

**TOWN OF WOLSELEY
MINUTES
JULY 08, 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 July 08, 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 7:00PM.

AGENDA

219/20 RQ/TT that the Agenda be adopted as amended. **CARRIED**

MINUTES

220/20 CM/KD that the minutes of the regular meeting held June 17, 2020 be approved as presented. **CARRIED**

221/20 TT/CM that the minutes of the special meeting (remuneration committee meeting) held June 17, 2020 be approved as presented. **CARRIED**

ACCOUNTS

222/20 KD/RL that the TD Canada Trust general accounts for ratification, cheque #'s 18468 to 18475 totaling \$8,517.55 be ratified. **CARRIED**

223/20 CM/RQ that the Horizon Credit Union general accounts for approval, cheque #'s 20001 to 20045 totaling \$49,717.22 be approved with the exception of cheque # 20041. **CARRIED**

Councillor RQ declared a pecuniary interest and left the council meeting at 7:10PM.

224/20 RL/CM that Horizon Credit Union general account for approval, cheque # 20041 payable to Wolseley Service. Ltd. totaling \$654.66 be approved. **CARRIED**

Councillor RQ returned to the council meeting at 7:11PM.

Councillor TT inquired about the monthly Water Treatment Plan reports that are provided to Council. Any values recorded outside the SK guidelines are reported by the Foreman to Water Security Agency via the Environmental Protection Officer. Council would be made aware of any deficiencies.

REPORTS OF ADMINISTRATION

1. **June Bank Reconciliations – TD & HCU:** Administrator prepared and presented the Bank Reconciliations and notes for the period ending June 30, 2020 for both the TD Canada Trust bank account and the Horizon Credit Union bank account.

225/20 RQ/KD that the Bank Reconciliation and notes for the period ending June 30, 2020 for TD Canada Trust be approved as presented. **CARRIED**

226/20 RL/TT that the Bank Reconciliation and notes for the period ending June 30, 2020 for Horizon Credit Union be approved as presented. **CARRIED**

2. Federal Gas Tax Fund – Accelerated Payment in August 2020: The Federal Government announced that funding delivered through the federal Gas Tax Fund (GTF) would be accelerated this year to support communities, as quickly as possible, in their role to safely restart the economy. This year, the entire 2020-21 payment will be made to the Town of Wolseley in August 2020, rather than in two installments. The Town will receive \$50,386.
3. Financial Institution Change Update: Changes are continually being made to transition between the two financial institutions, TD Canada Trust and Horizon Credit Union. MuniSoft has been set up to print cheques from the Horizon Credit Union bank account. A cheque will have to be manually written to transfer funds from the General Operating Account at TD Canada Trust to the General Operating Account at Horizon Credit Union.

227/20

RQ/CM that cheque # 18476 totaling \$230,000.00 (two hundred thirty thousand dollars zero cents) be manually written to transfer funds for general operations from the Town of Wolseley General Operating Account at TD Canada Trust to the Town of Wolseley General Operating Account at Horizon Credit Union.

CARRIED

4. Dutch Elm Disease Survey: On June 24, 2020 KBM Resources Group completed the first of two comprehensive Dutch Elm Disease (DED) surveys for the Town of Wolseley. Administrator attached the detailed survey from KBM Resources. In summary, eight (8) trees total on four different properties have symptoms of DED and have been recommended for removal as soon as possible. Properties identified with contraventions of the Provincial DED regulations included: 1) a large elm log and stump were identified in the flower garden; and 2) Siberian elm branches were identified on a property. These branches were likely created by utility pruning (SaskPower overhead lines located here).

Access Agreements for the Removal of Diseased Elm Trees have been sent to the property owners for completion. Three of the four have been completed and returned.

5. MuniSoft Fall Release – Licensing and Permits: MuniSoft announced the 2020 fall release of Licensing and Permits base module which offers Animal Licenses, Business Licenses and Road Permits with option to purchase eNotices. With orders received by December 31, the 2020 the introductory pricing and 20% loyalty discount would be: Base Module \$240 + Animal Licenses \$159 + Business Licenses \$399 for a total \$798 (SSA \$225).

Regular prices are applicable on orders received on or after January 1, 2021 which would be \$1,598 for the above-mentioned software (SSA would remain at \$225).

228/20

TT/KD that the Town of Wolseley proceed with placing an order through MuniSoft for the Licensing and Permits Base Module, the Animal Licenses and Business Licenses program at introductory pricing and loyalty discount totaling approximately \$798.00.

CARRIED

6. Municipal Economic Enhancement Program – Generator Project: The Municipal Economic Enhancement Program (MEEP) application has been submitted to the Ministry of Government Relations Municipal Infrastructure and Finance. The two projects identified in the application are: 1) Watermain Extension via Line Bore Method; and 2) Backup Generator Installation.

