

**TOWN OF WOLSELEY
MINUTES
DECEMBER 16, 2020**

The third regular meeting of Council of the Town of Wolseley, in the Province of Saskatchewan for the 2020-2024 term was held in the Wolf Creek Friendship Centre located at 117 Sherbrooke Street on Wednesday December 16, 2020 at 7:00PM.

PRESENT:

Mayor Gerald Hill (GH)
Councillor Ken Drever (KD)
Councillor Chris McBride (CM)
Councillor Tim Taylor (TT)

Councillor Susan Campbell (SC)
Councillor Ron Lyke (RL)
Councillor Randy Quintyn (RQ)
CAO Candice Quintyn (CQ)

ABSENT:

CALL TO ORDER

A quorum being present, Mayor GH called the meeting to order at 7:00PM.

AGENDA

463/20 RQ/CM that the Agenda be adopted as amended.

CARRIED

MINUTES

464/20 KD/RL that the minutes of the regular meeting held December 02, 2020 be approved as presented.

CARRIED

ACCOUNTS

465/20 CM/RQ that the Horizon Credit Union general accounts for ratification, cheque #'s 20456 to 20457 totaling \$335.19 be ratified.

CARRIED

466/20 RQ/TT that the Horizon Credit Union general accounts for ratification, cheque #'s 20458 to 20465 totaling \$8,732.54 be ratified.

CARRIED

467/20 RL/CM that the Horizon Credit Union general accounts for approval cheque #'s 20466 to 20510 totaling \$58,967.51 be approved, with the exception of cheque # 20507.

CARRIED

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

468/20 KD/TT that cheque # 20507 payable to Wolseley Service Ltd. totaling \$596.42 be approved.

CARRIED

Councillor RQ returned to the council meeting at 7:12PM.

469/20 CM/RQ that the Statement of Financial Activities for the Period Ending November 30, 2020 be approved as presented.

CARRIED

COMMUNICATIONS

1. Saskatchewan In Motion re: Go Out and Play Challenge: The Saskatchewan Blue Cross Go Out & Play Challenge is celebrating its 10th year. In addition to the normal \$10,000 grand prize and \$5,000 runner up prize, the challenge will also give away 10 \$500 playground stencil packages. Each year, communities across Saskatchewan compete to see who can get residents moving most. To register, find someone in community to lead the challenge, pick a project and complete online registration by the deadline, 11:59PM CST February 15, 2021. Rally your

community to log their physical activity online during the challenge. The community that moves most wins!

Town Council tables this as Councillor CM notes there is something forthcoming to Council that this would fit into.

2. Zacaruk Consulting Inc. re: 2020 Swinging Bridge Inspection: The Town of Wolseley contracted Jim Zacaruk from Zacaruk Consulting Inc. to do a visual inspection of the Swinging Bridge on August 24th.

470/20 RQ/SC to acknowledge the Swinging Bridge 2020 Inspection report provided by Zacaruk Consulting Inc. dated December 4, 2020.

CARRIED

3. Robert Waldenberg re: 806 Front Street Inquiry: Letter from individual inquiring about what is permitted on said lot before he commits to purchasing the lot. Council requires further information such as a site plan, what the buildings would look like, etc.
4. Joseph Schneider re: Proposal for Information Booth: Proposal from individual to set up the tourist information booth to run his business of selling class 1.4G family fireworks. Proposal indicates he would cover cost of employing a person in Wolseley for four months and pay a commission to the town based on sales.

471/20 CM/RQ to accept proposal for tourist information booth from Joe Schneider as presented in letter dated December 11, 2020.

DEFEATED

5. Melanie Arkininstall re: Ice at 200 Front Street: Letter from individual concerned about build up of ice in front of her property and on the public sidewalk that pedestrians use. It is a safety concern. Council is aware of it, and will look at a plan in the spring to try and come up with a long-term solution, and plan for this in the next fiscal budget (i.e. sidewalk improvements, installation of storm sewer).
6. Saskatchewan Snowmobile Association re: Land Use Permission Form: Request from the Saskatchewan Snowmobile Association to approve the development of a signed and maintained snowmobile trail as identified on map included with request. Permission is given to legally enter and use the identified trail in a lawful manner for the purpose of snowmobiling only. Entry and use is permitted only on the recreational trail right-of-way as identified on the map.

472/20 RQ/RL to approve the Saskatchewan Snowmobile Association land use permission form as presented.

CARRIED

REPORTS OF ADMINISTRATION

1. November Bank Reconciliations: Administrator prepared and presented the Bank Reconciliations and notes for the period ending November 30, 2020 for the general operating accounts at TD Canada Trust and Horizon Credit Union.

473/20 TT/KD that the Bank Reconciliation and notes for the period ended November 30, 2020 for the general operating account at TD Canada Trust be approved as presented.

CARRIED

474/20 CM/RL that the Bank Reconciliation and notes for the period ended November 30, 2020 for the general operating account at Horizon Credit Union be approved as presented.

