

Town of Wadena

Agenda

January 8, 2018 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 - Sgt Juan Severo, RCMP
Sgt Juan Severo is presenting his RCMP report to Council
4. Delegation - Auditor Report, Mewael Eyob
Mewael Eyob with Cogent Chartered Professional Accountants LLP, the Town's appointed auditor, will present the financial statements, audit findings and recommendations to Council.
5. Financial Statement
Approval of Financial Statement for the previous period.

Documents:

[UNAUDITED DETAILED FINANCIAL REPORT APRIL 30, 2019.PDF](#)

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

Documents:

[2019-05-06 MINUTES.PDF](#)

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

7.1. Tax Enforcement Fees Request

At the March 19, 2019 Council meeting, the following information was presented and Council resolved to table this item to the next meeting for further review:

- 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.

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

8.1. Wadena & District Museum

Documents:

WADENA AND DISTRICT MUSEUM APRIL 9, 2019 MINUTES.PDF

9. New Business

New items up for discussion at this meeting of Council.

9.I. Memorial Tree Planting Request

A request (attached) has been received to plant trees under 2002-001 Memorial Tree Planting Policy (attached). Administration is proposing some amendment to the policy (attached).

Documents:

[REQUEST MEMORIAL TREES FOR RAYMOND GUTEK AND SHERI ZELNY.PDF](#)
[P2002-001 MEMORIAL TREE PLANTING POLICY.PDF](#)
[DRAFT MEMORIAL TREE PLANTING POLICY UPDATED.PDF](#)

10. Correspondence

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

10.I. BYMAN - Water And Sewer Work

Documents:

[2019.05.16 BYMAN - WATER AND SEWER WORK.PDF](#)

11. 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.

12. In Camera - Personnel & Legal Matters

13. Adjournment

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

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
REVENUES				
TAXATION				
Municipal Taxes				
410-110-100 - General Municipal Levy			1,290,796.00	(1,290,796.00)
410-120-100 - Abatements, Adjustments			(5,000.00)	5,000.00
410-130-100 - Discount on Municipal Taxes	(2,397.48)	(2,178.13)	(32,000.00)	29,602.52
	(2,397.48)	(2,178.13)	1,253,796.00	(1,256,193.48)
Trailer License Fees				
410-300-100 - Trailer License Fees	732.00	976.00	2,300.00	(1,568.00)
	732.00	976.00	2,300.00	(1,568.00)
Penalties on Tax Arrears				
410-400-210 - Penalty on Municipal Taxes	13,777.94	13,625.91	25,000.00	(11,222.06)
	13,777.94	13,625.91	25,000.00	(11,222.06)
TOTAL TAXATION:	12,112.46	12,423.78	1,281,096.00	(1,268,983.54)
FEES AND CHARGES				
Custom Work				
420-100-100 - TS Custom Work, Equipment Rental	470.56	627.00	1,000.00	(529.44)
	470.56	627.00	1,000.00	(529.44)
Sale of Supplies and Gravel				
420-200-200 - GG Sale of Supplies - Office	399.75	190.92	300.00	99.75
420-200-201 - GG - Courses & Registrations	520.00		1,200.00	(680.00)
420-200-500 - TS Sale of Supplies	62.50			62.50
	982.25	190.92	1,500.00	(517.75)
Rentals				
420-300-100 - GG Rental - Lots, Rooms, etc	720.00	940.00	2,500.00	(1,780.00)
420-300-107 - GG Rentals - Compound	3,200.00	3,150.00	3,150.00	50.00
420-350-100 - PD - Wadena Promo Items			200.00	(200.00)
	3,920.00	4,090.00	5,850.00	(1,930.00)
Policing and Fire Fees				
420-400-110 - PS Fines	2,680.19	1,253.50	5,000.00	(2,319.81)
420-400-700 - PS Pound Fees	111.00			111.00
	2,791.19	1,253.50	5,000.00	(2,208.81)
Recreation Fees				
Recreation Centre Fees				
420-500-100 - RC - Ice Rental by Contract			1,000.00	(1,000.00)
420-500-101 - RC - Ice Rental - Minor Sports	15,750.00	15,000.00	23,000.00	(7,250.00)
420-500-102 - RC - Ice Rental - Skating		2,800.00	4,500.00	(4,500.00)
420-500-103 - RC - Ice Rental - Mens Rec Hockey	945.01	1,219.11	1,500.00	(554.99)
420-500-104 - RC - Ice Rental - Wildcats	2,586.94	1,087.50	4,000.00	(1,413.06)
420-500-105 - RC - Ice Rental - Other	2,554.25	2,322.00	2,000.00	554.25
420-500-106 - RC - Ice Rental - Women's Rec	826.88	1,284.75	1,500.00	(673.12)
420-500-120 - RC - Skate Sharpening	161.00	58.00		161.00
420-500-130 - RC Rec. Centre - Tournaments			3,000.00	(3,000.00)
420-500-140 - RC - Auditorium Rental	525.00	825.00	1,000.00	(475.00)
420-500-160 - RC Rec. Centre - Board/Ice Ads	6,425.00	1,766.75	4,000.00	2,425.00
420-500-161 - RC Rec. Centre - Zamboni Ads		2,000.00	3,000.00	(3,000.00)
420-500-162 - RC - Rec Centre Sponsorships	5,000.00			5,000.00

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
420-500-200 - RC Rec. Centre - Concession			1,440.00	(1,440.00)
420-500-800 - RC Campground Fees	225.00	200.00	5,824.00	(5,599.00)
420-500-801 - RC - Sportsgrounds Advertising			500.00	(500.00)
420-500-900 - RC Sports Grounds Fees			2,705.00	(2,705.00)
420-500-950 - RC Donations - Sports Grounds			930.00	(930.00)
	34,999.08	28,563.11	59,899.00	(24,899.92)
Recreation Program Fees				
420-520-120 - RC Musuem, Co-op Cash Back	56.23			56.23
420-520-300 - RC Pool - Lessons		8,095.00	17,114.00	(17,114.00)
420-520-310 - RC Pool - Season Tickets		445.00	5,345.00	(5,345.00)
420-520-320 - RC Pool - Daily Admissions			7,619.00	(7,619.00)
420-520-330 - RC Pool - Rentals			3,435.00	(3,435.00)
420-520-350 - RC Pool - Concession			324.00	(324.00)
420-520-360 - RC Pool - Donations	50.00			50.00
420-520-400 - RC Playground Program			1,286.00	(1,286.00)
420-520-800 - RC Custom Work, Equipment Rental		5,040.00	5,000.00	(5,000.00)
420-520-900 - RC Rental - (Grill, tables, etc.)			200.00	(200.00)
	106.23	13,580.00	40,323.00	(40,216.77)
420-530-100 - RC Museum - Admissions, Souvenirs, Other			200.00	(200.00)
420-530-110 - RC Museum - Donations		120.00	500.00	(500.00)
420-530-115 - RC Museum - Fundraising	1,100.00	1,223.75	5,000.00	(3,900.00)
420-530-116 - RC Museum - Crop Income			1,000.00	(1,000.00)
420-530-140 - RC Museum - Refunds, Interest, etc	33.10	24.51	50.00	(16.90)
420-530-200 - RC Hall - Rental	13,042.50	11,431.25	40,000.00	(26,957.50)
420-530-205 - RC Hall - P.P, glasses, TV / VCR	100.00	200.00	300.00	(200.00)
420-530-210 - RC Hall - Other	50.00			50.00
420-540-230 - RC Fitness Centre Memberships	10,906.00	12,825.78	20,000.00	(9,094.00)
420-540-236 - RC Fitness -keyless DO NOT USE		434.00		
420-540-237 - RC Fitness Centre - Rentals			200.00	(200.00)
420-540-240 - RC Fitness Centre Classes		1,645.00	3,000.00	(3,000.00)
	25,231.60	27,904.29	70,250.00	(45,018.40)
	60,336.91	70,047.40	170,472.00	(110,135.09)
Cemetery Fees				
420-600-100 - HW Cemetery - Fees, Other	900.00	1,700.00	3,000.00	(2,100.00)
	900.00	1,700.00	3,000.00	(2,100.00)
Licenses and Permits				
420-700-200 - GG Licenses - Business	3,275.00	1,695.00	4,000.00	(725.00)
420-700-210 - GG Licenses - Pets	910.00	683.00	1,800.00	(890.00)
420-710-100 - GG Permits	507.00	151.00	500.00	7.00
	4,692.00	2,529.00	6,300.00	(1,608.00)
Other				
Tax Certificate				
420-800-100 - GG Administration, Office Services	140.00	185.00	300.00	(160.00)
	140.00	185.00	300.00	(160.00)
General Office Services Provided				
420-800-220 - GG Appeal Fees	25.00		2,000.00	(1,975.00)
	25.00	0.00	2,000.00	(1,975.00)

