

**TOWN OF WOLSELEY
MINUTES
MAY 06, 2020**

The regular meeting of Council of the Town of Wolseley, in the Province of Saskatchewan was held in the Upper Level at the Town Hall/Opera House located at 510 Varennes Street on May 6, 2020 at 7:00PM.

PRESENT:

Mayor Gerald Hill (GH)	Councillor Jacquie Jacobs-Marshall (JJM)
Councillor Ken Drever (KD)	Councillor Randy Quintyn (RQ)
Councillor Ron Lyke (RL)	Councillor Tim Taylor (TT)
CAO Candice Quintyn (CQ)	Councillor Chris McBride (CM)

ABSENT:

CALL TO ORDER

A quorum being present, Mayor GH called the meeting to order at 6:57PM.

AGENDA

120/20 CM/JJM that the Agenda be adopted as presented. **CARRIED**

MINUTES

121/20 RL/RQ that the minutes of the regular meeting held March 18, 2020 be approved as presented. **CARRIED**

ACCOUNTS

122/20 KD/RQ that cheque #'s 18264 to 18271 totaling \$8,184.72 be ratified. **CARRIED**

123/20 TT/CM that cheque #'s 18272 to 18302 totaling \$35,958.72 be approved, with the exception of cheque # 18300. **CARRIED**

124/20 JJM/RL that cheque #'s 18303 to 18310 totaling \$8,227.48 be ratified. **CARRIED**

125/20 JJM/RQ that cheque #'s 18311 to 18322 totaling \$13,299.06 be approved. **CARRIED**

126/20 CM/JJM that cheque #'s 18323 to 18330 totaling \$8,445.25 be ratified. **CARRIED**

127/20 JJM/TT that cheque #'s 18331 to 18338 totaling \$8,483.46 be ratified. **CARRIED**

128/20 RL/TT that cheque #'s 18339 to 18370 totaling \$37,675.59 be approved, with the exception of cheque #'s 18349 & 18368. **CARRIED**

Councillor RQ declares a pecuniary interest and leaves the council meeting at 7:08PM

129/20 JJM/CM that cheque # 18300 totaling \$1,452.04 and cheque # 18368 totaling \$194.21 payable to Wolseley Service Ltd. be approved. **CARRIED**

Councillor RQ returns to the council meeting at 7:09PM

Councillor RL declares a pecuniary interest and leaves the council meeting at 7:09PM

130/20 CM/JJM that cheque # 18349 totaling \$934.50 payable to Lyke Farms be approved. **CARRIED**

Councillor RL returns to the council meeting at 7:10PM.

- 131/20** RQ/KD that the Statement of Financial Activities for the period ended March 31, 2020 be approved as presented.

CARRIED

REPORTS OF ADMINISTRATION

1. March Bank Reconciliation: Administrator prepared and presented the Bank Reconciliation and notes for the period ending March 31, 2020.

- 132/20** CM/TT that the Bank Reconciliation and notes for the period ending March 31, 2020 be approved as presented.

CARRIED

2. April Bank Reconciliation: Administrator prepared and presented the Bank Reconciliation and notes for the period ending April 30, 2020.

- 133/20** KD/RQ that the Bank Reconciliation and notes for the period ending March 31, 2020 be approved as presented.

CARRIED

3. Utility Updates: The 2020 Q1 Utility Bill for the period January 1 to March 31, 2020 was due April 30, 2020. Total Outstanding Accounts is approximately \$22,000. As per electronic mail communications, Town Council had decided to waive the interest for Utilities for the months of April and May.

- 134/20** JJM/RQ to ratify that Town Council waive interest charges for all overdue utility accounts for the months of April and May, 2020 due to COVID-19.

CARRIED

4. Reserve Transfer: Administrator requires motion from Council to transfer funds from the Arena Board Project Reserve to the General Operating Account to offset cost of the Access 2000 lift payment made April 1, 2020 (Cheque # 18272); in addition, to transfer \$500 from the Arena Board Project Reserve to the General Operating Account to offset cost of engineering fees May 6, 2020 (Cheque # 18370).

- 135/20** KD/CM to transfer \$10,442.80 from the Arena Board Project Reserve bank account to the General Operating Account to offset costs of Access 2000 lift payment made April 1, 2020 (\$9,942.80, Cheque # 18272) and costs of Woods Edwards Engineering for engineering fees paid May 6, 2020 (\$500.00, Cheque # 18370).

CARRIED

5. Town Hall/Opera House Events Postponed: Due to COVID-19, events at the Town Hall have either been cancelled or postponed. For those that have already paid for their rental, (i.e. Wolseley Dance Club), Administrator seeking direction from Town Council on how to handle this.

- 136/20** GH/TT to refund any rentals at the Town Hall/Opera House that have paid and had to cancel due to COVID-19.

CARRIED

6. 2020 Yard Waste Pick-up Schedule: Proposed yard waste pick-up schedule: May 13 & 27, June 10 & 24, July 8 & 22, August 5 & 19, September 2, 16 & 30, October 14 & 28, and November 4.