CARRIED

2. Utilities Update: Public Works completed the water meter reads last week for the 2020 Q4 Utility Bills, for the period October 1 to December 31. The Q4 Utility Bills will be sent in the mail prior to Christmas, and are due January 31, 2021. Administration is patiently waiting for a few more water meter reads to be called in from ratepayers before the utility billing is posted. The Loraas 2021 Collection Calendar will be included with the 2020 Q4 Utility Bill.

On our latest monthly bill from Loraas, they indicated “*Loraas Disposal will be implementing a general rate increase January 1st 2021*”. Administrator has a call in to the Loraas Rep to let us know what these changes are in the event we need to do any rate adjustments on our end with utility billings and recycle bin

invoicing. The final number is not out yet, but can be an increase anywhere from 2% to 2.9%.

3. Community Rink Affordability Grant: The Community Rink Affordability Grant (“CRAG”) opened Monday, December 14th. A maximum of \$2,500 will be available per ice surface to help offset the expenses in eligible indoor skating and curling rinks for the 2020-21 operating season.

Eligibility Requirements – the CRAG:

- Applies to indoor skating and curling rinks only. Outdoor facilities are not eligible;
- Requires indoor skating and curling rinks to be currently active (installed ice this year) or if unable to open this year due to COVID-19, plans to open next year;
- Is available to municipalities (urban and rural), First Nation communities, Canadian Forces Bases, schools and registered non-profit groups. Privately owned rinks are not eligible to receive funding;
- Registrations must come from the legal owner of the facility (Facility Owner). For example: if the village owns the facility, the Municipal Office will need to complete the Grant registration.

Administrator applied for both the Wolseley Sportsplex and the Wolseley Curling Club.

4. Ratify Transfer from Reserve: Motion to ratify transfer from Arena Project Reserve Account to the General Operating Account to offset costs associated with the Wolseley Sportsplex Accessibility Project.

475/20

RQ/RL to transfer the balance (\$31,905.19) from the Arena Board Project Reserve Account to the general operating account to offset costs associated with the Wolseley Sportsplex Accessibility Project.

CARRIED

5. Reserve Account Spreadsheet: Administrator presented a detailed reserve account spreadsheet indicating balances for all reserves. Transfers are required from the Recreation & Cultural Services reserve to the General Operating Account as some projects have been completed (i.e. Highway Sign, Town Hall Renovation, Olympia Purchase, etc.)

476/20

CM/KD to transfer a total of \$19,431.82 from the Recreation and Cultural Services Reserve account to the General Operating Account to offset costs for completed projects.

CARRIED

(Highway Sign Restoration [\$4,000]; Town Hall [\$20,000 - 17,679 = 2,321 + 608.50 = 2,929.50]; Sportsplex [\$12,500]; plus credit interest [2.32]).

6. 2021 SUMA Convention (Virtual): As a follow-up to the previous Council Meeting, this year’s 2021 Virtual SUMA Convention scheduled for February 7-10, 2021. Registrations are required by December 22 in order to qualify for the Early Bird Rate. Registration is \$185/person; and \$285/person after Early Bird Deadline.

Mayor GH and Councillor KD have committed to attending the virtual convention this year, and have been registered. Prior to Administrator closing the registration with SUMA, checking with other Councillors that may have been thinking of attending.

MAYOR AND COUNCILLORS FORUM

- CM - Christmas Cheer Parade Update: there are sixteen (16) registered entries at this time. Parade is acceptable to the Provincial Government.
- Golf Course Sign Update: it was proposed to store and work on the Golf Course (town-owned) sign in the Town Shop over winter. Marty Happy would work on it during regular operating hours, and as long as there is room in the Town Shop to allow for him to work on it in there.

477/20

CM/SC to allow Marty Happy from Happy Ad Sign & Design to work in the Town Shop on the town-owned Golf Course sign, following Saskatchewan Health Authority restrictions.

CARRIED

- RQ - Fire Department: a fuel leak was found on the rescue van. The Fire Hall still has lots of sanitizer wipes available. The new Rapid Response truck brackets for light bar are here. The steering box is worn on the new Rapid Response truck. There is no adjustment on the steering box. Auto Gallery was contacted to see if they could do anything for us – this is a common problem with this kind of truck. A new steering box was ordered. There will be a credit at Auto Gallery for approximately \$450 for parts and labor, although not sure how we would use this.
- Randy Quintyn and Grant Laverdiere have been working on the new Rapid Response truck to get it into service as soon as they can. They aren't charging any labor, just parts and have been mainly working on this project during weekend.
 - Fire Meeting is supposed to be held Monday, but with the latest restrictions have decided to cancel the meeting. Alternate arrangements have been made to get the semi-annual cheques to Fire Department members. Will try to gather emails from Fire Fighters to start an email group to keep in contact that way.
 - Masks were ordered for the Fire Hall in the event the Fire Department is called out.
- RL - Leak was found on Sherbrooke Street, underneath Rexall pharmacy. They are getting quotes from plumbers for the repair. It is Rexall's responsibility to have the repairs done from the curb box up to and within the building as per Utility Bylaw. Mayor GH suggests writing a letter to Rexall to confirm the leak has been identified and the expectation from the Town is that Rexall will find a solution to repair as soon as possible.
- Hydrovac came to check leak at 106 Garnet Street to see if it is a service connection line or the curb box. Turns out it is the curb box, which is scheduled for repair tomorrow.