For the Backup Generator Installation project, T&T Power Group was contacted by the Foreman to start lining up this project. T&T resubmitted a quote which took out the amount for subtrades so the Town can source those locally and, in its place, added a 5-year maintenance (for all three generators) for \$10K (\$2,000 per year). T&T indicated we can pay for the total 5 years or pay \$2,000 annually for five years, council can choose. The generators have been ordered and take about 4 to 6 weeks for delivery. Town Council would like to inquire if the maintenance portion of the invoice is eligible through MEEP.

MAYOR AND COUNCILLORS FORUM

CM - Public Works: a bearing needs replacement on the Woods zero-turn mower. It is currently at Nick's Service being repaired. The Fountain in Fairly Lake wasn't working due to weeds getting caught in it, this has been fixed. Foreman Schneider is taking holidays next week.

- Golf Club: AGM was held last week; President: Lyle Laverdiere, Vice President: Grant Laverdiere, Secretary/Treasurer: Krista Johnson. Skins night started last Friday. Councillor CM will follow up with Happy Ad Signs regarding the Golf Course sign.

JJM - Nothing to report.

TT - Beach: the geese are ignoring the twine around the perimeter of the beach area. We will just have to keep the area worked to keep it looking clean. Perhaps Public Works could clean the area by the dock every-other-day to keep it looking nice for those who want to enjoy the water. There has been lots of activity by the new dock. People have been swimming there on the weekend. We do have a weed problem at the beach. Currently investigating ideas to clean the weeds from the beach area. An Aquatic Habitat Protection Permit has to be applied for with the Water Security Agency prior to any removal of weeds. This is being worked on.

- Splash Park: Councillor TT thanks council for their quick electronic responses to try and get the Splash Park operating before last weekend; however, there was a failure during the start-up, and an actuator button had to be ordered. This is a work-in-progress. Weed control is necessary from the Beach Washrooms to the Splash Park. Councillor TT inquired on the time of operation for the Splash Park, currently running from 1:00PM to 6:00PM. In recent years with water use restrictions in place, the time was 1:00PM to 6:00PM. Council discussed time of operation.

229/20

TT/RL to change the hours of operation at the Splash Park from 1:00PM-6:00PM to 10:00AM-6:00PM, if feasible.

CARRIED

KD - Sportsplex Accessibility Project is moving along. Screw piles are in, grade beam is poured and rebar is in place. The Access 2000 lift drawings have been corrected and are in-hand.

- Library: the carpet has been cleaned and the book drop-box has arrived. Options for mounting the drop-box will be considered and discussed with the landowner (RM of Wolseley). Boxes of books for sale have been moved to container for temporary storage. Librarian is scheduled for a surgery in September, therefore Southeast Regional Library is looking for a short-term replacement. There will be a BOW-WOW “Books-on-Wheels” program held at the Lions Park tomorrow.
- Horticulture Society: the “adopt-a-bed” program and flower pot watering is going well. The Horticulture Society is relocating their finances from TD Canada Trust to Horizon Credit Union. Discussion regarding expenses. The Wolseley Recreation Board forwarded \$1,600 to the Horticulture Society. There is a new executive: Chair: Fern Wallace, Secretary: Loree Lawson, and Treasurer: Ken Drever. There won't be any fundraisers held this year due to COVID-19.
- Curling will be going ahead with the recent announcements.
- Hockey is a work-in-progress, see if they can go ahead and if Sportsplex can open this year (2020-21).
- Cemetery: some monuments need straightening; Public Works is working on this. Hours spent at the Cemetery should be recorded to come out of the Perpetual Care Fund.

RL - Nothing to report.

RQ - Fire Hall: Councillor RQ inquired with an individual to see if they would be interested in the old Fire Hall overhead door and opener as they are constructing a new building. Councillor RQ is waiting to hear back.

- Councillor RQ suggests relocating existing evergreens from the Poplar Street lots (formerly known as the care home lots) to the Cemetery where older trees have been removed. Councillor RQ will inquire further and get quotes. There are about 8 to 10 trees that could be relocated.
- Mayor GH inquires about the Fire Hall roof regarding the leaking issues. Councillor RQ has been keeping an eye on this. It only seems to leak in the spring as snow and ice melts.

GH - Flower beds are going up at the Courthouse. Lots of perennials are being donated. Mayor GH extends a big thank you to the members of the community for their generosity.

- Mayor GH is working on getting a quote to rough-in electrical for water pump, swinging bridge lights, and gazebo. Son works for electric company and has indicated will do cost for materials and donate labor. This will be brought back to Council for consideration.
- Town Office has re-opened as of July 2, 2020. Plexi barriers are in place at the front counter and look good.

UNFINISHED BUSINESS

1. Animal Control Bylaw Review: The bylaw is still under review with legal.
2. Town Hall – Boiler Pump & Flag Updates: Nothing further to report at this time.

