

**TOWN OF WOLSELEY
MINUTES
OCTOBER 06, 2021**

The 24th regular meeting of Council of the Town of Wolseley, in the Province of Saskatchewan for the 2020-2024 term was held in the Ste. Anne's RC Parish Hall located at 97-99 Poplar Street on Wednesday October 06, 2021 at 7:00PM.

PRESENT:

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

ABSENT:

CALL TO ORDER

A quorum being present, Mayor GH called the meeting to order at 7:01PM.

AGENDA

402/21 KD/CM that the Agenda be adopted as amended.

CARRIED

DELEGATION

403/21 RQ/SC to hear Kyle Newman and Dean Bieber at 7:03PM discuss Building Official Concerns.

CARRIED

- Kyle and Dean expressed concerns at a prior meeting regarding the Building Bylaw and felt their concerns were not addressed by Council and no compromise was made. They discussed the possibility of doing a petition. Costs for ratepayers are going to increase with building inspection fees.
- Kyle and Dean feel their business is being threatened and hope Council can make a compromise with a Building Inspector. They fear people don't want to get permits and will go to other towns for building materials. Kyle and Dean feel Council is taking small business away from them.

Councillor RQ left the council meeting at 7:17PM.

- There seems to have been a misinterpretation or miscommunication between a Building Bylaw and a Building Official.
- Kyle and Dean ask if there can be a compromise to what is inspected. They are worried about the do-it-yourselfers not being able to continue doing what they are doing.
- Kyle and Dean discussed what neighboring Village of Montmartre does in hearing through some of their ratepayers and members of council.
- Mayor GH hopes Council has answered some of their questions and asks Kyle and Dean to get the final copy of the Bylaw, write down the details of their concerns and submit to Town Office so we have something to work with.

Kyle Newman and Dean Bieber left the council meeting at 7:42PM.

MINUTES

404/21 CM/RL that the minutes of the regular meeting held September 15, 2021 be approved as presented.

CARRIED

Councillor RQ returned to the council meeting at 7:44PM.

ACCOUNTS

405/21 SC/KD that the general accounts for ratification, cheque #'s 21253 to 21260 totaling \$9,030.47 be ratified.

CARRIED

406/21 RQ/RL that the general accounts for ratification, cheque #'s 21261 to 21263 totaling \$1,550.75 be ratified.

CARRIED

407/21 CM/RQ that the general accounts for ratification, cheque #'s 21264 to 21271 totaling \$8,793.41 be ratified.

CARRIED

408/21 CM/KD that the general accounts for approval, cheque #'s 21272 to 21321 totaling \$76,666.61 be approved, with the exception of cheque # 21317.

CARRIED

Councillor RQ declares a pecuniary interest and left the council meeting at 7:51PM

409/21 RL/CM that cheque # 21317 payable to Wolseley Service Ltd. totaling \$1,407.36 be approved.

CARRIED

Councillor RQ returned to the council meeting at 7:51PM

COMMUNICATIONS

1. Wolseley Dance Club re: 2021-22 Town Hall/Opera House Rental Agreement Rates: Correspondence received from the Wolseley Dance Club regarding rental rates for the 2021-22 Season.

410/21 TT/SC to charge the Wolseley Dance Club the same Town Hall/Opera House rental as the prior year: \$100 for the first rental day of the week and; \$50 for any subsequent days following that week.

CARRIED

2. Southeast Regional Library re: Upcoming Semi-Annual Trustee Meeting: Correspondence received from Southeast Regional Library regarding the semi-annual trustee meeting. Within the correspondence, they noted we do not have a library trustee appointed for our municipality. The meeting will be held via Zoom on October 30 from 10AM to 12PM. This item was discussed by Council inquiring who can be a trustee.

3. Southeast Regional Library re: Update from Southeast Regional Library: Correspondence received from Southeast Regional Library regarding potential impact of reduced library services for patrons, staff and municipalities. As of October 1, proof of vaccination (or negative COVID-19 test results) will be required for patrons using public libraries in Saskatchewan. Based on this decision, Southeast is implementing the same requirement for staff. This mandate has left Southeast uncertain about staffing across the region in the months ahead.

REPORTS OF ADMINISTRATION

1. Utilities Update: The 2021 Q3 Utility Billing was completed and sent out prior to the end of September. This billing is for the period July 1 to September 30, 2021, and will be due October 31, 2021.

The Utility Accounts Receivable sits at approximately \$52,300.

2. TAXervice Updates – 2018 Arrears, Resolution to Acquire Title: The 30 day/final notice was sent to the Registered Owner of 501 Willow Street on August 20, 2021 and was returned to the TAXervice office as “unclaimed”. They resent the final notice by regular mail and marked their file served. The Tax Enforcement Act provides that Council may, by resolution, authorize proceedings to acquire title.

411/21 CM/GH THAT TAXervice, on behalf of the Town of Wolseley, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land: Lot 10-Blk/Par 35-Plan G5647 Ext 0; Title No. 146509005.

CARRIED

3. TAXervice – 2020 Arrears File: A total of nine Notice of Arrears (courtesy letters) were sent out August 20, 2021 to those who have not yet paid their 2020 Property Taxes. The deadline for payment was Friday September 24. We received payment for four properties, leaving the following five (5) properties outstanding:

Roll No.	Legal Land Description	Title No.	Amount of Arrears, as at October 6, 2021
554 000	Blk/Par M Plan 83R18604 Ext 0 Blk/Par N Plan 83R18604 Ext 0 Blk/Par P Plan 85R66910 Ext 0	141826439 141826349 141826237	12,128.63
409 000	Lot 05 Blk/Par 03 Plan 13626 Ext 21 Lot 12 Blk/Par 03 Plan 101413819 Ext 22 Blk/Par 12 Plan 101414720 Ext 85	148658697 148658732 148658822	2,850.29
295 000	Lot 05 Blk/Par 28 Plan B1151 Ext 0	140757420	2,187.06
234 000	Lot 02 Blk/Par 18 Plan 35900 Ext 0	150344265	718.80
419 000	Lot 11 Blk/Par 06 Plan 13626 Ext 25	151769256	1,877.89

412/21

RQ/KD THAT Council accept the list of lands in arrears as presented, and to exclude from the list of lands properties in which the amount of taxes in arrears does not exceed one half of the immediately preceding year’s tax levy; and, THAT TAXervice be authorized to handle the Tax Enforcement proceedings on behalf of the Town of Wolseley.

CARRIED

4. Office Updates: The CAO will be away from the office Thursday October 7 and Friday October 8, and will return Tuesday October 12.
5. Nature Trail Project Update: April Dahnke gathered quotes from Barco Products for items such as benches, a picnic table, bike rack and garbage cans for the walking trail project. The group has a budget of \$4,000 for those items, and \$1,000 for signage. The items picked out from Barco Products are over the \$4,000 budget and will have to be reviewed again. April is in communication with Marty Happy about creating an Eagle Perch sign that shows the wing span of an eagle, which also acts as a photo opportunity for trail visitors. This project is a work-in-progress.
6. Garnet St Road Widening: The Bradley Property Subdivision, Road Widening Project along Garnet Street is now complete.

MAYOR AND COUNCILLORS FORUM

GH - The Tourism and Economic Development Committee welcomed two new members and therefore Mayor GH would like to appoint them to the committee.

413/21

GH/SC that Norman MacDonald and Chris Steininger be appointed to the Tourism and Economic Development Committee.

CARRIED

- Tourism and Economic Development Committee discussed resurrection of the Welcome Wagon for newcomers to Wolseley. Kim Weber is looking after this. The Committee is working towards updating the Business Directory, having a Welcome to Wolseley night, among other ideas. It was mentioned the Christmas Parade was well attended last year. Councillor McBride indicated his group intends continuing that this year. Meeting went well.

KD - Sportsplex Financials: some arena fees are coming in and so far, minimal expenses are going out.

414/21

KD/RL to accept Sportsplex financial report as presented.

CARRIED

- Sportsplex Board meeting was held Monday evening and an executive was elected. Frank Schneider is the President. Tentative ice-in is November 1st. Minor Hockey will have three teams this year. There will be no Figure Skating this year as they couldn’t get a qualified instructor for the older group. Junior C Mustangs have a meeting tonight and have practice skates in other communities in October. Hope to go ahead, but uncertain with pandemic.

- The Sportsplex Board is going to try and do up a budget, but not sure what going to happen this season yet. The big cooler is not working, may get Brian to look at the compressor when he is here for starting up the plant.
- The Sportsplex Facility Guidelines are the same as where we ended last season. One-way traffic flow throughout the facility. There are a few changes. Players over the age of 18 years need to wear masks while they play. Will discuss vaccination passports.