KD - Curling Club:

478/20

KD/CM that the Town of Wolseley pay utilities at the Wolseley Curling Club for 2020-2021 season and keep the Community Rink Affordability Grant proceeds (if successful in grant) to offset the utility costs.

CARRIED

- Sportsplex: the Sportsplex Community Rink Affordability Grant, if successful in getting the grant, will go to the Wolseley & District Sportsplex Board.
- The range hood/vent cleaning has been scheduled and the Fire Extinguisher/Fire Suppression inspection has been completed.
- A large part of the Sportsplex budget for 2020 was for lowering the floor in the garage for the Olympia.

479/20

KD/RQ to transfer \$20,000 to the Arena Board Project Reserve for Olympia Garage Project.

CARRIED

- Activities are on-going at the Sportsplex with the latest COVID-19 guidelines.
- There was a "Hockey Day" fundraiser in 2007 that kick-started the fundraising for the Sportsplex Accessibility project. It was suggested this should be acknowledged on a donor plaque. More information forthcoming on this.
- MF Happy working on donor plaque for the Sportsplex. He needs a little direction, so Councillor KD going to get together with him.
- Lift License for the Sportsplex is applied for and pending.
- Mustangs Junior C have been suspended until further notice.
- Wolfcreek Jubilee Court had their meeting and elected an executive. A new washing machine was purchased. They are going to get a re-quote for exterior doors to do next year.
- Water Street Sewer Line look at putting away funds in reserve.

RL - Sportsplex: unbelievably clean, Public Works is doing a very good job. Nicole is going to wax the floors over Christmas break.

KD - Saskatchewan Health Authority Virtual Meeting presented new COVID-19 models and projections. The curve is steep, and tighter controls have been put in place. They discussed how they come up with the models and tracking. They plan to mobilize workers for a potential surge.

TT - Nothing to report.

SC - Wolfcreek Jubilee Court will be doing a Christmas Lunch for their residents. There was a slight increase in rent to offset utility costs.

GH - The Flower Baskets have been delivered to U & K Greenhouses.

UNFINISHED BUSINESS

1. Animal Control Bylaw: Draft Bylaw presented to Council. Table for review.
2. Town Hall/Opera House Flag: Nothing to report.
3. Kahkewistahaw First Nation #72 re: Municipal Services Agreement: Town Council proposes to meet virtually on Monday January 11 or Tuesday January 12 at 7:30PM. Administrator will send these dates/times to Kahkewistahaw First Nation to see which date works the best.
4. Water Street Sanitary Sewer Line re: Committee Recommendation: Nothing to report.
5. 2021 Municipal Insurance Renewal: Town Council would like to invite Justin Braaten to our next Council meeting to go over a couple items. In the meantime, as we don't want our insurance to lapse, Town Council wishes to proceed with Western Financial Group's quote.

480/20 TT/GH to proceed with 2021 Insurance Renewal from Western Financial Group at a cost of \$28,232.00 + applicable taxes.

CARRIED

NEW BUSINESS

1. Professional Building Inspections, Inc. re: Proposal Package for Building Official Services: Council reviews proposal package for building official services. In comparison with RC Inspection services, fees are higher. Council will give some thought to building official services. Table.

CLOSED SESSION

481/20 CM/RL that Council moves into a Closed Session at 9:13PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- Building Official Planning;
- Municipal Asset Management Planning;
- UMAAS 2021 Salary Guideline.

Parties Present: Mayor GH, Councillors SC, KD, RL, CM, RQ, TT and Chief Administrative Officer CQ

CARRIED

482/20 RQ/RL that Council moves out of a Closed Session and reopens the Public Meeting at 10:09PM.

CARRIED

Building Official Planning

483/20 RQ/KD to continue planning for Building Officials.

CARRIED

Municipal Asset Management Planning

484/20 GH/CM to pay MuniSight Ltd. Invoice No. 1427 dated December 1, 2020 totaling \$62,161.11 for the Municipal Asset Management Program and Grant Writing Services.

DEFEATED

485/20 GH/RL to issue Notice of Termination, effective immediately, to MuniSight Ltd. for Municipal Asset Management Planning.

CARRIED

486/20 UMAAS 2021 Salary Guideline
CM/SC to continue staff wage/salary planning for 2021 year as part of the Budget process.
CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday January 06, 2021 at 7:00PM at the Wolf Creek Friendship Centre.

487/20 ADJOURNMENT
CM that the meeting be adjourned at 10:12PM.
CARRIED

Gerald Hill
Mayor

Candice Quintyn
Administrator