

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF WYNYARD HELD IN THE COUNCIL CHAMBERS ON TUESDAY, FEBRUARY 4, 2025**

***Present:***

**Council:**

Mayor Sigourney Hoytfox  
Councillor Jerome Karakochuk  
Councillor Mark Neal  
Councillor Jennifer Melnychuk  
Councillor Tracy Jordan  
Councillor Paula Stefankiw  
Councillor Andrew Matheson (7:17 PM)

**Staff:**

CAO Jason Chorneyko  
Town Superintendent Derek Melsted  
Deputy CAO Pierrette Woynarski  
Director of Leisure Services Dana Stefanson

**Others:**

Zoom Attendees

***Call to Order:***

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

***#64/25 Minutes:***

Stefankiw – that we adopt the minutes of the previous regular meeting of January 21, 2025, as circulated by e-mail.

CARRIED

***#65/25 Building Permit Application:***

Jordan – that we approve the following Building Permit application:

#1/25 – Prairie View Farms – Demolition Permit - \$70

CARRIED

***#66/25 Lottery Licence Application:***

Melnychuk – that we approve the following Lottery Licence application:

#1/25 - Vatnabyggd – Raffle – Cindy Goodman - \$5

CARRIED

***#67/25 Business Licence Applications:***

Neal – that we approve the following Business Licence applications:

**COMMERCIAL BL'S**

**C25-042** The Cooperators  
**C25-043** Bank of Montreal  
**C25-044** SCL Welding & Fabrication  
**C25-045** Venture Rehabilitation Sciences  
**C25-046** 1177236 BC LTD (Canco)  
**C25-047** Dryden's Small Engine Repair

**HOME BASED BL'S**

**HB25-013** Boylak Garden Tiling – Custom Garden & Yard Tiling  
**HB25-014** Bright Beginnings Learning Centre- Tutoring & early learning for children, group music classes for children  
**HB25-015** Connie's Cozy Home – Scented Bath & Home Products

**NON-RESIDENT BL'S**

**NR25-004** Stolarchuk Contracting – Electrician  
**NR25-005** Quill Septic Services – Septic Services  
**NR25-006** Susan Usipuk – Direct Seller for Avon  
**NR25-007** F.G. Wyatt Trucking – Trucking

CARRIED

**MINUTES OF COUNCIL MEETING OF FEBRUARY 4, 2025**

**#68/25 Vouchers:**

Neal – that we approve the following vouchers for payment as reviewed by the General Government Committee:

**General Vouchers:**

#14763 to #14800 \$ 102,464.86

**EFT**

Frito Lay Canada \$ 587.45

M.E.P.P \$ 5,639.72

Ministry of Finance(LCTCO) \$ 596.50

Receiver General \$ 13,160.97

Redhead Equipment \$ 2,438.95

**Payroll Vouchers:**

AUTO DEPOSIT (PP 1) \$ 33,643.83

CARRIED

**#69/25 Tax Enforcement – Apply for Consent:**

Jordan – that we authorize the CAO to proceed for title on Roll #505009500 by applying for consent to The Provincial Mediation Board.

CARRIED

**#70/25 Tax Enforcement – Remove Tax Liens:**

Stefankiw – that, as the arrears have been paid on Roll #505006250 and all the taxes have been paid on Roll #505048150, we remove the tax liens.

CARRIED

**#71/25 Sign Corridor Agreements:**

Neal - that we instruct the CAO to renew the sign corridor agreements with Jerry Fenton and Howard Linnen.

CARRIED

**#72/25 CAO Chorneyko’s Report:**

Stefankiw – that we receive CAO Chorneyko’s Report as presented.

CARRIED

**#73/25 Summary Financial Statement:**

Karakochuk – that we receive the summary financial statement to January 31, 2025 as attached hereto.

CARRIED

**#74/25 Transfer Accounts Receivable to Utility Accounts:**

Neal – that we authorize transferring A/R invoices to the utility accounts of the customer, as per the document attached hereto.

CARRIED

**#75/25 Transfer Accounts Receivable to Tax Accounts:**

Karakochuk – that we authorize transferring A/R invoices to the tax accounts of the customer, as per the document attached hereto.

CARRIED

**MINUTES OF COUNCIL MEETING OF FEBRUARY 4, 2025**

***#76/25 Write-off Accounts Receivable:***

Matheson – that we authorize writing off the account receivable invoice as per the document attached hereto.

CARRIED

***#77/25 Retro Vacation Pay:***

Karakochuk – that, as increases in vacation pay allotments were missed with two employees, we authorize Administration to adjust and/or pay the missed vacation pay in the amount of \$1,091.49.

CARRIED

***#78/25 Fees & Charges Bylaw:***

Neal – that we instruct Administration to create a bylaw to update the Town of Wynyard's fees and charges as recommended by Administration.

CARRIED

***#79/25 Deputy CAO Woynarski Report:***

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

CARRIED

***#80/25 Bylaw #3/25 – A Bylaw to Repeal Certain Bylaws:***

Jordan – that Bylaw #3/25, a bylaw to repeal Bylaw #22/60, be introduced and read for the first time.

CARRIED

***#81/25 Bylaw #3/25 – A Bylaw to Repeal Certain Bylaws:***

Karakochuk – that Bylaw #3/25 be read for the second time.

CARRIED

***#82/25 Bylaw #3/25 – A Bylaw to Repeal Certain Bylaws:***

Melnychuk – that we proceed with third reading of Bylaw #3/25.

CARRIED UNANIMOUSLY

***#83/25 Bylaw #3/25 – A Bylaw to Repeal Certain Bylaws:***

Stefankiw – that Bylaw #3/25 be read for the third time, adopted, and attached hereto.

CARRIED

***#84/25 Complaints/Comments Report:***

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

CARRIED

***#85/25 RCMP Report:***

Melnychuk – that we receive the RCMP Report as submitted by Cpl. Applegate.

CARRIED

**MINUTES OF COUNCIL MEETING OF FEBRUARY 4, 2025**

***#86/25 Animal Control Officer's Report:***

Neal – that we receive the Animal Control Officer's Report as prepared by Andy Labdon.

CARRIED

***#87/25 Sewer Line Camera Inspection:***

Stefankiw – that we authorize hiring a company to use a camera to inspect certain sewer services at a cost of \$250/service.

CARRIED

***#88/25 Town Superintendent Melsted's Report:***

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

CARRIED

***Mayor Hoytfox declares a conflict of interest and leaves Council Chambers at 8:17 PM. Deputy Mayor Matheson assumes the Chair.***

***Councillor Karakochuk requests a recorded vote.***

***#89/25 National Lifesaving Society (NLS) Course:***

Neal – that we hire Sigourney Hoytfox, on a contract basis, to provide the NLS Course for the Town of Wynyard's lifeguards.

CARRIED

RECORDED VOTE:

For: Councillors Stefankiw, Melnychuk, Neal, Jordan, Deputy Mayor Matheson.

Against: Councillor Karakochuk.

***Mayor Hoytfox returns to Council Chambers at 8:23 PM and resumes the Chair.***

***#90/25 Cooperative Place Roof Repairs:***

Karakochuk – that we authorize Director of Leisure Services Stefanson to consult with staff to determine if we should hire J&R Roofing to remove snow and ice from the Cooperative Place roof, at an estimated cost of between \$4,000 - \$6,000, in order to assess the water leaks experienced in the facility.

CARRIED

***#91/25 Director of Leisure Services Report:***

Matheson – that we receive Director of Leisure Services Stefanson's Report as presented.

CARRIED

***#92/25 Correspondence:***

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

CARRIED

***#93/25 Mayor Hoytfox's Report:***

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

CARRIED

**MINUTES OF COUNCIL MEETING OF FEBRUARY 4, 2025**

***#94/25 Councillor Matheson's Report:***

Karakochuk - that we receive the General Government Committee Report as presented by Councillor Matheson.

CARRIED

***#95/25 Councillor Melnychuk's Report:***

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

CARRIED

***#96/25 Adjourn:***

Stefankiw – that we adjourn the meeting. (8:54 p.m.)

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer