

**TOWN OF WOLSELEY
MINUTES
FEBRUARY 16, 2022**

The 35th 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 16, 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

61/22 RQ/RL that the Agenda be adopted as amended. **CARRIED**

MINUTES

62/22 CM/KD that the minutes of the regular meeting held February 02, 2022 be approved. **CARRIED**

63/22 RQ/SC that the minutes of the budget meeting held February 10, 2022 be approved. **CARRIED**

ACCOUNTS

64/22 CM/TT that the general accounts for ratification, cheque #'s 21654 to 21661 totaling \$9,023.72 be ratified. **CARRIED**

65/22 KD/RL that the general accounts for ratification, cheque #'s 21662 to 21663 totaling \$1,866.37 be ratified. **CARRIED**

66/22 CM/RQ that the general accounts for approval, cheque #'s 21664 to 21683 totaling \$93,130.90 be approved. **CARRIED**

DELEGATION

67/22 TT/RL to hear Vance Weber at 7:10PM regarding Wolseley Triathlon. **CARRIED**

- A Triathlon is being planned and organized in Wolseley on June 25, 2022 to raise funds for the Randy Clark Legacy Project.
- This will be an opportunity to get youth involved and also to bring outside sponsorship to Town by having this as a sanctioned event.
- Vance Weber asks permission from the Town Council for the following:
 - o Allow two (2) boats on the lake for the day for safety purposes;
 - o Allow permission to mark out the route and have lane restrictions in busier areas (use of pylons, ribbons, etc.);
 - o Allow permission for using the Beach area as a staging area.
- Liability insurance will be covered by the group.
- The event will likely require forty (40) volunteers for the actual day of.
- Councillor TT inquired if street closures were necessary, Vance said no.
- Councillor RQ inquired about how many vehicles would be around the beach area and how many participants they were expecting. Suggested to Vance to reach out to PVSD to use their property for overflow parking.
- Vance said they will have a staggered start so not everyone is starting at the same time. With the event being sanctioned, it makes it more appealing to tri-athletes. Swimming event would be first.

- The community is encouraged and can choose to do separate events on the same day to help boost economy here (i.e. farmers market, evening street dance, etc. were suggested ideas).

68/22 GH/CM to support the Wolseley Triathlon event being planned for June 25, 2022 by providing permission for:

- Having two boats on the Fairly Lake for safety;
- Marking routes and lane restrictions within Town limits;
- Having the Beach Area for a staging area.

CARRIED

Vance Weber leaves the Council Meeting at 7:30PM.

STATEMENT OF FINANCIAL ACTIVITIES

69/22 RQ/SC that the Statement of Financial Activities for the period ending January 31, 2022 be approved as presented.

CARRIED

COMMUNICATIONS

1. RCMP Combined Traffic Services Saskatchewan re: District Commander Update: Correspondence received from RCMP CTSS for informational purposes, providing an update for the area.
2. Canadian Pacific Railway re: Gordon Street Crossing Upgrades: Correspondence received from CPR regarding Mile 31.18 Indian Head Subdivision, Gordon Street, TC ID 23106 and the availability of the required sightlines. Transport Canada's Grade Crossings Regulations and Grade Crossing Standards have been amended to provide a risk-based approach to the compliance of existing grade crossings. High priority crossings (public, track speed of 60mph or more, and 10 trains/day or more) must meet the requirements by November 28th, 2022 and other crossings by November 28th, 2024, with some exclusions.

Based on the road authority and railway design information shared a warning system is required at one or more crossing(s) within our jurisdiction, the location-specific information is provided within their correspondence.

Town Council discusses and inquires why only the Gordon Street crossing would require a warning system, and not the Garnet Street crossing. Council would like to set up a virtual or in-person meeting to discuss further.

3. Fleury Wagon Committee re: Financial Statement for the Year Ending December 31, 2021:

70/22 KD/RQ to accept the Financial Statement for the year ended December 31, 2021 as provided by the Fleury Wagon Committee.

CARRIED

REPORTS OF ADMINISTRATION

1. January Bank Reconciliation: The CAO prepared and presented the bank reconciliation and notes for the general operating account for the period ending January 31, 2022.

71/22 GH/TT that the Bank Reconciliation and notes for the period ended January 31, 2022 be approved as presented.

CARRIED

2. Utility Update: Payment Reminder Notices (second notice) were sent via regular mail to those who have not paid the 2021 Q4 Utility Billing. The Utility Accounts Receivable is at approximately \$12,900.

3. TAXervice Update: 2019 Arrears File: Further to the TAXervice report of September 8, 2021, the six-month waiting period following service of the Six-Month Notice has now expired for three Property Tax Rolls. The next step in the Tax Enforcement process is to apply to the Provincial Mediation Board (PMB) for consent to take title. TAXervice gathered information for the three (3) roll numbers in question and will attempt to contact each registered owner and/or registered interest holder. If immediate payment is not received, TAXervice will

proceed with preparing the documents with respect to obtaining consent from PMB.

To note, that there is a possibility that parcels with an assessed value of less than \$17,500 **may** be eligible to go directly to transfer of title. They will be able to determine if this applies to any of the properties once they review the information.

- **Roll 9:** Lot 12-Blk/Par 01-Plan 176 Ext 0 (204 Front Street) – Vacant House.
 - **Roll 168:** Lot 05 Blk/Par 13 Plan 10225 Ext 41 (120 Front Street) – Bare Lot with unauthorized trailer on wheels located on property.
 - **Roll 169:** Lot 09 Blk/Par 13 Plan 76R53635 Ext 0 (100 Gordon Street) – Bare Lot (same owner as above)
4. ICIP Grant Application re: Landfill Decommissioning Update: PINTER & Associates provided an explanation regarding the Detailed Cost Estimate provided for the ICIP Grant Application (see attached separate page).

Mayor GH inquires about how funding is distributed, if the ICIP provides a lump sum or if it is paid in installments as expenses are paid. Council would like to set up a meeting with PINTER & Associates to discuss the Detailed Cost Estimate and experiences they've had with the ICIP grant.

5. Quote for Upgrading Town Office SecurTek Monitoring System: Quote received from Jump.ca Security for upgrading the Town Office SecurTek Monitoring system. For the Automation Bundle, it is normally \$58.95 per month on a 4-year contract; however, SecurTek has a promotion for \$20.00 off per month for the first 12 months. Therefore, fees will be \$38.95 per month for the first year, then change to \$58.95 per month thereafter. Quote includes installation of a new panel with 2 door sensors, 1 motion and 1 smoke sensor. Monitoring with SecurTek and cell monitoring, warranty on all equipment and service calls for 4 years (except batteries in devices). They will try and use the existing low temp sensors, but if they need replacing it is \$110/each. This system includes an app to arm/disarm system from phone/tablet. Quote includes for 2 cameras; however, we get one camera FREE if we only want one. Jump.ca recommends to go with the POE Camera as it is better quality, and we would require a POE Switch for \$100 + taxes.

72/22

RQ/TT to proceed with upgrading the SecurTek Monitoring System at the Town Office through Jump.ca – Security for a cost of \$100.00 plus taxes; which includes the Automation Bundle on a 4-year contract for \$58.95 per month, with a SecurTek Promo of \$20 off per month for the first 12 months (\$38.95/month).

CARRIED

6. 2021 Vacation Day Carry Forwards: Auditors require a motion from council to carry forward vacation days from 2021 to 2022. CAO presented a list of vacation days for each employee.

73/22

RL/SC that the following vacation days be carried forward to 2022 for the following employees: Candice Cieckiewicz 9.75; Robert Schneider 35.5; Mark Smith 10.5; Garth Domokos 20.375; and Nicole Crumley 3.5.

CARRIED

7. 2021 Census of Population: For information purposes, the Town of Wolseley population went down from 854 individuals to 852.
8. 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:~~ *completed*
 - ~~2021 Semi Annual GST Remittance (July to December):~~ *completed (submitted \$38,592.37 for reimbursement)*
 - 2021 T4s for Employees and Elected Officials

9. Final Audit Items: The Auditors inquired whether Council would like to write-off the SaskPower Power Line Strike invoice for \$2,838.60.

74/22 GH/CM to send the invoice for the SaskPower power-line strike that occurred August 9, 2019 totaling \$2,838.60 to a collection agency.

CARRIED

The Auditors require a couple motions to transfer funds from funded and unfunded reserves.

75/22 CM/RQ to transfer \$30,500 from the funded Recreation and Cultural Services Reserve bank account to the General Operating bank account to offset expenses paid for the Golf Course Clubhouse Addition Project.

CARRIED

76/22 RQ/RL to transfer \$138,668.80 from the unfunded Utilities Reserve account to the General Operating account.

CARRIED

MAYOR AND COUNCILLORS FORUM

KD - Sportsplex Financials: everything is looking good. Rink Equipment Maintenance Expenses have increased. The \$2,500 grant from the Community Rink Affordability Grant was used towards a new fridge in the kitchen. The Sportsplex is projecting a profit.

77/22 KD/RL to accept financials for the Wolseley & District Sportsplex as presented.

CARRIED

- Outdoor rink project numbers were adjusted with the timelines laid out. Part of the project was relocating the Olympia garage from the Sportsplex to the Fire Hall; however, re-thinking about moving. Perhaps it would be better suited at the Town Shop for use.
- Need to remove the existing Olympia garage building for the new construction to start and would like this to get moved out by mid-June. Councillor KD suggests doing an invitational tender on that part of it. Council discusses the idea of moving the building to the Town Shop for use as a potential Pound.

78/22 KD/CM to move existing Sportsplex garage building to the Fire Hall.

DEFEATED

79/22 KD/CM to approve the Outdoor Rink Project budget, with exception to removal of the following: Foundation/Footings (\$18,000), Move building (\$7,000), Electrical connection (\$1,200), and Gas connection (\$1,000) for total of approximately \$50,000.

CARRIED

80/22 KD/RQ to proceed with ideas to move existing Sportsplex garage to the Town Shop area.

CARRIED

- Currently waiting for quotes on the new garage project.
- New fridges are in place and freezer moved closer and is more efficient at the Sportsplex.
- Seeing challenges with getting workers for the booth.
- Skating Carnival will be held March 6 at 2:00PM.
- Curling Club: Councillor KD inquires about furnace inspections, if this has been arranged yet. CAO indicated they have not yet.
- Jubilee Court needed snow removed, and contractors have removed it.
- Horticulture Society will be discussing whether to compete Nationally or Provincially. Council would support the committee based on whatever decision they make.

RL - Landfill good.

- With the new fire pits at the Outdoor Rink, someone cut/broke off new trees to burn in the fire pits. This is unacceptable. Councillors CM and RL discussed with CAO and suggest to install the old camera system from the Town Shop at the Fire Hall with signage that the area will be under video surveillance to try and deter some vandalism that has been happening there.

RQ - Nothing to report.

CM - Water Treatment Plant: finished the filter maintenance, but still waiting on the distribution pump.

- Councillor RQ suggested to remove the old fire motor out of the Water Plant. Councillor RL disagrees that it should be kept as a spare, just in case.
- Still waiting for the new camera system from Chitronics.
- Golf Club: budget item 1,010-gallon trailer and tank available through Ag & Auto and they are honoring their price until the end of this week. This would be used for watering new trees on the fairways, and stationary watering at the newly developed tee-off boxes.

81/22

CM/RL to purchase a 1,010-gallon tank and trailer unit for the Golf Course from Wolseley Ag & Auto Ltd. for \$10,748 plus \$350 for Freight plus taxes.

CARRIED

- Council would like CAO to check with insurance for this.
- Golf Course Clubhouse Addition Project: Golf Club and the Town split expenses about \$3,400/each after donations have been applied. Donations-in-Kind include Ennis Equipment and Coueslan Concrete.

TT - Curling: The Curling Club met to discuss how to deal with the health mandates. Club decided proof of vaccination is no longer required and they will follow the current guidelines of the Province.

- Cornerstone Credit Union update: Board reviewed and evaluated all branches at 23 locations. Eight branches will be closed effective June 2022, this includes Greyson and Neudorf branches within the former Horizon Credit Union territory.

SC - Library: Michelle Williams is the new Librarian.

- Will investigate getting the Patton Memorial added to the map at the Tourist Booth.

GH - Mayor GH attended the SUMA Regional Meeting (virtual). This was recorded and is available online for viewing. The President resigned and will have an interim President. SUMA will vote for a new President at the SUMA Convention.

- Tourism and Economic Development Meeting was held Tuesday evening. Lots of ideas were shared. They keyed in on the Wolseley Triathlon that is being planned. Discussed development, long-term plans, and SARCAN was brought up (as per Councillor RQ suggestion). It was suggested to approach Co-ops in the area to see if they have any interest in setting up a station in Wolseley. The committee discussed how to attract and retain plumbers and electricians to our area.
- Southern Saskatchewan Vacation Guide editorial looks good for the 2022 publication.
- Budget: would like to bring this together and get nailed down. Would like to meet March 10, 2022 at 7:00PM.
- Mayor GH inquires with the restrictions soon lifting, if regular meetings should be held back at the Council Chamber. Consensus is there is no rush to get back there, and will re-evaluate in a month.

UNFINISHED BUSINESS

1. Water Street Bridge Replacement Carrying Sewer Line Project Update: Nothing to report.
2. