

**Minutes of the Regular Meeting of the Council
of the Town of Wadena**
Council Chambers, Municipal Office
102 Main St N, Wadena SK
April 6, 2020

Present	Mayor Greg Linnen (electronic) Deputy Mayor Jody Christianson (electronic) Councillor Shelley Fitch (electronic) Councillor Conrad Eliason (electronic) Councillor Sara Sobchyshyn (electronic) Councillor Kelly Tokarchuk (electronic)
Absent	Councillor Greg Chaykowski
Also Present	Chief Administrative Officer, Jennifer Taylor
Order	A quorum being present, Mayor Linnen called the meeting to order at 5:07 pm.
111-20 Electronic Meeting <i>Christianson Fitch</i>	THAT due to the Public Health Order issued by the Province of Saskatchewan in response to the COVID-19 pandemic, Town Council will hold this meeting electronically; however, the meeting will remain open to the public to listen live in Council Chambers.
112-20 Agenda <i>Sobchyshyn Tokarchuk</i>	THAT the April 6, 2020 agenda be approved, and a copy of the agenda attached hereto. <u>Carried</u>
113-20 Accounts Payable <i>Eliason Sobchyshyn</i>	THAT payment of the accounts represented by cheques #22136 to #22167 and #497-Man to #507-Man totalling \$110,342.62, and payroll vouchers #1346 to #1371 totalling \$21,918.97, be approved as presented and the payment registers for all payments attached hereto. <u>Carried</u>
114-20 Minutes <i>Fitch Tokarchuk</i>	THAT the minutes of the regular Council meeting held on March 17, 2020 be approved as presented. <u>Carried</u>
115-20 Firearms Bylaw <i>Eliason Christianson</i>	THAT Bylaw No. 2020-02, being a bylaw to provide for the control and regulation of firearms, be introduced and receive first reading. <u>Carried</u>
116-20 Firearms Bylaw <i>Tokarchuk Fitch</i>	THAT Bylaw No. 2020-02 be read a second time. <u>Carried</u>
117-20 Firearms Bylaw <i>Sobchyshyn Eliason</i>	THAT Bylaw No. 2020-02 receive three readings at this meeting. <u>Carried Unanimously</u>
118-20 Firearms Bylaw <i>Christianson Tokarchuk</i>	THAT Bylaw No. 2020-02 be read a third and final time and adopted. <u>Carried</u>
119-20 Committee and Other Reports <i>Christianson Tokarchuk</i>	THAT the following committee reports be received and accepted as information: <ul style="list-style-type: none"> • Central Regional Landfill WMA – Minutes Feb 2020 • RCMP Report March 2020 • Building Permit Report Q1 <u>Carried</u>
120-20 Pandemic Plan <i>Fitch Tokarchuk</i>	THAT Policy No. 2020-001 Pandemic Plan be approved as presented. <u>Carried</u>



- 121-20 Utilities Late Payments**
*Christianson
Eliason* THAT utility disconnections for non-payment and late payment charges for utility accounts and accounts receivable be suspended until June 30, 2020. Carried
- 122-20 Assessment Roll**
*Fitch
Sobchyshyn* THAT as a result of precautionary measures taken due to COVID-19, the 2020 assessment roll be made available for public inspection by appointment only and that property owners be accommodated in person, over the phone, or using electronic means. Carried
- Councillor Tokarchuk declares conflict of interest and leaves the meeting at 5:30pm.*
- 123-20 SHA Rec Centre Rental**
*Christianson
Sobchyshyn* THAT the Recreation Centre be rented to Saskatchewan Health Authority for \$100 per day and that the deposit be waived. Carried
- 124-20 SHA Hall Rental**
*Christianson
Fitch* THAT the Community Legion Hall be rented to Saskatchewan Health Authority for \$100 per day and that the deposit be waived. Carried
- Councillor Tokarchuk returns to the meeting at 5:50pm.*
- 125-20 Tax Roll #863**
*Sobchyshyn
Eliason* THAT Administration remove taxes and other charges from tax roll #863 in the amount of \$40,644.81; and furthermore, that this property be exempt for 2020 taxes. Carried
- Media**
There were no media present.
- 126-20 In-Camera**
*Eliason
Sobchyshyn* THAT the current meeting of council be suspended at 5:52pm to proceed in camera as a Committee of the Whole to discuss confidential matters in accordance with *The Municipalities Act*. Carried
- Councillor Tokarchuk declares conflict of interest and leaves the meeting at 6:09pm.*
- 127-20 Resume Session**
*Eliason
Fitch* THAT the in-camera session as a Committee of the Whole conclude at 6:21pm and the regular meeting of Council resume. Carried
- 128-20 Cemetery Caretaker Tender**
*Eliason
Christianson* THAT the submitted bids from Spine Design, M. Byman and G. Tokarchuk be recognized and that the cemetery caretaker tender be awarded to G. Tokarchuk from May to October 2020 at a cost of \$2,500 per month. Carried
- 129-20 Compost Collection Tender**
*Fitch
Christianson* THAT the submitted bids from C. Elphinstone, M. Byman and G. Tokarchuk be recognized and that the compost tender be awarded to M. Byman for a one-year term at a cost of \$2,000 per month. Carried
- Councillor Tokarchuk returns to the meeting at 6:23pm.*
- 130-20 Library Caretaker Tender**
*Christianson
Sobchyshyn* THAT the submitted bid from F. Hals-Pinfold be recognized and the library caretaking tender be awarded to Fara Hals-Pinfold for a two-year term at the tendered price of \$140 per month. Carried
- 131-20 Szymesko Subdivision**
*Christianson
Sobchyshyn* THAT Town of Wadena purchase the land from C. Haskey to be designated as roadway to extend Lazar Drive to the north and relocate the existing laneway to accommodate C. Szymesko's subdivision plan for \$2,500 which includes surveying costs. Carried

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|---|---|-----------------------|
| <p>132-20 ICIP Grant Application
 <i>Christianson</i>
 <i>Sobchyshyn</i></p> | <p>THAT an application for grant funding for the Water Treatment Plant Upgrade through the ICIP Green Infrastructure Stream be submitted; and that Council supports the project and commits to its share (\$2.6 million) of the project to be funded through the Utilities Reserve, annual infrastructure fees and borrowing.</p> | <p><u>Carried</u></p> |
| <p>133-20 Commissionaires Contract
 <i>Sobchyshyn</i>
 <i>Eliason</i></p> | <p>THAT Administration be authorized to sign the Bylaw Enforcement Agreement with the Commissionaires South Saskatchewan for an annual contract from May 1, 2020 to April 30, 2021 at a cost of \$6,860.</p> | <p><u>Carried</u></p> |
| <p>134-20 Animal Control Contract
 <i>Christianson</i>
 <i>Tokarchuk</i></p> | <p>THAT the CAO be authorized to sign the contract addendum for Animal Control Bylaw Enforcement services, increasing the rate from \$600 to \$1,100 per month.</p> | <p><u>Carried</u></p> |
| <p>136-20 Adjourn
 <i>Christianson</i></p> | <p>THAT the meeting be adjourned at 6:25pm.</p> | <p><u>Carried</u></p> |



 Mayor



 CAO

Town of Wadena Regular Council**Agenda**

April 6, 2020 5:00 p.m.

Town Office, 102 Main St N, Wadena SK

1. Call To Order
2. Meeting By Electronic Means
THAT due to the Public Health Order issued by the Province of Saskatchewan in response to the COVID-19 pandemic, Town Council will hold this meeting electronically; however, the meeting will remain open to the public to listen live in Council Chambers.
3. Approval Of Agenda
Agenda must be approved with a motion noting any additions or amendments prior to approval.
4. Accounts Payable
Approval of payments of accounts, bills and invoices.

Documents:

LIST OF ACCOUNTS FOR APPROVAL - DETAILED.PDF
5. Minutes Of Previous Meeting
Approval of the Minutes of the previous meeting of Council.

Documents:

2020.03.17 COUNCIL MEETING MINUTES.PDF
6. Unfinished Business
Items up for discussion that were previously discussed or tabled at a recent meeting of Council.
 - 6.I. Draft Firearms Bylaw

Documents:

2020.03.25 FIREARMS BYLAW.PDF
7. Committee And Other Reports
Reports of committees, boards and other agencies sent to Council.
 - 7.I. Central Regional Landfill

Documents:

CRLWMA MINUTES 02-24-2020.PDF
 - 7.II. RCMP

Documents:

WADENA MONTHLY TOWN REPORT MARCH 2020.PDF
 - 7.III. Building Permit Report Q1

Documents:

2020 BUILDING PERMIT REPORT Q1.PDF
8. New Business
New items up for discussion at this meeting of Council.
 - 8.I. COVID-19
 - 8.I.i. Draft Pandemic Plan

Documents:

2020.03.30 PANDEMIC PLAN.PDF
 - 8.I.ii. Utilities - Suspending Late Payment Charges And Water Disconnection

Documents:

2020.04.01 UTILITIES - SUSPENDING LATE PAYMENT CHARGES AND WATER DISCONNECTION.PDF
 - 8.I.iii. Assessment Roll Public Inspection

Documents:

2020.04.02 ASSESSMENT ROLL PUBLIC INSPECTION.PDF

8.I.iv. SHA Rec Centre Rental Fee

Documents:

2020.03.27 SHA REC CENTRE RENTAL FEE.PDF

8.I.v. SHA Hall Rental

Documents:

2020.03.26 SHA HALL RENTAL REQUEST.PDF

8.II. Removal Of Taxes From Tax Roll #863

Documents:

2020.03.23 REMOVAL OF TAXES FROM ROLL 863.PDF

9. 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.

10. In Camera - Committee Of The Whole

11. Adjournment

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



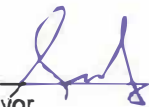
Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP-GENERAL - GENERAL BANK ACCOUNT					
Computer Cheques:					
22136	2020-04-01	BP Ag and Truck			
		1-78853	Battery	353.65	
		1-79146	CBGP 4Piece burin set	118.62	
		1-79618	Filter	56.03	
		1-79619	Oil filters	60.42	
		1-79653	CV axle	172.48	
		1-79688	Fuel filter	34.98	796.18
22137	2020-04-01	C.U.P.E. Local #4335			
		Mar 1 - 14, 202	Union dues	200.26	200.26
22138	2020-04-01	Devon's Tree Cutting			
		004	Taking down Xmas lights	459.90	459.90
22139	2020-04-01	EMCO Corporation			
		64918713-00	pipe,serv box & serv box rod	874.19	
		64918708-00	Sewer pip,base,bushing,manhole	3,546.65	4,420.84
22140	2020-04-01	Enviroway Detergent Man. Inc.			
		IN043447	Potassium Permanganate	1,812.30	1,812.30
22141	2020-04-01	G.K. Esso Service			
		375674	February Fuel	1,885.18	1,885.18
22142	2020-04-01	Gord Krismer & Associates Ltd			
		R2926	2020 Annual Retainer Fee	157.50	157.50
22143	2020-04-01	Greenland Waste Disposal			
		210326	Feb Commercial Landfill Fees	108.04	
		210325	Feb Residential Landfill Fees	787.50	895.54
22144	2020-04-01	Hach Sales & Service Canada LP			
		217389	Calibration kit, DPD Chlorine	977.71	977.71
22145	2020-04-01	Konica Minolta Business			
		9006629446	Photocopies - quarterly	338.71	338.71
22146	2020-04-01	Lakeshore Septic Services			
		2124	Vac truck service-3rd manhole	887.25	
		2117	Vac truck retention chamber	409.50	1,296.75
22147	2020-04-01	Saskatchewan Health Authority			
		3347212	Water testing fees	23.00	
		3346728	Water testing fees	23.00	
		3347575	Water testing fees	23.00	69.00
22148	2020-04-01	MuniSoft			
		2020/21-00413	CRL - Advanced Webinar	114.45	114.45
22149	2020-04-01	Neilson Trucking Limited			
		10384	Crushed gravel	898.56	
		10377	Dig and replace 3rd St sewer	5,921.30	
		10369	Work on 3rd st sewerline	1,443.00	
		10378	Trackhoe-clean snow from creek	307.13	
		10335	Jan 20-29 Snow removal	3,937.50	12,507.49

Town Of Wadena
List of Accounts for Approval
As of 2020-04-01
Batch: 2020-00025 to 2020-00026

