

Town of Wadena Council Meeting

February 7, 2022 6:00 pm

Wadena Town Office, 102 Main St N, Wadena, SK

1. Call To Order

2. Adoption Of Agenda

RECOMMENDATION:

THAT the agenda be approved as presented, and a copy attached hereto.

3. Adoption Of Minutes

3.1. January 24, 2022 - Regular Meeting

That the minutes of the Regular meeting of Council held on January 24, 2022 be approved as presented.

Documents:

[3.1 2022.01.24 COUNCIL MEETING MINUTES.PDF](#)

4. Public Hearings/Delegations

5. Correspondence

5.1. Correspondence

That the following correspondence be acknowledged:

- Village of Elfros - Zemluk
- Village of Elfros - Hitchcock
- Town of White City
- DM Procurement Thresholds

Documents:

[5.1 2022.02.07 VILLAGE OF ELFROS - ZEMLUK.PDF](#)

[5.2 2022.02.07 VILLAGE OF ELFROS - HITCHCOCK.PDF](#)

[5.3 2022.02.07 TOWN OF WHITE CITY.PDF](#)

[5.4 2022.02.07 DM PROCUREMENT THRESHOLDS.PDF](#)

[5.4 ATTACHMENT PROCUREMENT THRESHOLDS 2022 2023.PDF](#)

6. Committee Minutes/Reports

6.1. Committee Minutes/Reports

That the following Committee Minutes and Reports be acknowledged:

- Monthly Activity Report CAO

- Monthly Activity Report CRC
- Monthly Activity Report MPR
- Monthly Activity Report Foreman
- Minutes Wadena & District Fire Association

Documents:

- 6.1 2022.02.07 MONTHLY ACTIVITY REPORT CAO.PDF
- 6.2 2022.02.07 MONTHLY ACTIVITY REPORT JANUARY CRC.PDF
- 6.3 MONTHLY ACTIVITY REPORT JANUARY MPR.PDF
- 6.4 2022.02.07 MONTHLY ACTIVITY REPORT FOREMAN.PDF
- 6.5 MINUTES OF JAN 25 WADENA DISTRICT FIRE ASSOC.PDF
- 6.6 MINUTES OF REGULAR BOARD WADENA DISTRICT FIRE ASSOC.PDF

7. Finance

7.i. *List Of Accounts For Approval And Payroll*

That payment of the accounts represented by Cheques #23385 to #23414 and #1183-MAN to #1186 totaling \$101,687.47; and payroll vouchers #2353 to #2385 totaling \$27,497.64 be approved as presented and the payment register for all payments attached hereto.

Documents:

- 7.1 LIST OF ACCOUNTS FOR APPROVAL FEB 7 2022.PDF
- 7.2 PAYROLL REPORT.PDF

7.ii. *Monthly Financial Statements And Bank Reconciliations*

That the monthly financial statement and bank reconciliations for the month of December 2021 be accepted as presented.

Documents:

- 7.3 DEC 2021 BANK REC AND FINANCIALS.PDF

8. New Business/Discussion Items

8.i. *Health Action Group*

“THAT the Wadena Legion Hall Rental Fees be reduced to 50% for the 2022 Health Action Group Fundraiser and Administration be approved to donate 1 Town of Wadena Hoodie to the fundraiser”

Documents:

- 8.1 2022.02.07 ISSUE REPORT HEALTH ACTION GROUP CORRESPONDENCE.PDF

8.ii. *Rec Media*

“THAT the REC Media account be written off due to invoicing error”

Documents:

[8.2 2022.02.07 ISSUE REPORT REC MEDIA ACCOUNT.PDF](#)

8.III. *Recreation Centre Advertising*

“THAT the Wadena Fees and Charges bylaw be amended to reflect a 5% Recreation Centre In Ice advertising fee increase (\$525/year for a 5-year contract) and the Dasher Board fee increase by 10% to \$247.50/year and the Zamboni advertisement be increased by 10% to reflect \$2,200/year for a 5-year contract.”

Furthermore, “THAT the draft Dasher Board Advertising Agreement and In Ice Advertising Agreement be approved as presented.”

Documents:

[8.3 2022.02.07 ISSUE REPORT RECREATION CENTRE ADVERTISING.PDF](#)

8.IV. *Changing Pool Provider Affiliation*

Administration would like Council to provide direction on whether to become an affiliate this year or wait until 2023?

Documents:

[8.4 2022.02.07 CHANGING POOL PROVIDER AFFILIATION.PDF](#)

8.V. *Budget Special Meeting Date*

That Special Meetings be held on Wednesday, February 9th and Wednesday, February 16th at 6:00p.m. at the Town Council Chambers at 102 Main St N for the purpose of discussion of the proposed 2022 Preliminary Budget, recreation facility increases, water and sewer increases, five year capital, and discussion of holding a general meeting.

Documents:

[8.5 2022.02.07 ISSUE REPORT BUDGET SPECIAL MEETING DATE.PDF](#)

8.VI. *CRA Discharge*

If agreed to by CRA, would Council consider for CRA to be paid a certain portion of the proceeds from the sale?

Documents:

[8.6 2022.02.07 ISSUE REPORT CRA DISCHARGE.PDF](#)

8.VII. *Municipal Grant Funding Policies*

The Sask Lotteries grant provides for funding of non-profit organization and volunteer groups that wish to make application, and therefore, that the Town discontinue and rescind Policy – FS-005 Municipal Grant;

Furthermore, that Policy P2017-005 Non-Profit Taxation Grant be amended for a successful application by a registered non-profit organization to receive up to a maximum of 50% of the municipal tax portion paid by the registered non-profit organization.

