

**Minutes of the Regular Meeting of the Council  
of the Town of Wadena**

Council Chambers, Municipal Office  
102 Main Street, Wadena, SK

**June 3, 2019**

<b>Present</b>	Mayor, Greg Linnen Councillor Sara Sobchyshyn Councillor Shelley Fitch Councillor Conrad Eliason Councillor Kelly Tokarchuk Councillor Jody Christianson Councillor Greg Chaykowski (late 6:08pm) Director of Parks & Rec Chad Glasser Interim Chief Administrative Officer, Jennifer Taylor
<b>Regrets</b>	Acting Director of Public Works & Utilities, Jordan Theisen
<b>Order</b>	A quorum being present, Mayor Linnen called the meeting to order at 5:04pm.
<b>191-19</b>	<b>Agenda</b> <i>Tokarchuk</i> <i>Fitch</i>
	THAT the June 3, 2019 agenda be approved, and a copy of the agenda attached hereto. <span style="float: right;"><u>Carried</u></span>
<b>Delegation</b>	<i>T. Byman appeared before Council to discuss the opportunity to tender for excavation projects with the Town.</i>
<b>Delegation</b>	<i>D. Melsted, the Town's contracted Class 2 Water Treatment and Distribution Operator, informed Council of the operation of the water treatment facility and made several recommendations.</i>
<b>192-19</b>	<b>Accounts Payable</b> <i>Fitch</i> <i>Sobchyshyn</i>
	THAT payment of the accounts represented by cheques #21442 to #21463, online payment vouchers #253-Man to #262-Man totalling \$57,122.90 and payroll and contract direct deposit vouchers #838 to #858 totalling \$29,240.07 be approved as presented and the payment registers attached hereto. <span style="float: right;"><u>Carried</u></span>
<b>193-19</b>	<b>Bank Reconciliation</b> <i>Tokarchuk</i> <i>Eliason</i>
	THAT the bank reconciliation report as of April 30, 2019 be approved. <span style="float: right;"><u>Carried</u></span>
<b>194-19</b>	<b>Stale-Dated Cheque Policy</b> <i>Christianson</i> <i>Eliason</i>
	THAT a policy be created regarding stale-dated cheques stating that cheques be voided after 12 months, and that a fee of \$25 be charged for reissuing a cheque. <span style="float: right;"><u>Carried</u></span>
<b>195-19</b>	<b>Minutes</b> <i>Eliason</i> <i>Fitch</i>
	THAT the minutes of the regular meeting held May 21, 2019 be approved. <span style="float: right;"><u>Carried</u></span>
<b>196-19</b>	<b>Fogg Compensation Request</b> <i>Eliason</i> <i>Tokarchuk</i>
	THAT the Fogg's request for compensation be denied based on advice received from SUMAssure. <span style="float: right;"><u>Carried</u></span>
<b>197-19</b>	<b>2018 Audited Financial Statements</b> <i>Tokarchuk</i> <i>Sobchyshyn</i>
	THAT the audited 2018 Financial Statements for the Town of Wadena, as prepared and presented by the municipal auditor, be approved as presented, AND FURTHERMORE, THAT there have been no subsequent events occur or contingencies arise, from December 31, 2018 to today's date that would have a material effect on the statements as approved. <span style="float: right;"><u>Carried</u></span>

