

**TOWN OF WOLSELEY
MINUTES
FEBRUARY 17, 2021**

The 7th 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 February 17, 2021 at 7:00PM.

PRESENT:

Mayor Gerald Hill (GH)	Councillor Susan Campbell (SC)
Councillor Ken Drever (KD)	Councillor Ron Lyke (RL)
Councillor Chris McBride (CM)	Councillor Randy Quintyn (RQ)
Councillor Tim Taylor (TT)	CAO Candice Quintyn (CQ)

ABSENT:

CALL TO ORDER

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

AGENDA

65/21 RL/TT that the Agenda be adopted as amended. **CARRIED**

MINUTES

66/21 KD/CM that the minutes of the regular meeting held February 03, 2021 be approved. **CARRIED**

ACCOUNTS

67/21 RQ/SC that the Horizon Credit Union general accounts for ratification, cheque #'s 20641 to 20648 totaling \$8,597.61 be ratified. **CARRIED**

68/21 RL/SC that the Horizon Credit Union general accounts for approval cheque #'s 20649 to 20668 totaling \$24,628.06 be approved. **CARRIED**

69/21 CM/RQ that the Statement of Financial Activities detailed for the period ending January 31, 2021. **CARRIED**

COMMUNICATIONS

1. Southeast Transportation Planning Committee re: 2021 Membership:
Correspondence received from SETPC regarding request for membership for the year 2021. Town Council received membership requests from both Southeast Transportation Planning Committee ("SETPC") and the South Central Transportation Planning Committee. Council opted to go with SETPC.

70/21 TT/RQ purchase 2021 Membership from Southeast Transportation Planning Committee for a total cost of \$388.30. **CARRIED**

2. Maggie Petrychyn re: Wolfcreek Jubilee Court Board Resignation:
Correspondence received from Maggie Petrychyn regarding her resignation from the Wolfcreek Jubilee Court Board, effective March 31, 2021.

71/21 KD/CM to accept Maggie Petrychyn's resignation from the Wolfcreek Jubilee Court Board, effective March 31, 2021. **CARRIED**

REPORTS OF ADMINISTRATION

1. January Bank Reconciliations: Administrator prepared and presented the Bank Reconciliation and notes for the period ending January 31, 2021 for the Horizon Credit Union and TD Canada Trust general operating accounts.

- 72/21** RL/SC that the Bank Reconciliation and notes for the period ending January 31, 2021 for the Horizon Credit Union general operating account be approved as presented.
CARRIED
- 73/21** CM/KD that the Bank Reconciliation and notes for the period ending January 31, 2021 for the TD Canada Trust general operating account be approved as presented.
CARRIED
2. Utilities Update: Payment Reminder Notices for the 2020 Q4 Utility Bills were sent in the mail last week. Total Utility Accounts Receivable (outstanding Utilities) is approximately \$15,741.
- Two registered letters were prepared for giving notice that the significant 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. Therefore, on or about February 16th, if the utilities are not paid in full, the utility arrears will be transferred to the applicable Property Tax Roll.
- Further to this, Administrator followed up with Joel Kempfer as per Council resolution from prior meeting regarding personally serving notice. Joel indicated he does not do this individually; however, would consider a separate contract if that is the direction council wishes to take. Further, Administrator followed up with a call to Advisory Services and they indicated personal service of the Registered Letter to the tenant would not be necessary as the Town has met the criteria of service through *The Municipalities Act* (s.369). Administrator recommends transferring Utilities from the two outstanding accounts to their respective tax rolls.
- 74/21** RQ/CM as service of notice has been sent via Registered Letter on January 15, 2021, be it resolved that Utility Arrears totaling \$6,913.02 (sixty-nine hundred thirteen dollars, two cents) from UB Roll No. 554 0000 be transferred to its respective Property Tax Roll No. 554 000 this 17th day of February, 2021.
CARRIED
- 75/21** TT/RL as service of notice has been sent via Registered Letter on January 15, 2021, be it resolved that Utility Arrears totaling \$1,084.65 (one thousand eighty-four dollars, sixty-five cents) from UB Roll No. 009 0040 be transferred to its respective Property Tax Roll No. 009 000 this 17th day of February, 2021.
CARRIED
- 76/21** GH/RQ to shut off curb stop at UB Roll No. 009 0040 due to non-payment when feasible.
CARRIED
3. Year End Update:
- The 2021 Pet Licenses have been mailed
 - 2020 Annual Landfill Report (*prepared, not filed*)
 - 2020 T4s for Elected Officials and Staff
 - Final Report for Accessibility Project due within 30 days of Project End Date (Jan 31/2021)
- The Auditors will be in the office next Monday, February 22 to complete the 2020 Year End Audit.
4. Commercial Recycle Bin Policy: With general rate increase for commercial recycle bin tips, council considers changing fees so Town is not subsidizing commercial recycling.
- Councillor RQ declared a pecuniary interest and left the council meeting at 7:44PM*
- 77/21** RL/TT to set commercial recycle bin tip fee to cost plus ten percent (+10%) per bin tip.
CARRIED
- Councillor RQ returned to the council meeting at 7:47PM*
- 78/21** CM/KD to develop a Commercial Bin Policy for delivery and pickup usage for waste at a cost of \$100.00 total.
CARRIED

