

**MINUTES OF THE MEETING OF THE COUNCIL OF THE TOWN OF RADISSON AS  
HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL ADMINISTRATION  
BUILDING AT 329 MAIN STREET ON TUESDAY SEPTEMBER 4<sup>TH</sup>, 2018**

**PRESENT:** Mayor Leona Bennett

Councillors: Marion Fehr-Stead, Michelle Dubyk, Darren Harris,  
Kirk Maxwell

**ABSENT:** Councillor: Suren Chetty

**STAFF:** Valerie Fendelet, Interim Acting Administrator

Tracey Johnstone, Acting Administrator

Kyle Gage, Foreman

Mayor Bennett called the meeting to order at 7:01 pm.

**AGENDA APPROVAL**

**393/18** Marion Fehr-Stead/Michelle Dubyk: **THAT** the agenda for September 4<sup>th</sup>, 2018 and the permission to add to the agenda be approved as attached.

Carried

**PUBLIC WORKS FOREMAN REPORT**

**394/18** Kirk Maxwell/Michelle Dubyk **THAT** Council acknowledges the verbal report of Public Works Foreman Kyle Gage as presented.

Carried

**BARBECUE CLEANING DEPOSIT**

**395/18** Kirk Maxwell/Marion Fehr-Stead **THAT** a \$100 caution fee deposit be imposed on all barbecue rentals. If the barbecue is returned in unsatisfactory condition, a cleaning fee of \$25 / hour is to be reduced from the caution fee deposit refund.

Carried

**PROPERTY TAX ENFORCEMENT**

**396/18** Darren Harris/Marion Fehr-Stead **THAT** all property tax in arrears in excess of \$10,000.00 as of December 31<sup>st</sup>, 2017 be referred to legal counsel for Search and Seizure collection process.

A recorded vote was requested by Mayor Bennet.

**All in favour:**

Leona Bennett  
Michelle Dubyk  
Marion Fehr-Stead  
Darren Harris  
Kirk Maxwell

**Opposed:**

none

Carried

**ACTING ADMINISTRATOR SIGNING AUTHORITY**

**397/18** Kirk Maxwell/Michelle Dubyk **THAT** Acting Administrator Tracey Johnstone to have signing authority on all Town of Radisson financial instruments along with one member of Council as previously identified by resolution.

Carried

**BOARD OF EXAMINERS PERMIT**

**398/18** Michelle Dubyk/ Darren Harris **THAT** a permit be applied for and the corresponding fee of \$100 be issued to the Board of Examiners to support the appointment of Tracey Johnstone as Acting Administrator for the Town of Radisson.

Carried

**AUGUST PAYROLL PAYMENT**

**399/18** Darren Harris/Kirk Maxwell **THAT** the cheques presented within the agenda relating to August payroll be approved for payment.

Carried

**COUNCIL MEETING SCHEDULE CHANGE**

**400/18** Michelle Dubyk/Kirk Maxwell **THAT** regular Council meetings be reduced in frequency to one (1) meeting a month effective immediately. The next Council meeting will be scheduled for October 2<sup>nd</sup>, 2018. Meetings will continue to be held the first Tuesday of each month commencing at 7:00 pm within Council Chambers.

Carried

**E-TRANSFER PAYMENT OPTION**

**401/18** Marion Fehr-Stead/Kirk Maxwell **THAT** the Town of Radisson accept e-transfers for payments. This will be conducted through the [tradisson@sasktel.net](mailto:tradisson@sasktel.net) email account and commence as soon as passwords can be updated.

Carried

**EXTENSION OF AUGUST PROPERTY TAX PREPAYMENT DISCOUNT**

**402/18** Marion Fehr-Stead/Kirk Maxwell **THAT** the Town allows for an extension of the 6% August tax discount until 4:00 pm September 7, 2018. This consideration is to recognize the Town Office has been closed from August 11 – September 4<sup>th</sup>, 2018 due to a staff shortage.

Carried

**PERMISSION TO ADD TO THE AGENDA**

**403/18** Kirk Maxwell/ Marion Fehr-Stead **THAT** the addition of the acceptance of the Acting Administrator be added to the agenda.

Carried

**ACTING ADMINISTRATOR ACCEPTANCE**

**404/18** Michelle Dubyk/Darren Harris **THAT** Tracey Johnstone accepts the position of Acting Administrator effective September 4<sup>th</sup>, 2018.

Carried

**ADJOURNMENT**

**405/18** Michelle Dubyk **THAT** this meeting be adjourned at 8:48 p.m.

Next Council meeting is scheduled for 7:00 p.m. Tuesday October 2<sup>nd</sup>, 2018.

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Mayor

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Administrator