

**TOWN OF WOLSELEY
MINUTES
JANUARY 20, 2021**

The 5th 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 January 20, 2021 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 6:59PM.

AGENDA

22/21 RQ/CM that the Agenda be adopted as amended.

CARRIED

MINUTES

23/21 KD/TT that the minutes of the regular meeting held January 06, 2021 be approved as amended.

CARRIED

ACCOUNTS

24/21 RQ/RL that the Horizon Credit Union general accounts for ratification, cheque #'s 20559 to 20566 totaling \$8,733.34 be ratified.

CARRIED

25/21 CM/TT that the Horizon Credit Union general accounts for ratification, cheque #'s 20567 to 20570 totaling \$2,053.00 be ratified.

CARRIED

26/21 RQ/CM that the Horizon Credit Union general accounts for approval cheque #'s 20571 to 20589 totaling \$21,624.00 be approved.

CARRIED

27/21 RQ/RL that the Statement of Financial Activities Detailed for the Period Ending December 31, 2020 be approved as presented.

CARRIED

COMMUNICATIONS

1. Indian Head RCMP Detachment re: Community Policing Report, Oct 1 to Dec 31, 2020: Correspondence received outlining 27 calls received by the detachment between October 1 and December 31, 2020. For informational purposes.

2. Statistics Canada re: 2021 Census of Population: Correspondence received requesting for the Town's support for the 2021 Census of Population.

28/21 GH/RQ that Council of the Corporation of the Town of Wolseley supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community.

CARRIED

3. RE/Max Blue Chip Realty re: Thank You Billboard: Correspondence received requesting permission to place a Thank You Billboard within Town, thanking the community for making RE/Max #1 in our community. Correspondence also asks for ideas on where to put it up. Councillors SC and TT will follow-up with Residential Specialist Shannon Dyke.

4. South Central Transportation Planning Committee re: 2021 Membership Request: Correspondence received requesting membership to the South Central Transportation Planning Committee. Councillor TT will look into this further.
5. Wolf Creek Friendship Centre re: Possible Discount/Monetary Grant Request for 2021 Property Taxes:

Councillor KD declared a pecuniary interest and left the Council Meeting at 7:30PM.

Correspondence received requesting a possible discount on property taxes for 2021 or a monetary grant as the non-profit organization is trying to meet expenses. With restrictions on gatherings, COVID-19 has impacted operations and profits from rentals.

- 29/21** TT/RL to award Wolf Creek Friendship Centre a grant of \$1,800.00 (eighteen hundred dollars zero cents) from the COVID-19 relief fund, to buffer the impact of COVID regulations and restrictions on their operations.

CARRIED

Councillor KD returned to the council meeting at 7:39PM.

REPORTS OF ADMINISTRATION

1. December Bank Reconciliations: Administrator prepared and presented the Bank Reconciliation and notes for the Horizon Credit Union general operating account and the TD Canada Trust general operating account for the period ending December 31, 2020.
- 30/21** GH/RQ that the Bank Reconciliation and notes for the Horizon Credit Union general operating account for the period December 31, 2020 be approved as presented.
- CARRIED**
- 31/21** RL/KD that the Bank Reconciliation and notes for the TD Canada Trust general operating account for the period December 31, 2020 be approved as presented.
- CARRIED**

2. Utilities Update: The 2020 Q4 Utility Bills for the period October 1 to December 31 are coming due January 31, 2021. Payments are steadily coming in.

As discussed at our previous council meeting, utility arrears cannot be added to the respective tax roll unless a registered notice has been sent to the owner and tenant at least 30 days prior to the arrears being added to the said tax roll. A letter was prepared for UB Roll 554 0000 as well as 009 0040 notifying that the utility arrears will be transferred to the Property Tax Roll after 30 days from date of registered letter. The Registered Letters were sent January 15th.

