

**TOWN OF WOLSELEY
MINUTES
DECEMBER 01, 2021**

The 29th 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 December 01, 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 7:02PM.

AGENDA

485/21 RL/CM that the Agenda be adopted as amended.

CARRIED

MINUTES

486/21 RQ/SC that the minutes of the regular meeting held November 17, 2021 be approved.

CARRIED

487/21 SC/KD that the minutes of the Budget Meeting held November 29, 2021 be approved.

CARRIED

ACCOUNTS

488/21 RQ/CM that the general accounts for ratification, cheque #'s 21425 to 21432 totaling \$9,143.77 be ratified.

CARRIED

489/21 RL/KD that the general accounts for approval, cheque #'s 21433 to 21473 totaling \$200,607.77 be approved, with the exception of cheque # 21470.

CARRIED

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

490/21 KD/SC that cheque # 21470 payable to Wolseley Service Ltd. totaling \$1,122.43 be approved.

CARRIED

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

COMMUNICATIONS

1. SUMA Southeast Regional Director, Pat Jackson re: RCMP Cost Increases and Letter Writing: Correspondence received from the SUMA Southeast Regional Director to inform us about the potential for RCMP costs to increase. A request has been made that every municipality send letters asking the Federal Government to cover this back pay. A template letter was sent as an example.

491/21 RQ/RL to send a letter to the Federal Government regarding RCMP cost increases potentially impacting municipalities.

CARRIED

2. Lyle Laverdiere re: Wolseley & District Sportsplex Board Resignation Letter: Correspondence received from Lyle Laverdiere indicating he has resigned from the Wolseley & District Sportsplex Board, effective immediately.

492/21 TT/CM to accept Lyle Laverdiere’s resignation letter for the Wolseley & District Sportsplex Board, effective immediately.

CARRIED

3. 620 CKRM re: 2021 Christmas Greeting: Correspondence received from 620 CKRM wondering if we would be interested in purchasing 15 second commercial(s) sending Christmas Greetings. Council does not want to spend anything further, and see if we can add something with what we are already paying for.

REPORTS OF ADMINISTRATION

1. Utility Updates: The 2021 Q4 Utility Bills for the period October 1 to December 31, 2021 will be completed before the end of December, and are due January 31, 2022. Water Meter Reads will occur in the second week of December. The 2022 Loraas Disposal Collection Calendars will be included as an insert with the Q4 Utility Bill.

The Utility Accounts Receivable sits at approximately \$9,000.

2. 2021 Hours of Operation for Holidays: The CAO proposed 2021 Hours of Operation during the Holidays for the Town Office, Landfill and Public Works Staff. Town Council would like to see the Landfill open 10AM to 4PM on Friday, December 31st.

493/21 CM/TT to approve the following Holiday Hours of Operation for 2021/22 for the Town Office, Wolseley Landfill and Public Works Staff:

Town Office & Public Works:

- Fri Dec 24 – OPEN 8AM to 12PM; CLOSED 1PM to 5PM;
- Mon Dec 27 – CLOSED (in lieu of Dec 25);
- Mon Jan 03 – CLOSED (in lieu of Jan 1); and
- Tue Jan 04 – Town Office CLOSED to the Public (New Year Processing)

Landfill:

- Sat Dec 25 – CLOSED;
- Fri Dec 31 – OPEN 10AM to 4PM;
- Sat Jan 1 – CLOSED.

CARRIED

3. 2021 Staff Christmas Gifts: The CAO provides Council with prior years’ full time and part time staff Christmas Gifts. Full Time: \$250/each; Part Time: \$150/each.

494/21 CM/SC that Council approve staff Christmas gifts as follows: \$250/each for Full Time staff and \$150/each for Part Time staff.

CARRIED

495/21 CM/RQ that Council approve 2021 Pest Control Honorarium for Dave McMains and Barry Zimmer at \$100.00 each.

CARRIED

4. 2022 Council Meeting Schedule: After reviewing the 2022 calendar, the CAO recommends the following dates for 2022 Council Meetings. The First and Third Wednesday of each month would remain the same, with the exception of April 7, 2022 as follows:

- | | |
|-------------------|--------------------|
| ▪ January 5 & 19 | ▪ July 6 & 20 |
| ▪ February 2 & 16 | ▪ August 3 & 17 |
| ▪ March 2 & 16 | ▪ September 7 & 21 |
| ▪ April 7 & 20 | ▪ October 5 & 19 |
| ▪ May 4 & 18 | ▪ November 2 & 16 |
| ▪ June 1 & 15 | ▪ December 7 & 21 |

496/21 RQ/KD that council approve the first and third Wednesday of each month as regular Council Meetings in 2022, with the exception of April 7, 2022.

CARRIED

5. 2022 Board of Revision Appointment: As noted at the previous council meeting, Gord Krismer & Associates will be closing its operations effective January 1, 2022. There are two other companies in Saskatchewan that provide Board of Revision services for municipalities. One of them only services Northern Saskatchewan, leaving just one company to choose from.

For any Assessment Appeals for 2022 Property Taxes, the CAO recommends the appointment of Western Municipal Consulting Ltd. for an Annual Retainership Fee of \$250 plus applicable taxes. This will be due on the 31st of January if Council decides in favour of the recommendation.

497/21

RQ/TT to enter into a Contract Agreement with Western Municipal Consulting Ltd. to provide Board of Revision services for the year 2022 for the Town of Wolseley at an annual retainership fee of \$250.00 (plus applicable taxes) and appoint Saumya Vaidyanathan as Secretary of the Board of Revision, and the following panel members as the Board of Revision for 2022: Sheryl Ballendine, Stew Demmans, Cameron Duncan, Tim Lafreniere, Mike Waschuk, Gordon Parkinson, David Thompson, and Stuart Hayward.

CARRIED

6. 2022 Auditor Appointment: The CAO recommends appointing Sensus Partnership of Chartered Professional Accountants to continue performing the Town's audit for year 2022.

498/21

RL/CM that the Town of Wolseley appoint Sensus Partnership of Chartered Professional Accountants to perform the 2022 Audit.

CARRIED

7. 2022 SUMA Convention Update: Traditionally, the annual SUMA Convention happens in February; however, in June 2021 the SUMA Board of Directors approved the Convention Planning Committee's proposal to move convention from February to April for 2022 and beyond. Convention 2022 will be held in Regina from April 3-6, 2022 and is planned to be a full in-person event with the theme Connect.

Four (4) Hotel Rooms have been reserved at the Days Inn by Windham (South Regina). *Cancellation Policy: Individual reservations may be cancelled up until 72 hours local time prior to arrival with no penalty. Cancellation received after this time will be subject to one night's room & tax, applied to the credit card used to guarantee the reservation.*

Convention Registration has not opened up yet; however, council can start thinking about whether or not they would like to attend this year.

MAYOR AND COUNCILLORS FORUM

KD - Sportsplex: There are currently six members on the Board, with three vacancies.

- Curling Club: Meeting last night and discussed COVID-19 Facility Guidelines. The Curling Club approved the proposed guidelines at their meeting. Council was provided with a draft. This will be tabled until guidelines can be further clarified for individuals aged 13 to 17. Public Works can provide cleaning assistance one day per week (Thursday mornings). The Curling Club looked at five projects, and approved three to go ahead. This includes implementing a new score board, purchasing new tables and chairs for upstairs, and develop a 6' x 6' insulated ice machine room to store the ice scraper.

499/21

KD/RQ that Council endorse the project of developing a 6' x 6' insulated storage area for the ice scraper at the Curling Rink.

CARRIED

- The Town have to contact its Building Official and apply for a permit for the 6' x 6' insulated ice machine room at the Curling Rink as it is structural development.
- Fleury Bus: interior lights are now working. A quote was provided to Council for review for new tires for the Fleury Bus.

Councillor RQ declared a pecuniary interest and left the council meeting at 7:56PM

- 500/21** KD/RL to purchase two steering tires at a cost of \$532.80 plus applicable taxes from Wolseley Service Ltd. for the Fleury Bus.

CARRIED

Councillor RQ returned to the council meeting at 7:58PM

- Jubilee Court: exterior door installed. The Board approved a Turkey supper December 23, 2021. Board voted to increase rent 5% next year to build up capital reserve for building maintenance/improvements.
- RL - Sportsplex: the brine pump and small plant are having some trouble, keeping an eye on everything and repairing as necessary. Need cooler weather to help out the plant from working so hard.
- RQ - Nothing to report.
- CM - Public Works: doing day-to-day tasks. Water consumption is 7 million gallons less this year than this time last year.
 - A quote was received from Chitronics for Town Shop security cameras. It is an 8-camera system for \$5,505.60 which includes installation and a lift rental. Have to check if this camera system is wireless before considering.
 - Golf Course: drywall is hung. Crew will be doing mudding, taping and painting. The floor will have to be all redone. Suggest purchasing all the flooring needed and do the install next year.
- TT - The Lion's Club Christmas display was erected in Gurtler Park on Friday. The Lion's Club will be doing Christmas baggies for the children in the elementary school and the daycares in town.
- SC - Town Hall: the remake blind was switched out with the defective one on Saturday.
 - The Wolseley Tourism and Economic Development Committee (TED) welcomed two new members to the committee.