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
Landfill/Waste Collection Fees				
420-850-135 - EH Scrap Metal		268.50	300.00	(300.00)
	0.00	268.50	300.00	(300.00)
	165.00	453.50	2,600.00	(2,435.00)
TOTAL FEES AND CHARGES:	74,257.91	80,891.32	195,722.00	(121,464.09)
MAINTENANCE AND DEVELOPMENT CHARGES				
Development Charges				
430-200-100 - PS Building Inspection Fees	2,542.90	1,150.00	5,000.00	(2,457.10)
	2,542.90	1,150.00	5,000.00	(2,457.10)
TOTAL MAINTENANCE AND DEVELOPMENT CHARGES:	2,542.90	1,150.00	5,000.00	(2,457.10)
UTILITIES				
Water				
440-110-100 - UW Water Charges, Sales	46,577.32	45,216.54	180,000.00	(133,422.68)
440-110-101 - UW Infrastructure Fees	51,173.23	50,503.02	200,000.00	(148,826.77)
440-110-102 - UW Interest Revenue	389.86		500.00	(110.14)
440-120-200 - UW C. W, Equipment Rental	780.00			780.00
440-130-100 - UW Pumphouse Water Sales			250.00	(250.00)
440-140-100 - UW Connection Fees	375.00	50.00	300.00	75.00
	99,295.41	95,769.56	381,050.00	(281,754.59)
Sewer				
440-220-100 - US Sewer Charges	25,939.29	24,636.78	100,000.00	(74,060.71)
	25,939.29	24,636.78	100,000.00	(74,060.71)
TOTAL UTILITIES:	125,234.70	120,406.34	481,050.00	(355,815.30)
UNCONDITIONAL TRANSFERS				
Unconditional Transfers				
450-105-100 - Revenue Sharing Grant			257,290.00	(257,290.00)
	0.00	0.00	257,290.00	(257,290.00)
TOTAL UNCONDITIONAL TRANSFERS:	0.00	0.00	257,290.00	(257,290.00)
CONDITIONAL GRANTS				
Federal				
450-200-070 - Fed Grant - New Gas Deal	40,877.80	38,918.80	80,000.00	(39,122.20)
450-200-080 - Fed Grant - C.I.I.F.	4,000.00			4,000.00
450-240-100 - Fed Grant - Other			3,339.00	(3,339.00)
	44,877.80	38,918.80	83,339.00	(38,461.20)
Provincial				
450-300-102 - Prov Grant - Transit		4,410.00		
450-315-110 - Prov Grant - Summer Students - Museum		1,539.18		
450-315-160 - Prov Grant - C.I.F.		5,000.00		
450-315-161 - Prov Grant - SPRA	220.00	660.00		220.00
450-345-113 - Prov Grant - MMSW Recycling Program	3,571.70	3,571.70	10,000.00	(6,428.30)
450-350-115 - Prov Grant - Museum	11,000.00			11,000.00

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Local				
450-430-130 - Grants - Unconditional - Other	500.00			500.00
450-430-140 - Grants - Swim Day Sponsorships			2,000.00	(2,000.00)
	500.00	0.00	2,000.00	(1,500.00)
TOTAL CONDITIONAL GRANTS:	60,169.50	54,099.68	95,339.00	(35,169.50)
GRANTS IN LIEU OF TAXES				
Federal				
450-500-100 - GIL - R.C.M.P., C.M.H.C., C.P		4,261.70	17,000.00	(17,000.00)
	0.00	4,261.70	17,000.00	(17,000.00)
Provincial				
450-600-100 - GIL - Sask Tel, Housing, L.B			18,000.00	(18,000.00)
450-620-100 - GIL - Sask. Energy	20,785.50			20,785.50
	20,785.50	0.00	18,000.00	2,785.50
Other				
450-800-100 - GIL - Sask. Power Surcharge	27,614.88	26,450.69	60,000.00	(32,385.12)
	27,614.88	26,450.69	60,000.00	(32,385.12)
TOTAL GRANTS IN LIEU OF TAXES:	48,400.38	30,712.39	95,000.00	(46,599.62)
CAPITAL ASSET PROCEEDS				
Capital Asset Proceeds				
460-200-100 - GG Land Sales - Gain/Loss	(3,875.00)			(3,875.00)
460-220-400 - TS Sale of Vehicles - Gain/Loss		2,250.00		
	(3,875.00)	2,250.00	0.00	(3,875.00)
TOTAL CAPITAL ASSET PROCEEDS:	(3,875.00)	2,250.00	0.00	(3,875.00)
INVESTMENT INCOME AND COMMISSIONS				
Investment and Income Revenue				
470-100-100 - Interest, Investment Income	847.00	2,560.24	15,000.00	(14,153.00)
470-100-105 - Interest -A.R	640.45			640.45
470-100-110 - GG - Commissions, Dividends, Refunds	1,859.99	15,106.76	10,000.00	(8,140.01)
470-100-141 - GG - Credit Recovery (Collections)	107.54			107.54
470-200-200 - GG Insurance Claims	7,712.04			7,712.04
	11,167.02	17,667.00	25,000.00	(13,832.98)
TOTAL INVESTMENT INCOME AND COMMISSIONS:	11,167.02	17,667.00	25,000.00	(13,832.98)
OTHER REVENUES				
Other Revenue				
480-150-100 - Donations - General			500.00	(500.00)
480-150-116 - Donations - W.C.C	20.00			20.00
480-150-119 - Donations - Rec Centre	1,000.00	270.00		1,000.00
480-150-126 - Donations - Parks / Playgrounds	10,064.84			10,064.84
480-150-128 - Donations - In-Kind Product/Item	100.00			100.00
480-150-131 - Donations - Water Slide		92.50		
480-170-120 - Prepaid Local Imp. #1 Curbs, Gutters			30,000.00	(30,000.00)
480-170-121 - Prepaid Local Imp. #2 - Paving			30,000.00	(30,000.00)
480-170-135 - Dental Clinic Lease	2,400.00	2,400.00	7,200.00	(4,800.00)

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
TOTAL OTHER REVENUES:	13,584.84	2,762.50	67,700.00	(54,115.16)
TRANSFERS				
490-100-107 - Transfer from Reserves - Utilities			200,000.00	(200,000.00)
490-100-108 - Transfer from Reserves - Transportation			166,000.00	(166,000.00)
490-100-109 - Transfer from Reserves - Parks & Rec			110,869.00	(110,869.00)
Total TRANSFERS:	0.00	0.00	476,869.00	(476,869.00)
TOTAL REVENUES:	343,594.71	322,363.01	2,980,066.00	(2,636,471.29)

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
EXPENDITURES				
GENERAL GOVERNMENT SERVICES				
Wages & Benefits				
Wages				
510-110-110 - GG Council Remuneration - Meetings	12,301.68		20,000.00	7,698.32
	12,301.68	0.00	20,000.00	7,698.32
510-110-230 - GG Salaries - Administrator	19,189.52	22,871.35	85,000.00	65,810.48
510-110-231 - GG - Salaries - Deputy CAO	12,633.90		63,250.00	50,616.10
510-110-530 - GG Salaries - Admin Assist. LVL 1	39,492.92	34,048.78	110,000.00	70,507.08
	83,618.02	56,920.13	278,250.00	194,631.98
Benefits				
510-120-110 - GG Council - Benefits	949.22	337.19	2,000.00	1,050.78
	949.22	337.19	2,000.00	1,050.78
510-130-230 - GG Benefits - Administrator	4,925.28	5,854.79	19,000.00	14,074.72
510-130-234 - GG Benefits - Workers' Compensation Brd			12,000.00	12,000.00
510-130-237 - GG Benefits - Deputy CAO	3,223.27			(3,223.27)
510-150-530 - GG Benefits - Admin Assistants LVL 1	14,425.87	7,508.49	25,000.00	10,574.13
	23,523.64	13,700.47	58,000.00	34,476.36
	107,141.66	70,620.60	336,250.00	229,108.34
Professional/Contract Services				
510-200-110 - GG Legal, Negotiating	180.78		6,500.00	6,319.22
510-200-130 - GG Audit, Accounting	7,059.60		25,000.00	17,940.40
510-200-150 - GG Assessment - S.A.M.A.	18,531.00	18,143.00	18,500.00	(31.00)
510-200-170 - GG Advertising	1,421.52	1,059.70	4,000.00	2,578.48
510-210-150 - GG Council Per Diem (Conferences, etc.)	5,951.85	5,576.56	6,500.00	548.15
510-210-170 - GG Staff Travel, Training	3,105.03	2,243.27	6,000.00	2,894.97
510-220-100 - GG Office Caretaking	2,200.00	2,400.00	5,700.00	3,500.00
510-230-100 - GG Insurance	61,433.64		115,000.00	53,566.36
510-240-100 - GG Memberships, Sub.	3,059.41	2,971.27	3,900.00	840.59
510-260-100 - GG Tax Enforcement	(830.00)		2,500.00	3,330.00
510-260-105 - GG Bylaw Enforcement	188.24		2,000.00	1,811.76
510-260-150 - GG Elections			1,300.00	1,300.00
510-270-050 - GG Asset Management			5,000.00	5,000.00
510-270-100 - GG Office Data Processing	13,198.73	10,043.85	15,000.00	1,801.27
510-270-150 - GG Office Building Mnt.	1,282.26		5,000.00	3,717.74
510-280-135 - GG Courtesy	669.56	2,205.02	3,800.00	3,130.44
510-280-140 - GG Equipment Maintenance	35.21		500.00	464.79
510-280-150 - GG Building Inspections	600.00	300.00	5,000.00	4,400.00
510-280-160 - GG Board of Revision	500.00	200.00	2,000.00	1,500.00
510-280-180 - GG Professional Fees, Penalties	1,172.03	1,198.17	6,000.00	4,827.97
510-290-100 - GG Bank Charges	2,294.94	2,170.46	6,000.00	3,705.06
510-290-101 - GG Cash Over/Short/Penny Round	0.05	(0.24)	50.00	49.95
510-290-200 - GG Wadena Bucks Issued		291.00	2,500.00	2,500.00
	122,053.85	48,802.06	247,750.00	125,696.15
Utilities				
510-300-110 - GG Heat, Power, Phone	4,552.14	4,472.70	13,500.00	8,947.86
	4,552.14	4,472.70	13,500.00	8,947.86