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
22150	2020-04-01	Nick's Place D0974113	Mar 17, 2020 Council Meeting	51.06	51.06
22151	2020-04-01	Revoy, Randy Refund	Water account refund	154.45	154.45
22152	2020-04-01	SARSAV 1114	2020 Membership	100.00	100.00
22153	2020-04-01	Sask. Urban Municipalities 93203 Apr 2020 #110 Apr 2020 #231	Postage for water samples Group Benefits #110 Union Group Benefits - Mang #231	1,371.64 2,220.59 2,509.00	6,101.23
22154	2020-04-01	Sask Tool Repair 23455	Repair of sewer camera	1,822.45	1,822.45
22155	2020-04-01	S.E.D.A. 3199	2020 Municipal Membership	327.60	327.60
22156	2020-04-01	SS Sharpening Service 1796	5 blades sharpened	199.80	199.80
22157	2020-04-01	Supreme Office Products Ltd. 621AE7	label paper, binding cases	117.56	117.56
22158	2020-04-01	TG Electric Ltd. 1734	30HP contactor, labour	1,149.93	1,149.93
22159	2020-04-01	Turkenburg, Tiffany Refund	Gym membership refund	20.00	20.00
22160	2020-04-01	ULINE CANADA CORPORATION 6789691	Hard hats, earplug, safety glasse	442.68	442.68
22161	2020-04-01	Wadena Drugs (1994) Ltd. 160653	Hand soap	10.99	10.99
22162	2020-04-01	Wadena & District Fire Assoc. 2020	2020 - Annual Levy	28,350.00	28,350.00
22163	2020-04-01	Wadena Golf Club 2019-2020	2019-2020 Sask Lotteries	565.15	565.15
22164	2020-04-01	Wadena Kinsmen Club 2020 Refund	Apr 4, 2020 Mez Rental Refund	200.00	200.00
22165	2020-04-01	Wadena Van Corporation 2020 TAPD April 2020	TAPD-Transit Operating Grant April Van Corp Grant	3,466.00 2,000.00	5,466.00
22166	2020-04-01	Waggin' Wheelz Vet Service 7112	Mar 17, 2020 Feline Neuter	44.40	44.40
22167	2020-04-01	Wheatbelt Sales Ltd. 57318 57319 5376	End of Warranty Inspection Complete Service on Mower Housing Flange	122.10 1,160.96 26.64	1,309.70
Other:					
497-Man	2020-03-17	Sask. Municipal Employees'			

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		Mar 1-14	Pension plan	4,193.30	4,193.30
498-Man	2020-03-25	Collabria Mastercard 1170148604	Acrobat Pro Subs	27.82	27.82
499-Man	2020-03-25	Collabria Mastercard 100323	Cable assembly	770.42	770.42
500-Man	2020-03-20	Collabria Mastercard 263267011017634	FB Ad for Works&Oper Foreman	10.60	10.60
501-Man	2020-03-20	Collabria Mastercard 1166287955	Creative Cloud Sub	80.60	80.60
502-Man	2020-03-11	Collabria Mastercard 495696	Sandman Hotel - MZ Water Cours	577.36	577.36
503-Man	2020-03-27	Receiver General for Canada March 2020	Payroll March 2020 RP0002	536.67	536.67
504-Man	2020-03-27	Receiver General for Canada Mar 1 - Mar 14	Payroll March 1-14 RP0001	7,371.97	7,371.97
505-Man	2020-03-27	Sask Tel February 2020	SaskTel Services	1,846.78	1,846.78
506-Man	2020-03-13	Sask. Energy February 2020	Energy	6,379.10	6,379.10
507-Man	2020-03-27	Sask. Power February 2020	Power	16,183.19	16,183.19
				Total for AP-GENERAL:	110,342.62

Approved by resolution of Council at the Regular Meeting of Council
on April 6, 2020



Mayor



DO

**TOWN OF WADENA
BYLAW NO. 2020-02**

**A BYLAW TO PROVIDE FOR THE CONTROL AND REGULATION OF
FIREARMS IN THE TOWN OF WADENA**

WHEREAS, section 8(1) of *The Municipalities Act* authorizes a Council to pass any bylaw that is considered expedient for the safety, health and welfare of people and the protection of people and property; and

WHEREAS the Council of the Town of Wadena deems it necessary to provide for the control and regulation of firearms within the Town of Wadena;

THEREFORE, the Council of the Town of Wadena, in the Province of Saskatchewan, enacts the following:

1. TITLE

This Bylaw shall be cited as the "Firearms Bylaw".

2. DEFINITIONS

In this Bylaw:

- a. "**Town**" means the Town of Wadena;
- b. "**Chief Administrative Officer**" shall mean the Chief Administrative Officer or any person acting or authorized to act on their behalf.
- c. "**Council**" means the Council of the Town of Wadena;
- d. "**Firearm**" means a firearm as defined by The Criminal Code of Canada;
- e. "**Officer**" means a member of the Royal Canadian Mounted Police or Bylaw Enforcement Officer appointed pursuant to section 373 (1) of *The Municipalities Act*;
- f. "**Owner**" means the owner of property or the person in charge or legal control of the property;
- g. "**Person**" means any individual, firm, company or partnership;
- h. "**Pest Control Officer**" means any person appointed to trap, hunt and dispose of any pest animals.

3. REGULATIONS

- a. No person shall discharge any firearm within the Town, except as provided elsewhere in this Bylaw.
- b. No person shall discharge any firearm in such a manner so that the projectile crosses the boundaries of the corporate limits of the Town.
- c. This Bylaw does not apply to peace officers as defined by *The Criminal Code of Canada*.

