

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

The 27th 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 17, 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 7:07PM.

AGENDA

458/21 CM/SC that the Agenda be adopted as amended. **CARRIED**

MINUTES

459/21 RQ/TT that the minutes of the regular meeting held November 03, 2021 be approved. **CARRIED**

ACCOUNTS

460/21 RL/KD that the general accounts for ratification, cheque #'s 21397 to 21404 totaling \$9,593.30 be ratified. **CARRIED**

461/21 RQ/CM that the general accounts for approval, cheque #'s 21405 to 21424 totaling \$32,208.63 be approved, with the exception of cheque # 21413. **CARRIED**

Councillor RL declared a pecuniary interest and left the council meeting at 7:14PM

462/21 CM/TT that cheque # 21413 payable to Lyke Farms totaling \$1,149.75 be approved. **CARRIED**

Councillor RL returned to the council meeting at 7:15PM

463/21 RQ/KD that the Statement of Financial Activities Detailed for the Period Ending October 31, 2021 be approved. **CARRIED**

COMMUNICATIONS

1. Sensus Chartered Professional Accountants re: 2021 Interim Audit Report: Correspondence received from the Town's Auditor. The accounts were found to have been very well maintained for the period under review (Jan 1 to Aug 31, 2021).

464/21 GH/TT to acknowledge 2021 Interim Audit Report provided by Sensus Chartered Professional Accountants Ltd. for the period January 1 to August 31, 2021. **CARRIED**

2. Wolseley Curling Club re: Ice Ad Sponsorship: Correspondence received from the Wolseley Curling Club offering ice ads for the 2021-22 Curling Season.

465/21 CM/RQ to purchase an ice ad for \$75.00 from the Wolseley Curling Club for the 2021-22 Curling Season. **CARRIED**

3. Wolseley Curling Club re: Donation Transfer: Correspondence received from the Wolseley Curling Club requesting the anonymous donation earmarked for the Curling Rink be transferred to the Curling Club as per wishes from the family.

466/21

KD/SC to transfer the \$30,000.00 (thirty thousand dollars, zero cents) anonymous donation earmarked for the Curling Rink from the Recreation and Cultural Services reserve account and forward to the Wolseley Curling Club.

CARRIED

The Curling Club also asked about the possibility of having someone from Public Works assist, when possible, with some cleaning tasks at the Curling Rink similar to the arrangement at the Wolseley Sportsplex. Council discusses, and would like to speak with the Foreman about warm side cleaning duties during regular hours of operation before committing to the Curling Club's request.

4. RM of Wolseley re: Recreational Facilities Grant 2021: Correspondence received from the Rural Municipality of Wolseley, No. 155 regarding their annual grant for Recreational Facilities. This grant is intended for the use of the recreational facilities to assist with maintenance costs and not general operating costs such as utilities, etc. The 2021 Grant totals \$2,000 and is to be distributed through the Town of Wolseley at the discretion of Council. The RM would like to be informed of where the funds have been distributed and as such requests that an acknowledgement letter be sent directly from the recipient to the RM.

467/21

GH/TT that the 2021 Recreational Facilities Grant provided by the Rural Municipality of Wolseley, No. 155 be distributed as follows:

- Wolseley & District Sportsplex \$1,000;
- Wolseley Curling Club \$500; and
- Wolseley Golf Club \$500.

CARRIED

5. Laurie Langlois re: Outdoor Rink Idea: Correspondence received from Laurie Langlois regarding a preliminary idea of developing a curling sheet of ice outdoors and perhaps incorporate into the outdoor ice. The idea of having a crokicurl ice surface would be of interest. Town Council likes the idea of having a separate ice surface. It was suggested this potential idea should be discussed at the Tourism and Economic Development Committee meeting for provide further recommendation. CAO will provide Laurie with the outdoor rink proposal that Councillors CM and KD did for the outdoor rink grant that was applied for near the end of July.

REPORTS OF ADMINISTRATION

1. October Bank Reconciliation: The CAO prepared and presented the bank reconciliation and notes for the general operating account for the period ending October 31, 2021.

468/21

CM/RQ that the Bank Reconciliation and notes for the period ended October 31, 2021 be approved as presented.

CARRIED

2. Utility Updates: Sixty-four Payment Reminder Notices or “second notices” were printed November 5 and sent out November 8. Utility payments have slowed down. The Utility Accounts Receivable sits at approximately \$10,300.