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
Maintenance, Material and Supplies				
510-410-140 - GG Office Supplies	1,759.81	1,009.74	7,000.00	5,240.19
510-410-141 - GG Postage & Freight		2,983.73	4,500.00	4,500.00
510-420-100 - GG Janitorial, Cln. supplies		826.78	1,000.00	1,000.00
	1,759.81	4,820.25	12,500.00	10,740.19
Grants and Contributions				
510-500-110 - GG Grts, Dnts, Contributions			10,000.00	10,000.00
	0.00	0.00	10,000.00	10,000.00
Capital Expenditures				
510-600-140 - GG Capital - Office Equip	(4.81)		6,500.00	6,504.81
510-600-141 - GG - Capital Furniture			18,000.00	18,000.00
	(4.81)	0.00	24,500.00	24,504.81
Allowance for Uncollectibles				
510-800-110 - GG Allow for Uncollectible Acnts			1,500.00	1,500.00
	0.00	0.00	1,500.00	1,500.00
TOTAL GENERAL GOVERNMENT SERVICES:	235,502.65	128,715.61	646,000.00	410,497.35
PROTECTIVE SERVICES				
POLICE PROTECTION				
Professional/Contractual Services				
520-210-110 - PS R.C.M.P. Contract			96,000.00	96,000.00
	0.00	0.00	96,000.00	96,000.00
TOTAL POLICE PROTECTION:	0.00	0.00	96,000.00	96,000.00
FIRE PROTECTION				
Professional/Contractual Services				
525-210-100 - PS E.M.O. Contract		1,000.00	2,500.00	2,500.00
525-210-110 - PS Fire Protection	1,610.00	1,610.00	30,000.00	28,390.00
525-210-120 - PS Advertising			200.00	200.00
525-230-101 - PS Emergency Planning		126.32	1,500.00	1,500.00
	1,610.00	2,736.32	34,200.00	32,590.00
Grants and Contributions				
525-520-110 - PS Grants, Contributions	100.00			(100.00)
	100.00	0.00	0.00	(100.00)
TOTAL FIRE PROTECTION:	1,710.00	2,736.32	34,200.00	32,490.00
TOTAL PROTECTIVE SERVICES:	1,710.00	2,736.32	130,200.00	128,490.00
TRANSPORTATION SERVICES				
MAINTENANCE				
Wages & Benefits				
Wages				
530-110-120 - TS Salaries - Equip. Op	24,261.96	25,201.39	87,000.00	62,738.04
	24,261.96	25,201.39	87,000.00	62,738.04
Benefits				
530-120-120 - TS Benefits - Equip. Op	6,211.39	6,613.42	20,000.00	13,788.61

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For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
	6,211.39	6,613.42	20,000.00	13,788.61
	30,473.35	31,814.81	107,000.00	76,526.65
Professional/Contractual Services				
530-210-110 - TS Pavement Repair			50,000.00	50,000.00
530-210-120 - TS Property, Street Mnt.		318.00	50,000.00	50,000.00
530-210-145 - TS Snow Removal Contracted	3,957.51	16,950.00	20,000.00	16,042.49
530-210-150 - TS Flood Control			1,000.00	1,000.00
530-240-100 - TS Advertising		27.25	200.00	200.00
530-250-110 - TS Staff Travel, Training		394.01	1,200.00	1,200.00
530-260-100 - TS Insurance, Vehicle Rgs.	2,534.78		12,000.00	9,465.22
530-260-101 - TS Airstrip - Ins., Mnt., Lights	209.54		1,500.00	1,290.46
530-280-100 - TS Repair - Radio Equipment	229.00	1,574.42	500.00	271.00
530-290-113 - TS Repair - Other			1,000.00	1,000.00
530-290-120 - TS Repair - 30 - '00 IHC 3-ton truck	95.15			(95.15)
	7,025.98	19,263.68	137,400.00	130,374.02
Utilities				
530-300-110 - TS Heat, Power, Phone	2,346.64	3,019.85	3,504.00	1,157.36
530-310-100 - TS Street Lights	9,279.33	9,093.62	24,667.00	15,387.67
530-320-100 - TS Decorative Lighting	486.00			(486.00)
	12,111.97	12,113.47	28,171.00	16,059.03
Maintenance, Materials & Supplies				
530-400-110 - TS Grounds, Bld. sup.	296.29			(296.29)
530-400-150 - TS Mts, Spl - General	1,366.65	1,539.98	3,147.00	1,780.35
530-410-120 - TS Workshop Supplies, Tools	784.68	69.17	732.00	(52.68)
530-410-140 - TS Sidewalks		78.40	20,588.00	20,588.00
530-420-113 - TS Fuel,Supplies- 14 - Grader		2,265.78		
530-420-116 - TS Fuel, Supplies - Toolcat		2,635.34		
530-420-118 - TS F, S- 27 - Loader		3,125.39		
530-420-119 - TS F, S - 28 - '01 Chev 1-ton		97.62		
530-420-120 - TS F,S - 30 - '00 IHC 3-ton		254.30		
530-425-125 - TS Fuel, Oil, Supplies	9,851.65	434.48	1,388.00	(8,463.65)
530-425-126 - TS Fuel - Oil, General		379.88		
530-425-130 - Fuel, Supplies 2016 GMC Sierra		429.72		
530-425-135 - Fuel, Supplies 2011 Chevy Silverado		242.24		
530-430-110 - TS Snow Fencing			74.00	74.00
530-440-100 - TS Gravel		260.00	13,260.00	13,260.00
530-440-101 - TS Gravel Tax			83.00	83.00
530-440-120 - TS Salt, Sand	3,053.00	532.75	533.00	(2,520.00)
530-450-100 - TS Culverts, Drainage	3,960.45		800.00	(3,160.45)
530-460-105 - TS Pavement, Asphalt			3,842.00	3,842.00
530-460-110 - TS Dust Control			16,972.00	16,972.00
530-470-100 - TS Traffic Lights	720.38	744.00	1,984.00	1,263.62
530-480-100 - TS Signs, Signals, Markers	4,449.49			(4,449.49)
	24,482.59	13,089.05	63,403.00	38,920.41
Other				
530-900-111 - TS Interest & Charges	74.00		1,109.00	1,035.00
	74.00	0.00	1,109.00	1,035.00
TOTAL MAINTENANCE:	74,167.89	76,281.01	337,083.00	262,915.11

