

**TOWN OF WOLSELEY
MINUTES
MAY 05, 2021**

The 13th 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 May 05, 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

185/21 RL/CM that the Agenda be adopted as amended.

CARRIED

DELEGATION

186/21 RQ/TT to hear Melanie and Daniel Arkinstall at 7:02PM re: drainage issues at 200 Front Street.

CARRIED

- Melanie inquires with Town Council if there is any plan to address the drainage issue in front of 200 Front Street.
- It was indicated there is a problem with water at the back as well, which drains from the backyard to the front. Town Council and Public Works was not aware of this and will have to reassess the area and come up with a solution.
- Dan suggests putting drainage on south side of sidewalk and perhaps taking a tree out on the corner.
- Members of Council and Public Works will meet with the homeowners to find a solution.

Daniel and Melanie Arkinstall leave the meeting at 7:20PM.

MINUTES

187/21 CM/RQ that the minutes of the regular meeting held April 21, 2021 be approved.

CARRIED

ACCOUNTS

188/21 RQ/KD that the general accounts for ratification, cheque #'s 20827 to 20834 totaling \$8,743.66 be ratified.

CARRIED

189/21 CM/RL that the general accounts for approval, cheque #'s 20835 to 20875 totaling \$53,716.61 be approved, with the exception of cheque # 20872.

CARRIED

Councillor RQ declared a pecuniary interest and left the meeting at 7:27PM

190/21 CM/KD that cheque # 20872 payable to Wolseley Service totaling \$237.75 be approved as presented.

CARRIED

Councillor RQ returned to the meeting at 7:27PM

COMMUNICATIONS

1. Mainline Music Festival – Wolseley re: Piano Tuner Recommendations: Correspondence received from Mainline Music Festival - Wolseley based on recommendations received from Floyd Gadd (Piano Tuner). First recommendation is to not store piano on an outside wall, due to temperature and humidity fluctuations; secondly, to not store it in front of heating units as that causes piano wood to really dry out which causes piano to go out of tune more quickly; and finally, if storing on an outside wall to fashion some kind of insulation panel for the back side of the piano to protect it from temperature fluctuations. Town will pass this information on to Caretaker.
2. Cornerstone Credit Union re: Revolving Credit Facility Fee:

Councillor TT declared a pecuniary interest and left the meeting at 7:34PM

Correspondence received from Cornerstone Credit Union regarding introduction of a revolving credit facility fee that would be applied to our accounts based the authorized line of credit we have. Town Council expressed their dissatisfaction with upcoming changes and suggests the Town should ask for an annual review of fees from the Credit Union in order to budget appropriately.

Councillor TT returned to the meeting at 7:45PM

3. Wolseley High School re: Celebrating 2021 Graduates: Correspondence received from Wolseley High School asking permission to hang graduate banners from light poles on Sherbrooke Street and Front Street; and installation and removal of the banners.

191/21

CM/SC to grant permission to Wolseley High School for hanging banners of 2021 Graduates and work with Public Works for the installation and removal.

CARRIED

REPORTS OF ADMINISTRATION

1. Utilities Update: The 2021 Q1 Utility Billing was levied for the period January 1 to March 31, due April 30. The interest calculation has been completed for overdue accounts as of May 1. Pursuant to Section 5.2 of The Utility Service Management Policy, the Office Clerk has prepared the Second Notice known as the Payment Reminder Notices this week and will be sending those out via standard post mail. At this point, the consumer is strongly encouraged to make payment in full or make reasonable scheduled payment arrangements to pay the Utility arrears to \$0 prior to the next quarter being levied.

Third and FINAL Notice will be considered in the first week of June if any accounts remain in arrears at that time. Shut-offs due to non-payment, failing to contact the municipality or follow-through with payment arrangements would be scheduled at least 14 calendar days' after final notice has been delivered.

Utility Accounts Receivable sits at approximately \$10,725. As a point of interest, the utility portion that was transferred to Tax Roll 554 was paid in full on Friday, April 23 (\$7,192.31).

2. Ratify Colorimeter Replacement: The Colorimeter (which tests for Chlorine/Manganese/Iron, etc.) at the Water Treatment Plant requires replacement as it is not working correctly. To stay compliant with Water Security Agency testing requirements, a replacement is required as soon as possible. One has been ordered from Enviroway and will be 3-5 weeks until delivered, and one has been borrowed from Water Security Agency until it arrives.

192/21

RL/TT to ratify the purchase of a new DR900 Colorimeter from Enviroway at an approximate cost of \$2,132.00 + shipping and applicable taxes.

CARRIED

3. Ratify 2021 Dutch Elm Disease Survey: Living Tree Environmental submitted quotes for completing either a one-survey or two-survey option for the Town of Wolseley to survey for Dutch Elm Disease. Last year, Town Council chose to proceed with the two-survey option.

