

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF  
WYNYARD HELD IN THE COUNCIL CHAMBERS ON TUESDAY, JANUARY 6, 2026**

**Present:**

**Council:**

Mayor Sigourney Hoytfox  
Councillor Paula Stefankiw  
Councillor Mark Neal  
Councillor Jennifer Melnychuk  
Councillor Tracy Jordan  
Councillor Jerome Karakochuk (Virtual)  
Councillor Andrew Matheson

**Staff:**

CAO Jason Chorneyko  
Town Superintendent Derek Melsted  
Deputy CAO Pierrette Woynarski

**Others:**

Zoom Attendees

**Call to Order:**

Mayor Hoytfox called the meeting to order at 7:00 PM.

**#1/26 Minutes:**

Matheson – that we adopt the minutes of the regular meeting of December 16, 2025, as circulated by e-mail.

CARRIED

**#2/26 Business Licence Application:**

Melnychuk – that we approve the following Business Licence applications:

**Commercial Business Licences**

C26-001 Napa Auto Parts Napa Auto Care  
C26-002 Venture Rehabilitation Sciences Group  
C26-003 Sofina Foods  
C26-004 Waggin' Wheelz Veterinary  
C26-005 4 Sight Group Chartered Accountants  
C26-006 Straker Electric  
C26-007 Scotiabank  
C26-008 GoodHall Memorials  
C26-009 Sofina Foods Hatchery  
C26-010 Paulson & Ferraton Law Office  
C26-011 Dr. J Bumbac Dental Prof Co.  
C26-012 Shakers Style Hair Design  
C26-013 Wynyard Pharmacy

**Non-Resident Business Licences**

NR26-002 Footcare by Sandra, Footcare - \$80  
NR26-003 F.G Wyatt, Trucking - \$100

CARRIED

**#3/26 Vouchers:**

Stefankiw – that we approve the following vouchers for payment as reviewed by the General Government Committee and attached hereto:

**General Vouchers:**

#15695 to #15732 \$ 92,913.83

**Online Banking:**

January 6, 2026 \$ 57,032.44

**EFT:**

January 6, 2026 \$ 10,285.08

**Payroll Vouchers:**

AUTO DEPOSIT (PP26) \$ 30,139.42

CARRIED

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**#4/26 Proof of Bonding:**

Neal – that we acknowledge the proof of bonding as required by Section 113(3) of *The Municipalities Act*.

CARRIED

**#5/26 Tax Enforcement – Remove Tax Liens:**

Stefankiw – that, as all or sufficient tax arrears have been paid, we remove the liens from Roll #505008600, Roll #505046600, and Roll #505137500.

CARRIED

**#6/26 Tax Enforcement – Tax Liens:**

Stefankiw – that we instruct the CAO to proceed for title by registering tax liens on all properties remaining on the 2025 Tax Enforcement List as per *The Tax Enforcement Act*.

CARRIED

**#7/26 SUMA Summit:**

Neal - that we authorize interested Council members and staff to participate in the SUMA Summit, being held virtually on January 20, 2026, at a cost of \$40.00 per person.

CARRIED

**#8/26 CAO Chorneyko's Report:**

Matheson – that we receive CAO Chorneyko's Report as presented.

CARRIED

**#9/26 Statement of Financial Activities:**

Neal – that we receive the Statement of Financial Activities, to December 31, 2025, as attached hereto.

CARRIED

**#10/26 Write-off Outstanding Utility Account:**

Stefankiw – that we write-off the outstanding utility account for Customer 0140-0000 in the amount of \$174.50.

CARRIED

**#11/26 Mental Health First Aid Training:**

Stefankiw – that we authorize Deputy CAO Woynarski to attend a virtual Mental Health First Aid training session at a cost of \$300.00.

CARRIED

**#12/26 Deputy CAO Woynarski Report:**

Neal – that we receive Deputy CAO Woynarski Report as presented.

CARRIED

**#13/26 Bylaw #3/26 – Borrowing Bylaw:**

Neal – that Bylaw #3/26, a bylaw to borrow up to \$500,000 as a “line of credit” loan, be introduced and read for the first time.

CARRIED

**#14/26 Bylaw #3/26 – Borrowing Bylaw:**

Jordan – that Bylaw #3/26 be read for the second time.

CARRIED

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**#15/26 Bylaw #3/26 – Borrowing Bylaw:**

Melnychuk – that we proceed with third reading of Bylaw #3/26.

CARRIED UNANIMOUSLY

**#16/26 Bylaw #3/26 – Borrowing Bylaw:**

Matheson – that Bylaw #3/26 be read for the third time, adopted, and attached hereto.

CARRIED

**#17/26 Bylaw #4/26 – Tax Exemption Bylaw:**

Neal – that Bylaw #4/26, a bylaw to exempt certain properties from taxation, be introduced and read for the first time.

CARRIED

**#18/26 Bylaw #4/26 – Tax Exemption Bylaw:**

Jordan – that Bylaw #4/26 be read for the second time.

CARRIED

**#19/26 Bylaw #4/26 – Tax Exemption Bylaw:**

Matheson – that we proceed with third reading of Bylaw #4/26.

CARRIED UNANIMOUSLY

**#20/26 Bylaw #4/26 – Tax Exemption Bylaw:**

Melnychuk – that Bylaw #4/26 be read for the third time, adopted, and attached hereto.

CARRIED

**#21/26 Complaints/Comments Report:**

Matheson – that we receive the Complaints/Comments Report as presented.

CARRIED

**#22/26 Animal Control Officer’s Report:**

Jordan – that we receive the December 2025 Animal Control Officer’s Report as submitted by Andy Labdon.

CARRIED

**#23/26 Town Superintendent’s Report:**

Stefankiw – that we receive Town Superintendent Melsted’s Report as presented.

CARRIED

**#24/26 Director of Leisure Services Resignation:**

Neal – that we receive Director of Leisure Services Stefanson’s letter of resignation with regret.

CARRIED

**#25/26 Tower Siren Sale Request:**

Matheson – that we refer the request from Alvaro Fernandez, to purchase the siren in the Interpretive Centre Tower, to the Public Works Committee.

CARRIED

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**#26/26 Canadian Association of Municipal Administrators' (CAMA) Membership:**

Matheson - that we authorize CAO Chorneyko to take out a membership in CAMA at a cost of \$336.00.

CARRIED

**#27/26 Correspondence:**

Stefankiw – that we receive and file the correspondence as per the list attached hereto.

CARRIED

**#28/26 Mayor Hoytfox's Report:**

Stefankiw – that we receive Mayor Hoytfox's Report as presented.

CARRIED

**#29/26 Councillor Melnychuk's Report:**

Neal – that we receive Councillor Melnychuk's Report as presented.

CARRIED

**#30/26 Councillor Neal's Report:**

Jordan – that we receive Councillor Neal's Report as presented.

CARRIED

**#31/26 Move Meeting "In Camera":**

Matheson – that we halt the meeting and move "in camera".

CARRIED

*The meeting is halted at 7:36 PM to discuss a potentially condemned property.*

*Mayor Hoytfox calls the meeting back to order at 8:17 PM*

**#32/26 Adjourn:**

Stefankiw – that we adjourn the meeting. (8:18 p.m.)

CARRIED

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Mayor

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Chief Administrative Officer