- 501/21** SC/CM to appoint Michelle Williams and Gaye Moss to the Wolseley Tourism and Economic Development Committee.

CARRIED

- Welcome Wagon: two Saturday's ago, 10 packages were delivered to new residents. There are 35 new families to the area (Town and RM). Councillor SC thanks Kim Weber and Laurie Langlois for putting this together and a big shout out to all the businesses for supporting this initiative and donating.
- TED will not be meeting in December.
- GH - Mayor GH expresses haste in getting quotes for Phase II at the Landfill completed to take advantage of the available granting. Grant is available as funds are available. Time sensitive.

UNFINISHED BUSINESS

1. Access 2000 Elevator & Lift Inc. re: Regular Service Maintenance Agreement for Wolseley Sportsplex: Agreement can be amended to service frequency of every 6 months (March & September) as is the same with the Town Hall/Opera House agreement. This way both elevators can be checked at the same time.

- 502/21** RQ/SC to proceed with Access 2000 Service Maintenance Agreement for the wheelchair elevator located at the Wolseley Sportsplex.

CARRIED

2. JR & Co. Roofing Contractors Inc. re: Town Hall/Opera House Roof Evaluation: A quote was received from JR & Co. Roofing Contractors to do a roof evaluation on the Town Hall/Opera House. The quote is \$6,900 plus applicable taxes. They would still be able to come out in December (after December 15) if the weather holds and there is no snow cover on the roof. Need to get evaluation done to know what needs to be done in order to apply for granting from Saskatchewan Heritage Foundation.

- 503/21** TT/SC to proceed with roof evaluation at the Town Hall/Opera House for a cost of \$6,900 plus applicable taxes from JR & Co. Roofing Contractors Inc.

CARRIED

3. Annual Council Remuneration: 2022 Review and Recommendation & Public Notice (if required): Mayor GH and Councillor KD proposed a slight increase in the Council Remuneration for 2022. In accordance with subsection 128(1) of *The Municipalities Act*, Public Notice is required prior to the consideration of Council Remuneration.

504/21 GH/KD to issue a Public Notice for the proposed Council Remuneration for 2022 as required by Section 128 of *The Municipalities Act*.

CARRIED

4. Water Street Bridge Replacement Carrying Sewer Line Project Update: A virtual meeting was held between Associated Engineering and Council on Monday afternoon regarding the alignment of the proposed Water Street Bridge with the road. Council proposes they move the bridge 4 feet to the north. They will put together a Change of Scope and quote to move everything as discussed. Council discussed holding cheque until further notice.

NEW BUSINESS

505/21 1. Wolseley Curling Club re: Renewal of Conditional Lease Agreement: CM/RQ to renew the Conditional Lease Agreement for ten (10) years with the Wolseley Curling Club as requested.

CARRIED

506/21 2. Water Treatment Plant Monthly Report for November: GH/CM to acknowledge the Water Treatment Plant Monthly Report for November 2021.

CARRIED

3. Saskatchewan Health Authority re: Inspection Report for Wolseley Sportsplex: The Public Health Inspector was here November 30 for routine compliance inspection. A few action items to rectify in the Wolseley Sportsplex facility, including concession area.

507/21 TT/CM to acknowledge the Saskatchewan Health Authority Inspection Reports for the Wolseley Sportsplex as presented.

CARRIED

CLOSED SESSION

508/21 CM/KD that Council moves into a Closed Session at 8:50PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following item:

- EMO Planning.

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

CARRIED

509/21 RL/TT that Council moves out of a Closed Session and reopens the regular meeting at 8:56PM.

CARRIED

510/21 RQ/CM to continue EMO Planning.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday December 15, 2021 at 7:00PM at Ste. Anne's RC Parish Hall.

ADJOURNMENT

511/21 RQ that the meeting be adjourned at 8:56PM.

CARRIED

Gerald Hill
Mayor

Candice Cieckiewicz
Chief Administrative Officer