MAYOR AND COUNCILLORS FORUM

KD - Sportsplex: Councillor KD presented the Sportsplex monthly financial statement.

79/21

KD/RL to acknowledge the Wolseley Sportsplex financial report dated February 12, 2021.

CARRIED

- The Wolseley & District Sportsplex Board is proposing to shut down the ice plant at the end of February.
- Troy Life & Fire Safety completed the inspection and recommended adding tamper covers to all pull stations in the arena to reduce the risk of false alarms due to condensation & ice build-up.
- Practices are on-going for minor hockey and figure skating.
- A small ribbon cutting ceremony was held at the Wolseley Sportsplex on Saturday to officially open the accessibility lift and mark the project as complete.
- Wolfcreek Jubilee Court received resignation letter from Maggie Petrychyn, effective March 31, 2021. Signing authority was changed. They are working on a contractor to install four doors at a total approximate cost of \$27,000 to \$28,000 (supplied and installed). Wolfcreek Jubilee Court Financial Statement is at the Town Office. Nothing was done this past year due to COVID.
- 2021 MuniSask Convention was different this year being virtual, there were technological difficulties which made it challenging. The President is Roger Hayward and VP of Towns is Rennie Harper. All but one proposed resolutions passed. Councillor KD attended a session on community and economic development where they discussed regional cooperation. There was a debate on the name change from Saskatchewan Urban Municipalities Association to Municipalities of Saskatchewan. There will be a general vote with the membership on the name change in about a year.
- Councillor KD tasked Office Clerk with typing out the EMO Plan so we have a digital copy to update.

RL - Sportsplex: A heater was placed in the ice plant room to keep leaks from ice plant brine pump.

- Rexall curb stop is now frozen and has started leaking on its own due to going on and off. Public Works is hoping it holds until spring when it can be repaired when Rexall repairs its water service line. Public Works is hauling water for their storage tank for now.

RQ - Western Financial Group presented a \$5,000 cheque to the Wolseley Fire Department in memory of Scott Pollock. The Fire Department plans to purchase an AED machine and turnout gear with the donated funds.

- Fire Department is working on budget items and getting prices for Fire Hall items.

CM - Public Works: pricing for new interior lighting at the Water Treatment Plant. A quote will be coming from DC3 Electric (Grenfell).

- Walker Projects will be contacted to see if they can come do their study on the Lake for the Watermain Extension via Line Bore Method in order to complete the engineering required for the Water Security Agency application for new waterworks.

SC - Councillor SC attended the Wolfcreek Jubilee Court Board Meeting

- Councillor TT working with and keeping Councillor SC updated with budgeting work at the Town Hall/Opera House (i.e. blinds and wood floor).

TT - Town Hall/Opera House: Indian Head Technologies came down to test the WIFI connection. The technician brought a booster with him. Net result in a small cost to improve so instead of getting estimate, just went ahead and did it. Now we have a good consistent WIFI in the Town Hall. The router we have is okay. It is recommended to upgrade the SaskTel internet speed from Business interNET 5 to interNET 50 for a 5-year term at \$69.95 per month.

80/21

TT/SC to upgrade the Town Hall/Opera House internet to the SaskTel Business interNET 50 plan for a cost of \$69.95 per month for a 5-year term.

CARRIED

- Town Hall Budgeting: Quotes for the blinds for the upper level are being worked on. Scaffolding is being arranged to be set up to get proper measurements. There are two companies that will be providing quotes. The wood floor in the main auditorium needs attention. Shamrock Flooring is coming out on Friday to have a look at it and provide a recommendation.
- Mainline Music Festival continues to plan for a modified in-person festival on Monday April 19, Wednesday April 21 and Thursday April 22. A piano tuner is scheduled to come on the Saturday prior to make sure the piano is tuned correctly. It was suggested to request the cooking class in the basement to use the basement doors for coming and going that Monday, Wednesday and Thursday as they wish to not cross-over areas (with exception to the washrooms on the lobby entrance level). Mainline will keep area cleaned. Mainline Music Festival will provide a letter to the Town regarding rental fees.

- GH** - Budget: reminds Councillors that as soon as lists for budget are done, get them in to the Town Office for compilation.
- SUMA 2021 Convention was a challenge this year with technology. The Tradeshow was not the greatest. Mayor GH attended some sessions and encourages all members of council to view recorded sessions online. Mayor GH had an opportunity to speak with the Minister of Rural Health regarding our Hospital closure coming up to one-year anniversary of it being closed. Still no answers, although told “working on it”.

UNFINISHED BUSINESS

1. **Animal Control Bylaw**: Discussion regarding the Public Hearing scheduled for Wednesday March 3, 2021. COVID regulations stipulates 30 persons maximum can be in attendance with masks, and following social distancing practices. The public hearing is not a debate, but rather to hear from ratepayers and give them an opportunity to speak at the public hearing to provide feedback on the proposed Bylaw.

NEW BUSINESS

1. **Ratification of Water Meter Purchase**:

81/21

CM/RL to ratify purchase of six (6) water meters from Wolseley Canada Inc. at a cost of \$1,706.69.

CARRIED

2. **Troy Life & Fire Safety Annual Fire Alarm Test Inspection – Wolseley Sportsplex**: For information purposes, the Town received a report for the Wolseley Sportsplex Annual Fire Alarm Test Inspection. The following observation/recommendation was made: *“We recommend adding tamper covers to all pull stations in the arena to reduce the risk of false alarms due to condensation & ice build-up.”*
3. **Troy Life & Fire Safety Annual Fire Alarm Test Inspection – Town Hall/Opera House**: For information purposes, the Town received a report for the Wolseley Town Hall/Opera House Annual Fire Alarm Test Inspection. At the conclusion of the test inspection, the system was left in satisfactory operation as per report.

CLOSED SESSION

82/21

RQ/CM that Council moves into a Closed Session at 8:36PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- Emergency Management Organization (EMO) Planning;
- Wolfcreek Jubilee Court Board Planning;
- Strategic Planning.

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

CARRIED

83/21

SC/RL that Council moves out of a Closed Session and reopens the Public Meeting at 9:14PM.

CARRIED

EMO Planning:

84/21 RQ/TT to continue EMO planning. **CARRIED**

Wolfcreek Jubilee Court Board Planning:

85/21 KD/CM to coordinate with the RM of Wolseley, No. 155 for planning for a joint Member at Large for the Wolfcreek Jubilee Court Board. **CARRIED**

Strategic Planning:

86/21 GH/RL to continue strategic planning. **CARRIED**

ANNOUNCEMENTS

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

ADJOURNMENT

87/21 CM that the meeting be adjourned at 9:16PM. **CARRIED**

Gerald Hill
Mayor

Candice Quintyn
Chief Administrative Officer