198-19	<b>Committee and Other Reports</b> <i>Tokarchuk</i> <i>Fitch</i>	THAT the following committee reports be recognized and received, and any copies filed or disposed of as necessary: <ul style="list-style-type: none"> <li>• Animal Control Monthly Report - May</li> </ul>	<u>Carried</u>
199-19	<b>Administrative Reports</b> <i>Tokarchuk</i> <i>Fitch</i>	THAT the following administrative reports be acknowledged, and any copies filed or disposed of accordingly: <ul style="list-style-type: none"> <li>• Director of Parks &amp; Rec</li> <li>• Deputy CAO – CED/PW Update</li> </ul>	<u>Carried</u>
200-19	<b>CAO Vacation</b> <i>Sobchyshyn</i> <i>Tokarchuk</i>	THAT Jennifer Taylor's vacation request for June 14 and 28, July 2-5 and 19, and Aug 19-23 be approved.	<u>Carried</u>
201-19	<b>Gravel Purchase</b> <i>Eliason</i> <i>Christianson</i>	THAT Public Works be authorized to purchase up to 300 yards of road gravel.	<u>Carried</u>
202-19	<b>Personnel Policy Amendment</b> <i>Sobchyshyn</i> <i>Tokarchuk</i>	THAT the amendment to P2017-007 Personnel Policy regarding bereavement leave for out-of-scope employees be approved as presented.	<u>Carried</u>
203-19	<b>Discretionary Use – Home Occupation</b> <i>Christianson</i> <i>Eliason</i>	THAT discretionary use application # HOA026 for Revolution Plumbing and Heating, a plumbing, heating and air conditioning contractor, at 357 Main St N be approved based on its compliance with Town bylaws and compatibility with the residential character of the neighbourhood.	<u>Carried</u>
204-19	<b>Discretionary Use – Home Occupation</b> <i>Christianson</i> <i>Chaykowski</i>	THAT discretionary use application # HOA027 for Spine Drivers Inc o/a Spine Design, a home and yard maintenance business, at 201 2 <sup>nd</sup> Ave NE be denied based on its non-compliance with the Zoning Bylaw and incompatibility with the residential character of the neighbourhood.	<u>Carried</u>
205-19	<b>Discretionary Use – Garage</b> <i>Christianson</i> <i>Chaykowski</i>	THAT the discretionary use application for a detached garage at 57 3 <sup>rd</sup> St NE be denied based on its non-compliance with setback requirements of the Zoning Bylaw.	<u>Carried</u>
206-19	<b>Request to Take Title</b> <i>Sobchyshyn</i> <i>Chaykowski</i>	THAT the request to accept a voluntary transfer of title of Lot 13 Block 29 Plan BC6483 with all title transfer costs to be paid by the property owner be approved.	<u>Carried</u>
207-19	<b>Correspondence</b> <i>Sobchyshyn</i> <i>Fitch</i>	THAT we recognize the following correspondence and it be disposed of or filed accordingly and administration send replies as indicated: <ul style="list-style-type: none"> <li>• MDSI L-DOG Sponsorship Request – provide voucher</li> <li>• Shamrock Horticultural Society – provide voucher</li> <li>• SK Central Acquired Brain Injury Outreach Team Information Request – reply with information</li> <li>• Lappi Line Thawing – investigate and report back to Council</li> <li>• Andry Tax Credit – provide credit</li> </ul>	<u>Carried</u>
208-19	<b>MDSI L-DOG Sponsorship Request</b> <i>Tokarchuk</i> <i>Sobchyshyn</i>	THAT the Town donate a silent auction prize in the form of a voucher to allowing the winner to choose between a gym pass or swim pass of equal value.	<u>Carried</u>

<b>209-19</b>	<b>Shamrock Horticultural Society Sponsorship Request</b> <i>Eliason Sobchyshyn</i>	THAT the Town donate a raffle prize in the form of a voucher to allowing the winner to choose between a gym pass or swim pass of equal value.	<u>Carried</u>
<b>210-19</b>	<b>Go Past 8:00pm</b> <i>Christianson Fitch</i>	THAT the Council meeting be permitted to go past 8:00pm.	<u>Carried</u>
<b>211-19</b>	<b>Tax Credit Request</b> <i>Eliason Sobchyshyn</i>	THAT the request from S. Andry for a credit of \$222.69 toward 2019 taxes for Roll#651 be approved.	<u>Carried</u>
	<b>Media</b>	<i>Andy Labdon – Wadena News: No questions</i>	
<b>212-19</b>	<b>In-Camera</b> <i>Tokarchuk Sobchyshyn</i>	THAT we suspend the current meeting of council to proceed in camera as a Committee of the Whole to discuss personnel and legal matters.	<u>Carried</u>
<b>213-19</b>	<b>Resume Session</b> <i>Fitch Chaykowski</i>	THAT we end our in-camera session as a Committee of the Whole and resume the regular meeting of Council in progress.	<u>Carried</u>
<b>214-19</b>	<b>Chief Administrative Officer</b> <i>Sobchyshyn Christianson</i>	THAT Jennifer Taylor be hired as Chief Administrative Officer for the Town of Wadena as per the contract effective June 8, 2019.	<u>Carried</u>
<b>215-19</b>	<b>Director of Public Works &amp; Utilities Wage</b> <i>Tokarchuk Christianson</i>	THAT the starting wage for Alyshia Neuman, Director of Public Works and Utilities be \$65,000 per year.	<u>Carried</u>
<b>216-19</b>	<b>Adjourn</b> <i>Tokarchuk</i>	THAT the meeting be adjourned at 8:58pm.	<u>Carried</u>

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Mayor

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