

**TOWN OF WOLSELEY  
MINUTES  
NOVEMBER 03, 2021**

---

The 26<sup>th</sup> 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 November 03, 2021 at 7:00PM.

**PRESENT:**

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

**ABSENT:**

**CALL TO ORDER**

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

**AGENDA**

439/21 RQ/CM that the Agenda be adopted as amended.

**CARRIED**

**MINUTES**

440/21 RL/KD that the minutes of the regular meeting held October 20, 2021 be approved as amended.

**CARRIED**

**ACCOUNTS**

441/21 RQ/SC that the general accounts for ratification, cheque #'s 21344 to 21351 totaling \$9,152.08 be ratified.

**CARRIED**

442/21 TT/KD that the general accounts for approval, cheque #'s 21352 to 21396 totaling \$60,637.75 be approved, with the exception of cheque # 21394.

**CARRIED**

*Councillor RQ declared a pecuniary interest and left the council meeting at 7:11PM*

443/21 CM/RL that cheque # 21394 payable to Wolseley Service Ltd. totaling \$1,088.48 be approved.

**CARRIED**

*Councillor RQ returned to the council meeting at 7:11PM*

**COMMUNICATIONS**

1. RCMP Combined Traffic Services Saskatchewan re: District Commander Update: Correspondence received from CTSS regarding an update for our area. For informational purposes.
2. Casey Patterson re: Offer for Town to Purchase 503 Poplar Street: Correspondence received from Casey Patterson offering for the Town to purchase his bare lot located at 503 Poplar Street for price of \$6,000 as he has decided against building a home on this property.

444/21 CM/RQ to accept proposal from Casey Patterson to purchase the bare lot located at 503 Poplar Street at a price of \$6,000.00.

**UNANIMOUSLY DEFEATED**

3. 2021 Saskatchewan Communities In Bloom Provincial Results and Evaluation Form: The Town of Wolseley received a Bloom Rating of 5 in the Tourist's Takeaway Category with Special Mention for Community Tidiness and Pride. The judges were impressed with Wolseley. Mayor GH congratulates the community and volunteers that helps achieve our standing.

4. Canadian Fallen Heroes Foundation re: Request for Sponsorship: Correspondence received from Canadian Fallen Heroes Foundation regarding if Council wishes to commission a plaque for display locally, for a cost of \$250.00. The plaque displays fallen soldiers they found to have ties to the area pre-enlistment. A few of these are being prepared for display at the provincial aviation museum in Saskatoon. Mayor GH will follow up with this and discuss with local Historian Stephen Scriver and Wolseley Legion Member Jim Jeeves.

### **REPORTS OF ADMINISTRATION**

1. Utility Updates: The 2021 Q3 Utility Billing for the period July 1 to September 30 was due October 31. The interest calculation has been applied as of November 1<sup>st</sup> to all outstanding balances. The second notice, “Payment Reminder Notices” will be sent out this week.

The Utility Accounts Receivable sits at approximately \$14,300.

2. Office Update: The CAO will be away from the office Thursday November 4, returning Tuesday November 9.

### **MAYOR AND COUNCILLORS FORUM**

KD - Sportsplex: Facility Guidelines for 2021-22 indicate much the same as the end of last season with the flow of traffic going one-way. Masks indoors, physical distancing (6 feet). Cleaning will occur between groups. Showers are allowed, subject to physical distancing. Can have the canteen open as long as there are no tables in the lobby for someone to sit and eat. Hand Sanitizers will be located in same areas.

- 445/21** KD/CM to approve the Wolseley & District Sportsplex Facility Guidelines (Oct 2021) based on current Provincial Guidelines.

**CARRIED**

- Wolseley & District Sportsplex Board Financial Update: fees are coming in.

- 446/21** KD/RL to acknowledge Wolseley & District Sportsplex Financial Report dated October 26, 2021 as presented.

