

**TOWN OF WOLSELEY  
MINUTES  
JANUARY 19, 2022**

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The 32<sup>nd</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 January 19, 2022 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**

14/22 RQ/CM that the Agenda be adopted as amended. **CARRIED**

**MINUTES**

15/22 RL/KD that the minutes of the regular meeting held January 05, 2022 be approved. **CARRIED**

**ACCOUNTS**

16/22 CM/SC that the general accounts for ratification, cheque #'s 21576 to 21583 totaling \$9,615.35 be ratified. **CARRIED**

17/22 RQ/TT that the general account for ratification, cheque # 21584 totaling \$1,211.28 be ratified. **CARRIED**

18/22 CM/TT that the general accounts for approval, cheque #'s 21585 to 21607 totaling \$43,467.59. **CARRIED**

19/22 RQ/CM that the Statement of Financial Activities detailed for the period ended December 31, 2021 be approved as presented. **CARRIED**

**COMMUNICATIONS**

1. South Central Transportation Planning Committee re: 2022 Membership Request: Town Council not interested in acquiring a membership to the SCTPC at this time.
2. Community Policing Report, Indian Head Detachment: For informational purposes.
3. Saskatchewan Snowmobile Association re: Land Use Permission Form:

20/22 RQ/RL to approve the land use permission form from the Saskatchewan Snowmobile Association for the Trans Canada Trail Drifters valid from December 1, 2021 to April 30, 2022. **CARRIED**

4. Saskatchewan Health Authority re: Wolseley Memorial Union Hospital Update: Evaluation of the HVAC system is commencing and a site visit is being planned. One more Permanent Part-Time LPN gave notice for January 25<sup>th</sup>. They have not had any success in recruitment to vacancies to date.

**REPORTS OF ADMINISTRATION**

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

21/22

SC/KD that the Bank Reconciliation and notes for the period ended December 31, 2021 be approved as presented.

**CARRIED**

2. Utility Updates: The 2021 Q4 Utility Bills for the period October 1 to December 31, 2021 were sent out prior to Christmas. This billing is due January 31, 2022.

The Utility Accounts Receivable is at approximately \$28,900

3. TAXervice Updates: 2020 Arrears File – three (3) roll numbers remain subject to Tax Enforcement proceedings. Initially, a List of Lands in Arrears was prepared and arranged for publication in the Wolseley Bulletin. Pre-notice letters with respect to five (5) roll numbers were sent out. Following expiration of the 60-day period from the date of publication, TAXervice registered a Tax Lien against properties representing the three (3) roll numbers. The Tax Lien was registered on January 7, 2022. In six months (on or about July 7, 2022), Council may authorize proceedings for title. TAXervice will contact us regarding this in due course. This completes the first phase of tax enforcement proceedings for this file.

Tax Arrears Update to Council as of January 19, 2022 (see separate page)

4. Staff Annual Telephone Allowance: In 2021, Council resolved that all Town of Wolseley Staff on payroll with private phones receive \$100 annual cellphone allowance for telephone usage. CAO would like to clarify with Council if this was only for the prior year, or if this is for a continual basis.

22/22

RQ/GH that all Town of Wolseley staff on payroll with privately-owned phones receive \$100 annual cellphone allowance for telephone usage, effective January 1, 2022.

*Councillor SC abstains from voting*

**DEFEATED**

5. Year End Update:

- ~~MuniSoft New Year Processing~~: *completed*
- ~~2021 PST Remittance~~: *completed (remitted \$607.30)*
- 2021 Semi-Annual GST Remittance (July to December)
- ~~2021 Fire Cost Share Report~~: *completed*
- 2021 Education Property Tax Annual Return
- 2021 T4s for Employees and Elected Officials
- 2021 Business Licenses and Pet Licenses

**MAYOR AND COUNCILLORS FORUM**

KD - Sportsplex: Financial Statement presented to Council. Ice rentals are up, getting great support from businesses, the booth is making money.

23/22

KD/CM to approve Financial Statement from the Wolseley & District Sportsplex Board as presented.

**CARRIED**

- There was a COVID-19 non-compliance complaint reported to Public Health for the Wolseley Sportsplex on January 9<sup>th</sup> between 4:00pm and 6:30pm regarding multiple patrons not masking, or masks under the nose in the canteen, lobby and ice areas. There were also several participants and spectators who should have been self-isolating due to being a close contact. The Wolseley & District Sportsplex Board sent out a strongly-worded communication to all user groups making them aware.
- Sportsplex Garage Project: drawings were presented to Council.

24/22

KD/CM that Council accept the specifications for the Wolseley Sportsplex Garage Project as presented and proceed with preparing the tender for the project.

**CARRIED**

- All user groups are busy and operating smoothly. The concrete apron in front of the new doors is heaving causing the door to jam and stay open if not pushed to close. Going to have to jackhammer it down a bit and do a more permanent fix in the summer.
- Curling Club: Curling has started and there are 6 regular teams that curl Tuesdays and Thursdays. New scoreboards are installed and look great! New tables and chairs in progress.

RL - Landfill was blown in with recent snow. Snow was pushed/blown out to get around.

RQ - Fire Department cancelled their January meeting as there was nothing urgent to meet about. See how things are for February's meeting.