3. TAXervice Updates:

2017 Arrears File

Roll 264 (204 Birch Street): TAXervice is following up with this file one last time before closing it at their end. Previously, TAXervice was advised that Council was leery about taking title to this property due to the judgement registered against title in favour of CRA. Over the past two years TAXervice has dealt with several similar files and have made progress in dealing with CRA. Each file is dealt with on a case-by-case basis, as no two are the same. The process takes time and there are no guarantees but the worst-case scenario remains the same – if no tenders are received upon taking title and if, after one year from taking title, CRA refuses to release their interest, the property would remain in the name of the Town with a CRA judgement. CRA could not come after the Town for the amount owing. It is likely that eventually, the judgement will expire and the Town could ask for a discharge at that time. Additionally, once title registers in the name of the Town exempt taxation during the period the Town holds title. These are some

of the reasons TAXervice recommendation remains for the Town of Wolseley to take title.

- 469/21** RQ/RL 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 2-Blk/Par 23-Plan 35900 Ext 0, Title No. 136407966; (204 Birch St).

CARRIED

2018 Arrears Files

Roll 332100 (501 Willow Street): Effective November 10, 2021, the Town has acquired title to this property. Further, the CAO must immediately remove all arrears of taxes, current year taxes to date of title transfer (in this case November 9, 2021) and other charges from the tax roll respecting the property and record this amount. The balance of taxes owing to the end of the current year should be cancelled through council resolution. Therefore, the amount of current year taxes from November 10 to December 31 totals \$133.13 (\$113.97 Municipal Portion; \$19.16 School Division Portion).

The current Tax Title Property amount (arrears and current year tax from Jan 1 to Nov 9, 2021) totals \$6,865.64. This does not include future costs for advertising the property for sale by tender or public auction, as required within one year of acquiring title pursuant to The Tax Enforcement Act. Any further costs regarding this property would be added to the Tax Title Property amount.

- 470/21** CM/GH to cancel the current year portion of property taxes from November 10 to December 31, 2021 for Tax Title Property Roll # 332 100 (501 Willow St) totaling \$133.13 (municipal portion \$113.97; school portion \$19.16).

CARRIED

Roll 538 (909 Front Street): The 30 day/final notice was sent on October 20, 2021 and has yet to be signed for. TAXervice confirmed with the current owner that the mailing address on file is correct. Therefore, the mailing was resent by regular mail. The owner confirmed that he does not intend to pay the arrears or keep the property. The Tax Enforcement Act provides that Council may, by resolution, authorize proceedings to acquire title.

- 471/21** RQ/RL 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: Blk/Par A-Plan D15 Ext 31, Title No. 143406604; and Blk/Par A-Plan D15 Ext 32, Title No. 143406615; (909 Front St).

CARRIED

4. Annual Honorarium Review: CAO provides Council with current honorarium rates. CAO also notes, if Council intends to change the existing rates, that a Public Notice would be required BEFORE a change is made, pursuant to *The Municipalities Act*. As a reminder, the CPP Basic Exemption amount is currently set at \$3,500. For any indemnities earned after \$3,500 a 5.45% rate (for 2021) is calculated for CPP, deducted from your annual honorarium, matched by the Town 100% and remitted to CRA.

Current Honorariums:

- Mayor Annual Honorarium - \$2,400/year plus Council Meeting Indemnity of \$125/meeting plus annual cellphone/telephone allowance of \$100/year;
- Council Annual Honorarium - \$2,100/year plus Council Meeting Indemnity of \$100/meeting plus annual cellphone/telephone allowance of \$100/year;
- Mileage - \$0.50 per kilometer;
- Meals - \$75.00 maximum per day, with receipts;
- *All Special Committee Meetings formally called or out of town meetings will be covered at \$25.00 per hour to a 7-hour maximum. There will be no coverage for meetings that are part of Mayor/Council portfolios within town or as a volunteer within Town.*

Mayor GH notes he would like to review these with Councillor KD and provide Council with a recommendation.

5. Gord Krismer & Associates Notice: The Town has been notified that effective January 1, 2022, Gord Krismer & Associates is closing its business. As such, the CAO has been actively searching for another company to provide the Town of Wolseley with Board of Revision services for Assessment Appeals.