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
TOTAL TRANSPORTATION SERVICES:	74,167.89	76,281.01	337,083.00	262,915.11
ENVIRONMENTAL HEALTH SERVICES				
Professional/Contractual Services				
540-200-110 - EH Waste Collect, Disposal			17,040.00	17,040.00
540-200-112 - Curbside Collection Residential	29,646.64	24,360.00	73,080.00	43,433.36
540-200-113 - Curbside Collection Commercial	4,407.02	29,539.00	53,950.00	49,542.98
540-210-100 - EH Pest, Animal Control	3,115.12		6,025.00	2,909.88
	37,168.78	53,899.00	150,095.00	112,926.22
Maintenance, Materials and Supplies				
540-420-100 - EH Pet Tags, Supplies			279.00	279.00
	0.00	0.00	279.00	279.00
Grants and Contributions				
540-500-111 - EH Landfill Levy			78,803.00	78,803.00
	0.00	0.00	78,803.00	78,803.00
Total ENVIRONMENTAL HEALTH SERVICES:	37,168.78	53,899.00	229,177.00	192,008.22
HEALTH AND WELFARE SERVICES				
Professional/Contractual Services				
550-200-110 - HW Cemetery - Maintenance		2,850.00	18,900.00	18,900.00
550-200-115 - HW Cemetery - Advertising	321.52	304.20	665.00	343.48
	321.52	3,154.20	19,565.00	19,243.48
Grants and Contributions				
550-500-115 - HW Grants - Tran Van, Other	8,000.00	8,000.00	16,410.00	8,410.00
550-500-130 - HW Grants - Health Care	1,790.96	617.18	2,579.00	788.04
	9,790.96	8,617.18	18,989.00	9,198.04
Total HEALTH AND WELFARE SERVICES:	10,112.48	11,771.38	38,554.00	28,441.52
PLANNING AND DEVELOPMENT SERVICES				
Wages and Benefits				
560-100-100 - PD - Salary - Community Development	8,600.47	10,571.43	25,009.00	16,408.53
560-100-110 - PD - Benefits - Community Development	2,108.23	2,370.18	5,354.00	3,245.77
	10,708.70	12,941.61	30,363.00	19,654.30
Professional/Contractual Services				
560-200-110 - PD Community Development, Planning	16,836.99		5,555.00	(11,281.99)
560-210-100 - PD Advertising, Tourism, Promo	364.85	184.58	3,815.00	3,450.15
560-210-110 - PD - Website & branding	8,965.13	12,087.00	12,963.00	3,997.87
560-240-100 - PD Subscriptions/Memberships	802.24	312.00	312.00	(490.24)
	26,969.21	12,583.58	22,645.00	(4,324.21)
TOTAL PLANNING AND DEVELOPMENT SERVICES:	37,677.91	25,525.19	53,008.00	15,330.09
RECREATION AND CULTURAL SERVICES				
Wages				
570-110-110 - RC Salaries - Rec. Director	17,590.15	13,756.64	40,692.00	23,101.85
570-110-140 - RC Salaries - Pool			49,488.00	49,488.00
570-110-155 - RC Salaries- Museum - Labourer, Student			16,429.00	16,429.00
570-110-160 - RC Salaries -Museum- Curator			11,106.00	11,106.00
570-110-171 - RC Salaries - Parks Labourer	55,377.58	46,916.40	118,945.00	63,567.42

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
570-110-175 - RC Salaries - Parks - Seasonal/Student	3,899.48	1,367.99	20,674.00	16,774.52
570-110-180 - RC Salaries - Playground Program			6,735.00	6,735.00
	76,867.21	62,041.03	264,069.00	187,201.79
Benefits				
570-120-110 - RC Benefits - Rec. Director	5,492.24	4,370.62	11,627.00	6,134.76
570-120-140 - RC Benefits - Pool	3.81		2,198.00	2,194.19
570-120-155 - RC Benefits - Museum - Seasonal/Student			866.00	866.00
570-120-160 - RC Benefits - Museum- Curator			258.00	258.00
570-120-171 - RC Benefits - Parks Labour	14,088.60	13,350.19	32,542.00	18,453.40
570-120-175 - RC Benefits - Parks - Seasonal/Student	267.60	87.85	2,087.00	1,819.40
570-120-180 - RC Benefits - Play Program			160.00	160.00
	19,852.25	17,808.66	49,738.00	29,885.75
Professional/Contractual Services				
570-200-110 - RC Advertising	76.26	388.00	578.00	501.74
570-200-112 - RC Advertising - Pool		19.73	112.00	112.00
570-200-113 - RC Advertising - Rec. Centre			16.00	16.00
570-200-115 - RC Advertising - Museum		114.04	485.00	485.00
570-200-126 - RC Insurance - Museum		144.16		
570-200-130 - RC Insurance - Vehicle Registration		2,558.10	2,023.00	2,023.00
570-220-100 - RC Staff Travel, Training	1,515.98	1,707.08	2,780.00	1,264.02
570-240-100 - RC Memberships, Subscriptions	165.00	165.00	165.00	
570-240-110 - RC Memberships - Museum	100.00	100.00		(100.00)
570-250-111 - RC Pool Staff Training			3,104.00	3,104.00
570-250-112 - RC Refunds & Discounts - Programs		301.20	969.00	969.00
570-250-113 - RC Refunds & Discounts - Rentals, etc.			141.00	141.00
570-250-125 - RC Museum - Office, Postage, Interest		471.54	2,776.00	2,776.00
570-270-100 - RC Maintenance - Hall	13,996.21	8,974.94	14,568.00	571.79
570-270-102 - RC Maintenance - Campground, Parks			258.00	258.00
570-270-103 - RC Maintenance - Pool	412.34	3,257.51	18,391.00	17,978.66
570-270-104 - RC Maintenance - Rec. Centre	2,654.11	23,568.69	29,320.00	26,665.89
570-270-105 - RC Maintenance - Zamboni	3,725.64		171.00	(3,554.64)
570-270-106 - RC Maintenance - Ice Plant	4,044.65	12,226.56	6,582.00	2,537.35
570-270-107 - RC Tree, Shrub Trimming			7,644.00	7,644.00
570-270-108 - RC Library Caretaking	1,040.00	1,040.00	2,600.00	1,560.00
570-270-109 - RC Maintenance - Library		808.49	1,296.00	1,296.00
570-270-110 - RC Maintenance - Sports Grounds	1,954.44		2,584.00	629.56
570-270-113 - RC Maintenance - Fitness Centre Cntrct		975.00	(1,067.00)	(1,067.00)
570-270-120 - RC Maintenance - Museum	46.59	34.38	1,864.00	1,817.41
570-270-121 - RC Septic Tank Maintenance - Museum			315.00	315.00
570-270-125 - RC Maintenance - Curling Rink	788.19			(788.19)
570-270-130 - RC Fitness Centre - Maintenance	4,234.22	1,770.57	1,811.00	(2,423.22)
570-270-140 - RC Fitness Centre - Equipment Lease	3,195.00	2,556.00	5,751.00	2,556.00
570-270-141 - RC Hall - Equipment Lease	378.42	507.92	1,265.00	886.58
570-290-108 - RC R - 22 - '09 GMC 1/2-ton		134.04	134.00	134.00
570-290-113 - RC R - 21 - '08 Silverado		45.83	46.00	46.00
570-290-116 - RC R - 16, 19 - Kubota, Mowers		972.32	976.00	976.00
	38,327.05	62,841.10	107,658.00	69,330.95
Utilities				
570-300-110 - RC Heat, Power, Phone - Rec. Centre	16,189.39	11,786.10	13,777.00	(2,412.39)
570-300-111 - RC Power - Ice Plant	7,554.36	7,246.25	12,535.00	4,980.64
570-300-130 - RC H,P,P - Pool	561.15	336.88	10,730.00	10,168.85
570-300-140 - RC H,P,P- Library	1,268.70	1,332.61	2,377.00	1,108.30