3. TAXervice Update on 2019 Arrears File: An Interim Report was prepared and provided by TAXervice on the 2019 Arrears File. Initially, TAXervice sent out pre-notice letters with respect to 10 roll numbers; they registered a Tax Lien against properties representing 6 roll numbers; and to date, records indicate there are 5 roll numbers active on the 2019 Arrears File. In six-months' time, on or about July 8, 2021, council may authorize proceedings for title. [Interim Report Attached]
4. Amendments to the Municipalities Act: Amendments have been made to The Municipalities Act, which include administrative changes. The Town will have to do an amendment to the Council Procedures Bylaw, which includes ensuring council designates a person for calling special meetings in the event of a temporary absence of the administrator or the administrator is unable to act. [Information Bulletin Attached]
5. Civic Addressing on Town Office and Fire Hall: Administrator contacted Happy Ad Sign & Design to quote doing vinyl lettering of the civic address on the Town Office Door as it will assist delivery personnel. Councillor RQ asked about getting civic address put at Fire Hall as well. Total quote for the Town Office and the Fire Hall is \$105 + taxes. Administrator asks if there are any other town owned facilities that should get addressed (i.e. Sportsplex, Curling Rink, etc.) Town Council discusses and directs Administrator to look at all Town owned facilities.

6. Year End Update: The 2020 PST Remittance has been completed. We have filed a total PST expense of \$537.75.

— 2020 PST Remittance

- 2020 GST Semi-Annual Rebate (Jul-Dec)
- 2020 Fire Cost Share Report
- 2020 Annual Landfill Report (*prepared, not filed*)
- 2020 Education Property Tax Annual Return
- 2020 T4s for Elected Officials and Staff
- 2021 Business & Pet License Renewals (with new program)

7. TD Bank Account: The last term deposit matured at TD Canada Trust, therefore, the Town can close its general operating bank account with TD Canada Trust. Administrator prepared a letter of direction for TD to close the account and forward a Bank Draft to the Town for the balance. The Town intends to keep its TD Visa Card and Access Card for now.

32/21

CM/RL that the Town of Wolseley close the TD Canada Trust general operating account and have a bank draft forwarded to the Town for the balance in the account.

CARRIED

8. Grants: The Town of Wolseley received the Community Rink Affordability Grant (“CRAG”) totaling \$5,000. This is divided equally between the Skating Rink and the Curling Rink at \$2,500 each.

Administrator made Council aware of the Canada Summer Jobs (CSJ) 2021 grant provided by Service Canada. Deadline to apply is January 29th. Council is not interested in applying for the CSJ Grant this year. Perhaps the Town can look at in the following year with a plan.

MAYOR AND COUNCILLORS FORUM

KD - Sportsplex Financials presented to Council. Sign advertisement money is coming in, the bank balance is healthy, may break even this year with the \$2,500 Community Rink Affordability Grant coming in. There is still inventory in the booth.

33/21

KD/CM to acknowledge the monthly Sportsplex Financial report as presented.

CARRIED

- Sportsplex Board met on Monday. Groups will continue to practice. The booth is closed. The Sportsplex Sign was proposed to the Board and everyone seems favorable. Marty is proceeding with more detail.
- An Ad-Hoc Committee was developed to work on the Sportsplex garage project for the Olympia. Members of the committee include Ken Drever, Ron Lyke, Brock Linnell and Adam Erickson.
- Saskatchewan Hockey Association is not optimistic for games until after March.
- The Sportsplex Accessibility Project received its lift license. A final report has to be completed and submitted to the Federal Government for the Enabling Accessibility Funding received for the project. The Wolseley Lion’s Club to plan an “opening” for the project.
- Proof and quote of donor panel from Happy Ad Sign & Design was presented to Council.

34/21

KD/RQ to accept Happy Ad Sign & Design quote to proceed with Sportsplex Accessibility Project Donor Panel for \$725.00 plus applicable taxes.

CARRIED

SC - Councillor SC was informed that the Library has an issue with Ants in the building. It was suggested to check with the RM as they own the building.

- Councillor SC attended a 3-hour webinar “Destination Think”, and was really good! The Town’s portfolio on Tourism Saskatchewan really needs updating. Businesses and recreational attractions can advertise for FREE at Tourism Saskatchewan website. Councillor SC suggests the Town should promote this to get us updated.

35/21

SC/CM to inform community that businesses and recreational attractions can advertise for FREE at the Tourism Saskatchewan website.