4. PEST CONTROL

- a. Council may appoint a Pest Control Officer to trap, hunt and dispose of animals; and to remove or destroy the den, house, nest, dam or usual place of habitation of any wildlife pursuant to Sections 4.c., 4.d., 4.e., and 4.f. of this Bylaw.

- b. The appointment shall commence upon:
 - i. receipt of the requirements in subsection 4.c. of this Bylaw; and
 - ii. The Town receiving a Nuisance Wildlife Control Permit from Saskatchewan Ministry of Environment.
- c. A Pest Control Officer shall provide the Town with:
 - i. a criminal record check from the Royal Canadian Mounted Police; and
 - ii. a copy of their current Firearms License (Possession Acquisition).
- d. Pursuant to section 6(2)(a) of *The Wildlife Regulations, 1981*, a Pest Control Officer may capture or kill any wildlife that is wounded, diseased, a danger to the public or a public nuisance.
- e. Pursuant to section 6(2)(b) of *The Wildlife Regulations, 1981*, a Pest Control Officer may remove or destroy the den, house, nest, dam or usual place of habitation of any wildlife that is causing or likely to cause damage to property.
- f. Pursuant to section 13(3) of *The Wildlife Regulations, 1981*, a Pest Control Officer may hunt those animals listed in clauses 4(1) (f), (g) and (l) of *The Wildlife Regulations, 1981* within 500 (five hundred) metres of any building, stockade or corral within the Town without the consent of the owner.
- g. Pursuant to clause 13(3.1) of *The Wildlife Regulations, 1981*, a Pest Control Officer may hunt animals other than those listed in clauses 4(1) (f), (g) and (l) of *The Wildlife Regulations, 1981* within 500 (five hundred) metres of any building, stockade or corral within the Town without the consent of the owner.
- h. The Post Control Officer shall notify the Royal Canadian Mounted Police prior to the discharge of a firearm when practical.

5. VOLUNTARY PENALTY

- a. Where an Officer believes that a person has contravened any provision of this bylaw, the Officer may issue a Bylaw Violation Notice for not less than \$100.00 nor more than \$500.00.
- b. Service of a Bylaw Violation Notice shall be by regular mail or by leaving at the person's last known address and such service shall be adequate for the purpose of this Bylaw.
- c. A Bylaw Violation Notice shall be in such form as determined by the Town and shall state the section and the amount which will be accepted by the Town in lieu of prosecution.
- d. Upon payment of a Bylaw Violation Notice within fifteen (15) day from the issue, the person to whom the notice was issued shall not be liable for prosecution for the contravention in respect to which the notice was issued.
- e. Notwithstanding the provisions of this section, a person to whom a Bylaw Violation Notice has been issued pursuant to this section may exercise their right to defend any charge of committing a contravention of any provisions of this Bylaw.

6. OFFENCES AND PENALTIES

- a. A person who violates any provision of this bylaw or fails to comply therewith is guilty of an offence and shall be liable on summary conviction to a penalty not exceeding \$2,000.00 for individuals: \$5,000.00 for corporations.
- b. Where an Officer on reasonable or probable grounds believes that a person is committing or has committed an offence under Section 3.0 of this bylaw, the officer may seize the firearm involved in such offence.
- c. If an Officer seizes a firearm pursuant to subsection 6.b. the Officer shall, within 30 (thirty) clear days institute proceedings against the person believed to have committed the offence or deliver possession of the seized firearm to the owner of the firearm.
- d. Notwithstanding anything contained in subsection 6.c. if the owner of the firearm is 15 (fifteen) years of age or younger, possession of the seized firearm shall not be given to the owner, but possession shall be given to the owner's parent or guardian.
- e. If a firearm seized pursuant to subsection 6.b. and proceedings are instituted within the time specified, possession of the firearm shall not be delivered to the owner or the owner's parent or guardian unless and until the court has adjudicated the Defendant in the proceedings not guilty of the offence.

7. SEVERABILITY

If any sections, clause or provision of the Bylaw is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the Bylaw in whole or in part, other than the section, clause or provision so declared to be invalid.

8. REPEAL

Bylaw No. 08-2010 and Bylaw No. 05-01 are hereby repealed.

9. EFFECTIVE DATE

This bylaw shall come into force and effect on the day of final passing.





Mayor



Chief Administrative Officer

Read a 1st time this 6th day of April, 2020

Read a 2nd time this 6th day of April, 2020

Read a 3rd time this 6th day of April, 2020