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
570-300-150 - RC H,P,P - Hall	11,248.38	8,325.34	15,200.00	3,951.62
570-300-160 - RC H,P,P- Museum	2,821.09	4,002.54	6,019.00	3,197.91
570-300-165 - RC - Heat, Power, Phone Fitness Centre	1,942.76	2,959.58	4,283.00	2,340.24
570-300-170 - RC Power - Sports Grounds	432.15		1,111.00	678.85
570-310-140 - RC Heat, Power - CG	557.38	506.77	1,642.00	1,084.62
570-330-100 - RC Phone - Rec. On Call Mobile	110.88	39.38	178.00	67.12
Total Utilities:	42,686.24	36,535.45	67,852.00	25,165.76
Maintenance, Materials and Supplies				
570-410-100 - RC Office Supplies, Postage	54.86	182.90	400.00	345.14
570-410-101 - RC - Data Processing & Technology		1,369.83	1,370.00	1,370.00
570-410-110 - RC Supplies - Pool	63.60	837.77	10,197.00	10,133.40
570-420-110 - RC Supplies - Rec. Centre	5,701.55	2,619.68	10,949.00	5,247.45
570-420-130 - RC Supplies - Pool- Chemicals			8,101.00	8,101.00
570-420-132 - RC Supplies - Pool Programs		1,886.46	2,053.00	2,053.00
570-420-140 - RC Supplies - Rec Program			770.00	770.00
570-420-150 - RC Supplies - Hall	10,491.41	2,929.86	7,033.00	(3,458.41)
570-420-170 - RC Supplies - Library		39.76	163.00	163.00
570-420-180 - RC Museum - Cleaning	159.00		146.00	(13.00)
570-420-183 - RC Museum - Fundraising, Souvenirs	32.96	84.82	2,024.00	1,991.04
570-420-184 - RC Museum- Exhibits, Acquisitions			475.00	475.00
570-420-187 - RC Museum - Gardens			748.00	748.00
570-430-111 - RC S, Fuel, Propane - Zamboni	862.72	678.73	457.00	(405.72)
570-430-170 - RC Supplies - Campground			778.00	778.00
570-430-175 - RC Museum Blacksmith - Boles			32.00	32.00
570-430-177 - RC Museum - Machinery	288.48	668.87	1,820.00	1,531.52
570-430-179 - RC Museum - Station House	913.95	3,819.81	7,933.00	7,019.05
570-430-180 - RC Supplies - Parks		1,903.44	9,273.00	9,273.00
570-430-181 - RC Supplies - Sportsground	2,173.68		3,674.00	1,500.32
570-430-183 - RC Museum - Old Pole Shed (Kitchen)			45.00	45.00
570-430-191 - RC - Fitness Centre - Supplies	2,926.78	690.31	3,118.00	191.22
570-430-198 - RC - Fuel, Oil, Supplies- Vehicle/Equip	1,616.37	364.22	9,101.00	7,484.63
570-430-199 - RC Fuel, S- 16 - Kubota, Mowers	45.93	72.72	139.00	93.07
570-430-230 - RC Fuel, S- 21 - '08 Silverado		162.86	163.00	163.00
570-430-235 - RC Fuel, S - 22 - 09 GMC 1/2-ton		459.62	460.00	460.00
570-430-239 - RC Fuel, S 28 - '01 Chev 1-ton		6.00	51.00	51.00
570-430-292 - RC Fuel, Supplies - Chipper		58.53	253.00	253.00
	25,331.29	18,836.19	81,726.00	56,394.71
Grants and Contributions				
570-500-115 - RC Grants - Sask. Lotteries	10,364.00		3,500.00	(6,864.00)
570-500-121 - RC Grants - Curling Club			6,678.00	6,678.00
570-500-129 - RC Grants - Library - Reg.	8,500.80	8,694.00	17,002.00	8,501.20
570-500-130 - RC Grants - Library - Local			1,500.00	1,500.00
	18,864.80	8,694.00	28,680.00	9,815.20
Capital Expenditures				
570-600-111 - RC Capital - Sports Grounds			2,895.00	2,895.00
570-600-123 - RC Capital - Rec. Centre	48,005.17	2,613.00	254,520.00	206,514.83
570-600-127 - RC Capital - Pool	170,015.28		130,253.00	(39,762.28)
570-600-131 - RC Cap - Park Equip., Vehicles			24,901.00	24,901.00
570-600-132 - RC Capital - Other			52,027.00	52,027.00
	218,020.45	2,613.00	464,596.00	246,575.55
TOTAL RECREATION AND CULTURAL SERVICES:	439,949.29	209,369.43	1,064,319.00	624,369.71

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	Year To Date	Last Year TD	Budget	Variance
UTILITIES				
WATER				
Wages and Benefits				
580-110-110 - UW Salaries - Foreman	23,319.70	23,648.35	62,695.00	39,375.30
580-110-120 - UW Salaries - Labourer	34,744.94	9,932.33	35,875.00	1,130.06
580-120-110 - UW Benefits - Foreman	4,145.42	5,794.31	13,372.00	9,226.58
580-120-120 - UW Benefits - Labourer	10,848.18	3,249.42	10,500.00	(348.18)
	73,058.24	42,624.41	122,442.00	49,383.76
Professional/Contractual Services				
580-230-100 - UW Staff Travel, Training	1,861.66	4,413.11	4,413.00	2,551.34
580-250-100 - UW Memberships, Sub.		(12.38)	787.00	787.00
580-285-100 - UW Building, Equip Repair	453.30		(220.00)	(673.30)
580-285-140 - UW Repair - W.T.P	1,208.77	323.60	2,829.00	1,620.23
580-285-150 - UW Repair - Water Lines	50,611.60		2,020.00	(48,591.60)
580-285-155 - UW Repair - Curb-Stops	826.80		3,150.00	2,323.20
580-290-100 - UW Water Testing	678.90	515.65	1,371.00	692.10
580-295-100 - UW Contract Services - Other	95.40			(95.40)
580-295-110 - UW Connection Costs		551.72	370.00	370.00
	55,736.43	5,791.70	14,720.00	(41,016.43)
Utilities				
580-300-110 - UW Heat, Power, Phone	14,682.73	14,291.31	32,034.00	17,351.27
	14,682.73	14,291.31	32,034.00	17,351.27
Maintenance, Materials and Supplies				
580-410-100 - UW Off Supp, Pstg., Freight	2,661.70	1,295.48	4,364.00	1,702.30
580-430-120 - UW Supplies - Conn Costs			40.00	40.00
580-430-130 - UW Supplies - Treatment Plt.	2,805.63		165.00	(2,640.63)
580-430-140 - UW Supplies - Water Lines	21,554.93		563.00	(20,991.93)
580-430-161 - UW F. S- 11 - 09 GMC 1/2-ton			466.00	466.00
580-440-115 - UW Water Meters		546.36	2,083.00	2,083.00
580-450-100 - UW Chemicals	6,228.59	4,253.36	10,950.00	4,721.41
	33,250.85	6,095.20	18,631.00	(14,619.85)
Allowance for Uncollectibles				
580-800-110 - UW Allow for Uncollectible Acts.	158.72		50.00	(108.72)
	158.72	0.00	50.00	(108.72)
TOTAL WATER:	176,886.97	68,802.62	187,877.00	10,990.03
SEWER				
Professional/Contractual Services				
585-285-110 - US Repair - Lift Station - Main	190.80	6,522.76	6,342.00	6,151.20
585-285-111 - US Repair - L.S - Kennedy / 3rd	390.00		715.00	325.00
585-285-120 - US Repair - S.L, Manholes			642.00	642.00
585-285-125 - US Line Clean-Out	2,047.50	125.00	125.00	(1,922.50)
585-290-150 - US Alarm System		49.62	50.00	50.00
585-290-200 - Quill Lakes Watershed Authority	3,200.00		3,200.00	
	5,828.30	6,697.38	11,074.00	5,245.70
Maintenance, Materials and Supplies				
585-430-110 - US Supplies - L.S - Main		1,336.25	1,867.00	1,867.00
585-430-111 - US Supplies - L.S- Kennedy			83.00	83.00
585-430-120 - US Supplies - Sewer Lines, Manholes		413.40		

Town Of Wadena
Statement of Financial Activities - Detailed
For the Period Ending April 30, 2019

	<u>Year To Date</u>	<u>Last Year TD</u>	<u>Budget</u>	<u>Variance</u>
585-430-130 - US Supplies - Lagoon		3,719.54	3,720.00	3,720.00
	0.00	5,469.19	5,670.00	5,670.00
TOTAL SEWER:	5,828.30	12,166.57	16,744.00	10,915.70
TOTAL UTILITIES:	182,715.27	80,969.19	204,621.00	21,905.73
TRANSFERS TO RESERVES				
590-110-105 - Transfer - Reserves - Museum		(13,073.39)	(13,073.00)	(13,073.00)
590-110-106 - Transfer - Reserves - Cemetery		(4,580.96)	(4,581.00)	(4,581.00)
590-120-100 - Transfer - Surplus		40,252.42		
Total TRANSFERS TO RESERVES:	0.00	22,598.07	(17,654.00)	(17,654.00)
TOTAL EXPENDITURES:	1,019,004.27	611,865.20	2,685,308.00	1,666,303.73
CHANGE IN NET-FINANCIAL ASSETS	(675,409.56)	(289,502.19)	294,758.00	(970,167.56)
Change in Non-Financial Assets		1,310.00		
CHANGE IN NET ASSETS	(675,409.56)	(290,812.19)	294,758.00	(970,167.56)
CHANGE IN SURPLUS	(675,409.56)	(290,812.19)	294,758.00	(970,167.56)

