donating equipment.

Carried

251/2025 Androsoff: That the December Strategic Plan update be accepted and presented.

Carried

252/2025 Androsoff: That Cadrain Grain be directed to complete a Discretionary Use application for The proposed expansion to the facility at Railway Ave N. including the addition of grain storage and grain dryer.

Carried

253/2025 Johnson: That the response to the Request for Proposals (RFP) submitted to Catalis in the amount of \$4000.00 annually be accepted.

Carried

254/2025 Sanchez: That council members be appointed as deputy mayor on a rotating basis as follows:

Jan. 1 – Mar. 31, 2026: Warkentin
Apr. 1 – Jun. 30, 2026: Koal
Jul. 1 – Sep. 30, 2026: Glencross
Oct. 1 – Dec. 31, 2026: Johnson

Carried



255/2025 Johnson: That Council members be appointed to external committees and boards as follows:

COMMITTEE	FISCAL OR OTHER	COUNCIL MEMBER(S)
Blaine Lake Fire Board	Fiscal	Mayer/Warkentin
Wapiti Regional Library	Fiscal & Legislative	Koal
Blaine Lake Library Board	Fiscal	Koal
Blaine Lake Community Association	Fiscal/Operational	Johnson
Blaine Lake Museum Board	Fiscal	Koal
Chamber of Commerce	Fiscal	Sanchez
16-43 Waste Management	Fiscal	Androsoff/Sanchez
Town/RM Liaison Committee	Fiscal	Androsoff/Sanchez
Martins Lake Regional Park	Park Bylaws	Glencross/Androsoff
PA Health District – Medical Clinic	Fiscal	Warkentin
Muskeg Lake Cree Nation – Joint	New	Mayer/Glencross
Human Resources/Employee Relations	Internal	Mayer/Glencross/Sanchez

Carried

256/2025 Warkentin: That the regular meetings of the Town Council for the Town of Blaine Lake be scheduled for 2026 as follows commencing at 4:00 pm:

- Tuesday January 20, 2026
- Tuesday February 17, 2026
- Tuesday March 17, 2026
- Tuesday April 21, 2026
- Tuesday May 18, 2026
- Tuesday June 16, 2026
- Tuesday July 21, 2026
- Tuesday August 18, 2026
- Tuesday September 15, 2026
- Tuesday October 20, 2026
- Tuesday November 17, 2026
- Tuesday December 15, 2026

Carried

257/2025 Johnson: That the attached resolutions to appoint Western Municipal Consulting as the Board of Revision and Development Appeals Board be approved.

Nicole Hoskins is appointed as the Secretary to the Board of Revision and Claudette McGuire is appointed as Secretary to the Development Appeals Board.

Western Municipal Consulting; Draft Resolutions; Town of Blaine Lake Board of Revision:

Board:

“That pursuant to Subsection 220(1) of The Municipalities Act the TOWN OF BLAINE LAKE appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2026, through to December 31,



2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.”

“The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.”

Carried

258/2025 Johnson: That the attached resolutions to appoint Western Municipal Consulting as the Board of Revision and Development Appeals Board be approved.

Nicole Hoskins is appointed as the Secretary to the Board of Revision and Claudette McGuire is appointed as Secretary to the Development Appeals Board.

Western Municipal Consulting; Draft Resolutions; Town of Blaine Lake Board of Revision:

Secretary:

“That pursuant to Subsection 221(1) of The Municipalities Act the TOWN OF BLAINE LAKE appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as **Secretary to the Board of Revision** for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.”

Carried

Councillor Glencross exited council chambers at 5:32 pm

259/2025 Johnson: That Town Council acknowledges the letter from Plasmadyne Electronics and allows extra time for clean up on 101 2nd Ave W.

Carried

260/2025 Warkentin: That the correspondence be accepted as presented.

Carried

261/2025 Mayer: That administration enter into a contract with Grant Match Government Funding Strategists to reach out for grants that the Town may qualify for out of the normal stream of accessible grants.

Carried

Mayor Mayer called the meeting into committee at 5:45 pm



Mayor Mayer reconvened the meeting at 6:00 pm

- 262/2025 Mayer: That Town Council in partnership with the RM of Blaine Lake update 04/2018 Fire Department Bylaw including developing a position description for the Fire Chief and consider creating a part-time 50% Fire Chief position. Further, that an integral duty of the Fire Chief will be to create standard operating guidelines such as minimum training requirements, minimum certification, and equipment maintenance. Carried
- 263/2025 Johnson: That Town Council approves the tender for sale of the Blaine Lake Library location once the library has officially moved to the new location. Carried
- 264/2025 Sanchez: That Council adjourn at 6:10 pm Carried

Next Council Meeting is January 20, 2026, at 4:00 pm


Jim Puffalt, CAO


Tom Mayer, Mayor