RL - Landfill: Darcy is happy with how things are going. Tires were thrown into the bin which needed to be removed and disposed of properly.

- Shelley Hayward contacted Councillor RL about hosting a potential fundraiser for the Shelby Patton Memorial Park. The fundraiser would include having Quick Dick McDick coming to do a comedy night. Councillor SC will follow-up and see if there is any interest. If Wolseley isn't interested, they were going to approach Indian Head.

SC - Town Hall: Blinds should be in next Friday. Will wait until they get the blinds to book the lift.

- Diane is working on a questionnaire mail drop for Tourism and Economic Development Committee to ask for community feedback and input. Hope for good response.
- The 620 CKRM ads were updated. Councillor SC played the ads for Council to hear. One ad is for businesses, the other is for relocating. Reminder has been posted to the public that we have this campaign running to advertise their events.

TT - Town Hall: Coffee Perks weren't working properly so Councillor TT ordered some new ones for the kitchen. Will be looking at getting a set of sharp knives for the kitchen as well. The WIFI signal is good and the speed was showing good. There were times during livestream for funeral that it was glitchy. Will have to follow up with SaskTel to see if they can check if everything is working properly. The Sound System is getting really old, will need to look at for budget and updating our technology/projector.

- The Town Hall WIFI has been temporarily shut off due to kids hanging around the Town Hall and causing some minor damages to the area. Will have to find a solution, perhaps password protect the WIFI for facility users.
- Town Hall Roof: nothing further to report. Admin reached out to another company that had a mail drop in the mail this past week.
- Library Meeting: The Librarian had a well-prepared meeting agenda, and she is very thorough. New Assistant Kim Bush will work out of Wolseley and Grenfell branches. Councillor TT reported that at the Library meeting, Libraries were exempt from requiring proof of vaccination, but somewhere along the line this has changed (see correspondence). The Library is looking at doing a small renovation to open up the area. Will be speaking with landlord about changes. They are also planning a Toonie Tea on October 20; they discussed possibility of having a book sale in the future, working with youth, team programming. The board was supposed to discuss hours for 2022 but haven't come back to the Office yet. There is enthusiasm at the Library and is nice to see!

CM - Golf Course: The Clubhouse addition groundwork and concrete is complete. Thank you to Ennis Equipment and Coueslan Concrete for their donation in kind.

- Public Works: Tourist Booth, Beach Washrooms and Clubhouse is all winterized. Paving is coming soon. The Tennis Court fence has been taken down and stored in Shop Compound. The Pipe is here for the Watermain Extension via Line Boring Method Project. It will be a couple weeks before that project is started. Garth has been fixing paving stones in brick sidewalks. Tree trimming and flushing sewer lines is done.
- Outdoor Rink Grant, nothing new to report. Grant is still under review.
- Second Annual Christmas Cheer Parade is intending to proceed again, December 18, 2021. Posters will be made.

415/21

CM/SC to support and approve December 18, 2021 for Christmas Cheer Parade Day.

CARRIED

RQ - Fire Department: a couple of fire calls, one was a small grass fire at Carry the Kettle First Nation Reserve, another call was a pasture fire in the RM east of town. The Fire Department didn't do anything for Fire Prevention week this year due to COVID.

UNFINISHED BUSINESS

1. Building and Technical Standards Branch re: Building Bylaw No. 03-2021: Correspondence received from Building and Technical Standards Branch acknowledging receipt of our Building Bylaw. The Correspondence noted the review is complete and the Building Bylaw No. 03-2021 is in force and effective September 17, 2021.

416/21 GH/KD to provide Public Notice that a new Building Bylaw is in place, and that Building Permits are required for all construction work within the local authority's jurisdiction.

CARRIED

417/21 GH/KD to request quotes from two Building Inspection Services for the next regular meeting.

CARRIED

2. Canadian Pacific Railway re: Private Rail Crossing – Update: Three out of four responses were received from adjacent land owners respecting the private crossing. Two of the adjacent land owners require the crossing for access to their property otherwise they would be landlocked. Information was provided to CPR. Waiting for further direction/correspondence from CPR.

3. ConX Wireless re: Product Demonstration Update: Some members of Council attended the virtual demonstration of the ConX Wireless Water Fill Station System. They are not opposed to this system, but want to look at costs to replace a standard coin operated system in comparison. Council also discusses what it would cost to produce water and look at adjusting our bulk water rates.