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

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

May 6, 2019

Present	Mayor, Greg Linnen Councillor Sara Sobchyshyn Councillor Shelley Fitch Councillor Conrad Eliason Councillor Kelly Tokarchuk (5:04pm) Director of Parks & Rec Chad Glasser Interim Chief Administrative Officer, Jennifer Taylor
Regrets	Councillor Jody Christianson Councillor Greg Chaykowski
Order	A quorum being present, Mayor Linnen called the meeting to order at 5:01 PM.
144-19	Agenda <i>Fitch</i> <i>Eliason</i>
	THAT the May 6, 2019 agenda be approved as presented moving correspondence up to follow the delegation, and a copy of the agenda attached hereto. <p style="text-align: right;"><u>Carried</u></p>
	Delegation <i>T. and T. Fogg appeared before Council to discuss their request for compensation as a result of a water main break in front of their property that cause flooding to the residence.</i>
145-19	Correspondence <i>Tokarchuk</i> <i>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">• S. Turnbull – provide response indicating upcoming maintenance measures• Pillar Systems - acknowledged <p style="text-align: right;"><u>Carried</u></p>
146-19	Accounts Payable <i>Eliason</i> <i>Tokarchuk</i>
	THAT payment of the accounts represented by cheques #21396 to #21428, online payment vouchers #238-Man totalling \$28,772.33 and payroll and contract direct deposit vouchers #795 to #837 totalling \$43,151.84 be approved as presented and the payment registers attached hereto. <p style="text-align: right;"><u>Carried</u></p>
147-19	Bank Reconciliation <i>Tokarchuk</i> <i>Sobchyshyn</i>
	THAT the bank reconciliation report as at March 31, 2019 be approved as presented. <p style="text-align: right;"><u>Carried</u></p>
148-19	Minutes <i>Eliason</i> <i>Fitch</i>
	THAT the minutes of the regular meeting held April 16, 2019 be approved as presented. <p style="text-align: right;"><u>Carried</u></p>
149-19	Fogg Compensation Request <i>Tokarchuk</i> <i>Eliason</i>
	THAT the compensation request from the Fogg's be tabled until after Council has met with SUMAssure. <p style="text-align: right;"><u>Carried</u></p>
150-19	Library Caretaking Tender <i>Tokarchuk</i> <i>Sobchyshyn</i>
	THAT the submitted bids from Tasha Jack, Allan & Bonny Vellacott, Cara Elphinstone, Fara Hals-Pinfeld and Amber Mayer be recognized and thanked for their submissions and the library caretaking tender be awarded to Fara Hals-Pinfeld for a one-year term. <p style="text-align: right;"><u>Carried</u></p>

151-19	Town Office Caretaking Tender <i>Fitch</i> <i>Sobchyshyn</i>	<p>THAT the submitted bids from Tasha Jack, Cara Elphinstone, Fara Hals-Pinfold, and Leslie & Lovely Magnaye be recognized and thanked for their submissions and the Town office caretaking tender be awarded to Leslie and Lovely Magnaye for a two-year term.</p> <p style="text-align: right;"><u>Carried</u></p>
152-19	Compost Collection Tender <i>Eliason</i> <i>Tokarchuk</i>	<p>THAT the submitted bids from Northern Eavestroughing & Construction, Cara Elphinstone, Mark & Marvin Magnaye, Marty Byman, Curtis Kwasnitza, Eugene Blaski and Liza MacNeil be recognized and thanked for their submissions and the compost tender be awarded to Cara Elphinstone for a one-year term.</p> <p style="text-align: right;"><u>Carried</u></p>
153-19	Perry Drive Playground <i>Tokarchuk</i> <i>Fitch</i>	<p>THAT the proposal from 1 Stop Playgrounds Ltd. for \$20,260 plus tax for playground equipment and supervised installation on Perry Dr be approved with the understanding that the volunteer group will continue to fundraise until \$15,260 has been raised.</p> <p style="text-align: right;"><u>Carried</u></p>
154-19	Rec Centre Concession Tender <i>Tokarchuk</i> <i>Sobchyshyn</i>	<p>THAT the Wadena Recreation Centre Concession Tender for the 2019-20 operating season be approved as presented subject to the minor edits discussed and advertised.</p> <p style="text-align: right;"><u>Carried</u></p>
155-19	Suspend Tax Enforcement – Roll 427 <i>Eliason</i> <i>Tokarchuk</i>	<p>THAT due to the payment plan proposal submitted by the property owner, Administration shall temporarily suspend enforcement proceedings on Lot 2, Block 41, Plan 60H03629 subject to ongoing review by Council.</p> <p style="text-align: right;"><u>Carried</u></p>
156-19	Committee and Other Reports <i>Sobchyshyn</i> <i>Eliason</i>	<p>THAT the following committee reports be recognized and received and any copies filed or disposed of as necessary:</p> <ul style="list-style-type: none"> • Animal Control Report • CRLWMA • Public Works Committee <p style="text-align: right;"><u>Carried</u></p>
157-19	Landfill Levy <i>Tokarchuk</i> <i>Fitch</i>	<p>THAT the 2019 Landfill Levy be authorized for payment and that approval to pay in installments be requested of the CRLWMA Board.</p> <p style="text-align: right;"><u>Carried</u></p>
158-19	Administrative Reports <i>Fitch</i> <i>Tokarchuk</i>	<p>THAT the following administrative reports be acknowledged, and any copies filed or disposed of accordingly:</p> <ul style="list-style-type: none"> • Director of Parks & Rec • Public Works • Deputy CAO – CED Update <p style="text-align: right;"><u>Carried</u></p>
159-19	Recreation Rates & Use Policy Amendment <i>Sobchyshyn</i> <i>Tokarchuk</i>	<p>THAT the 2017-008 Recreation Rates & Use Policy be amended to clarify and add the following:</p> <ul style="list-style-type: none"> • The fee for Private Swimming Lessons is as follows: <ul style="list-style-type: none"> ○ \$20 per 30-minute lesson ○ \$30 per 45-minute lesson ○ \$45 per 60-minute lesson • Aquatic Centre Season Passes are for immediate family only to a maximum of 4 people, and each additional family member is \$25 to a maximum of 2. • Private pool bookings can only be reserved between afternoon and evening public swim times and must be made at least one week in advance. • The Wadena Aquatic Centre capacity is 100 people. There must not be more than 100 people within the fence; and • Swimming Lesson policies as presented. <p style="text-align: right;"><u>Carried</u></p>

160-19	Playground Inspector Recertification <i>Tokarchuk Eliason</i>	THAT the Town cover the cost of Chad Glasser's recertification as a certified playground inspector.	<u>Carried</u>
161-19	Go Past 8:00pm <i>Fitch Sobchyshyn</i>	THAT the Council meeting be permitted to go past 8:00pm.	<u>Carried</u>
162-19	Aquatic Centre Policies <i>Sobchyshyn Tokarchuk</i>	THAT Policy 2-2009 Pool – Safety Issues be repealed AND THAT Policy 214-2012 Pool – Age Restrictions Parents/Guardians Required be amended as presented.	<u>Carried</u>
163-19	First Aid & CPR Training <i>Fitch Tokarchuk</i>	THAT two staff members from Parks & Recreation and two staff members from Public Works & Utilities be authorized to attend First Aid & CPR training.	<u>Carried</u>
164-19	Infrastructure Inventory & Condition Assessment Scope Change <i>Tokarchuk Sobchyshyn</i>	THAT the scope change received from Associated Engineering for the Infrastructure Inventory & Condition Assessment be approved.	<u>Carried</u>
165-19	Sign Corridor Application <i>Eliason Sobchyshyn</i>	THAT the Sign Corridor Application received from the Kelvington-Wadena Constituency office be approved.	<u>Carried</u>
166-19	Fire Ban Policy <i>Tokarchuk Sobchyshyn</i>	THAT Administration be authorized to prepare a Fire Ban policy allowing the CAO to prohibit fires within the Town when in the opinion of the Fire Chief of the Wadena & District Fire Association, the prevailing environmental conditions give rise to an increase risk of a fire running out of control.	<u>Carried</u>
	Media	<i>Andy Labdon – Wadena News: Left prior to question period</i>	
167-19	In-Camera <i>Sobchyshyn Tokarchuk</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.	<u>Carried</u>
168-19	Resume Session <i>Tokarchuk Sobchyshyn</i>	THAT we end our in-camera session as a Committee of the Whole and resume the regular meeting of Council in progress.	<u>Carried</u>
169-19	Adjourn <i>Tokarchuk</i>	THAT the meeting be adjourned at 9:36 p.m.	<u>Carried</u>

Mayor

CAO

Wadena and District Museum Minutes – April 9, 2019

Members Present: Doug Fitch; Shelley Fitch; Elizabeth Grant; Grant Kerluke; Glen Smale; Lorraine Sobchyshyn; Preston Tolver; Richard Ueland; Louise Yakowec; Donna Zarowny.

Call to Order: Chairperson Louise called the meeting to order at 7:07 pm at the Town Office.

Approval of Minutes from Previous Meeting: The minutes of the previous meeting held March 12, 2019 were distributed.

Moved: Lorraine **Seconded:** Doug **Carried.**

Business Arising From Minutes:

- 1) The Town Council agreed to cover 1 summer student each year until a grant can be applied.
- 2) The Town Council has asked Ty Tweidt to inspect the Brice House foundation.

Treasurer's Report:

Lorraine presented a financial statement from the Town dated March 31, 2019.

Revenue: None

Donna Z. 557.66

Louise Y. 37.44

Surplus Account: \$622.20 Wadena Drugs 17.70

Reserves: \$40,268.69 Wadena News 18.48

Bills to be paid: Lorraine Sobchyshyn - \$225.00 (fridge for museum)

Waterworld Ind. - \$721.45 (Station furnace repair)

CMA Membership Fee - \$105.00

Coop 352.60

Doug made the motion, seconded by Richard, that we submit these bills to the Town to be paid. Carried.

Communications:

- 1) Letter from CMA re: membership renewal
- 2) Mini-golf licence and operating agreement proposal
- 3) Seasonal staff policy draft

Unfinished Business:

- 1) Mother's Day baskets are ready to go. Tickets are placed at several businesses around town. We will sit at the Co-op May 10-11.
- 2) Re: Mini-golf Agreement – the Committee will meet with MDSI to discuss changes then return it to the Town with corrections.
- 3) Seasonal Staff policy – Lorraine will talk to Jennifer Taylor about our questions re-grant writing and seasonal staff hiring.

- worried if they don't do our own grants, town doesn't know how to write one for the museum.
- internet not working 1/2 of the time
- made approx \$300 on mothers day baskets

- 4) Beth will attend the spring meeting of the Quill Plains Museum Network in Humboldt April 29.
- 5) Louise is considering attending the MAS mini-conference May 31 in Saskatoon.
- 6) George had indicated that we move the old cooler from the shed to the Wheatbelt Bldg. to be used for storage. **Richard made the motion, seconded by Donna, that we take the cooler to the dump. Carried.**
- 7) Sasktel came and installed WI-Fi in the Station House.

New Business:

- 1) We have received a request from Sheila Glennie on behalf of the Sask. Horticultural Society to bring a group of app. 50 people to the Museum grounds Monday July 15 from 4:30-6:30 pm. They would probably want tours. She also asked if the Museum Board would provide a supper for \$15-\$20 per person. **Richard made the motion, seconded by Beth, that we agree to provide access to the grounds, tours and a meal for app. 50 people. Fees to be determined. Carried.**
- 2) A fridge was purchased from Alvin and Lynn Lazar for \$225.00 to replace the one in the Station House. It needs to be moved here, and the old one moved out to the Shed kitchen.
- 3) The Town asked if we want the old brochure stand from the Town Office. After discussion, we decided it was too big for our space.
- 4) Waterworld Ind. came back to deal with a carbon monoxide build-up. They had to change the secondary burner. **Donna made the motion, seconded by Beth, that we ask them to move the exhaust pipe to the side of the building for ease of access in the winter. Carried.**
- 5) Beth suggested that we keep track of our volunteer hours throughout the year. She will set up a sheet.
- 6) **Beth made the motion, seconded by Richard, that the Museum Board hire Donna Zarowny as our Curator for the 2019 season. Carried.**

Adjournment: The meeting was adjourned at 8:32 pm. The next meeting will be held May 14 at the Museum.

Louise Yakowec, Chairperson

Lorraine Sobchshyn, Secretary-Treasurer

From: [REDACTED]
To: wadrec@sasktel.net
Subject: Memorial Trees for Raymond Gutek and Sheri Zeleny
Date: Tuesday, May 7, 2019 3:51:05 PM

Council,

I am interested in planting 2 trees in Memorial in the park by the Rec Centre. One in memory of Raymond Gutek (my Dad) and one in memory of Sheri Zeleny (a friend and fellow Wildcat mom).

Couple of questions :

1. Can I plant a flowering ornamental tree such a a Schubert Chokecherry tree?
2. Would I do the planting or a town employee?
3. Who cares for the tree until it is established?

Thank you for your time,

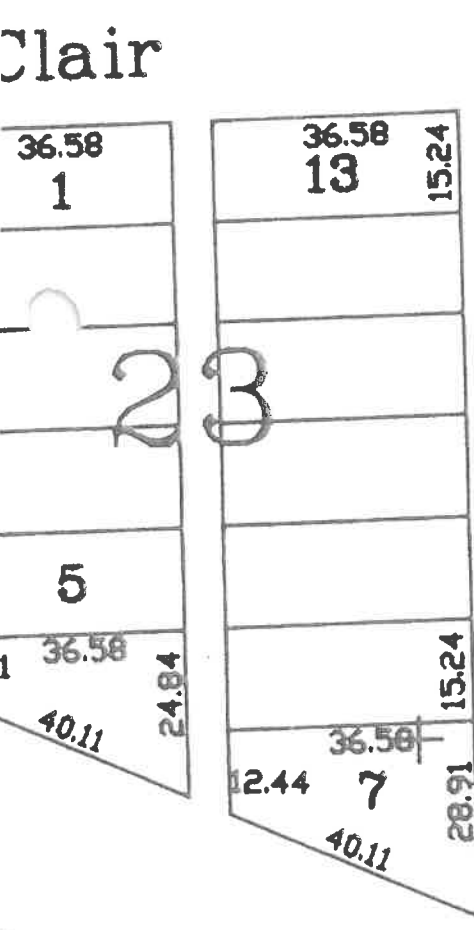
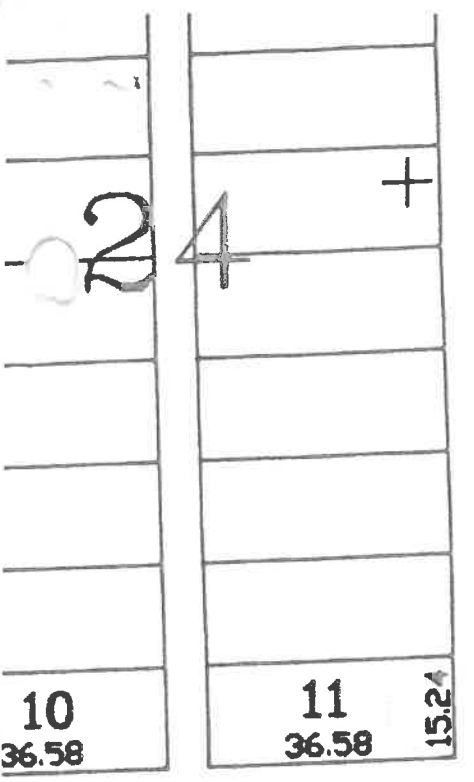
Lisa Ochitwa

TOWN OF WADENA			
POLICY TITLE MEMORIAL TREE PLANTING POLICY		ADOPTED BY TOWN COUNCIL	POLICY NO. <i>P2002-001</i>
EFFECTIVE DATE: July 15, 2002		Res. #264-02	PAGE # 1 of 1

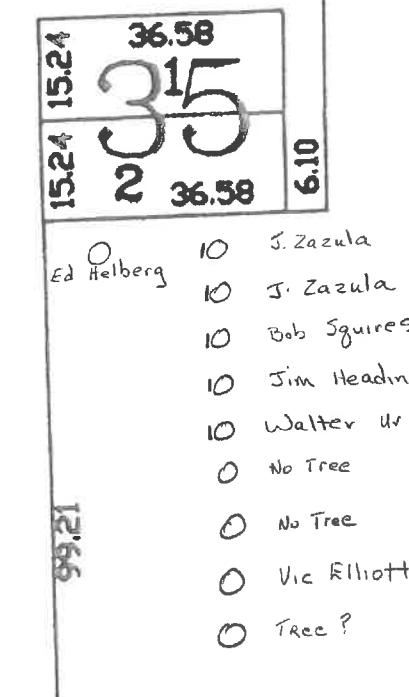
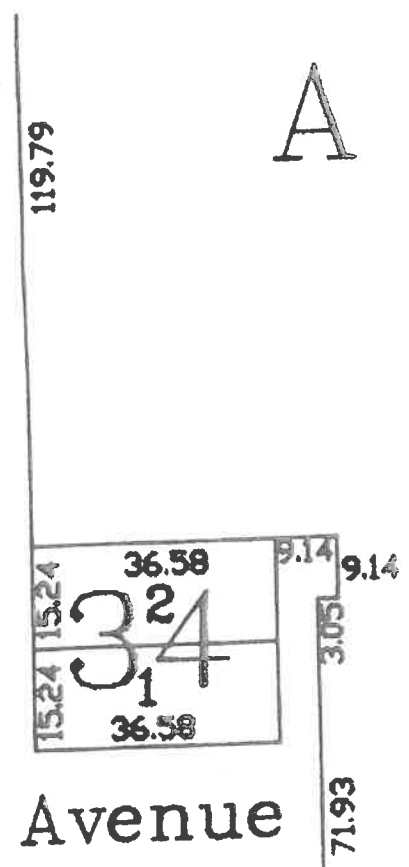
MEMORIAL TREE PLANTING POLICY

1. An area of the Recreation Centre Park shall be designated by Council as an area for planting of memorial trees.
2. Trees that may be planted include Manitoba Maple, Poplars, Ash or any other deciduous tree excluding shrubs. Coniferous trees such as pines, spruce, etc. shall not be permitted.
3. Individuals who wish to plant trees must make application in writing to Wadena Town Council stating their request.
4. Markers may be placed at the base of the tree provided they are placed flush with the ground. Markers shall not exceed 12" x 12" in size.
5. If a tree is planted without prior approval of Wadena Town Council, Council shall determine if and when the tree is to be removed and who shall bear the costs of removal.
6. Trees shall be maintained for one year by the individual who planted the tree. Thereafter, the Town of Wadena shall assume ownership and maintain the tree.
7. If the tree becomes unsightly within the one year period, the owner of the tree shall be notified to remedy the condition of the tree. Failure to do so will result in the Town remedying the condition of the tree at the owner's expense.

Approved by Wadena Town Council July 15, 2002.



Street

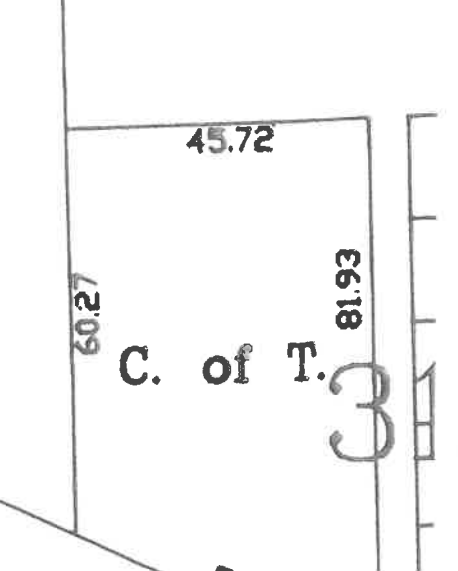
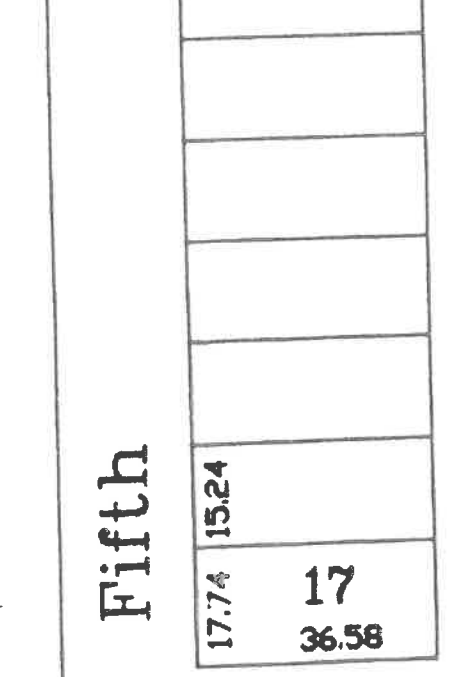


Jim Headington way

- Ed Helberg
- J. Zazula
- J. Zazula
- Bob Squires
- Jim Headington
- Walter Urbanoski
- No Tree
- No Tree
- Vic Elliott - no plaque yet
- Tree ?

A

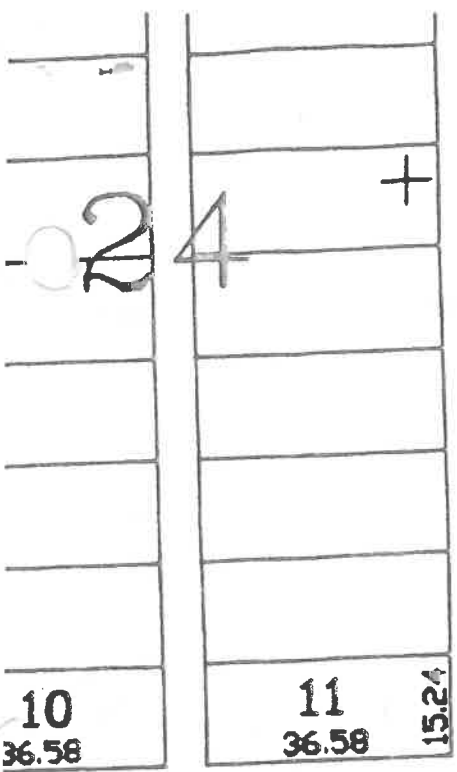
Street



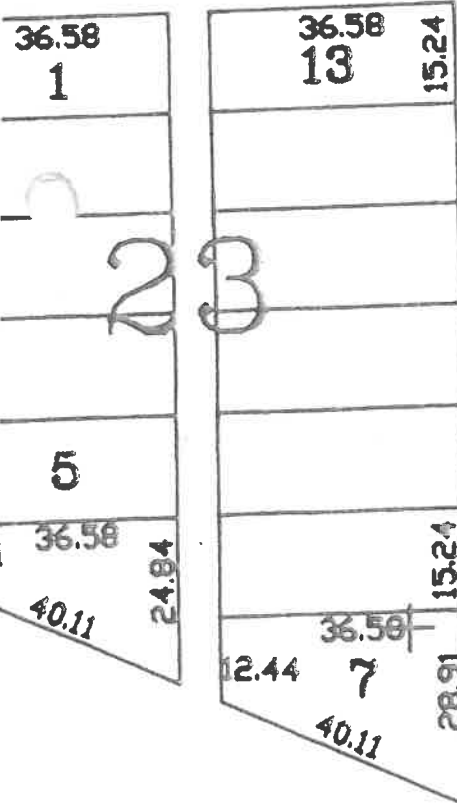
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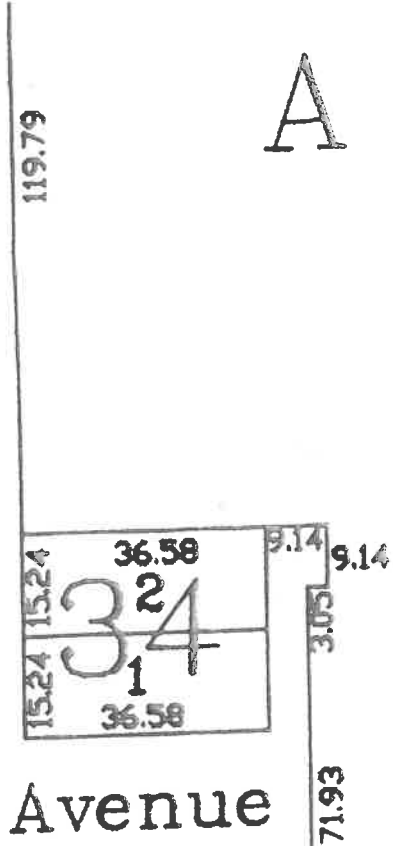
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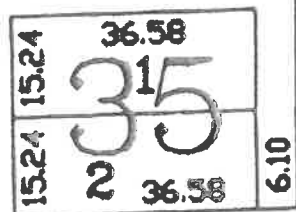


Street



Avenue

Jim Headington way

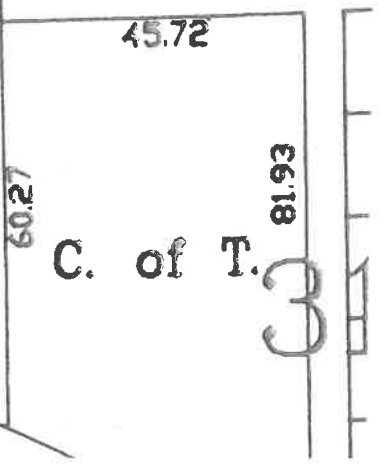


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Nort

Street

Fifth



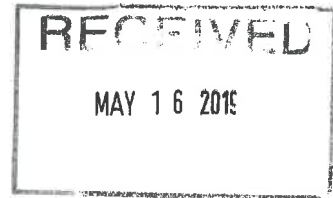
Avenue

C. of T.

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3. Individuals who wish to plant trees must make application in writing to the Town of Wadena Parks and Recreation Department stating their request.
4. Markers may be placed at the base of the tree provided they are placed flush with the ground. Markers shall not exceed 12" x 12" in size.
5. If a tree is planted without prior approval of the Town of Wadena, the Parks and Recreation Department shall determine if and when the tree is to be removed and who shall bear the costs of removal.
6. .

Approved by Wadena Town Council July 15, 2002.



May 16 2019

To Whom it may concern;

I Todd Byman of wadena would like the oppritunity to assist the town of wadena in exavation work that may be required.


I feel that its important to the residence and the town to have more than one contractor that is familiar with the town lay and in the sewer and water division.

I look forward to hearing from you.

Thank you,


Todd Byman

**PRAIRIELAND TRUCKING
AND EXCAVATING**



Box 475
Wadena, Sk
S0A 4J0

TODD BYMAN



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