193/21 RQ/CM to ratify decision to proceed with 2021 Dutch Elm Disease two-survey option as quoted from Living Tree Environmental (Jeff Gooliaf) at a total cost of \$2,262.75 (taxes included).

CARRIED

4. Ratify Purchase of Fertilizer and Mulch for Courthouse Yard: The annual order of 30 bags of lawn fertilizer and 110 bags of garden mulch was initiated by Mayor GH for the Courthouse Yard. The total quote from the Wolseley Home Building Centre is \$1,583.86.

194/21 GH/CM to ratify purchase of lawn fertilizer and garden mulch for the Courthouse yard from Wolseley Home Building Centre at an estimated cost of \$1,583.86 (taxes included).

CARRIED

5. SaskPower Confirmation of Enrollment into Community Rink Relief Program: SaskPower confirmed that the Town of Wolseley is successfully enrolled into SaskPower's Community Rink Relief Program. SaskPower will waive the demand and minimum bill charges on our bills from March 1, 2021 to September 1, 2021. The Town will still be responsible to pay for any power consumed, basic monthly charges and applicable taxes.

6. Wolseley Golf Course Insurance Update: To add the Wolseley Golf Course Buildings and Equipment to the Town's insurance policy, the annual premiums would be as follows:

- Clubhouse for \$40,000 = \$299
- Washrooms for \$14,000 = \$16
- Shed for \$3,500 = \$10
- 1974 Massey Ferguson 180 Tractor 9A-18385 for \$6,000 = \$12
- Fairway Mower for \$4,000 = \$11
- 2013 IS 70Z Ferris 62" Riding Mower #2016477920 & Briggs & Stratton 28hp Motor #130509YG504015 for \$8,500 = \$11

TOTAL Premium \$359.00

WFG said the Golf Course elected to not insure the weed trimmer as it was under the deductible of \$500.00

195/21 CM/SC to proceed with adding the Wolseley Golf Club Buildings and Equipment to the Municipal Insurance Policy for annual premium of \$359.00.

CARRIED

7. Plexi-glass Divider Quote for Town Office: Administrator inquired with Beliveau Construction for a quote to install a clear plexi-glass on the side front counter in front of the Administrator's desk. Quote received for \$333.

196/21 GH/TT to proceed with quote from Beliveau Construction to cut and install piece of clear plexi-glass and install at Town Office front counter for cost of \$333.00.

CARRIED

8. Remax Contract Sample: Administrator provided Town Council with a copy of a sample contract for the Town owned lots. Administrator is authorized to sign contracts when they are prepared.

MAYOR AND COUNCILLORS FORUM

KD - Request for Proposal for Sportsplex Ice Resurfacer Garage. Councillor KD suggests to have an RFP deadline of June 1st, ready for the June 2nd meeting. Estimated costs for the project are roughly \$75K.

197/21 KD/CM to advertise Request for Proposal on SaskTender for deadline June 1, 2021 for Sportsplex Ice Resurfacer Garage Project.

CARRIED

198/21 KD/RL to hire Beliveau Construction on hourly rate for replacing screws on section of Sportsplex roof and section of Fire Hall roof to repair leak issues.

CARRIED

- Jubilee Court suite vacant, they will be renovating in June and will be available for rent in July. They looked at drainage issues.

- RL - Met with paving company and discussed back alley at Jubilee Court where they are having drainage issues. The paving company was not receptive to repairing it as machines cannot do swales. They recommended to go with cement.
- 2021 Paving recommendations were Richmond Street north of the bridge to about 30' past 417 Richmond Street; doing the Ouimet Street intersection; along Courthouse parking area, pave up to the new sidewalk; build up pavement on the curve at Front/Gordon Streets at the CP Railway; patches to do by Rexall and Home Building Centre; and Birch Street from Poplar to Willow Streets. The width of the pavement is determined by how far from edge of road so it doesn't damage over the edge of the road. They will be in Town in September. They were in town doing measurements to prepare quotes.
 - There is a section of road at the High School (on Second Avenue) that has a large frost boil. This will have to be dug out and repaired.
 - Talked to Greg Hazzard (Provincial Pothole) and discussed quotes.
 - Dust Control will be applied next Wednesday.
 - Filter #5 at the Water Treatment Plant is having maintenance done on it by Municipal Utilities. The filter will be offline until they come back with piping.
 - Landfill has been tidied up, the tree pile has been pushed to one end. Lots of dirt and filled in some holes. Set aside large blocks of concrete to use at the Lagoon. Any broken concrete can be hauled to dump, but any larger blocks can be hauled to Lagoon to use as rip-rap.
 - There are cat problems in town. Councillor RL was advised the person complaining needs to address it with the Town Office.

199/21 RL/CM to place street name sign at corner of 900 Garden Street, named "Garden Street" to identify street from Garden Street to Thomson Street.