CARRIED

- TT** - Councillor TT attended an express webinar on Economic Development, it focused on considering seniors in your community and being senior-friendly. There were two other segments that discussed Highways that intersect in your community, as well as the Employee & Family Assistance Program (EFAP) which the Town already contributes to.
- The Mainline Music Festival has penciled in the Town Hall/Opera House to rent. They are not sure what kind of festival they will be able to have yet, considering COVID restrictions. If they are able, they would do an on-site festival and would be compliant with all COVID regulations. They may have to do virtual, but this all depends.
 - Councillors TT and SC have been in conversation regarding budget items for the Library. They've talked to the Library Board to get them thinking of items they may be needing. Councillors will talk to Town Hall Caretaker and do a walk-thru to discuss items that may be at the Town Hall for consideration for the upcoming fiscal budget.
- RL** - Public Works had an issue with the grader, water pump thermostats were changed.
- The water break at Claude Street was dug, but the leak was not located. The ground is completely saturated more towards 203 Claude Street. The service to that residence was shut off and the water seemed to have stopped leaking. As there are significant utilities in the area, it is difficult to dig around the utilities when the ground is frozen. Another dig will be scheduled in the spring to get this leak repaired. For now, 203 Claude Street has a temporary line running from a neighboring property to service it with water.
 - Rexall now has a temporary holding tank that stores approximately 3-4 days' worth of water. Come spring they will dig the road and fix the leak in the spring.
- RQ** - Fire Meeting was held Monday. There are two new members that joined the Fire Department; Kristian Cieckiewicz and Darryl Henty. New Deputy Fire Chief is Barry Zimmer.
- Fire Board held a meeting and discussed budget items. Looking at purchasing an AED for the trucks. Fire Department doesn't anticipate any capital purchases this year.
- CM** - Skating Trail Update: tried to blow snow off to start making the trail but found slush, and therefore deemed unsafe to continue, so worked stopped. Will have to look at next season.
- GH** - Mayor GH had a call from Dan Drummond (Saskatchewan Health Authority). The COVID-19 vaccinations were being administered to the senior residents at Lakeside Nursing Home today. There is no update regarding recruitment.
- Mayor GH would like to get planning for Budget 2021 in February. Would like to meet individually to discuss portfolio budget items.

UNFINISHED BUSINESS

1. **Animal Control Bylaw**: Discussion regarding Councils satisfaction with current updated draft of the proposed Animal Control Bylaw.

36/21 KD/CM that Bylaw No. 01-2021, The Animal Control Bylaw, be given a FIRST READING this 20TH day of JANUARY, 2021.

CARRIED

37/21 RQ/RL to provide Public Notice for the consideration of adopting The Animal Control Bylaw, Bylaw No. 01-2021, and schedule a Public Hearing at the March 3rd, 2021 regular meeting of Council.

CARRIED

2. **Town Hall/Opera House Flag**: Nothing further to report.

3. **Robert Waldenberg re: 806 Front Street Inquiry**: Nothing further to report.

NEW BUSINESS

Nothing to report

CLOSED SESSION

38/21 RL/KD that Council moves into a Closed Session at 8:50PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- Ombudsman Saskatchewan Follow-up;
- Municipal Services Agreement re: Kahkewistahaw First Nation #72;
- Municipal Asset Management Planning;
- Fire Board Meeting Update;
- Building Official Planning.

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

CARRIED

39/21 RQ/TT that Council moves out of a Closed Session and reopens the Public Meeting at 9:30PM.

CARRIED

Ombudsman Saskatchewan Follow-up:

40/21 GH/RL to acknowledge Ombudsman Saskatchewan correspondence and send report with respect to conflict of interests.

CARRIED

Municipal Services Agreement re: Kahkewistahaw First Nation #72:

41/21 CM/SC to continue Municipal Services Agreement negotiations with Kahkewistahaw First Nation #72.

CARRIED

Municipal Asset Management Planning:

42/21 RQ/KD to continue Municipal Asset Management Planning.

CARRIED

Fire Board Meeting Update:

43/21 RQ/RL to continue looking into a Fire Bylaw and developing custom rates.

CARRIED

Building Official Planning:

44/21 GH/SC to update current Building Bylaw.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday February 03, 2021 at 7:00PM at the Wolf Creek Friendship Centre.

ADJOURNMENT

45/21 SC that the meeting be adjourned at 9:34PM.

CARRIED

Gerald Hill
Mayor

Candice Quintyn
Administrator