NEW BUSINESS

1. Short-term Borrowing Bylaws – Public Notice: Current Bylaws for short-term borrowing (Line of Credits) exist, but speak to the TD Canada Trust financial institution. As the Town of Wolseley is currently changing finances to Horizon Credit Union, Town Council intends to keep the existing Line of Credits as follows: General Operating \$200,000; Courthouse \$300,000; and Capital Expenditures \$300,000. However, as the Line of Credits are new at a new financial institution, new Bylaws must be created that speak to Horizon Credit Union and advertised via Public Notice.

230/20 RQ/KD to advertise Public Notice for Horizon Credit Union Line of Credit Bylaws in the local newspaper.

CARRIED

2. Bylaw No. 10-2020, Economic Development (202 Maple Street):

231/20 CM/RQ that Bylaw No. 10-2020, a Bylaw to provide for entering into a tax exemption agreement for the purpose of economic development, be given a FIRST READING this 8TH day of JULY, 2020.

CARRIED

232/20 TT/RL that Bylaw No. 10-2020, a Bylaw to provide for entering into a tax exemption agreement for the purpose of economic development, be given a SECOND READING this 8TH day of JULY, 2020.

CARRIED

233/20 JJM/KD that all members of Council unanimously agree to read Bylaw No. 06-2020, a Bylaw to provide for entering into a tax exemption agreement for the purpose of economic development a third time and adopt at one regular scheduled meeting this 8TH day of JULY, 2020.

UNANIMOUSLY CARRIED

234/20 RQ/CM that Bylaw No. 10-2020, a Bylaw to provide for entering into a tax exemption agreement for the purpose of economic development, be given a THIRD READING and be ADOPTED this 8TH day of JULY, 2020.

CARRIED

3. Application for Building Permit – 113 Maple Street, Marilyn Wozniak & Joseph Plaviak:

235/20 KD/CM to approve Application for Building Permit for Marilyn Wozniak and Joseph Plaviak at 113 Maple Street to construct a single-car garage as per application dated July 7, 2020.

CARRIED

COMMUNICATIONS

1. Tallie Ehman re: Small Plaque Request for Existing Grave in Cemetery: Tallie wondering if they could attach a small plaque to the existing grave monument of grandparents for an uncle who was cremated and sent to BC. Tallie's mother would like a marker here where she could visit both her parents and her brother. He lived his entire life here in SK, so wanted to memorialize him in Wolseley Cemetery, if possible.

236/20 KD/RL to approve request from Tallie Ehman regarding attaching a small plaque to an existing grave monument of grandparents to memorialize an uncle who was cremated and sent to BC.

CARRIED

2. Raymond Kirk re: Wolseley Hall of Fame: Correspondence received to encourage the formation of a Wolseley Hall of Fame. Council discussed and determined this to be out-of-scope for Town Council, and that such a formation would have to be done through a committee of some sort. Council suggests perhaps passing this information on to Stephen Scriver would be useful as he has worked on the Wolseley Archive for quite some time, and perhaps a Wolseley Hall of Fame could be addressed through the Archives in some way. A Wolseley Hall of Fame would have to be organized by a group of people in the community willing to pursue it.
3. Darrien Yule re: Speed Bump Request: Correspondence received regarding traffic speeding by residence. Resident suggests installing speed bumps or a “Children at Play” sign. Town Council discussed and determined to relocate the speed radar sign from Garnet Street North to Thomson Street and relocate one set of existing speed bumps from Cherry Street to Thomson Street. Town Council also suggests contacting the RCMP to inform them of streets to target for speeding.

IN CAMERA

237/20 RQ/JJM to go In Camera at 8:22PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following:

- Derelict Properties;
- Staff Salary Reviews.

Parties present: Mayor GH, Councillors CM, TT, KD, RL, JJM and RQ; and Administrator CQ.

CARRIED

238/20 CM/RQ to go out of In Camera at 8:46PM.

CARRIED

1. Derelict Properties:

239/20 RQ/CM to send an Order to Remedy to each of the following three (3) properties:

- 501 Willow Street;
- 120 Front/100 Gordon Streets;
- 206 Pine Street.

CARRIED

2. Staff Salary Reviews:

240/20 CM/JJM that Public Works Laborer, Nicole Crumley, wage be increased to \$18.50 per hour, effective July 13, 2020 to have more in line with wage guideline.

CARRIED

3. Other:

241/20 RQ/RL to approve the 2020 Beach Washrooms and SplashPark Contractor Agreement between the Town of Wolseley and Kim & Trevor Baran at the same rate as the prior year (\$1,500 monthly).

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council – Wednesday July 22, 2020 at 7:00PM at the Town Hall/Opera House (Upper Level).

ADJOURNMENT

242/20 JJM that the meeting be adjourned at 8:54PM.

CARRIED

Chris McBride
Deputy Mayor

Candice Quintyn
Administrator