

**Minutes of the Regular Meeting of the Council
of the Town of Wadena**
Council Chambers, Municipal Office
102 Main St N, Wadena SK
March 2, 2020

Present	Mayor Greg Linnen Councillor Kelly Tokarchuk Councillor Shelley Fitch Councillor Conrad Eliason Councillor Sara Sobchyshyn
Absent	Councillor Greg Chaykowski Councillor Jody Christianson
Also Present	Chief Administrative Officer, Jennifer Taylor Manager of Works & Operations, Alyshia Neuman Wadena News, Andy Labdon
Order	A quorum being present, Mayor Linnen called the meeting to order at 5:03pm.
068-20 Agenda <i>Tokarchuk Fitch</i>	THAT the March 2, 2020 agenda be amended adding March 17 Council meeting and Committee of the Whole meeting times to the agenda under New Business and furthermore that the agenda be approved, and a copy of the agenda attached hereto. <p style="text-align: right;"><u>Carried</u></p>
069-20 Accounts Payable <i>Eliason Sobchyshyn</i>	THAT payment of the accounts represented by cheques #22045 to #22074 and #466-Man to #478-Man totalling \$133,743.46; and payroll vouchers #1298 to #1332 totalling \$38,147.38, be approved as presented and the payment registers for all payments attached hereto. <p style="text-align: right;"><u>Carried</u></p>
070-20 Bank Reconciliation <i>Fitch Tokarchuk</i>	THAT the bank reconciliation report as of January 31, 2020 be received and accepted as information. <p style="text-align: right;"><u>Carried</u></p>
071-20 Minutes <i>Fitch Tokarchuk</i>	THAT the minutes of the regular Council meeting held on February 10, 2020 be approved as presented. <p style="text-align: right;"><u>Carried</u></p>
072-20 Committee and Other Reports <i>Tokarchuk Sobchyshyn</i>	THAT the following committee reports be received and accepted as information: <ul style="list-style-type: none">• Parkland Regional Library Minutes Nov 2019• Wadena & District Museum Minutes Jan 2020• Animal Control Monthly Report Jan 2020• Wadena Crisis Cares Annual Meeting Minutes Jan 2020• Central Regional Landfill WMA Minutes Jan 2020 <p style="text-align: right;"><u>Carried</u></p>
073-20 Wadena Crisis Cares Board Appointments <i>Sobchyshyn Tokarchuk</i>	THAT Council appoint the following members to the Wadena Crisis Cares Board for a two-year term: <ul style="list-style-type: none">• Bonnie Wallin• Marge Headington• Kathy Price• Brenda Pomedli• Bill Filipchuk• Gloria Braaten• Mary Kay Zaprosky <p style="text-align: right;"><u>Carried</u></p>
074-20 Waterworks Compliance Inspection <i>Tokarchuk Eliason</i>	THAT the Waterworks Compliance Inspection report dated February 5, 2020 be received and accepted as information. <p style="text-align: right;"><u>Carried</u></p>

