

**Minutes of the Committee of the Whole Meeting**

**of the Town of Wadena**

North Club Room, Wadena Community Legion Hall

254 Main St N, Wadena SK

January 18, 2021

<b>Present</b>	Mayor Sara Sobchyshyn Deputy Mayor Travis Fogg Councillor Marcus Elphinstone Councillor Ashley Kolach Councillor Alison Squires Councillor Jordan Theisen
<b>Absent</b>	Councillor Samantha Fehr
<b>Also Present</b>	Chief Administrative Officer, Jennifer Taylor Manager of Works & Operations, Alyshia Neuman Community Recreation Coordinator, Jocelyn Holowaty Administrative Assistant, Michele Simpson
<b>Order</b>	A quorum being present, Mayor Sobchyshyn called the meeting to order at 5:58 pm.
<b>Recreation Use and Allocation Policy Draft</b>	<ul style="list-style-type: none"><li>• The committee directed Administration to remove 7.2.8 of the draft policy specifying the user groups receiving no charge use of the hall. All no charge events will be established through user agreements rather than specified in policy.</li><li>• As amended, the committee recommends approval of the policy.</li></ul>
	<i>Recommendations:</i> THAT RC-001 Recreation Facility Use, Booking and Allocation Policy be adopted as presented.
	THAT the revised Schedule "F" to Fees and Charges Bylaw No. 2021-01 be approved as presented.
<b>Aquatic Centre Upgrade Engineering Services RFP</b>	<i>Recommendation:</i> THAT the submissions received for Request for Proposals for Engineering Services for the Aquatic Centre from the following firms be acknowledged: <ul style="list-style-type: none"><li>• Associated Engineering</li><li>• McGinn Engineering Limited.</li></ul>
<b>In-Camera</b>	THAT the current meeting of Committee of the Whole be suspended at 6:14 pm to proceed in camera to discuss confidential matters in accordance with <i>The Municipalities Act</i> .
	<i>Parties present included Mayor Sobchyshyn, Deputy Mayor Fogg, Councillor Kolach, Councillor Theisen, Councillor Elphinstone, Councillor Squires, CAO Taylor, MWO Neuman, CRC Holowaty and Admin Assistant Simpson.</i>
	<i>CRC Holowaty and Admin Assistant Simpson left the meeting at 7:07 pm.</i>
	<i>MWO Neuman left the meeting at 8:12 pm.</i>
	<i>Mayor Sobchyshyn left the meeting at 8:12 pm and returned at 8:14 pm.</i>
<b>Resume Session</b>	THAT the in-camera session concludes at 9:33 pm and the meeting of Committee of the Whole resume.
<b>Aquatic Centre Upgrade Engineering Services RFP</b>	<i>Recommendation:</i> THAT the Engineering Services for the Wadena Aquatic Centre Upgrade be awarded to McGinn Engineering Ltd.

**Round Table  
Discussion**

There were no items discussed.

**Adjourn**

THAT the meeting be adjourned at 9:33 pm.

Shayla Kachyshyn Spencer Gayer  
Mayor CAO

***Town of Wadena Committee of the Whole*****Agenda**

January 18, 2021 6:00 p.m.

Wadena Community Legion Hall, 254 Main St N, Wadena SK

1. **Call To Order**
2. **Administration Reports**
  - 2.I. *Recreation Use And Allocation Policy Draft*  
Documents:  
2021.01.14 RECREATION USE AND ALLOCATION POLICY DRAFT.PDF
  - 2.II. *Aquatic Centre Upgrade Engineering Services RFP*  
Documents:  
2021.01.14 AQAUTIC CENTRE ENGINEERING SERVICES RFP.PDF
3. **Council Members Round Table Discussion**
4. **In Camera Items**
5. **Adjourn**