

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

Council Chambers, Town Office
102 Main St N, Wadena SK
December 13, 2021

Present Mayor Sara Sobchyshyn
Deputy Mayor Travis Fogg
Councillor Ashley Kolach
Councillor Jordan Theisen
Councillor Marty Byman
Councillor Marcus Elphinstone
Councillor Samantha Fehr

Absent

Also Present Chief Administrative Officer, Laurie Rudolph

Order A quorum being present, Mayor Sobchyshyn called the meeting to order at 6:00 pm.

471-21 Adoption of Agenda THAT the agenda be accepted with the following additions:
8.16 SaskPower
8.17 Munisoft Computer
8.18 Urban Connector Program
Elphinstone
Fehr Carried

472-21 Adoption of Minutes THAT the minutes of the regular meeting of Council held on November 15, 2021 be approved as presented.
Theisen
Elphinstone Carried

473-21 Correspondence THAT the following correspondence be acknowledged:
Elphinstone
Kolach

- Ministry of Government Relations
- Technical Safety Authority of Saskatchewan
- R.M. of Lakeview No. 337
- Commissionaires

Carried

474-21 Committee Minutes/ Reports THAT the following Committee Minutes and Reports be acknowledged:
Fehr
Theisen

- Community Recreation Coordinator Monthly Activity Report
- CAO Monthly Activity Report
- CRLWMA Minutes
- Wadena & District Fire Association
- Weneda Park Lodge

Carried

Councillor Kolach declared a conflict of interest regarding Water World Industries invoices and left the meeting at 6:12 pm.

475-21 Accounts Payable Cheque Registry THAT payment of cheque #23296 to Water World Industries in the amount of \$7,133.18 be approved.
Elphinstone
Byman Carried

Councillor Kolach returned to the meeting at 6:14 pm.

476-21 Accounts Payable Cheque Registry THAT payment of the accounts represented by cheques #23247 to #23298 be approved and #1058-Man to #1095-Man totalling \$346,655.22, and payroll vouchers #2274 to #2310 totalling \$40,909.79 be approved as presented and the payment register for all payments attached hereto. Carried
Theisen
Fehr

477-21 Financial Statement THAT the monthly financial statements and bank reconciliations for November 2021 be accepted as presented. Carried
Fogg
Elphinstone

478-21 Plowing Racetrack THAT Council approves Town of Wadena Staff to plow the snow on the racetrack after all other snow has been plowed and removed throughout Town. Carried
Kolach
Byman

479-21 RecMedia Adjustment THAT Council denies the adjustment requested by Rec Media. Carried
Fehr
Byman

480-21 Wadena School of Dance Sponsorship THAT Council approves for a sweater, hat, and toque to be contributed as raffle prizes to the Wadena School of Dance. Carried
Kolach
Elphinstone

481-21 Wadena Wildcats Senior Hockey Team – Commercial Liquor License THAT Council approves the Wadena Wildcats Senior Hockey Team to apply for the commercial liquor license and the signing of an one year lease agreement for the mezzanine area of the Recreation Centre, and that the monthly lease rate be set at \$150.00 per month. Carried
Byman
Fehr

Councillor Elphinstone declared a conflict of interest regarding #121 Jim Headington Way and left the meeting at 6:50 pm.

482-21 In Camera THAT we recess, and deliberations continue in a closed meeting at 6:50 p.m. to 7:18 p.m. as per Part III Sections 15(b)(ii) of The Local Authority of Freedom of Information and Protection of Privacy Act regarding #121 Jim Headington Way with those being present Mayor Sara Sobchyshyn, Deputy Mayor Travis Fogg, Councillor Samantha Fehr, Councillor Ashley Kolach, Councillor Jordan Theisen, Councillor Marty Byman, Works and Operations Foreman Melvin Strand, and CAO Laurie Rudolph Carried
Theisen
Kolach

483-21 In Camera THAT Council rise from the closed meeting and reconvene the Regular meeting at 7:18 pm. Carried
Fehr
Fogg

Councillor Elphinstone returned to the meeting at 7:18 pm.