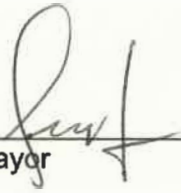
075-20	Water Rights Licence <i>Tokarchuk</i> <i>Fitch</i>	THAT Administration be directed to file Well 5 under the Town's Water Rights Licence. <p style="text-align: right;"><u>Carried</u></p>
076-20	GUDI Assessment <i>Eliason</i> <i>Tokarchuk</i>	THAT Administration be directed to notify the EPO in writing that the Town of Wadena intends to self-proclaim GUDI and that a plan be developed to upgrade the water treatment plant to treat surface water. <p style="text-align: right;"><u>Carried</u></p>
077-20	March 17 Meeting Times <i>Fitch</i> <i>Sobchyshyn</i>	THAT the Regular Council meeting on March 17 begin at 4:00pm with the Committee of the Whole meeting to follow immediately after. <p style="text-align: right;"><u>Carried</u></p>
078-20	Correspondence <i>Fitch</i> <i>Tokarchuk</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"> • RCMP – provide identified traffic concerns • C. Maleschuk
	Media	<i>Andy Labdon, Wadena News, left the meeting.</i>
079-20	In-Camera <i>Fitch</i> <i>Tokarchuk</i>	THAT the current meeting of council be suspended at 5:40pm to proceed in camera as a Committee of the Whole to discuss confidential matters in accordance with <i>The Municipalities Act</i> . <p style="text-align: right;"><u>Carried</u></p> <i>Councillor Tokarchuk declares a conflict of interest and leaves Council Chambers at 6:57pm. Councillor Tokarchuk returns to the session at 7:16pm.</i>
080-20	Resume Session <i>Eliason</i> <i>Sobchyshyn</i>	THAT the in-camera session as a Committee of the Whole conclude at 7:18pm and the regular meeting of Council resume. <p style="text-align: right;"><u>Carried</u></p>
081-20	Personnel <i>Fitch</i> <i>Tokarchuk</i>	THAT the letter of offer for the Parks & Rec I signed by Kevin Huckin dated February 24, 2020 be approved as presented. <p style="text-align: right;"><u>Carried</u></p>
082-20	Personnel <i>Eliason</i> <i>Sobchyshyn</i>	THAT the letter of offer for the Works & Operations Foreman signed by Jason Hammer dated February 28, 2020 be approved as presented. <p style="text-align: right;"><u>Carried</u></p>
083-20	Request to Take Title <i>Fitch</i> <i>Tokarchuk</i>	THAT the request from Shawn Patenaude Legal Prof. Corp to accept a voluntary title transfer of surface parcels 113299274, 152724506, and 152724517 be denied. <p style="text-align: right;"><u>Carried</u></p>
084-20	Fire Fighting Agreement <i>Sobchyshyn</i> <i>Eliason</i>	THAT the Mayor and Chief Administrative Officer be authorized to sign the 2020 Wadena & District Fire Fighting Agreement. <p style="text-align: right;"><u>Carried</u></p>
085-20	Tenders <i>Fitch</i> <i>Tokarchuk</i>	THAT the contract for Library Caretaking be approved as presented and advertised for bids. <p style="text-align: right;"><u>Carried</u></p> <i>Councillor Tokarchuk declares a conflict of interest and leaves Council Chambers at 7:20pm.</i>
086-20	Tenders <i>Sobchyshyn</i> <i>Eliason</i>	THAT the contracts for Cemetery Caretaking and Compost Collection be approved as presented and advertised for bids. <p style="text-align: right;"><u>Carried</u></p>

Councillor Tokarchuk returns to the room at 7:22pm.

087-20 **Adjourn**
Fitch

THAT the meeting be adjourned at 7:23pm.

Carried



Mayor



Jennifer Taylor
DAO

Town of Wadena**Agenda**

March 2, 2020 5:00 p.m.
Town Office, 102 Main St N, 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. Accounts Payable
Approval of payments of accounts, bills and invoices.

Documents:

LIST OF ACCOUNTS FOR APPROVAL - DETAILED.PDF

4. Financial Statements

- 4.I. Bank Reconciliation

Documents:

2020.02.11 JAN BANK REC - CASH BANK GENERAL.PDF

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

Documents:

2020.02.10 COUNCIL MEETING MINUTES.PDF

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

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

- 7.I. Parkland Regional Library

Documents:

2019.11.20 LIBRARY BOARD MINUTES.PDF

- 7.II. Wadena & District Museum

Documents:

2020.01.14 WADENA AND DISTRICT MUSEUM MINUTES.PDF

- 7.III. Animal Control

Documents:

2020.01 ANIMAL CONTROL MONTHLY REPORT.PDF

- 7.IV. Wadena Crisis Cares

Documents:

2020.01.20 WADENA CRISIS CARES ANNUAL MEETING MINUTES.PDF
2019 WADENA CRISIS CARES FINANCIAL STATEMENT.PDF
2020.01.20 WADENA CRISIS CARES CHAIR REPORT.PDF

- 7.V. Central Regional Landfill Waste Management Authority

Documents:

CRLWMA MINUTES 01-27-2020.PDF

8. Administrative Reports
Administrative Reports will be submitted monthly, on the second meeting agenda, by the Chief Administrative Officer, Manager of Finance, Manager of Works & Operations & Community Recreation Coordinator.

9. New Business
New items up for discussion at this meeting of Council.

- 9.I. Wadena Crisis Cares Board Appointments

Documents:

2020.03.02 WADENA CRISIS CARES BOARD APPOINTMENTS.PDF

9.II. Waterworks Compliance Inspection

Documents:

2020.03.02 WATERWORKS COMPLIANCE INSPECTION.PDF

9.II.i. Well 5 Water Rights Licence

Documents:

2020.02.19 WELL 5 WATER RIGHTS LICENCE.PDF

9.II.ii. GUDI Assessment

Documents:

2020.03.02 GUDI ASSESSMENT.PDF

10. Correspondence

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

10.I. RCMP

Documents:

2020.03.02 RCMP CORRESPONDENCE.PDF
2020.02.06 LETTER FROM RCMP ANNUAL PERFORMANCE PLANS.PDF
2020.02.24 LETTER FROM RCMP COMBINED TRAFFIC SERVICES.PDF

