

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

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

April 1, 2019

Present	Mayor, Greg Linnen Councillor Sara Sobchyshyn Councillor Kelly Tokarchuk Councillor Shelley Fitch Councillor Jody Christianson Councillor Conrad Eliason Councillor Greg Chaykowski (5:11pm) Director of Parks & Rec Chad Glasser Interim Chief Administrative Officer, Jennifer Taylor
Regrets	Director of Public Works Garrett Cull
Order	A quorum being present, Mayor Linnen called the meeting to order at 5:01 PM.
090-19	Agenda <i>Fitch Sobchyshyn</i>
	THAT the April 1, 2019 agenda be approved, and a copy of the agenda attached hereto. <u>Carried</u>
	Delegation <i>Dr. Takra appeared before Council to discuss the opportunity for full time dental services in Wadena and request to take over the current lease agreement.</i>
	<i>Mayor Linnen declares conflict of interest, appoints Deputy Mayor Kelly Tokarchuk as Chair and leaves Council Chambers.</i>
091-19	Accounts Payable <i>Sobchyshyn Fitch</i>
	THAT payment of the account represented by cheque #21352 totalling \$34.61 be approved as presented and included in the payment registers attached hereto. <u>Carried</u>
	<i>Mayor Linnen returns to Council Chambers and resumes his duties as chair.</i>
092-19	Accounts Payable <i>Eliason Sobchyshyn</i>
	THAT payment of the accounts represented by cheques #21333 to #21351, and #21353 to #21356 totalling \$94,508.15 and payroll and contract direct deposit vouchers #755 to #769 totalling \$18,704.48 be approved as presented and the payment registers attached hereto. <u>Carried</u>
093-19	Minutes <i>Tokarchuk Sobchyshyn</i>
	THAT the minutes of the special meeting held March 8, 2019 be approved as presented. <u>Carried</u>
094-19	Minutes <i>Tokarchuk Sobchyshyn</i>
	THAT the minutes of the regular meeting held March 19, 2019 be approved as presented. <u>Carried</u>
095-19	Signing Authority – Town Credit Card <i>Christianson Tokarchuk</i>
	THAT Administration be authorized to make application for a Crossroads CU Collabria No Fee Cash Back Business Mastercard to be issued for Mayor, Greg Linnen; Interim CAO Jennifer Taylor; and a Control Card. <u>Carried</u>
096-19	Committee and Other Reports <i>Tokarchuk</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">• CRLWMA Minutes

	<i>Chaykowski</i>	<ul style="list-style-type: none"> • Wadena Van Corporation Minutes • Animal Control Monthly Report 	<u>Carried</u>
097-19	Administrative Reports <i>Tokarchuk</i> <i>Fitch</i>	<p>THAT the following administrative reports be acknowledged, and any copies filed or disposed of accordingly:</p> <ul style="list-style-type: none"> • Public Works Update • Director of Parks & Rec • Deputy CAO – CED Update 	<u>Carried</u>
098-19	Hall Use – WES <i>Tokarchuk</i> <i>Christianson</i>	<p>THAT the request from Wadena Elementary School for use of the Wadena Community Legion Hall on April 4, 2019 at no charge for their playground fundraiser be approved.</p>	<u>Carried</u>
099-19	First Impression Community Exchange <i>Tokarchuk</i> <i>Fitch</i>	<p>THAT for the First Impression Community Exchange Program, the Town of Wadena pay:</p> <ul style="list-style-type: none"> • mileage and the cost of lunch for volunteers travelling to Biggar, SK for the site visit, and • mileage to Biggar, SK for the follow-up presentation. 	<u>Carried</u>
100-19	Library Caretaking & Town Office Cleaning Contracts <i>Tokarchuk</i> <i>Sobchyshyn</i>	<p>THAT the annual contracts for Caretaking of the Library and Cleaning of the Town Office be approved as presented and advertised for bids.</p>	<u>Carried</u>
		<i>Councillor Christianson declares conflict of interest and leaves Council Chambers</i>	
101-19	Compost Collection Tender <i>Sobchyshyn</i> <i>Tokarchuk</i>	<p>THAT the annual contract for Compost Collection be approved as presented and that the bids be advertised to provide service for a term of 1 to 3 years.</p>	<u>Carried</u>
		<i>Councillor Christianson returns to Council Chambers.</i>	
102-19	Animal Control Contract <i>Eliason</i> <i>Christianson</i>	<p>THAT the contract with Andy Labdon for Animal Control be extended to May 1, 2021; and FURTHERMORE, that the Town pay the registration cost for the Advanced Apprehension and Handling Course: Level 1.</p>	<u>Carried</u>
103-19	Tax Concession <i>Tokarchuk</i> <i>Sobchyshyn</i>	<p>THAT we approve the request from the new owner of Scoops Dairy Bar for a tax concession (reduction in the municipal portion of property taxes) for the 2019 year in the amount of 35%, and for the 2020 year in amount of 20% under the commercial Tax Concession Policy section b)(ii)(2) subject to continued compliance with the listed requirements.</p>	<u>Carried</u>
104-19	Discretionary Use – Gemini <i>Christianson</i> <i>Tokarchuk</i>	<p>THAT the discretionary use application # HOA025 for Gemini for a home-based hemp oil marketing business, at 233 2nd St NE based on its compliance with Town bylaws and compatibility with the residential character of the neighbourhood be approved as presented.</p>	<u>Carried</u>
105-19	Regional Mutual Aid Plan – Appointment <i>Eliason</i> <i>Sobchyshyn</i>	<p>THAT Kelly Tokarchuk be appointed to represent the Town of Wadena to the committee tasked with development of the Regional Mutual Aid Plan.</p>	<u>Carried</u>

