

**TOWN OF WOLSELEY  
MINUTES  
FEBRUARY 02, 2022**

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The 33<sup>rd</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 February 02, 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)	

**ABSENT:**

Councillor Chris McBride (CM)

**CALL TO ORDER**

A quorum being present, Mayor GH called the meeting to order at 7:04PM.

**AGENDA**

36/22 RQ/RL that the Agenda be adopted as amended.

**CARRIED**

**DELEGATION**

37/21 RQ/SC that Council moves into a Closed Session at 7:05PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items with Delegate Karen Souchotte:

- Constable Shelby Patton Memorial Update.

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

**CARRIED**

38/21 RQ/KD that Council moves out of a Closed Session and reopens the regular meeting at 7:31PM.

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

**CARRIED**

*Delegate Karen Souchotte left the Council Meeting at 7:32PM.*

39/22 TT/SC to continue the Constable Shelby Patton Memorial planning.

**CARRIED**

- Town Council directs CAO to bring quotes for two precast cement benches to the next meeting.

40/22 RQ/RL to appoint Karen Souchotte as the Emergency Management Organization ("EMO") Coordinator for the Town of Wolseley.

**CARRIED**

**MINUTES**

41/22 KD/TT that the minutes of the regular meeting held January 19, 2022 be approved.

**CARRIED**

**ACCOUNTS**

42/22 RQ/TT that the general accounts for ratification, cheque #'s 21608 to 21615 totaling \$8,796.45 be ratified.

**CARRIED**

43/22 RL/RQ that the general accounts for approval, cheque #'s 21616 to 21653 totaling \$36,518.92 be approved, with the exception of cheque # 21651.

**CARRIED**

*Councillor RQ declares a pecuniary interest and left the Council Meeting at 7:41PM*

- 44/22 KD/SC that cheque # 21651 payable to Wolseley Service Ltd. totaling \$497.97 be approved.

**CARRIED**

*Councillor RQ returned to the Council Meeting at 7:42PM*

### **COMMUNICATIONS**

1. Town of White City re: Seeking Support for Boundary Alteration Application: Town Council respectfully declines sending letter of support.
  2. Concept Media re: 2022 Southern Saskatchewan Vacation Guide Ad:
- 45/22 GH/SC to purchase the ½ Day Trip Map & Editorial ad in the 2022 Southern Saskatchewan Vacation Guide for a cost of \$250.00 plus applicable taxes.

**CARRIED**

3. Saskatchewan Parks and Recreation Association re: Communities in Bloom 2021: Correspondence received from CiB thanking the Town of Wolseley for their participation in 2021, in addition to a poster of congratulations for winning 5 Blooms in the Tourist’s Takeaway Category with special mention for Community Tidiness and Pride. CiB looks forward to our continued participation in 2022. Planning is underway for another successful CiB program in 2022.
4. SUMA SE Director, Pat Jackson re: Letter to Health Ministers:

- 46/22 KD/GH to endorse initiative and send a template letter to the Health Ministers, as per SUMA SE Director Pat Jackson’s request.

**CARRIED**

### **REPORTS OF ADMINISTRATION**

1. Utility Updates: The 2021 Q4 Utility Bills for the period October 1 to December 31, 2021 were due January 31, 2022. The Interest Calculation has been completed effective February 1<sup>st</sup> for all overdue accounts. Payment Reminder Notices (second notice) will be prepared and sent via regular mail within the next few days.

The Utility Accounts Receivable is at approximately \$15,940.

2. TAXervice Update:  
**Tax Title Property – Roll 264 (204 Birch St):** A report from the President (Gary Burnside) of TAXervice was received further to his report of October 14, 2020. It is Gary’s understanding that the estimated fair market value of the property is \$15,000. The arrears are approximately \$7,767. As mentioned in his previous report, half of the sale proceeds belong to the Town, so if the property sells for \$15,000, the Town would be entitled to \$7,500. This would leave only a very small balance of arrears outstanding. Depending upon the Town’s confidence in the estimated fair market value, rather than attempting to negotiate with CRA over a few hundred dollars, would the Town be prepared to tender the property and see what happens? If the Town is concerned, consideration of setting a minimum tender amount is possible. Gary’s thought is, this might expedite things and enable someone to start building something on the lot in the spring.