**CARRIED**

- Wolseley & District Sportsplex Budget for 2021-22: Income \$38,375; Expenses \$28,448; Net Surplus \$2,427.

- 447/21** KD/TT to accept the Wolseley & District Sportsplex Board proposed Budget for the 2021-22 season as presented.

**CARRIED**

- The ice plant is running at the Sportsplex; white ice is painted and the lines and circles will be painted tomorrow. A pump was purchased for paint that will be split between the Sportsplex and the Curling Rink. November 8 is target start date, all groups are excited and eager to start. There is a plan on how custodial will work, this will be discussed in the Closed Session.

- Curling Club will have a meeting next Monday November 8. The Saskatchewan Curling Association has provided information for a safe reopening plan. A facility guide was developed last year, so this will be used as a starting point.

- Water Street Bridge Project: Drawings are 99% complete. Will review these in committee and bring back to Council.

- Fleury Bus safety went well. Tires will need replacing soon.

- Horticulture Society met and are pleased with the Communities in Bloom report and evaluation. The group has decided to raise funds by doing a raffle for a homemade afghan (made and donated by Brenda Hill) and a garden tool basket.

RL - Sportsplex: the drink cooler was checked and will be at least \$2,000 to repair. It is an older cooler that was donated by G & D Meats and isn't worth repairing. This cooler helped for a little while. Mayor GH suggests for the Rink Board to check with Philip at the meat shop as another cooler may be available for purchase.

- Line bore project will hopefully start up again next week.

- Landfill: Winter hours are now in effect. Today was the last Wednesday.

- RQ - Nothing to report.
- CM - Golf Course: Outside shell of the clubhouse addition is done. Beliveau Construction will be working on the inside and will complete in the next week or two.  
- Public Works: preparing for winter.
- TT - Library: the 2022 Hours Worksheet has been returned to the Town Office. Chairperson Stephen Scriver informed Councillor TT that the Treasurer for the Library Board has resigned and the position will need to be filled. Librarian is recovering from a recent surgery; therefore, other Librarians are filling-in for the time being.  
- Town Hall: roof was briefly looked at by a Contractor. Caretaker happened to be there and the contractor was shown inside where it is leaking. He suspects it is perhaps an issue with the Bell Tower. Council can expect an estimate to come. He has equipment required for the repairs. He mentioned he can also do a drone survey of the roof and provide an estimate for assessment and inspection. Contractor recommends a regular inspection maintenance on the roof.  
- Beach Area bulrushes are being worked on.
- SC - Town Hall: blinds have been installed at the Town Hall. One blind is defective from the manufacturer and will be replaced. It is installed for now, but when the new one comes in they will make arrangements to switch out the defective one for the new one.  
- Library Board will meet next Thursday.  
- Tourism and Economic Development Meeting is next Tuesday November 16<sup>th</sup>.
- GH - Reminder for members of Council to complete and submit the performance evaluations for the CAO and Foreman. Only 3 have come in.  
- 2022 Budget: Mayor GH would like to start as soon as possible. Suggest setting a meeting date at the end of the month, November 29 at 7:00PM.

#### **UNFINISHED BUSINESS**

- Building Official Follow-up: Reg Churko from RC Inspection Services indicated most municipalities provide him with a contract they sign, and a similar contract could be created. He does work alone, but has qualified people that would help out if necessary. Council is satisfied with the response from Reg Churko.  
  
448/21 GH/KD to appoint Reg Churko of RC Inspection Services as the Licensed Building Official for the Town of Wolseley  
**CARRIED**
- Water Fill Station System Update: CAO received information from Big K Enterprises out of Moose Jaw who our current coin/token system is from. CAO explained to Big K Enterprises that the tokens keep slipping through and that we wanted a quote on a new token system. They explained a new coin-drop was likely required as they don't last too long. A new coin-drop is \$276.00 and they have it in stock. They can have the old one sent away and refurbished for \$68.00 (which takes between 4-6 weeks), and we would use that for a back-up when the new coin-drop starts failing.  
  