- 484-21 Board of Revision – Development Appeals**
*Fehr
Fogg* THAT Western Municipal Consulting Ltd. be appointed as the Town of Wadena’s Board of Revision and Development Appeals Board for the 2022 year, and that the Mayor and CAO be authorized to sign service agreement.
Furthermore, that the Town amend the 2021-22 Committee List to reflect the appointment of Western Municipal Consulting Ltd.
Carried
- 485-21 Building Official – B&B Enforcement Services**
*Byman
Elphinstone* THAT the Mayor and CAO be authorized to sign the agreement for building official services with Christopher Letendre of B&B Enforcement Services.
Carried
- 486-21 Building Permit Fees – Wheatbelt Sales Ltd.**
*Kolach
Fehr* THAT the building permit fee of \$6518.88 and penalty of \$130.38 to Wheatbelt Sales Ltd. for the addition on Lot G Plan 80H09004 be cancelled.
Carried
- 487-21 Stantec Consulting Ltd. - Pedestrian Walk – E4 Drawing**
*Kolach
Elphinstone* THAT the quote submitted by Stantec Consulting Ltd. for the design of an E4 drawing to replace the existing pedestrian crossing of the CN railway on the west side of Highway 35 be accepted and signed.
Carried
- 488-21 Lot Consolidation**
*Fogg
Theisen* THAT the owner be given permission to consolidate with ISC land titles the following parcels:
Lot 15, Block 32 Plan BC6483 Ext 0
Lot 16, Block 32 Plan BC 6483 Ext 0
Carried
- 489-21 Penalty Cancellations and Adjustments**
*Fehr
Elphinstone* THAT Council authorize administration to write off the A/R amounts of \$420.00, \$1108.85, \$242.76, \$271.66 totalling \$2043.27, due to invoicing error.
Furthermore, that Council authorize administration to cancel the interest from October to December for tax roll #745 in the amount of \$935.14, due to land transfer under the Town of Wadena performed in September 2021 as per Resolution #369-21.
Carried
- 490-21 In Camera**
*Theisen
Byman* THAT we recess, and deliberations continue in a closed meeting at 8:03 p.m. to 9:10 p.m. as per Part III Sections 15(b)(ii) of The Local Authority of Freedom of Information and Protection of Privacy Act regarding Personnel – Letter of Offers with those being present Mayor Sara Sobchyshyn, Deputy Mayor Travis Fogg, Councillor Samantha Fehr, Councillor Elphinstone, Councillor Ashley Kolach, Councillor Jordan Theisen, Councillor Marty Byman, and CAO Laurie Rudolph
Carried

CAO Laurie Rudolph left the meeting at 9:00 p.m.

CAO Laurie Rudolph returned to the meeting at 9:10p.m.
- 491-21 In Camera**
*Theisen
Kolach* THAT Council rise from the closed meeting and reconvene the Regular meeting at 9:10 p.m.
Carried

- 492-21 Administrative Assistant I – Letter of Offer**
Theisen
Fehr
- THAT the letter of offer to Brenda Platzke for the position of Administrative Assistant I be approved.
- Carried
-
- 493-21 Manager of Parks & Recreation – Letter of Offer**
Byman
Theisen
- THAT the letter of offer to Caitlin Fox for the position of Manager of Parks & Recreation be approved.
- Carried
-
- 494-21 Manager of Public Works & Utilities – Letter of Offer**
Byman
Elphinstone
- THAT the letter of offer to Alyshia Neuman for the position of Manager of Public Works & Utilities be approved.
- Furthermore, that the commencement of probation period be the first day of work from return of her maternity leave.
- Carried
-
- 495-21 Parks & Rec I – Letter of Offer**
Kolach
Theisen
- THAT the letter of offer to Ronald Lang for the position of Parks & Rec I be approved.
- Carried
- | | |
|------------------------|-------------------|
| <u>Recorded Vote</u> | |
| In Favour | Against |
| Mayor Sobchyshyn | Deputy Mayor Fogg |
| Councillor Elphinstone | Councillor Fehr |
| Councillor Kolach | |
| Councillor Theisen | |
| Councillor Byman | |
-
- 496-21 Pub Works I – Letter of Offer**
Fogg
Byman
- THAT the letter of offer to Lorne Melsted for the position of Pub Works I be approved.
- Carried
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- Councillor Elphinstone and Councillor Byman declared a conflict of interest regarding Builder's Lien – Lots 11 and 12, Blk/Par 15 Plan No. C2572 and left the meeting at 9:42 pm.*
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- 497-21 In Camera**
Kolach
Fehr
- THAT we recess, and deliberations continue in a closed meeting at 9:42 p.m. to 9:52 p.m. as per Part III Sections 15(b)(ii) of The Local Authority of Freedom of Information and Protection of Privacy Act regarding Legal Opinion Builder's Lien – Lots 11 and 12, Blk/Par 15 Plan No. C2572 with those being present Mayor Sara Sobchyshyn, Deputy Mayor Travis Fogg, Councillor Samantha Fehr, Councillor Ashley Kolach, Councillor Jordan Theisen, and CAO Laurie Rudolph.
- Carried
-
- 498-21 In Camera**
Fehr
Theisen
- THAT Council rise from the closed meeting and reconvene the Regular meeting at 9:52 p.m.
- Carried

499-21 Builder's Lien – Lots 11 and 12, Blk/Par 15 Plan No. C2572

*Kolach
Theisen*

THAT the CAO be authorized to speak with the lien holder and owner of lands of Lots 11 and 12 Blk/Par 15 Plan No. C2572 to advise of the demolition/builder's lien process and of the Town moving forward with the demolition scheduled for May 2022; and that the costs for asbestos test and demolition be included in the 2022 budget.

Carried

500-21 Adjourn

*Kolach
Theisen*

THAT the meeting now be adjourned at 9:53 pm.

Carried

Mayor

CAO