

Town of Wadena

Agenda

March 19, 2019 5:00 p.m.

Municipal Office, 102 Main Street, Wadena, SK

1. Call To Order
2. Approval Of Agenda
Agenda must be approved with a motion noting any additions or amendments prior to approval.
3. Delegation - Bill Delainey, Associated Engineering
The delegation will be providing an update on the Development Levy project.

Documents:

[DEVELOPMENT CHARGE BYLAW BACKGROUND REPORT DRAFT 20190213.PDF](#)

4. Accounts Payable

Documents:

[ACCOUNTS PAYABLE MARCH 19, 2019.PDF](#)

5. Financial Statement
Approval of Financial Statement for the previous period.

Documents:

[UNAUDITED DETAILED FINANCIAL STATEMENT FEB 28, 2019.PDF](#)

6. Minutes Of Previous Meeting

Documents:

[2019-03-04 MINUTES.PDF](#)

7. Unfinished Business
Items up for discussion that were previously discussed or tabled at a recent meeting of Council.

7.I. Taxes - Town Owned Property

The Town accepted ownership to 42 2nd Street SW in 2018 but we failed to make a resolution to abate those taxes therefore it now appears we owe ourselves taxes, a resolution is now needed to clear the owing taxes on the account from the system as uncollectible.

7.II. Tax Enforcement - In Progress

Following through on the next step of tax enforcement for those who still owe 2016 or prior taxes. A resolution is needed to proceed with the next step in tax enforcement apply for title to the presented list of properties.

8. Committee And Other Reports
Reports of committees, boards and other agencies sent to Council.

8.I. Museum February Minutes

Documents:

[MUSEUM FEBRUARY MINUTES.PDF](#)

9. Administrative Reports

Reports from the heads of Departments including Administration, Public Works & Utilities, Parks & Recreation, Community & Economic Development.

9.I. WTP Inspection Report

Documents:

[20190306WADENACOMPLIANCEINSPECTIONHCU.PDF](#)

9.II. Director Of Parks & Recreation Report

Documents:

[PARKS AND REC REPORT FOR COUNCIL MARCH 19 2019.PDF](#)

9.III. Community & Economic Development

Documents:

[CED - UPDATE MAR 19, 2019.PDF](#)

9.IV. Parks And Recreation Report

Documents:

[PARKS AND REC REPORT FOR COUNCIL MARCH 19, 2019.PDF](#)

10. New Business

New items up for discussion at this meeting of Council.

10.I. Appoint Interim CAO

As the CAO's last day with office hours is March 22, 2019 and a new CAO has not yet been hired, Council will need to appoint Deputy CAO, Jennifer Taylor as the interim CAO with associated wage increase for the interim effective March 22, 2019.

10.II. Signing Authority

A resolution is needed to add Jennifer Taylor as signing authority over all Town of Wadena accounts effective immediately and remove signing authority for Ferne Hebig effective March 23, 2019.

10.III. Administrative Succession Policy

Proposed amendments to the Administrative Succession Policy.

10.IV. MDSI - Request - Aquatic Centre

Documents:

[MDSI GROUP POOL RATE REQUEST.PDF](#)

10.V. Tax Enforcement - Fees Request

Roll#22 previously in tax enforcement has been paid in full. However, administrative

fees in tax enforcement are applied per title and this tax card contained 89 titles with multiple owners, so while the amounts have been paid in full, the owner that paid has requested a refund of some or all of the administrative fees. Tax enforcement admin fees totaled \$2,225.00 for these properties.

- 10.VI. District Board Of Revision - Agreement & Levy
Minutes, revised 2019 agreement and changes in Levy & Invoicing.

Documents:

[2018 NOVEMBER ADOPTED MINUTES.PDF](#)
[LEVY LETTER.PDF](#)
[2019 DBRAA AGREEMENT.PDF](#)

- 10.VII. Tax Concession Request

A request for a tax concession has been received from Wadena Drugs (attached) in accordance with a) of the Tax Concession Policy (attached). Wadena Drugs was purchased by a new owner and has been in operation for one full year, meeting the eligibility criteria of section b) ii) 2). All accounts with the Town, including tax, utilities and business licence, are current.

Documents:

[WADENA DRUGS - TAX CONCESSION REQUEST.PDF](#)
[TAX CONCESSION POLICY.PDF](#)

11. Correspondence

Correspondence to Council. All correspondence marked *confidential* will be opened and discussed in camera.

- 11.I. Correspondence - CRLWMA - Loan Release

Documents:

[LOAN GUARANTEE RELEASE LETTER.PDF](#)

- 11.II. Correspondence - Legion - Book Advertising

Documents:

[LEGION AD RATES.PDF](#)

- 11.III. Correspondence - Martin Dashney - Water Filter

Documents:

[MARTIN DASHNEY - WATER FILTER.PDF](#)

- 11.IV. Correspondence - Fogg - Basement Flooding

Documents:

[FOGG - BASEMENT FLOODING.PDF](#)

12. Media Question Period

A brief 10 minute interval is permitted after New Business for the media to address Council and ask followup questions related to items on the agenda at that meeting.

13. In-Camera - Personnel

14. Adjournment

Meeting adjourned. Requires a motion to adjourn (no second or vote required).