449/21 RQ/CM to order a new coin-drop for the Water Treatment Plant Water Fill Station for a cost of \$276.00 and refurbish the old coin-drop for \$68.00 from Big K Enterprises out of Moose Jaw, SK.  
**CARRIED**
- Southeast Regional Library re: Branch Weekly Open Hour Worksheet for 2022: The local library board recommends keeping the same hours as the previous year.  
  
450/21 TT/SC that the Southeast Regional Library Wolseley Branch Weekly Open Hours for 2022 remain the same at 20 hours per week at "Branch Library at Enhanced Level" for a municipal grant rate of \$16,434.50.  
**CARRIED**
- DRAFT Bylaw No. 04-2021, The Building Bylaw: A draft bylaw was presented to Council after deliberation stemming from the delegation of and correspondence received from Kyle Newman and Dean Bieber. More work is required on this Bylaw and it is recommended that Reg Churko be contacted to help.

5. U & K Greenhouses re: 2022 Flower Basket Order Update: The Wolseley Horticulture Society recommends continuing with the Flower Basket program as they will have sufficient volunteers for watering.

451/21 GH/CM to order 24 mixed color 24” flower baskets from U & K Greenhouses for summer 2022 for a cost of \$90.00 per basket plus taxes.

**CARRIED**

**NEW BUSINESS**

1. Water Treatment Plant Monthly Report for October 2021:

452/21 GH/TT to acknowledge the Water Treatment Plant Monthly Report for October 2021 as presented.

**CARRIED**

2. Access 2000 Elevator & Lift Inc. re: Regular Service Maintenance Agreement for Wolseley Sportsplex: CAO to check with Access 2000 on service frequency and if this can be a combined agreement with the Town Hall. Tabled to next meeting.

3. Review of Policy No. 28, the 6-Yard Commercial Waste Bin Policy: After the CAO reviewed of current operations for 6-Yard Commercial Waste Bins, it was found that current users are taking more than a temporary timeframe to complete their tasks and have bins located on their property for clean-up. Town Council would like to amend the Policy to charge \$100 up front (for delivery and pick-up of the bin) before bin is placed, and follow with an invoice for the tipping fees from Loraas. Policy should also be amended to state pick-up will be made on day 30 from the date delivered and taken back to the Town Shop. Also, would like to see the date bin was dropped off and date bin was picked up shown on the agreement they sign.

4. Policy No. 03, The Wolseley Sportsplex Policy re: Addition of Schedule D: CAO indicated there was a Wolseley Sportsplex Rental Agreement for off-season rentals, but nothing for the winter season rentals, such as hockey tournaments. Schedule D was drafted using Schedule C as a template. The Wolseley & District Sportsplex Board set the rates for 2021-22 so those have been filled in as appropriate.

453/21 KD/RQ to amend Policy No. 03, the Wolseley Sportsplex Policy to add Schedule D “Wolseley Sportsplex Winter Rental Agreement” to the said policy.

**CARRIED**

**CLOSED SESSION**

454/21 RL/CM that Council moves into a Closed Session at 9:06PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- Staff Planning.

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

**CARRIED**

455/21 RQ/KD that Council moves out of a Closed Session and reopens the regular meeting at 9:30PM.

**CARRIED**

Staff Planning:

456/21 TT/RL to continue staff planning.

**CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council, Wednesday November 17, 2021 at 7:00PM at Ste. Anne’s RC Parish Hall.
- Next Closed Meeting re: 2022 Budget, Monday November 29, 2021 at 7:00PM at Ste. Anne’s RC Parish Hall.

**ADJOURNMENT**

457/21

RL that the meeting be adjourned at 9:31PM.

**CARRIED**

*Gerald Hill*  
\_\_\_\_\_  
*Mayor*

*Candice Cieckiewicz*  
\_\_\_\_\_  
*Chief Administrative Officer*