

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF WYNYARD HELD IN THE COUNCIL CHAMBERS ON TUESDAY, DECEMBER 5, 2023**

***Present:***

**Council:**  
Mayor Albert Boylak  
Councillor Jerome Karakochuk  
Councillor Greg Kostyk  
Councillor Fern Swinburnson  
Councillor Tracy Jordan  
Councillor Jason Bartoshewski

**Staff:**  
CAO Jason Chorneyko  
Assistant Administrator Lovely Magnaye  
Director of Leisure Services Dana Stefanson  
Town Superintendent Derek Melsted

**Absent:**  
Councillor Nic Bashutsky

**Others:**  
David Finnson  
Lorelei Johnson – The Advance/Gazette  
Corrine Lubiniecki – Community Futures

***Call to Order:***

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

***#592/23 Minutes:***

Bartoshewski – that we adopt the minutes of the previous regular meeting of November 21, 2023, as circulated.

CARRIED

***#593/23 Lottery Licence:***

Jordan – that we approve the following Lottery Licence applications:

#16/23 Filipino Association – 50/50 Raffle – Lovely Magnaye - \$5  
#17/23 Filipino Association – 50/50 Raffle – Lovely Magnaye - \$5

CARRIED

***#594/23 Vouchers:***

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

**General Vouchers:**

#13343 to #13385 \$ 88,986.00

**EFT:**

Brandt \$ 2,525.89  
Frito Lay Canada \$ 52.42  
Receiver General \$ 12,419.12  
Redhead Equipment \$ 2,438.95  
Scotia Visa \$ 3,207.76

**Payroll Vouchers:**

#11152 to #11181 \$ 28,474.10

CARRIED

***Delegation: Community Futures – Corrine Lubiniecki (GM) – 7:02 PM – 7:12 PM.***

***#595/23 Community Futures Presentation:***

Swinburnson – that we receive the Community Futures presentation as delivered by Corrine Lubiniecki.

CARRIED

**MINUTES OF COUNCIL MEETING OF DECEMBER 5, 2023**

***#596/23 Tax Enforcement – Tax Enforcement List:***

Swinburnson – that we remove Roll #505021150, Roll #505053200, and Roll #505103900 from the Tax Enforcement List as all taxes or sufficient taxes have been paid.

CARRIED

***#597/23 Tax Enforcement – Tax Liens:***

Bartoszewski – that we remove the tax liens from Roll #505031900, Roll #505143500, and Roll #505207150 as all taxes or all arrears have been paid.

CARRIED

***#598/23 Manager Cell Phones:***

Jordan – that we add Dale Johnston’s cell phone and Angie Madigan’s cell phone to the Town’s cell phone plan.

CARRIED

***#599/23 Martrys de Veyre Wreath:***

Bartoszewski – that we authorize Jacquie Ferraton to purchase a wreath, on behalf of the Town of Wynyard, for the Peter Dmytruk ceremony being held in Martres de Veyre, France.

CARRIED

***#600/23 Employee Holiday Gift:***

Bartoszewski – that we approve the employee holiday gifts of \$200 for full-time employees and \$100 for part-time employees, as per the document attached hereto.

CARRIED

***#601/23 CAO’s Report:***

Kostyk – that we receive CAO Chorneyko’s report as presented.

CARRIED

***#602/23 Fees & Charges Bylaw:***

Kostyk – that we instruct Administration to draft a bylaw to replace our current Fees & Charges Bylaw.

CARRIED

***#603/23 IT Service Package:***

Swinburnson – that we authorize the purchase of the Premium Package IT Services from MuniSoft at a price of \$279 per month plus taxes.

CARRIED

***#604/23 Financial Statements:***

Karakochuk – that we receive the summary and detailed Statement of Financial Activity, to November 30, 2023, as presented.

CARRIED

**MINUTES OF COUNCIL MEETING OF DECEMBER 5, 2023**

***#605/23 Occupational Health & Safety (OHS) Policy:***

Bartoszewski – that we instruct Administration to create an OHS Policy that includes an Employee Disciplinary Policy and is to be included in the Town of Wynyard's Employment Policy.

