

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

The 9th 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 March 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 7:01PM.

AGENDA

109/21 RQ/TT that the Agenda be adopted as amended. **CARRIED**

MINUTES

110/21 CM/RQ that the minutes of the regular meeting held March 3, 2021 be approved. **CARRIED**

ACCOUNTS

111/21 RL/KD that the general accounts for ratification, cheque #'s 20715 to 20722 totaling \$8,642.28 be ratified. **CARRIED**

112/21 CM/RQ that the general accounts for approval, cheque #'s 20723 to 20741 totaling \$26,402.62 be approved. **CARRIED**

113/21 RL/TT that the Statement of Financial Activities detailed for the period ending February 28, 2021 be approved as presented. **CARRIED**

COMMUNICATIONS

1. Robert Waldenberg re: 313 Ash Street Inquiry: Council reviews inquiry and directs Administrator to advise correspondent that either of the modular homes presented in the correspondence would be suitable for the area, in addition to the quonsets presented, subject to application for Building Permit. Building height would have to adhere to Zoning Bylaw, as well as having the modular home on screw piles.
2. Ratepayer Inquiry re: Request to Amend Zoning Bylaw: Council reviews inquiry from ratepayer requesting to amend the zoning bylaw for their property to allow 1-2 horses, 1-2 cows, chickens, rabbits, and pigs. The general feeling was to not approve the zoning amendment request as there are residential areas nearby. Council views the request as something the Council is wanting to phase out from within town limits.

114/21 RQ/CM that the Town of Wolseley approve the request to change the zoning from CS2 - Passive Community Service District to FUD - Future Urban Development District for Blk/Par A-Plan 81R02061. **DEFEATED**

3. Communities in Bloom re: 2021 Program: Communities in Bloom (CiB) Saskatchewan sent out the 2021 Saskatchewan Edition Provincial Registration Form. Council directs Administration to forward the letter to Wolseley Horticulture Society to ensure they are in favor of and on-board with proceeding in this year's CiB program.

4. Wolseley Chamber of Commerce re: Release of Funds: Correspondence received from Wolseley Chamber of Commerce regarding remaining funds that have been left in an account. The Chamber of Commerce has not been active for a number of years, so they would like to release the fund to the Town of Wolseley to be used specifically for the attraction of new business to Wolseley, promotion of the existing business community, or an economic development program of some type.

115/21 TT/KD to accept funds from the Wolseley Chamber of Commerce and transfer said funds to the Town’s Planning and Development Reserve.

CARRIED

REPORTS OF ADMINISTRATION

1. February Bank Reconciliations: Administrator prepared and presented the February Bank Reconciliations and notes for the Cornerstone Credit Union general operating account and the TD Canada Trust general operating account.

116/21 CM/RQ that the February Bank Reconciliation and notes for the Cornerstone Credit Union general operating account be approved as presented.

CARRIED

117/21 RL/KD that the February Bank Reconciliation and notes for the TD Canada Trust general operating account be approved as presented.

CARRIED

2. Utilities Update: Public Works read water meters this week for the preparation of the 2021 Q1 Utility Billing. Utility Bills will be sent in the mail prior to the end of March, due April 30, 2021.

Outstanding utility accounts total approximately \$4,900.

3. TAXervice Update: Further to the September 2020 report TAXervice provided, the six-month waiting period has expired for four (4) properties in the 2018 Arrears file. The next step in the Tax Enforcement process is to apply to the Provincial Mediation Board (“PMB”) for consent to take title. TAXervice will prepare the documents with respect to obtaining consent from the PMB if immediate payment is not received, or if agreements for payment are not in place.

Two of the 4 properties have entered into a payment agreement with the Town of Wolseley. Agreements will not stop the tax enforcement/recovery process; however, it would postpone further proceedings at this time. If at any time the payment arrangement is defaulted upon, proceedings would be picked up where they were left off.

4. Office Update:

- 2020 Annual Landfill Report – filed with Ministry of Environment
- Final Report for Accessibility Project – *filed with Program Officer for Service Canada*

Administrator contacted Saskatchewan Parks and Recreation Association (“SPRA”) regarding the 2020 Parks for All Action Grant received May 2020 for the Wolseley Nature Trail. The deadline for completed projects is April 1, 2021. To request an extension, we must write to SPRA indicating we are requesting an extension and the reason for the extension.

118/21 RQ/TT to request a one-year extension from SPRA for the 2020 Parks for All Action Grant.

CARRIED

5. 2021 Yard Debris Pick Up Program: As per electronic correspondence, Town Council approved the 2021 Yard Debris Pick Up Schedule to include as an insert in the 2021 Q1 Utility Billing.

119/21 CM/RQ to ratify approval of the 2021 Yard Debris Pick Up Program as follows: May 5 & 19; Jun 2, 16 & 30; Jul 14 & 28; Aug 11 & 25; Sep 8 & 22; Oct 6 & 20; Nov 3.

CARRIED

MAYOR AND COUNCILLORS FORUM

KD - Sportsplex: Monthly financial statement presented. There is one more utility billing to go through the account.

120/21

KD/TT to acknowledge Wolseley Sportsplex monthly financial activity report.

CARRIED

- Curling Rink door to ice surface has been installed, thanks to volunteers Ed Dureault and Dave Edgar.

RL - Public Works: the security cameras at the Town Shop are not working. Requested a quote from Chitronics in Montmartre, it would be around \$4,000 for outside of the shop. Will wait for written quote before proceeding.

- New mower will be delivered this Friday. Both mowers will be sent to Kipling in the winter for service.

- The manhole/hatch in the Water Treatment Plant has been lifted as per recommendation from Water Security Agency inspection report. Valves have been changed. Water Operators are doing more testing with chlorine to get numbers closer.

- Sewer Lift Station, we aren't sure when it was built. There are two pumps located inside, one runs 1-1.5 hours per day, the other runs 2-2.5 hours per day. Only one pump runs at a time. Public Works will try a product in the Lagoon to break up sludge by the outlet and inlet areas to "shock" to get pipes cleared.

- Both Nicole and Garth are done at the Wolseley Sportsplex and back at the Town Shop.

- Councillors KD and RL will keep an eye on the rink to get the ice surface cleaned up.

RQ - Fire Department: Fire meeting held Monday evening. There was a good turnout, more involvement. Two trucks weren't good, fuel pump leak on one and a carb leak on another. A training video was watched, and planning to do more practicing with trucks when weather is nicer.

- SaskTel bill for the Fire Hall is over \$200 per month, and includes four lines. There's the main phone, paging line, a line rental from the Fire Hall to the Town Office (used for old radios), and a line rental from the Fire Hall to the Town Hall/Opera House (used for activating the siren). Fire Department decided they don't need the paging system anymore and don't require the lines from the Fire Hall to the Office or Town Hall/Opera House. Would like to look at getting internet and email at the Fire Hall, and need to look at getting a computer.

121/21

RQ/RL to terminate SaskTel rental lines and one rental phone at Fire Hall for savings of approximately \$160.72 per month.

CARRIED

- Councillor RQ will have prices for next meeting.

CM - Golf Course sign is ready to be moved to the Town Shop, getting ready to move that.

- Working on quotes for budget.

- Councillor KD suggests securing the Golf Course load/unload ramp once we get it, so it doesn't go missing.

GH - Budget coming up next week Wednesday to discuss preliminary budget items.

- Mayor GH reminds everyone that decisions made via email correspondence needs to be ratified at the council table. Also, Administration is looking at setting up Town emails for each of the Councillors.

SC - Library Annual General Meeting last Tuesday. Four people resigned from the board, looking for Board Members. There is no solid date of return for Librarian yet.

TT - Town Hall: community college started their classes in the basement, but we were having internet connection issues. SaskTel came on Thursday to do the upgrade and everything has been working good since.

- The Town Hall bell has been disconnected for the time being and will have to get evaluated for repair.

- Beach: geese are back in full force, which will lead to budget decisions to try and control. Have researched suggestions, will budget for fencing.

UNFINISHED BUSINESS

1. Animal Control Bylaw: Revisit correspondence from Helen Thompson. Council experimented with ducks as a measure to see if geese would stay away; however, this didn't work and the Town has no intentions of doing that anymore. Administration is researching recommendation to address breeders.
2. Water Street Sanitary Sewer Line Project Update: Zoom meeting was held with Associate Engineering. They were receptive to our discussion. Three items will be looked at: 1) a forced main at east side of street; 2) west side with simple lift station; or 3) look at having a utility bridge. What is currently there is gravity which works fine now, so we will see how the costing works out. Need more communication. Wait to see what they come up with, the zoom worked really well and it was suggested for the Town to look into a Zoom Pro account.

NEW BUSINESS

1. DRAFT Policy No. 28, 6-Yard Commercial Waste Bin Policy:

122/21 RQ/CM to approve and adopt Policy No. 28, the 6-Yard Commercial Waste Bin policy.

CARRIED

2. DRAFT Policy No. 29, Utility Service Management Policy:

123/21 GH/TT to approve and adopt Policy No. 29, the Utility Service Management policy.

CARRIED

3. Review Lease of Hay Land: Current lease of hay land expires May 31, 2021. Town Council suggests to send letter to current lessee is interested in leasing again at the same rate for same duration (two years). Council suggests changing term of lease to a calendar year (January 1, 2021 to December 31, 2022).

4. Kahkewistahaw Municipal Services Agreement:

124/21 CM/RQ to authorize Chief Administrative Officer, Candice Quintyn, to proceed with signing the Municipal Services Agreement between the Town of Wolseley and Kahkewistahaw First Nation #72 as per agreement presented.

CARRIED

5. Application for Building Permit – 901 Varennes Street: Building Permit Application received to construct an open veranda in rear, and alter front porch to an open veranda.

125/21 RQ/TT to approve application for Building Permit for 901 Varennes Street as presented.

CARRIED

6. Application for Building Permit – 101 Cedar Street: Building Permit Application received to construct a garage/storage building.

126/21 CM/RL to approve application for Building Permit for 101 Cedar Street as presented.

CARRIED

7. Compass Geomatics re: Quote to Re-survey Commercial Properties: Quote to resurvey the Bradley Property to remove the utility easement out of parcels and add to road allowance for a cost of \$5,315.00 + GST. Council tables item to review the Right of Way and Utility Easement that is registered on the parcels before deciding.

8. Municipal Utilities re: Quote for Spare Industrial Park Lift Station Pump: Quote to stock another Goulds lift station pump for the Industrial Park Lift Station will cost \$4,757.50 plus taxes and (six) 6 weeks delivery.

127/21 RL/TT to purchase a spare Goulds lift station pump for the Industrial Park Lift Station at a cost of \$4,757.50 plus taxes.

CARRIED

CLOSED SESSION

128/21 CM/RL that Council moves into a Closed Session at 9:25PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following item:

- Project Planning

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

CARRIED

129/21 RQ/SC that Council moves out of a Closed Session and reopens the regular meeting at 9:52PM.

CARRIED

Project Planning:

130/21 KD/TT to continue project planning.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday April 07, 2021 at 7:00PM at the Wolf Creek Friendship Centre.

ADJOURNMENT

131/21 RQ that the meeting be adjourned at 9:53PM.

CARRIED

Gerald Hill

Mayor

Candice Quintyn

Chief Administrative Officer