4. Ministry of Environment re: Wolseley Landfill Inspection Report: Further to the Inspection Report, the CAO inquired with the Environmental Protection Officer regarding the Closure Plan and Environmental Site Assessment. A Qualified Person is required for the Closure Plan because they will need to submit a final cover design to close the cell. Saskatchewan currently does not have specific standards for landfills, so the Ministry of Environment require standards from other jurisdictions to be followed (i.e. *Standards for Landfills in Alberta*) as they are considered Best Management Practices. The cover currently placed on the cell is considered an interim cover and can remain in place until a final cover is designed.

An Environmental Site Assessment (ESA) is required as Landfills are considered potentially impacted sites, which require an assessment to determine the type and extent of the impacts, if any. The ESA shall follow the Site Assessment Code Chapter. If the acceptable solution is followed, the Site Assessment is typically conducted as a Phase II, but the Qualified Person will determine how to conduct the Site Assessment.

The CAO will work on preparing a proposal for a Qualified Person to complete this work.

5. Southeast Regional Library re: Branch Weekly Open Hour Worksheet for 2022: The Town Office has not received any information from the local Library Board regarding Branch Weekly Open Hour Worksheet for 2022. Table.

NEW BUSINESS

1. International Coats of Arms re: Quote for Key Chains and Reordering Lapel Pins: International Coats of Arms inquired if we wanted to order more lapel pins, and offered to do a quote on key chains. These quotes are for informational purposes.

2. Associated Engineering re: Water Street Bridge Replacement Carrying Sewer Line Project Update: A 50% submission of the draft drawings package were provided to Council. The Bridge Committee met and went through the drawings and came up with nine questions/comments. The questions were answered. Project carrying on business as usual.

3. Water Treatment Plant Monthly Report for September 2021:

418/21 CM/RQ to accept the Water Treatment Plant Monthly Report for September 2021 as presented.

CARRIED

4. Town Hall/Opera House Update: The Town Hall/Opera House Caretaker provided a written report of things going on at the Town Hall. Still having issues with youth hanging out at the Town Hall damaging property. The storage shed had a hole kicked in, the top of the cigarette butt can was missing (found in another garbage can), and one of the light covers was broken (now replaced with a spare we had in storage). The Caretaker is constantly having to pick up garbage and finding broken/misplaced items around the facility. Caretaker suspects they are hanging out there for the free WIFI. Caretaker suggests password protecting the WIFI and perhaps setting up cameras outside. An item noted for maintenance is the trim along the top of the ceremonial entrance is deteriorating and needs repair. New coffee perks were ordered, as well as new LED bulbs for the chandeliers when the blinds are being installed with the lift, all the light bulbs will be replaced with LEDs at the same time. Council discusses and advises to get quotes for repairs and get quotes for the roof repair as well.

CLOSED SESSION

- 419/21 RQ/TT that Council moves into a Closed Session at 9:38PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- COVID-19 Operation Review for Town Staff/Facilities;
- Staff Remuneration.

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

CARRIED

Councillor RQ declared a pecuniary interest and left the council meeting at 10:07PM.

- 420/21 KD/CM that Council moves out of a Closed Session and reopens the regular meeting at 10:11PM.

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

CARRIED

COVID-19 Operation Review for Town Staff/Facilities:

- 421/21 TT/RL to continue following COVID-19 Public Health Orders for Town facilities and employees, as provided by the Provincial Government.

CARRIED

Staff Remuneration:

- 422/21 GH/CM upon review of current staff remuneration, and effective October 4, 2021, that the following staff be given the following wages:

- Robert Schneider, \$31.70 per hour;
- Mark Smith, \$23.20 per hour;
- Garth Domokos, \$22.35 per hour;
- Nicole Crumley, \$20.60 per hour;
- Diane Beliveau, \$16.80 per hour;
- Darcy Hoel, \$15.00 per hour.

CARRIED

- 423/21 GH/RL that the Chief Administrative Officer's (Candice Cieckiewicz) salary be increased to \$76,135 per year, effective October 4, 2021.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday October 20, 2021 at 7:00PM at Ste. Anne's RC Parish Hall.

ADJOURNMENT

- 424/21 KD that the meeting be adjourned at 10:17PM.

CARRIED

Gerald Hill
Mayor

Candice Cieckiewicz
Chief Administrative Officer