Documents:

[8.7 2022.02.07 ISSUE REPORT MUNICIPAL GRANT FUNDING POLICIES.PDF](#)
[8.7 ATTACHMENT FS-005 MUNICIPAL GRANT.PDF](#)
[8.7 ATTACHMENT P2017-005 MUNICIPAL NON-PROFIT TAXATION GRANT POLICY.PDF](#)

8.VIII. *Wadena & District Fire Association Agreement & 2022 Proposed Budget*

That the Mayor and CAO be authorized to sign the Wadena and District Fire Fighting Association Agreement for the one year term effective on January 1, 2022.

Documents:

[8.8 2022.02.07 ISSUE REPORT WADENA DISTRICT FIRE ASSOCIATION.PDF](#)

8.IX. *SUMA Convention Registration*

- Confirmation of the Council members wishing to attend.
- Confirmation on the # of President Banquet Tickets – Spouse paid by Council Member/Employee
- Confirmation on the Voting Delegates (2 permitted)
- Confirmation on whether a table of 8 will need to be reserved for the President Banquet

Documents:

[8.9 2022.02.07 ISSUE REPORT SUMA CONVENTION.PDF](#)

8.X. *Pedestrian Walk*

For information

Documents:

[8.10 2022.02.07 ISSUE REPORT PEDESTRIAN WALK.PDF](#)

8.XI. *Pandemic Policy*

That the Pandemic Plan Policy P2020-001 be amended and that Town employees not be eligible to work from home and be required to either use vacation day(s) or an unpaid day if having to be absent from work due to the Saskatchewan Regulations in force at that time regarding the Covid 19 and the Omicron Variant.

Documents:

[8.11 2022.02.07 ISSUE REPORT PANDEMIC POLICY.PDF](#)

8.XII. *Wheatbelt Sales Inc. - Loader Engine - Annual Maintenance Contract*

- Review of draft contract by Wheatbelt Sales Inc.
- If considered, a resolution for the signing of contract.

Documents:

[8.12 ISSUE REPORT WHEATBELT LOADER ENGINE.PDF](#)

8.XIII. *Town Snow Blower*

- Discussion, Decision, and Resolution on either selling, rental, or shared service with the R.M. of Lakeview.
- Review and Revisions of the attached draft agreement if the shared service is considered and providing a draft copy to the R.M.
- Discussion on **Map Revision** for **Snow Removal along Pierce Avenue to Helipad**.

Documents:

[8.13 2022.02.07 ISSUE REPORT TOWN SNOW BLOWER.PDF](#)

8.XIV. *Lot Sale*

- Confirmation - Water and Sewer hookups
- **Resolution:** That the purchasers of Lots 22 and 23, Blk 19 Plan C2572 be permitted to proceed with the consolidation of Lots through ISC, upon the town receiving a signed purchase agreement and all obligations within the agreement having been fulfilled.
- Confirmation – Garage as Permitted or Discretionary Use
- Confirmation – Collection of Tax Title Property taxes (or considered as part of purchase price)
- Confirmation – Revisions to Town of Wadena Properties for Sale – Purchase Prices
- **Resolution:** That the Mayor and CAO be authorized to sign the purchase agreement for Lots 22 and 23, Blk 19 Plan C2572 as amended.
- Confirmation – Content to include within the letter to accompany the

purchase agreement.

Documents:

[8.14 2022.02.07 ISSUE REPORT LOT SALE.PDF](#)

8.XV. *2021 Reserve Transfers*

Resolution to authorize the CAO to perform entries within the internal reserves and financial institution accounts to reflect the amounts within the attached spreadsheet and the allocation of the 2021 surplus;

Furthermore, the 2021 End Reserve Amounts be approved as follows:

Cemetery Perpetual Care \$10,000.00	\$104,996.00	Pool
Bust/Statue \$15,523.00	\$3,272.39	Recreation Centre
Museum \$3,000.00	\$51,485.53	Playground Equipment
Transportation \$6,250.00	\$97,298.15	Tourism
Capital Trust \$44,411.00	\$60,281.71	Curling Rink
Public Reserve \$4,000.00	\$56,635.00	Sportsground
Fire Department \$896,568.52	\$5,074.00	Utilities Infrastructure
Emergency Preparedness \$24,620.00	\$8,000.00	Hall
Environmental Health \$156,943.00	\$46,345.00	Gas Tax – New Deal
Health Care	\$24,470.00	
Municipal Reserve	\$2,416.00	

Documents:

[8.15 2022.02.07 ISSUE REPORT 2021 RESERVE TRANSFERS.PDF](#)

9. **In Camera**

9.1. *In Camera*

THAT we recess, and deliberations continue in a closed meeting at _____ p.m. to _____ p.m. as per Part III Sections 15(b)(ii) of The Local Authority of Freedom of Information and Protection of Privacy Act regarding _____ with those being present Mayor Sara Sobchysyn, Deputy Mayor Travis Fogg, Councillor Ashley Kolach, Councillor Samantha Fehr, Councillor Marcus Elphinstone, Councillor Jordan Theisen, Councillor Marty Byman, and CAO Laurie Rudolph

Resolution: That Council rise from the closed meeting and Meeting reconvene the Regular meeting at _____ p.m.

10. **Adjourn**

10.1. *Adjournment*

RECOMMENDATION:

That the meeting now be adjourned at _____ p.m.