10.II. C. Maleschuk

Documents:

2020.02.13 MALESCHUK CORRESPONDENCE.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 - Committee Of The Whole

13. Adjournment

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

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP-GENERAL - GENERAL BANK ACCOUNT					
Computer Cheques:					
22045	2/27/2020	Acti-Zyme Products Ltd. 120550	Acti-Zyme Comm Blend & LS7	3,129.70	3,129.70
22046	2/27/2020	Baker, Raena Refund	Water account refund	26.36	26.36
22047	2/27/2020	BP Ag and Truck 1-77786 1-77920	GR48 Battery 500000 BTU Outdoor	160.50 85.59	246.09
22048	2/27/2020	Clartech Industries Inc. 820511 821513 194260JMH 194275 ANJ	Chlorine Liquified Gas 2100Q Turb & Colorimeters Damaged Cylinders Container return credit	2,138.70 378.80 866.25 1,155.00-	2,228.75
22049	2/27/2020	C.U.P.E. Local #4335 Jan 19 - Feb 1 Feb 2 - Feb 15	Union dues Union dues	185.22 180.16	365.38
22050	2/27/2020	Enviroway Detergent Man. Inc. Fin Charge	Finance Charge	52.37	52.37
22051	2/27/2020	Fire Protection of Canada Inc. 10271	Inspection of fire suppression	158.29	158.29
22052	2/27/2020	Greenland Waste Disposal 206608 207736	January garbage/recycle dispos Jan Commercial Landfill Fee	11,199.33 135.05	11,334.38
22053	2/27/2020	Iconix Waterworks LP C2016006663 C2016004953 C2017000400	Read Centre Upgrade Read Center Upgrade Mobile read mod annual license	6,082.66 25,285.79 2,835.10-	28,533.35
22054	2/27/2020	Konica Minolta Business 7450828	Copier contract	504.52	504.52
22055	2/27/2020	LePerle, Colleen Refund	Refund of Deposit	300.00	300.00
22056	2/27/2020	Mallard Diversified IN32569	Cedar pallets	1,598.40	1,598.40
22057	2/27/2020	Mierke, Jodelle Hall Refund	Hall deposit refund	300.00	300.00
22058	2/27/2020	Saskatchewan Health Authority 1117748-1 3345313 3345275 3345124 3345157 3345083 3345393	Water testing fees Water testing fees Water testing fees Water testing fees Water testing fees Water testing fees Water testing fees	75.25 23.00 23.00 23.00 23.00 23.00 23.00	213.25

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
22059	2/27/2020	Neilson Trucking Limited 10353	Feb 2 Line repair 4th St NW	3,926.63	3,926.63
22060	2/27/2020	Neuman, Alyshia 39394	Aquarium SLNT 3oz	24.40	24.40
22061	2/27/2020	Nick's Place D0974026	Council Supper Feb 10	51.06	51.06
22062	2/27/2020	Purolator Inc. 443669582	ClearTech shipping	57.56	57.56
22063	2/27/2020	Raddysh, Clint 00323303A	Expense - Toilet valve	11.09	11.09
22064	2/27/2020	RMAA Workshop Fund Spring 2020	Spring 2020 Election Workshop	200.00	200.00
22065	2/27/2020	Rosebud Greenhouse 09242019	Flowers for 2020 Town pots	752.41	752.41
22066	2/27/2020	Sask. Assessment Management 2020207	Annual requisition	19,479.00	19,479.00
22067	2/27/2020	Sask. Urban Municipalities Mar 2020 #110 Mar 2020 #231 INV000092837	Group Benefits #110 Union Group Benefits - Mang #231 2020 SUMA Conference	1,646.33 2,931.08 1,417.50	5,994.91
22068	2/27/2020	Taylor, Jennifer 2020 SUMA	2020 SUMA Expenses	193.80	193.80
22069	2/27/2020	TG Electric Ltd. 1723	Thermostat & Labour	207.52	207.52
22070	2/27/2020	Wadena Cares Crisis Fund Board 2019	2019 Donations	70.00	70.00
22071	2/27/2020	Wadena News 48253	MUSEUM - Thanks & the winner	30.45	30.45
22072	2/27/2020	Wadena Area Health Foundation January 2020	January Clinic	875.34	875.34
22073	2/27/2020	Water World Industries 036078	4 x 20 prefilter	27.70	27.70
22074	2/27/2020	Webb's Office Equipment 0000031693 0000031730	4L Sealing Solution Annual Maintenance Contract	83.85 2,609.61	2,693.46
Owner:					
466-Man	2/19/2020	Sask. Municipal Employees' Jan 19 - Feb 1	Pension plan	3,874.00	3,874.00
467-Man	2/19/2020	Receiver General for Canada Jan 19 - Feb 1	Payroll Jan 19 - Feb 1	7,489.14	7,489.14
468-Man	2/19/2020	Sask. Energy January 2020	Energy	9,255.25	9,255.25

