

**Town of Wadena**

# **Agenda**

April 16, 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 - Martin Dashney  
Martin Dashney has requested to address council with regards to the quality of the water at his home.
4. Accounts Payable  
Approval of payments of accounts, bills and invoices.

Documents:

[LIST OF ACCOUNTS FOR APPROVAL - DETAILED.PDF](#)

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

Documents:

[UNAUDITED DETAILED FINANCIAL STATEMENT MAR 31, 2019.PDF](#)  
[BANK RECONCILIATION REPORT - FEBRUARY 28, 2019.PDF](#)

6. Minutes Of Previous Meeting  
Approval of the Minutes of the previous meeting of Council.

Documents:

[2019-04-01 MINUTES.PDF](#)

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

- 7.I. Bylaw Officer Information

The Commissionaires are finalizing their routes for this year and are looking for an update on whether Wadena is looking to engage their services for the 2019 season. Council received the attached information at the February 11 meeting and indicated that it would be considered during budget deliberations.

Documents:

[COMMISSIONAIRES BYLAW OFFICER INFORMATION.PDF](#)

- 7.II. Volunteer Firefighter Insurance + EFAP

Information regarding volunteer firefighter benefits was presented to council at the Dec 10, 2018 meeting (attached) and at the Mar 4, 2019 meeting as follows, "Review of the cost for adding the volunteer firefighters under Wadena's benefits plan (can be

subject to condition of the cost being deducted from our annual levy). The Biggest benefits package available plus the EFAP (Employee & Family Assistance Plan (i.e. Counselling & other services)) is approx \$3400 a year to cover all first responders and fire fighters (approx \$1220 plus taxes and fees without the EFAP)."

Administration is looking for direction on this item.

Documents:

[2018.12.10 VOLUNTEER FIREFIGHTER BENEFITS.PDF](#)

## 8. Committee And Other Reports

Reports of committees, boards and other agencies sent to Council.

### 8.I. Museum Minutes - March

Documents:

[WADENA AND DISTRICT MUSEUM MARCH MINUTES.PDF](#)

### 8.II. Wadena Library Minutes - February

Documents:

[WADENA LIBRARY FEBRUARY MINUTES.PDF](#)

### 8.III. Wadena District Fire Association

Documents:

[FIRE ASSOC MINUTES JAN 3.PDF](#)  
[FIRE ASSOC 2019 BUDGET MEETING MINUTES JAN 3.PDF](#)  
[FIRE ASSOC MINUTES FEB 27.PDF](#)  
[FIRE AGREEMENT R.MS.PDF](#)

### 8.IV. Wadena Emergency Measures Organization

Documents:

[2019-03-28 - EMO MINUTES.PDF](#)

### 8.V. Hall Committee

Documents:

[2019-04-09 HALL COMMITTEE MEETING NOTES.PDF](#)

### 8.VI. Public Works Committee

Documents:

[2019-04-10 PUBLIC WORKS COMMITTEE MEETING NOTES.PDF](#)

### 8.VII. Cemetery Committee

Documents:

CEMETERY AWARDING CARETAKER CONTRACT.PDF

9. Administrative Reports

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

Documents:

[PARKS AND REC REPORT FOR COUNCIL APRIL 16, 2019.PDF](#)  
[PUBLIC WORKS.PDF](#)  
[CED - UPDATE APR 16, 2019.PDF](#)

10. New Business

New items up for discussion at this meeting of Council.

10.I. Wadena Wildcats Dressing Room Request

A request from Wadena Wildcats for alterations to the Rec Centre to expand their dressing room is attached.

Documents:

[DRESSING ROOM 4 REQUEST LETTER.PDF](#)

10.II. Request For Leave Of Absence - Museum

A request has been received for a leave of absence from the Museum Board.

Documents:

[REQUEST FOR LEAVE OF ABSENCE - MUSEUM.PDF](#)

10.III. Request For Leave Of Absence - Council

A request has been received for a leave of absence from Council.

Documents:

[REQUEST FOR LEAVE OF ABSENCE - COUNCIL.PDF](#)

10.IV. Request To Take Title

A request has been received from a property owner for the Town to take title.

Documents:

[REQUEST TO TAKE TITLE - MACK.PDF](#)

10.V. Firearms Bylaws

The Town's Animal Control Officer is not authorized to discharge a firearm in town to deal with crows, skunks, and the like.

Documents:

[2010-08 - FIREARMS - PRY INVESTIGATIONS.PDF](#)  
[2001-05 - FIREARMS.PDF](#)

10.VI. Purchasing Policy - Purchase Order Review

The Procurement and Purchasing Policy adopted by council in September 2018 requires the use of purchase orders, which was a new procedure for staff to follow. The intent was to streamline the coding of receipts, however, in practice this has not

produced an effective result. Administration is requesting Council's authorization to prepare an amendment to the policy to removing the purchase order requirement.

Documents:

[P2018-011 PROCUREMENT AND PURCHASING POLICY.PDF](#)

10.VII. Investing In Canada Infrastructure Grant Program - Expression Of Interest

The deadline is approaching for the expression of interest submission for this program. We have submissions for Parks & Rec, but to date have not prepared anything for Public Works.

Documents:

[INFRASTRUCTURE INTAKE 29MAR19.PDF](#)

11. Correspondence

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

Documents:

[WCB 2019 AGM.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 & Legal Matters

14. Adjournment

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