- 137/20** JJM/CM that the Town of Wolseley continue offering its free curbside yard waste pick-up program for the 2020 season on the following Wednesdays: May 13 & 27, June 10 & 24, July 8 & 22, August 5 & 19, September 2, 16 & 30, October 14 & 28, and November 4.

CARRIED

MAYOR AND COUNCILLORS FORUM

- CM - Golf Course: Last year the Golf Club had a profit of approximately \$3,000. The club is planning to reopen, as per Provincial regulations.

- 138/20** CM/JJM that the Wolseley Golf Club reopen effective May 15, 2020 and follow regulations as set out by the Provincial Government.

CARRIED

- Public Works: spring maintenance items are getting done such as street sweeping. Five curb stops were replaced today. Acme is coming out tomorrow to see if they can find the leak on Sherbrooke Street downtown.
- Sportsplex: Public Works did a great job cleaning up for the end of the season.

JJM - Nothing to report.

TT - Makes note of appreciation towards Town staff navigating through these unprecedented times.

139/20

TT/RQ that Town Council wishes to express their appreciation to all the Town Staff for their dedicated service during these early stages of the COVID-19 Crisis.

CARRIED

- Geese are around the beach area and courthouse grounds. Suggestion to try putting a rope around the perimeter of the beach area again, in addition to the courthouse grounds to help keep them off the grounds.

KD - Sportsplex Financials were shared with council for the year. They had a very successful year, realizing a profit of about \$9,800. The Sportsplex Board transferred some funds into a savings account.

- The issue with Booth Hours will be worked on, as the time spent volunteering in the booth is more valuable than money in lieu of volunteering.
- Three members of the Wolseley & District Sportsplex Board will be going off in June, 2020. Need volunteers to step up. There hasn't been a meeting to determine who is going off. The Board may recruit and bring names to council for nomination.
- Cleaning at the Sportsplex has been done really well. The floors look great, and the showers are refurbished. Arena surface area was cleaned off by a group of volunteers.
- Drawings for the Accessibility Project have been sealed by Engineer.
- Lock repair on the Sportsplex doors is a work-in-progress. It is approx. \$800 for the company to come out and replace the locks, so may find a way to take locks to them for lower cost, if possible.
- Second Avenue pavement is in rough shape, water is seeping through the cracks. The crosswalk at Wolseley High School is in rough shape.
- Library: Librarian requested about \$1,500 in the Town's Budget for a library resource drop box (i.e. for books, DVDs, etc.) and replacement of chairs.
- Councillor KD suggests taping off the Gazebo at the Courthouse due to COVID-19.

RQ - Fire Department has been out about three times since the last council meeting. A bale fire, a semi-rollover and a random brush fire along old highway west of town were the calls. No big losses or concerns for safety during COVID-19. The Fire Department and Fire Board has not been meeting during this time.

RL - When Public Works is doing sidewalk repairs this year, Councillor RL would like to see the old cement being taken out to the Lagoon for use as rip-rap in some areas that have been identified.

- The CPR Tracks at the east crossing are rough. There is apparently a crew coming out in August to look at the finishing of the crossings. Councillor RL suggested to the crew that they should install concrete base for track crossing rather than wood ties. Suggest Administrator send a letter to CPR requesting concrete base for crossings.
- Councillor RL has problem with individuals walking their dogs off-leash at the Cemetery. Suggestion to erect sign stating dogs must be leashed at all times in the Cemetery.
- There are chickens at the United Church manse, suggest Administrator to get an update on their relocation of these chickens.

GH - The Horticulture group will continue with its Adopt-a-Bed program this year. Looking for volunteers to water baskets.

UNFINISHED BUSINESS

1. Occupational Health & Safety, Notice of Contravention – Progress Report:
Nothing to report from OH&S Officer.

2. Animal Control Bylaw Review: Mayor GH recommend sending draft to legal for review prior to any readings. There are still some items to work on such as how the pound would operate, and getting contracts in place for individuals to run the pound, as well as contracts put in place for individuals acting in the capacity of Pest Control Officer.

140/20 RQ/JJM that the draft Animal Control Bylaw be sent to the Municipal Solicitor for review.

CARRIED

NEW BUSINESS

1. 2020 Budget Review: Council discusses Budget items, with a few minor changes to the draft presented by Administrator.

141/20 GH/CM to approve the 2020 Budget with surplus of \$13,149.50 as discussed.

CARRIED

2. Bylaw No. 05-2020, The 2020 Tax Rates Bylaw: Administrator presented draft Bylaw for Tax Rates to remain unchanged from the year 2019.

142/20 KD/RQ that Bylaw No. 05-2020, a Bylaw to provide for Tax Rates for the 2020 Tax Year, be given a FIRST READING this 6TH day of MAY, 2020.

CARRIED

143/20 CM/JJM that Bylaw No. 05-2020, a Bylaw to provide for Tax Rates for the 2020 Tax Year, be given a SECOND READING this 6TH day of MAY, 2020.

CARRIED

144/20 JJM/RL that all members of Council unanimously agree to read Bylaw No. 05-2020, a Bylaw to provide for Tax Rates for the 2020 Tax Year a third time and adopt at one regular scheduled meeting this 6TH day of MAY, 2020.

UNANIMOUSLY CARRIED

145/20 RQ/TT that Bylaw No. 05-2020, a Bylaw to provide for Tax Rates for the 2020 Tax Year, be given a THIRD READING and be ADOPTED this 6TH day of MAY, 2020.

CARRIED

Councillor TT declares a pecuniary interest and leaves the council meeting at 9:07PM.

3. Horizon Credit Union Financial Services Proposal: Town Council reviews the Tender Package from Horizon Credit Union regarding a Financial Services Proposal.

146/20 RQ/RL to accept the Tender Package from Horizon Credit Union as presented.

CARRIED

Councillor TT returns to the council meeting at 9:12PM.

4. Tender Review – Lift Station Exterior Reno: One tender was received for the Lift Station shed exterior renovation.

147/20 CM/RL to accept Tender for Lift Station Shed Exterior Renovation from Beliveau Construction at quoted price of \$5,593.87.

CARRIED

5. Tender Review – Public Works Maintenance Shop Exterior Maintenance and Repairs: One tender was received for the Public Works Maintenance Shop exterior maintenance and repairs.

148/20 JJM/RQ to accept Tender for Public Works Maintenance Shop Exterior Maintenance and Repairs from Beliveau Construction at quoted price of \$9,769.57.

CARRIED

6. Water Street Bridge – Site Inspection: A proposal was sent to the Town from Zacaruk Consulting, Senior Bridge Engineer, to do site inspections of the Water Street, Richmond Street, Garnet Street Bridges and the Swinging Bridge. The cost would be a lump sum of \$6,500 which includes site inspection, repair plans and reports. Town Council discusses, and would like to get a quote on an inspection for the Swinging Bridge only.

7. Crack Sealing Estimate: An estimate was provided by Provincial Pothole & Paving for areas in Town that require crack sealing. The estimate, as presented, is \$18,554 plus taxes.

149/20 CM/TT to proceed with the Provincial Pothole & Paving estimate as presented, to perform crack sealing within Town as identified on the estimate at a cost of \$18,554.00 plus tax.

CARRIED

8. Application for Building Permit, 303-305 Poplar Street: Stan and Phyllis Taylor propose to construct an attached car garage to existing house on their property located at 303-305 Poplar Street.

150/20 KD/RL to approve the Application for Building Permit for 303-305 Poplar Street, to construct an attached car garage to existing house.

CARRIED

9. Communities in Bloom re: 2020 National Edition: Due to COVID-19, the Communities in Bloom (“CiB”) is not performing evaluation tours to locations for judging this year. However, the Town is given three options on how to proceed with our registration fees that have already been paid for CiB National:

- Option 1 – Town can automatically move to Circle of Excellence Non-Evaluated category of the program and the balance of the registration fee will defer towards our evaluation for 2021.
- Option 2 – Town can choose to withdraw from the program for 2020 and defer full registration fee already paid towards the evaluation for 2021.
- Option 3 – Town can opt to obtain full reimbursement of registration fees.

151/20 GH/RQ that the Town of Wolseley choose Option #3, to opt to obtain a full reimbursement of the CiB National Edition Registration Fees (\$565.00).

CARRIED

COMMUNICATIONS

1. Wolf Creek Jubilee Court Inc. re: 2019 Financial Statements:

152/20 TT/JJM that the Town of Wolseley accept the Wolf Creek Jubilee Court Inc, Financial Statements for the year ended December 31, 2019 as presented.

CARRIED

2. Christine Madeley & Reinhold Fehler re: Building Permit Extension Request:

153/20 RL/KD that the Town of Wolseley Council grant a 6-month extension for Building Permit No. 2019-06, and that the new expiry date shall be October 16, 2020.

CARRIED

3. Community Policing Report – Jan 1 to Mar 31, 2020: For informational purposes. The Indian Head RCMP provided the Town with reporting on the Indian Head detachment area for the prior year, as well as reporting on the specific communities in their jurisdiction.

4. Saskatchewan Parks & Recreation Association re: Parks for All Action Grant: A grant was applied for to rejuvenate the Wolseley Nature Trail. We’ve been recently informed that our application was been approved in the amount of \$5,000. The initial payment of \$3,750 (75% of \$5,000) will be sent to us, and the final \$1,250 will be paid upon satisfactory review and approval of the follow-up report of this grant. The Grant will be administered through the Town and the Wolseley Sea Cadets will be doing the majority of the rejuvenation of the Nature Trails.

IN CAMERA

ANNOUNCEMENTS

- Next Regular Meeting of Council – Town Council discusses when its next regular meeting will take place. Suggestions were in two weeks, Wednesday May 20th or the first Wednesday in June, for June 3rd, 2020.

154/20 GH/RQ that the next regular meeting of Council will take place Wednesday, June 3rd, 2020 at 7:00PM in the upper level of the Town Hall/Opera House, given current circumstances surrounding COVID-19.

CARRIED

ADJOURNMENT

155/20 JJM that the meeting be adjourned at 9:45PM.

CARRIED

Chris McBride

For: Mayor

Candice Quintyn

Administrator