- 47/22 RQ/KD to proceed with tendering Tax Title Property Roll 264 (204 Birch Street, Lot 02-Blk/Par 23-Plan 35900), and that TAXervice assist with the preparation of the tender documents and the tendering process, with condition to add 18-month building clause to the sale.

**CARRIED**

3. ICIP Grant Application re: Landfill Decommissioning: PINTER & Associates will be assisting the CAO with the Investing in Canada Infrastructure Program (ICIP) Application by providing detailed costs for a Detailed Cost Estimate document required by ICIP. The ICIP will also want unit costs and approximate volumes for the cover materials. It is a cart-before-the-horse situation because PINTER needs to complete the Closure Plan work prior to knowing the cover design, which feeds into the volumes and associated costs. PINTER will estimate

high and will base the costs on a landfill of a similar size that they have worked on, and use a 20% contingency to ensure the Town receives adequate funding.

*The total estimated project cost (Landfill ESA and Closure Plan), as per quote: \$41,805.75 (including GST). Total Retainer (25%): \$10,451.44.*

The funding provided by the federal and provincial governments towards infrastructure projects is cost-shared. For a Municipal applicant, the estimated levels of federal and provincial contribution are: Federal at least 40%; Provincial up to 33.33%. Therefore, Municipal Contribution will be at least 26.67% (i.e.  $\$41,805.75 + 20\% \text{ Contingency} \times 26.67\% = \$13,379.51$ )

As part of the ICIP Landfill Decommissioning funding stream application, a resolution or bylaw endorsing the project must be approved by council and must be submitted with the application. The resolution or bylaw will commit the proponent to contributing its share of the eligible and ineligible costs and overages related to the project. The resolution/bylaw must identify the source of the proponent's share of the project's costs. The resolution should show support for the project from a municipal council.

**48/22** GH/SC that the Council of the Town of Wolseley endorse the Landfill Decommissioning Project - Phase II Environmental Site Assessment and Closure Plan and apply for the Investing in Canada Infrastructure Program (ICIP), Landfill Decommissioning – Green Stream Application; and THAT Town of Wolseley Council commits to its share of the eligible and ineligible costs and overages related to the project by sourcing funds through general operations and reserves.

**CARRIED**

4. SecurTek Monitoring System – Town Office: Recently, the Town Office security monitoring panel required a replacement battery. Jump.ca was out to service the panel for about \$230.00 (mileage, labor, battery). We were informed the system we have installed is quite old (installed in 2006), and if anything fails with the system, parts are obsolete so we would be required to upgrade at that time.

Jump.ca provided SecurTek bundle options to review. All bundles require a 48-month contract, and include 24-hour monitoring, basic kit (includes 2 door sensors, 1 motion sensor, 1 smoke sensor, keypad panel, siren and backup battery), 4-year warranty, lawn sign and window stickers. Currently, we pay \$31.95/month for monitoring fees on our Town Office SaskTel bill. The CAO provided Town Council with the information for SecurTek Bundles for informational purposes at this time.

**49/22** GH/RQ to proceed with getting a quote for the Automation Bundle from Jump.ca – SecurTek for the Town Office for the next regular meeting.

**CARRIED**

5. Year End Update:

- ~~MuniSoft New Year Processing~~: *completed*
- ~~2021 PST Remittance~~: *completed (remitted \$607.30)*
- ~~2021 Fire Cost Share Report~~: *completed*
- ~~2021 Education Property Tax Annual Return~~: *completed*
- ~~2022 Pet Licenses~~: *completed*
- 2022 Business Licenses
- 2021 Semi-Annual GST Remittance (July to December)
- 2021 T4s for Employees and Elected Officials

The Auditors will be here Monday February 14<sup>th</sup> to perform the 2021 Final Audit.

#### **MAYOR AND COUNCILLORS FORUM**

KD - Sportsplex Sign Update: Marty Happy provided options to Council and looking for feedback on which option to proceed with.

**50/22** KD/TT that Town Council support the patina (raw steel) version of the Sportsplex Sign concept, up to a cost of \$10,000.

**CARRIED**

- Councillor KD will follow-up with Marty.

RL - The ice plant is still running at the Sportsplex. No further problems.

- RQ** - Fire Department: haven't heard back from Carry The Kettle First Nation regarding the Fire Protection Agreement the Town and RM have sent them. Mayor GH suggests perhaps a face-to-face meeting is in order. Can invite them to Wolseley for a meeting to discuss the Agreement. It was suggested to write a letter to the Chief asking if they want Wolseley Fire Department to continue fire services.
- Councillor RQ would like Public Works to make sure fire hydrants are accessible (move snow from around them).
  - Councillor RQ wondered if it would be worth asking the RM of Wolseley to see if their grader could wing the high snow ridges along Poplar Street, Cherry Street and the service roads coming into town.
  - Councillor RQ inquired about the TED Committee bringing businesses to town, such as Sarcan. Should inquire with them and see what they would need.
- TT** - Councillor TT was approached by a resident that has an electric piano for sale and wondered if there was any interest in the Town acquiring it for the Town Hall in exchange for a charitable receipt. Councillor TT told the resident he would bring it up with Council, but doesn't see a fit it in our facility.
- Vance Weber is looking at having a triathlon in Wolseley. Councillor TT will ask Vance to start coming to the Town with a plan as there would likely have to be some street closures during the event to ensure the safety of participants. Councillor TT will follow up with Vance.
- SC** - Librarian Raena McNab gave her notice and the Library will be looking for a new librarian as well as an assistant. Haven't heard anything new.
- The TED Meeting is scheduled for the 15<sup>th</sup> of February at 7:00PM at the Town Hall/Opera House for anyone to come.
- GH** - Reminder Budget Meeting scheduled for Thursday February 10 at 7:00PM at the St. Anne's Parish Hall. Will have an electronic version early next week. Mayor GH and CAO will meet ahead of time and get closer to wrapping it up.
- Dan Drummond provided a notification from SHA that they are hoping to increase patient care that Dr. Pebane can see. The HVAC system review is on hold, and will keep us informed. There is a virtual meet & greet tomorrow at 1:30PM to meet the interim CEO for SHA.

### **UNFINISHED BUSINESS**

1. **Water Street Bridge Replacement Carrying Sewer Line Project Update:** Associated Engineering provided meeting minutes from the brief virtual meeting that was held January 31<sup>st</sup>. To summarize:
  - The proposed alignment sent on Jan 10<sup>th</sup> is approved.
  - Road to be built up to the extents show (specifically on the north side west of the bridge).
  - Paving only to extend 20' on the approach (to provide minimum 20' due to skew).
  - Where paving is removed beyond the extent (east of the bridge for sewer replacement), provide gravel; extent on the east will be revised to previous submittal.
  - The intention is for the Town to wait 1-2 years for settlement to occur prior to paving. The Town will communicate with the community their intention.
  - AE suggested additional signage due to the anticipated rough surface.
2. **2022 Insurance Update:** The Golf Course Clubhouse was adjusted to reflect the addition (increased value \$40,000), which increases the premium by \$38 to April 1, 2022 (works out to approximately \$160 per year). CAO directed Western Financial Group to proceed with the change to ensure we are covered for the addition. Correspondence was received from SUMAssure stating they were unable to compete with insurance pricing as SGI has a pretty competitive price. As such, they have closed their file and won't be submitting a quote.

**NEW BUSINESS**1. January Water Treatment Plant Monthly Report:

**51/22** SC/RQ to acknowledge the January 2022 Water Treatment Plant Monthly report as presented.

**CARRIED****CLOSED SESSION**

**52/22** KD/RQ that Council moves into a Closed Session at 9:13PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following items:

- Vacation Day Pay Out Arrangement

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

**CARRIED**

**53/22** RQ/TT that Council moves out of a Closed Session and reopens the regular meeting at 9:19PM.

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

**CARRIED**

**54/22** RL/SC to approve Robert Schneider's vacation day payout schedule as requested:

- February 11, 2022 – 5 Vacation Days; and
- February 25, 2022 – 4.5 Vacation Days.

**CARRIED****ANNOUNCEMENTS**

- Next Budget Meeting of Council, Thursday February 10, 2022 at 7:00PM at Ste. Anne's RC Parish Hall.
- Next Regular Meeting of Council, Wednesday February 16, 2022 at 7:00PM at Ste. Anne's RC Parish Hall.

**ADJOURNMENT**

**55/22** RL that the meeting be adjourned at 9:20PM.

**CARRIED**

*Gerald Hill*  


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 Mayor

*Candice Cieckiewicz*  


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 Chief Administrative Officer