CARRIED

***#606/23 Assistant Administrator's Report:***

Jordan – that we receive Assistant Administrator Magnaye's Report as presented.

CARRIED

***#607 Council Meeting Schedule:***

Swinburnson – that we approve the 2024 Council Meeting Schedule as per the document attached hereto.

CARRIED

***#608/23 Complaints/Comments Report:***

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

CARRIED

***#609/23 Bylaw Enforcement Officer's Report:***

Karakochuk – that we receive the Bylaw Enforcement Officer's Report as circulated by e-mail.

CARRIED

***#610/23 Animal Control Officer's Report:***

Bartoszewski – that we receive the Animal Control Officer's Report as circulated by e-mail.

CARRIED

***#611/23 Saskatchewan Public Works Association (SPWA) Conference:***

Karakochuk – that we authorize two employees to attend the SPWA Conference, in Saskatoon, from February 27-29, 2024, at a cost of approximately \$1,400 plus tax and expenses.

CARRIED

***#612/23 Chlorine Scale:***

Karakochuk – that we authorize the purchase of a chlorine scale from ClearTech, for the water treatment plant, at a cost of \$5,788.55 plus tax, for the 2024 fiscal year.

CARRIED

***#613/23 Town Superintendent's Report:***

Karakochuk – that we receive Town Superintendent Melsted's Report as presented.

CARRIED

**MINUTES OF COUNCIL MEETING OF DECEMBER 5, 2023**

***#614/23 Director of Leisure Services Report:***

Bartoszewski – that we receive Director of Leisure Service Stefanson’s Report as presented.

CARRIED

***#615/23 Move Meeting to “In Camera”:***

Jordan – that we halt the meeting and move “in camera” to discuss Human Resources issues.

CARRIED

***Jason Chorneyko, Lovely Magnaye, Dana Stefanson, Derek Melsted, David Finnson and Lorelei Johnson leave Council Chambers at 9:00 PM. CAO Chorneyko returns to the meeting at 9:10 PM and leaves the meeting at 9:20 PM. Director of Leisure Services (DLS) Dana Stefanson returns to the meeting at 9:20 PM and leaves the meeting at 9:25 PM. Town Superintendent Derek Melsted returns to the meeting at 9:25 PM. CAO Chorneyko, Assistant Administrator Lovely Magnaye, DLS Dana Stefanson, David Finnson, and Lorelei Johnson return to Council Chambers at 10:00 PM.***

***Mayor Boylak calls the meeting back to order at 10:00 PM.***

***#616/23 2024 SUMA Membership:***

Karakochuk – that we approve the renewal of the 2024 membership with the Saskatchewan Urban Municipalities Association at a cost of \$2,361.84.

CARRIED

***#617/23 SUMA Sector Meeting:***

Jordan – that we authorize any member of Council and staff to attend the virtual SUMA Sector Meeting at a cost of \$40.

CARRIED

***#618/23 BHP Community Reference Group:***

Swinburnson – that we authorize CAO Chorneyko to attend the December 8, 2023 BHP Community Reference Group Meeting, in Humboldt, at a cost of expenses.

CARRIED

***#619/23 Correspondence:***

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

CARRIED

***#620/23 Mayor Boylak’s Report:***

Kostyk – that we receive Mayor Boylak's Report as presented.

CARRIED

***#621/23 Councillor Bartoszewski’s Report:***

Jordan – that we receive Councillor Bartoszewski’s report as presented.

CARRIED

**MINUTES OF COUNCIL MEETING OF DECEMBER 5, 2023**

***#622/23 Councillor Karakochuk's Report:***

Kostyk – that we receive Councillor Karakochuk's Report as presented.

CARRIED

***#623/23 Adjourn:***

Bartoshewski – that we adjourn the meeting. (10:11 p.m.)

CARRIED

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Mayor

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Chief Administrative Officer