6. Annual Public Disclosure Statements: Members of Council were provided with their original Form 1 – Public Disclosure Statement that was filed November 2020. Pursuant to subsection 142(4) of *The Municipalities Act*, the annual declaration required pursuant to subsection 142(3) must be submitted on or before November 30 in each year. Form 2 – Annual Declaration form has been provided for members of council to complete and declare no material change has occurred since the last Public Disclosure Statement was filed OR to state the changes on Form 2. Members of Council provided CAO with signed declaration forms as required.
7. Municipal Revenue Sharing Grant Declaration Eligibility: The Ministry of Government Relations has implemented eligibility requirements for municipalities to receive their Municipal Revenue Sharing grant. There are six eligibility requirements. Municipalities must annually report their compliance with the eligibility requirements to the ministry by completing an online Declaration of Eligibility. The deadline for completing this declaration is January 31, 2022. Completion of the declaration requires a resolution from Council confirming the answers in the declaration.

472/21

SC/TT THAT the Council of the Town of Wolseley confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant

- Submission of the 2020 Audited Annual Financial Statement to the Ministry of Government Relations;
- Submission of the 2020 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED**MAYOR AND COUNCILLORS FORUM**

CM - Christmas Cheer Parade: Councillor CM seeking assistance from the Town to do a mail drop, newspaper ad, and share the message on Social Media and 620 CKRM.

473/21

CM/RQ that the Town support the Christmas Cheer Parade by doing a maildrop (\$55), newspaper advertisement (\$208 + tax), and share the message on Social Media and 620 CKRM.

CARRIED

- Golf Course: The Clubhouse electrical has been roughed-in. Insulating and putting up poly is happening. They have an issue with the new floor not matching up with the old floor and are working on that transition. They may have to do a whole new floor, but this would be for next budget. The renovation is coming along nicely.

KD - Councillor KD mentions having furnace inspections done at all of the Municipal Buildings. Curling Rink should be looked at. Perhaps SaskEnergy has some sort of rebate.

474/21

KD/RQ to have municipal building furnaces inspected as soon as possible, and setup a furnace inspection policy.

CARRIED

- Sportsplex: things are starting to roll there. The booth is stocked. Minor Hockey has a game there tomorrow. The Sportsplex Board has its next meeting December 6th and Councillor KD will be presenting the Board with an updated Budget. The ice plant is running well. Figure Skating is active with a good number of kids enrolled. The Junior C Mustangs have a home game this Saturday. There has been some fine tuning of custodial plan, things are on track.

- Curling Club: The Curling Club met November 8th and elected an Executive. No changes to the fees. They will have the bar open and operational upstairs; however, due to Provincial Regulations, the Curling Club will be required to ask for a Vaccine or negative test. A Facilities Guideline was developed last year, and will be used as a starting point for this year's operations. The Club plans to haul RO water from Grenfell for making ice. The target date is January 4th for ice to be ready. They have two potential Bonspiels planned, the Open and the Community. They have projects lined up for the anonymous donation. They are talking about getting youth involved with a "Rocks-and-Rings" program and Grants are available. Elementary School is interested in participating.

475/21

KD/CM that the Wolseley Curling Club be granted authorization to use the water truck for hauling RO water from Grenfell for making ice, and authorize the following drivers: Matthew Chastko, Ken Drever, Dave Edgar, and Barry Zimmer; and that the Wolseley Curling Club be responsible to pay for the duration of plates and fuel.