106-19	Dental Clinic – Lease Transfer Request <i>Tokarchuk Fitch</i>	THAT the request received from A. Bandet to transfer the lease agreement between Rainbow Ventures Inc and Town of Wadena for the dental clinic located at 230 Main St N to Takra Dental P.C. Corporation as of April 1, 2019 be approved. <p style="text-align: right;"><u>Carried</u></p>
107-19	Wadena Curling Club – Reimbursement <i>Christianson Eliason</i>	THAT the request from Wadena Curling Club for reimbursement of \$825.37 for costs incurred for replacement of emergency lighting be approved as presented. <p style="text-align: right;"><u>Carried</u></p>
108-19	Utility Bill Adjustment – V. Olson <i>Sobchyshyn Chaykowski</i>	THAT V. Olson’s utility bill be adjusted to reflect a credit of \$278.11. <p style="text-align: right;"><u>Carried</u></p>
109-19	Correspondence <i>Sobchyshyn 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"> • SK 4-H Council Donation Request: Reply not interested at this time. • Mansuy Zoning Request: Reply not willing to allow horses in town. • Wadena Curling Club Reimbursement Request: Reply in accordance with resolution 105-19 and communicate that future requests must come to the Town first so that the Purchasing Policy can be exercised. • Olson Utility Billing Request: Reply in accordance with resolution 106-19 and communicate the steps that need to occur to have the water meter replaced. <p style="text-align: right;"><u>Carried</u></p>
	Media	<i>There were no media representatives present at the meeting.</i>
110-19	In-Camera/Go Past 8:00pm <i>Tokarchuk Chaykowski</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, allowing the meeting to go past 8:00pm if needed in order resume and adjourn. <p style="text-align: right;"><u>Carried</u></p>
111-19	Resume Session <i>Tokarchuk Eliason</i>	THAT we end our in-camera session as a Committee of the Whole and resume the regular meeting of Council in progress. <p style="text-align: right;"><u>Carried</u></p>
112-19	Museum Staffing <i>Tokarchuk Sobchyshyn</i>	THAT the Town absorb related employment expenses of one university/college level summer student under the condition that if the Museum’s summer student grant application is successful, it will be used to offset the employment expenses for this employee and associated expenses and revenues would both then fall under the Museum’s budget. <p style="text-align: right;"><u>Carried</u></p>
113-19	Water Quality Issues – M. Dashney <i>Fitch Chaykowski</i>	THAT the Public Works and Utilities Department be authorized to install a hydrant to resolve water quality issues at 58 3 rd St SW; and FUTHERMORE that the Public Works and Utilities Department work with Rick Sheichuk, Environmental Project Officer with Water Security Agency to determine placement of the hydrant. <p style="text-align: right;"><u>Carried</u></p>
114-19	Class II Water Operator – M. Baht	THAT Administration terminate the agreement for Class 2 Water Treatment and Distribution Operations service with M.

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| | <i>Tokarchuk</i>
<i>Chaykowski</i> | Baht by providing 30 days notice in accordance with the agreement for service. | <u>Carried</u> |
| 115-19 | Class II Water Operator – D. Melsted
<i>Christianson</i>
<i>Eliason</i> | THAT D.Melsted be contracted to provide Class 2 Water Treatment and Distribution Operations services at a rate of \$1,000 per month for weekly visits to the Water Treatment Plant, plus \$60 per hour for emergency service; and that the contract include a 30 day notice requirement for termination of service. | <u>Carried</u> |
| 116-19 | Resignation – G. Cull
<i>Tokarchuk</i>
<i>Christianson</i> | THAT G. Cull's resignation as Director of Public Works and Utilities be accepted and that the position be advertised. | <u>Carried</u> |
| 117-19 | Interim CAO Salary – J. Taylor
<i>Christianson</i>
<i>Sobchyshyn</i> | THAT for the period of time in the position of Interim CAO, J. Taylor's salary be increased to the equivalent of \$72,000/year and that banked time in excess of the employee's current contract be permitted; and FURTHERMORE, that the Interim CAO role be reviewed and renegotiated as necessary by May 31, 2019. | <u>Carried</u> |
| 118-19 | Adjourn
<i>Tokarchuk</i> | THAT the meeting be adjourned at 9:15 p.m. | <u>Carried</u> |

Mayor

CAO