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
469-Man	2/19/2020	Sask. Power January 2020	Power	15,792.85	15,792.85
470-Man	2/06/2020	Collabria Mastercard 320274695	Plates 876HDZ	1,252.02	1,252.02
471-Man	2/06/2020	Collabria Mastercard 320274696	Plates 849 JGZ	1,219.16	1,219.16
472-Man	2/05/2020	Collabria Mastercard 1141333358	Acrobat Pro Sub	24.04	24.04
473-Man	2/05/2020	Collabria Mastercard UF9AJPW722	FB Advertsing	30.00	30.00
474-Man	2/05/2020	Collabria Mastercard 701610412482122	Injection Check Valve	48.60	48.60
475-Man	2/05/2020	Collabria Mastercard 701469393593890	Phone cases	62.98	62.98
476-Man	2/06/2020	Sask. Power Jan 2020 Airpor	Power	46.05	46.05
477-Man	2/24/2020	Receiver General for Canada Feb 2 - Feb 15	Payroll Feb 2 - Feb 15	7,287.68	7,287.68
478-Man	2/24/2020	Sask. Municipal Employees' Feb 2 - Feb 15	Pension plan	3,775.52	3,775.52
				Total for AP-GENERAL:	133,743.46

Approved by resolution of Council at the Regular Meeting of Council
on March 2, 2020



Mayor



CAO

Voucher No.	Date	Name	Amount
1298	7-Feb-20	BUHAY, Lawrence	\$ 1,406.05
1299	7-Feb-20	LABDON, Andy	\$ 276.92
1300	7-Feb-20	LAZAR, Anna	\$ 1,045.18
1301	7-Feb-20	LEACH, Karlee	\$ 1,248.79
1302	7-Feb-20	MAGNAYE, Lovely	\$ 1,385.94
1303	7-Feb-20	NEUMAN, Ally	\$ 1,862.32
1304	7-Feb-20	PROSOFKY, Chris	\$ 1,230.10
1305	7-Feb-20	RADDYSH, Clint	\$ 1,151.85
1306	7-Feb-20	SIMPSON, Michele	\$ 1,123.48
1307	7-Feb-20	SIMPSON, Joel	\$ 1,733.40
1308	7-Feb-20	TAYLOR, Jennifer	\$ 2,268.20
1309	7-Feb-20	THEISEN, Jordan	\$ 1,420.35
1310	7-Feb-20	ZUBOT, Marshall	\$ 1,356.35
1311	21-Feb-20	BUHAY, Lawrence	\$ 1,406.05
1312	21-Feb-20	LABDON, Andy	\$ 276.92
1313	21-Feb-20	LAZAR, Anna	\$ 1,047.69
1314	21-Feb-20	LEACH, Karlee	\$ 1,248.79
1315	21-Feb-20	MAGNAYE, Lovely	\$ 1,201.11
1316	21-Feb-20	NEUMAN, Ally	\$ 1,772.77
1317	21-Feb-20	PROSOFKY, Chris	\$ 1,245.11
1318	21-Feb-20	RADDYSH, Clint	\$ 1,152.55
1319	21-Feb-20	SIMPSON, Michele	\$ 1,687.12
1320	21-Feb-20	SIMPSON, Joel	\$ 1,149.93
1321	21-Feb-20	TAYLOR, Jennifer	\$ 2,180.76
1322	21-Feb-20	THEISEN, Jordan	\$ 1,500.43
1323	21-Feb-20	ZUBOT, Marshall	\$ 1,372.29
1324	28-Feb-20	CHRISTIANSON, Jody	\$ 397.69
1325	28-Feb-20	ELIASON, Conrad	\$ 115.00
1326	28-Feb-20	FITCH, Shelley	\$ 198.08
1327	28-Feb-20	HALS-PINFOLD, Fara	\$ 125.00
1328	28-Feb-20	LINNEN, Greg	\$ 959.93
1329	28-Feb-20	MAGNAYE, Leslie	\$ 275.00
1330	28-Feb-20	MAGNAYE, Lovely	\$ 275.00
1331	28-Feb-20	MELSTED, Derek	\$ 1,000.00
1332	28-Feb-20	TOKARCHUK, Kelly	\$ 51.23

Total \$ 38,147.38

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