- Carry The Kettle has not received registered letter regarding Fire Protection Agreement. CAO called the Band Office and they never received anything. CAO emailed a copy of the letter and agreement to the lady she spoke to on the phone and said Chief and Council were there that day. Will have to follow-up again before the next regular council meeting to get an update on this.
- Tailgate is installed on the 2005 Chevrolet 2500.

CM - Public Works has been keeping busy clearing snow from streets. Kudos to the job well done and quick response.

- Cameras are ordered and waiting for those to come in.
- Water Treatment Plant: waiting on parts for one of the distribution pumps.
- Golf Course Clubhouse Addition: electrical to finish, then done until Spring.
- The two custom Fire Pits are done for the outdoor rink area. They will be picked up soon.
- There were 23 entries in the Christmas Cheer parade, Councillor CM wishes to thank everyone who participated and the viewers that came out! It was cold once again.

TT - Nothing to report.

SC - Town Hall/Opera House: there has been a little more damage to the roof as more shingles have blown off the ridge cap. It wasn't leaking inside the hall when we had milder temperatures.

- The TED meeting was cancelled for January, as well the Welcome Wagon deliveries were postponed to a later date until COVID-19 cases slowdown in Town.

GH - Budget Meeting: would like to set the next budget meeting. Council agrees on February 10 at 7:00PM at the St. Anne's Parish Hall.

- Mayor GH would like to set aside some revenue into a reserve earmarked for the Water Street Bridge Project.

25/22

GH/RQ to transfer \$60,000 from the General Operations Account to the Transportation Reserve account earmarked for the Water Street Bridge Project.

**CARRIED**

#### **UNFINISHED BUSINESS**

1. Water Street Bridge Replacement Carrying Sewer Line Project Update:  
Correspondence received from Associated Engineering on January 10 via email indicating the updated alignment is complete, with the bridge shifted 4' to the north. Town Council discussed the paving portion of the project and wonder if the tender could reflect paving 20 feet on either end of the bridge, rather than as much as they have now. Council requests CAO to arrange a brief zoom meeting with Associated Engineering to discuss this item.
2. Southeast Transportation Planning Committee re: 2022 Membership Renewal:  
Councillor RQ had a conversation with RM Councillor Chris Baran regarding benefit of being a member of this committee (as he is on the Board). By being a member, any issues with transportation are raised through this committee directly with the Ministry. Items such as highway entrance lighting, turn lanes, etc. are all discussed for communities in this district.

26/22

RQ/TT to purchase a membership for the Southeast Transportation Planning Committee for the year 2022 at a cost of \$388.30.

**CARRIED**

3. Western Financial Group re: 2022 Insurance Renewal Update: A cheque was approved this evening for \$8,130.20 for municipal insurance coverage from January 1, 2022 to April 1, 2022. The Town of Wolseley is seeking a quote from SUMAssure as well, as the last insurance review was completed in 2017.

Councillor CM mentions to check into increasing insurance coverage for the Golf Course Clubhouse with the 16' x 24' addition in place.

### **NEW BUSINESS**

1. December Water Treatment Plant Monthly Report:

**27/22** GH/TT to acknowledge the December 2022 Water Treatment Plant Monthly report as presented.

**CARRIED**

2. Wolseley Landfill Closure Plan and Environmental Site Assessment Quote Review: Two quotes were received for the Landfill Closure Plan and Environmental Site Assessment for the Wolseley Landfill. The Ministry of Environment requires these items to be completed by November 2024. Town Council received a quote from Walker Projects and Pinter & Associates Ltd.

**28/22** RQ/CM to proceed with Pinter & Associates Ltd. for the Wolseley Landfill Phase II Environmental Site Assessment and Closure Plan at a cost of approximately \$45,000.

**CARRIED**

*Mayor GH notes when applying for granting, look for applying for 15% contingency within grant application for this project (for unforeseen expenses).*

3. 2022 Pest Control Appointments:

**29/22** CM/KD to appoint the following Pest Control Officers for the period January 1 to December 31, 2022, providing the individuals submit, if not previously provided, a valid Firearms License/Possession and Acquisition for the Town Office to have on file: Dave McMain, Barry Zimmer, Larry Hilderman and Edward Dureault.

**CARRIED**

4. Quote for 300-gallon Fuel Storage Tank:

**30/22** CM/RL to proceed with purchase of one 300-gallon double-wall fuel storage tank from the Living Sky Co-operative Ltd. Peebles location for a total cost of \$4,393.33 (price is delivered to Wolseley).

**CARRIED**

### **CLOSED SESSION**

**31/22** RQ/RL that Council moves into a Closed Session at 8:59PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- Outdoor Rink Grant Application Update;
- Project Planning.

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

**CARRIED**

**32/22** RQ/TT that Council moves out of a Closed Session and reopens the regular meeting at 9:29PM.

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

**CARRIED**

**33/22** KD/GH to provide updated response to Canada Community Revitalization Fund regarding updates to the Outdoor Rink application.

**CARRIED**

**34/22** RQ/RL to continue project planning.

**CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council, Wednesday February 02, 2022 at 7:00PM at Ste. Anne’s RC Parish Hall.
- Next Budget Meeting of Council, Thursday February 10, 2022 at 7:00PM at Ste. Anne’s RC Parish Hall.

**ADJOURNMENT**

35/22

TT that the meeting be adjourned at 9:30PM.

**CARRIED**

Gerald Hill  
Mayor

Candice Ciekiewicz  
Chief Administrative Officer