CARRIED

- Water Street Bridge Project: Council Committee met and provided comments.
 - Fleury Bus is waiting to fix lights.
 - Jubilee Court has a meeting on November 23rd.
 - Councillor SC asks Councillor KD where people pay their General Skating Fees to, and they should be paying them at the Town Office.
- RL - Sportsplex: lights are being changed on the ice surface to LED bulbs. They are one third of the price of new fixtures. Lights will be changed out as we need them done.
- New Waterline installed, tested and now good to go. The Precautionary Drinking Water Advisory is now lifted for all affected areas.
- RQ - Fire Department: new chimney done on new furnace. Waiting for an invoice from Kerr's Plumbing & Heating. At the Fire Meeting, Budget items were discussed. Councillor RQ donated a used washing machine to the Fire Hall for washing turnout gear.
- The Shelby Patton memorial items at the Front and Sherbrooke Street intersection has been removed as the items were blowing away in the winter storm. The items have been taken to the Town Shop and put in a safe place with intentions of putting them back in the spring. Councillor RQ requests administration to follow-up with the RCMP detachment in Indian Head to let them know.
- TT - Town Hall/Opera House: Councillor TT asks administration to follow-up with roof contractor to get an update.
- The Wolseley Lion's Club Christmas display will go up again this year. They are not planning a Santa night with how things are; but they will give out treat bags to schools and daycares for the children.
- SC - Library: Gaye Moss is the new Treasurer for the Library Board.
- TED: The Tourism and Economic Development Committee postponed their meeting due to the storm on Tuesday night. The meeting has been rescheduled to November 30th. Councillor SC would like to acknowledge Kim Weber and Laurie Langlois for all the work they've done with the Welcome Wagon. These packages will be going out soon. A Calendar will be part of the Basket to be won.
 - Town Hall/Opera House: a little more damage/mischief was done at the Town Hall. Someone sprayed shaving cream on the plaque on the front of the ceremonial stairs and it left a streak. Perhaps Council should look at budgeting for cameras for the building.
- GH - The Employee Performance Reviews were completed today and sent out. Mayor GH will contact both CAO and Foreman to discuss. Pleased with the input provided.
- Budget Meeting November 29th. CAO will have Budget Worksheets provided and discussion will mainly be about projects. We will have some sort of carryover projects along with anything new. Goal to have budget in an almost finished state to approve in the New Year. Get a jump on some projects and book contractors.

UNFINISHED BUSINESS

1. DRAFT Bylaw No. 04-2021, The Building Bylaw: After a discussion held between Mayor GH, CAO and Reg Churko from RC Inspection Services, Mayor GH retracts the recommendation to amend the current Building Bylaw (Bylaw No. 03-2021). There was discussion about permitting for basements and decks that was clarified and Mayor GH did some research with surrounding communities. Procedures were discussed and the letter from the ratepayers was discussed with Reg. The Building Bylaw is written in such a way that will be a workable document for the Town and is similar to other municipal Building Bylaws. Any clarifications can be found in *The National Building Code* and *The Uniform Building and Accessibilities Standards Act*. The CAO is directed to respond to the concerned ratepayers letter that Council considered changes, however, did more investigating and will not be amending the current Bylaw No. 03-2021.
2. Canadian Fallen Heroes Foundation re: Request for Sponsorship: Mayor GH reached out to Jim Jeeves (Wolseley Branch Legion), and Stephen Scriver (Wolseley Archives) to discuss commissioning these proposed plaques. Mayor GH recommends to proceed with sponsoring all three plaques presented at a cost of \$250 each. The Legion said they would be interested in co-sponsoring if the Town were to go ahead.

476/21 GH/CM to proceed with commissioning three (3) plaques at \$250.00 each from the Canadian Fallen Heroes Foundation to be displayed at the Town Hall/Opera House. **CARRIED**

Mayor GH recommends sending a letter to the Legion to see if they would still be interested in co-sponsoring these plaques.

3. Access 2000 Elevator & Lift Inc. re: Regular Service Maintenance Agreement for Wolseley Sportsplex: Nothing to report.
4. Review Policy No. 28, the 6-Yard Commercial Waste Bin Policy:

477/21 RQ/CM that Policy No. 28, the 6-Yard Commercial Waste Bin Policy be updated and approved as amended.

CARRIED

5. Water Street Bridge Replacement Carrying Sewer Line Project Update: The Council Committee provided Associated Engineering with questions and a response was received. They will need to follow up with the bridge not being centered with the road. Councillor KD will draft something up to send to AE. Perhaps a virtual meeting is in order to discuss further.

NEW BUSINESS

1. MuniSight – Asset Management Policy:

478/21 GH/RQ to approve the Town of Wolseley Asset Management Policy as provided by MuniSight.

CARRIED

ANNOUNCEMENTS

- Next Closed Meeting re: 2022 Budget, Monday November 29, 2021 at 7:00PM at Ste. Anne's RC Parish Hall.
- Next Regular Meeting of Council, Wednesday December 01, 2021 at 7:00PM at Ste. Anne's RC Parish Hall.

ADJOURNMENT

479/21 SC that the meeting be adjourned at 9:30PM.

CARRIED

Gerald Hill
Mayor

Candice Ciekiewicz
Chief Administrative Officer