

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF WYNYARD HELD IN THE COUNCIL CHAMBERS ON TUESDAY, SEPTEMBER 19, 2023**

***Present:***

**Council:**

Deputy Mayor Jason Bartoshewski  
Councillor Jerome Karakochuk  
Councillor Greg Kostyk  
Councillor Fern Swinburnson  
Councillor Tracy Jordan  
Councillor Nic Bashutsky

**Staff:**

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

**Others:**

Lorelei Johnson – The Advance/Gazette

**Absent:**

Mayor Albert Boylak

***Call to Order:***

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

***#439/23 Minutes:***

Bashutsky – that we adopt the minutes of the previous regular meeting of September 5, 2023, as circulated.

CARRIED

***#440/23 Business Licence Applications:***

Swinburnson – that we approve the following business licence application:

#54/23 – C23-024 1177236 B.C. Ltd.

CARRIED

***#441/23 Lottery Licence Applications:***

Jordan – that we approve the following lottery licence application:

#7/23 Kinette Fall Raffle – Raffle - Lovely Magnaye - \$5

CARRIED

***#442/23 Vouchers:***

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

**General Vouchers:**

#13060 to #13136 \$ 407,622.29

**EFT:**

Frito Lay Canada \$ 144.14  
Minister of Finance \$ 29,879.38  
Ministry of Finance \$ 6,458.53  
Receiver General \$ 12,773.94

**Payroll Vouchers:**

#10973 to #11011 \$ 36,244.97

CARRIED

***#443/23 SUMA Regional Meetings:***

Bashutsky – that we authorize CAO Chorneyko to attend a SUMA Regional meeting at a cost of \$40 plus expenses.

CARRIED

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**#444/23 Golf Tournament Invoice:**

Bashutsky – that we deny the request from the Wynyard Golf Club to pay for tournament prizes from their September tournament, and that we instruct Administration to send a letter to the Golf Club asking for a meeting to determine the roles of both parties in running the Golf Course.

CARRIED

**#445/23 CAO's Report:**

Bashutsky – that we receive CAO Chorneyko's report as presented.

CARRIED

**#446/23 Employee Benefit and Pension Plan:**

Jordan – that we enroll Town employee Michelle Burns into the employee benefit plan and the MEPP Pension Plan, as of November 1, 2023 and as per policy.

CARRIED

**#447/23 Transfer Accounts Receivable to Utility Accounts:**

Karakochuk – that we transfer six outstanding accounts receivable invoices to the utility account of the customer as per the document attached hereto.

CARRIED

**#448/23 Write-off Invoice:**

Kostyk – that we write off the invoice for Customer #2407, in the amount of \$45, as uncollectible.

CARRIED

**#449/23 Accounts Receivable Interest/Penalty Charges:**

Kostyk – that we authorize Administration to create a policy and/or bylaw to implement an interest/penalty fee for outstanding Accounts Receivable as of January 1, 2024.

CARRIED

**#450/23 Assistant Administrator's Report:**

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

CARRIED

**#451/23 Complaints/Comments Report:**

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

CARRIED

**#452/23 Bylaw Enforcement Officer's Report:**

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

CARRIED

**#453/23 Well #12 – Pitless Adaptor:**

Bashutsky – that we purchase a pitless adaptor for Well #12, from Central Drilling, at a cost of \$14,557.65.

CARRIED

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***#454/23 Seasonal Waterworks Maintenance:***

Bashutsky – that we approve renting a compressor from United Rentals, at a cost of \$483.75 per week, to perform maintenance on seasonal water services.

CARRIED

***#455/23 Town Superintendent's Report:***

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

CARRIED

***#456/23 Cooperative Place Canteen Staff:***

Bashutsky – that we hire Ligaya Manganaan as a part-time Cooperative Place canteen staff employee at a rate of pay as per the document attached hereto.

CARRIED

***#457/23 Director of Leisure Services Report:***

Kostyk – that we receive Director of Leisure Service Stefanson's Report as presented.

CARRIED

***#458/23 Cast Iron Watermain Replacement – Payment Certificate #2:***

Karakochuk – that, for the cast iron watermain replacement project, we approve Payment Certificate #2, in the amount of \$274,280.79

CARRIED

***#459/23 UMAAS Workshop:***

Bashutsky – that we authorize CAO Chorneyko and Assistant Administrator Magnaye to attend the UMAAS workshop in Melville, on October 16, 2023, at a cost of \$200 plus expenses.

CARRIED

***#460/23 Correspondence:***

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

CARRIED

***#461/23 Councillor Swinburnson's Report:***

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

CARRIED

***#462/23 Councillor Kostyk's Report:***

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

CARRIED

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**#463/23 Deputy Mayor Bartoshewski's Report:**

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

CARRIED

**#464/23 Adjourn:**

Bashutsky – that we adjourn the meeting. (8:35 p.m.)

CARRIED

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Mayor

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Chief Administrative Officer