CARRIED

- List of sidewalks to work on this year has been made.

- CM - Golf Course: Marty Happy believes be will be done the Golf Course sign by June 1st (tentative).
- Golf Course Clubhouse Addition Project: proposing a 16'x24' addition. Quotes for the clubhouse are coming in Coueslan Concrete and Ennis Equipment will be donating some work towards the project and the Town will issue a charitable receipt for the work. The project estimate is about \$50K.

200/21 CM/RQ that Town Council supports the Wolseley Golf Course Clubhouse Addition project.

CARRIED

- Golf Course had a good cleaning-bee and put the benches out, looks good.
- Golf Course COVID Update on guidelines; they are allowed to start shotgun tournaments. They will be looking at meeting again soon to discuss regular skin nights, etc.
- Ball Diamonds: there is a U8 Girls softball team that practice Tuesdays and Thursdays through May and June. Councillor CM would like to acknowledge Michelle Bieber and Macee Robertson for starting this, it is good to see. Councillor CM met with Dean Bieber, the diamonds had already been worked up for cost of \$125 plus taxes. Public Works will look at sprucing up the benches and railings and drag the infields. There are gopher holes in the outfield need to look at fixing. Will need to order an outdoor washroom and will need to trim trees around there.

201/21 GH/CM to order a port-a-pot from Grenfell Septic for the Ball Diamonds.

CARRIED

- GH - Mayor GH witnessed damage done to the pavement on Ash Street by local contractor doing yard improvements for a ratepayer. Mayor GH suggests sending letters notifying both the contractor and the resident of the incident.
- May need to review Landfill fee schedule.
 - Mayor GH had a Zoom Meeting with Qu'Appelle Beef, Jason Aitken regarding plans for the facility. Working towards reopening and expansion of the Neudorf plant. They are raising funds and looking for support from community "letter or support" for Federal granting. It was suggested that Jason set up a meeting with entire Council to present to them as a whole. Will try to set a meeting for Thursday May 13 at 7:30PM.

- TT** - Painted two soccer fields by Roman Catholic Church; New Life Church agreed to lend them property (if required).
- Dock for the beach can be installed soon. Councillor TT will check to see if the sand requires rototilling.
 - Quote received for SplashPark fence \$5,372.40 from Beliveau Construction.

202/21 TT/RQ to proceed with Beliveau Construction quote for developing a new fence at the Splash Park for estimated cost of \$5,372.40.

CARRIED

SC - Plan for budget for employee for Tourist Booth re-open Tourist Booth Plan.

- RQ** - One fire call last week was a stubble fire. Tried out the new leaf blowers and they work great.
- Radios are back and repaired, everything is working great.
 - Internet, Email and the desktop computer is all set up at the Fire Hall.
 - New turnout gear and boots came this week.
 - Councillor RQ inquires where we are at with the Line Bore Project. We are currently waiting for Water Security Agency permit approval.
 - Water Street Bridge project need another engineer follow-up.

UNFINISHED BUSINESS

1. **Animal Control Bylaw**: Town Council showed support for including a section in the Bylaw for hobby kennels/harboring, with a fee of \$100 charged for a Harboring Permit and a \$25.00 fee for Harboring Permit Renewals. Town Council also discussed support for including a Lifetime Fee for a pet license.
2. **Water Street Sanitary Sewer Line Project Update**: Waiting for quotes. Nothing to report.
3. **Re-survey Highway Commercial Properties – Quote Review**: Town Council received quotes from 20/20 Geomatics and Midwest Surveys Inc. to compare with Compass Geomatics quote previously received. Administrator directed to check with 20/20 Geomatics on possible additional fees with Highways.

NEW BUSINESS

1. **Water Treatment Plant Monthly Report for April 2021**:

203/20 TT/TL to acknowledge the Water Treatment Plant Monthly Report for April 2021.

CARRIED

2. **DRAFT 2020 Financial Statement**: Town Council received a draft copy of the 2020 Financial Statement from SENSUS Partnership of CPAs. Administrator directed to clarify details with Auditors regarding Page 24 (Schedule 2).

204/21 GH/RQ to approve draft 2020 Financial Statement prepared by SENSUS Partnership of Chartered Professional Accountants as presented.

CARRIED

CLOSED SESSION

205/21 RL/RQ that Council moves into a Closed Session at 9:48PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following item:

- Building Bylaw Planning.

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

CARRIED

206/21 CM/SC that Council moves out of a Closed Session and reopens the regular meeting at 10:08PM.

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

CARRIED

Building Bylaw Planning:

207/21 RQ/KD to continue Building Bylaw planning.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday May 19, 2021 at 7:00PM at the Wolf Creek Friendship Centre.

ADJOURNMENT

208/21 KD that the meeting be adjourned at 10:08PM.

CARRIED

Gerald Hill

Mayor

Candice Quintyn

Chief Administrative Officer