



**TOWN OF WHITEWOOD
REGULAR COUNCIL MEETING
February 7, 2023**

A regular meeting of Council was held on February 7, 2023 at 7:00 pm

Present:	Mayor	Rhett Parks
	Councillors	Chris Ashfield
		Chad Kelly
		Brian Waynert
		Shawna Stradeski
		Glenn Mantei
		Donna Beutler via zoom
	CAO	Lisa Istace
	WTP	Kevan Stryker 7:57pm – 8:02pm
	Foreman	Trent Merkel 7:57pm – 8:02pm

<i>Order</i>	A quorum being present Mayor Parks called the meeting order at 7:00 pm.	
<i>Agenda 889/2023</i>	Ashfield, Kelly – That the amended agenda be accepted as a guide for the meeting	Carried
<i>Minutes 890/2023</i>	Mantei, Stradeski – That the minutes of the January 24, 2023 budget meeting are accepted	Carried
<i>Minutes 891/2023</i>	Mantei, Stradeski – That the minutes of the January 24, 2023 council meeting are accepted	Carried
<i>Minutes 892/2023</i>	Mantei, Stradeski – That the minutes of the January 31, 2023 special meeting are accepted	Carried
<i>WTP's Report 893/2023</i>	Waynert, Ashfield – That we accept the WTP's Report as presented	Carried
<i>Foreman's Report 894/2023</i>	Kelly, Waynert – That we accept the Foreman's Report as presented	Carried
<i>CAO's Report 895/2023</i>	Mantei, Ashfield – That we accept the CAO's Report as presented	Carried

- Council Report 896/2023* Stradeski, Mantei – That we accept the Council Report as presented Carried
- Jr's Report 897/2023* Stradeski, Ashfield – That we accept the Jr's Report as presented Carried
- Accounts 898/2023* Kelly, Beutler – That accounts #21570 – 21599 \$115,620.94
Online Banking \$10,373.07 Credit Card \$3,237.63
Totaling \$129,231.64
copy is attached and form a part of these minutes
Carried
- Rec Account 899/2023* Kelly, Ashfield – Motion to remove Austin Vargo from Recreation account. Carried
- Access 900/2023* Ashfield, Kelly – Motion to give permission to Access to go ahead with cable replacement. Carried
- UMAAS 901/2023* Kelly, Stradeski – Motion to approve Tara Chug & Lisa Istace go to UMAAS spring workshop in Melville on March 29, 2023 Carried
- Heritage Building 902/2023* Ashfield, Waynert – Motion to accept Giroux Contracting tender for renovations to the exterior of the south and west sides of the Heritage Building Carried
- In-Camera 903/2023* Kelly, Mantei - That Council having issues to discuss regarding personnel, land legal matters and negotiations which are exempted from public discussion under the *Local Authority Freedom of Information and Protection of Privacy Act and the Municipalities Act* go in camera at 8:57 pm.

Present: Mayor Parks, Councillors Kelly, Ashfield, Waynert, Mantei, Stradeski, Beutler via zoom and CAO Istace
Carried
- Regular Mtg 904/2023* Ashfield, Waynert - That Council resumes the regular meeting at 9:21 pm Carried

Present: Mayor Parks, Councillors Kelly, Ashfield, Waynert, Mantei, Stradeski, Beutler via zoom, and CAO Istace

Top Up
905/2023

Beutler, Waynert – Motion to top up CAO \$5000 for fulfilling FOM duties
Carried

Mentor
906/2023

Kelly, Ashfield – Motion to send Sharon Rodgers a letter thanking her, for her help with mentorship and a \$100 Ponchos gift card
Carried

Adjourn
907/2023

Ashfield – Moved the meeting to adjourn at 9:22 pm



Chief Administrative Officer



Mayor



WHITEWOOD

TO: Mayor and Council
From: Lisa Istace
Re: CAO Report

Date: February 21, 2023

- Complete tasks from council meetings
- Weekly meetings with staff
- Year-end audit booked March 14
- Upload auditor info for audit into portal
- Bank reconciliations complete 2022 – Work on Jan 2023
- Compressor room, training/walk through with Stevenson's
- Correct GL entries, wrong coding and year end entries
- Payroll
- 2023 Assessments mailed/emailed
- Adjusting entries
- WCB – Town & Pool
- Utility reminders/disconnects
- Tax reminders
- Plan/prep while I'm away
- HR & Rec park meeting
- Sask Lotteries
- Plant shut down – March 27 – let Stevenson's know
- Kitchen order, Pepsi order
- Follow up report from Rec grant 2021-2022
- Book/adjust ice rentals – BookKing & update TV as well as outside digital board
- Scheduling for rec staff
- Away February 22, 23, 24, 27, 28 March 1, 2(½), 10(½)



Town Office
731 Lalonde Street • Box 129
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Town Office: 306-735-2210
Recreation: 306-735-4415
Fax: 306-735-2262



Town: general@townofwhitewood.ca
Recreation: recreation@townofwhitewood.ca
Website: www.townofwhitewood.ca

**Town of Whitewood
Payment Register**

Bank Code: AP - AP GENERAL

Payment #	Vendor	Date	Amount
Computer Cheque			
21600	Vipond Inc.	02/09/2023	1,920.30
21601	Air Liquid Canada Inc.	02/21/2023	51.74
21602	Broadview Bakery	02/21/2023	77.00
21603	Core Industrial Services L.P.	02/21/2023	7,622.88
21604	Whitewood Volunteer Fire Dept.	02/21/2023	75.00
21605	Frier's Ag Warehouse	02/21/2023	343.99
21606	Grasslands News Group	02/21/2023	158.56
21607	Gordon Food Service Canada Ltd.	02/21/2023	1,005.99
21608	Hopehill Hauling Ltd	02/21/2023	1,734.38
21609	Lisa Istace	02/21/2023	450.00
21610	Jeannot Electric Ltd	02/21/2023	437.40
21611	Swish - Kemsol Producuts Ltd	02/21/2023	549.05
21612	Konica Minolta	02/21/2023	129.45
21613	Laurie's Construction 2007	02/21/2023	317.46
21614	Loraas Disposal South Ltd	02/21/2023	2,061.99
21615	Munisoft	02/21/2023	114.45
21616	NAPA	02/21/2023	579.48
	Issued to: 101244475 Sask Ltd		
21617	OK Tire & Auto Service	02/21/2023	212.98
21618	Pattison Agriculture	02/21/2023	489.67
21619	Pepsi Bottling Group (Canada) ULC	02/21/2023	601.57
21620	Whitewood Outdoor Pet&Supplies	02/21/2023	99.85
21621	Poncho's Pub & Grill	02/21/2023	1,316.21
21622	RMAA	02/21/2023	200.00
21623	Saskatchewan Health Authority	02/21/2023	69.00
21624	SGI Canada Company Bill	02/21/2023	60,156.06
21625	ULINE Canada Corporation	02/21/2023	1,174.12
21626	Yvonne Jeannot	02/21/2023	85.00
21627	Borderland Co-Operative Ltd.	02/21/2023	8,222.06
	Total for Computer Cheque:		90,255.64
Credit Card			
2092023	Poncho's Pub & Grill	02/13/2023	100.00
2142023	Information Services Corp	02/15/2023	15.00
2152023	NAPA	02/15/2023	1,483.98
	Issued to: 101244475 Sask Ltd		
2152023	Sask Liquor & Gaming Authority	02/15/2023	336.00
	Total for Credit Card:		1,934.98
Online Banking			
OL	Sask Energy	02/21/2023	8,736.04
OL	SaskTel CMR	02/21/2023	189.05
OL	SaskPower	02/21/2023	21,558.17
	Total for Online Banking:		30,483.26
	Total for AP:		122,673.88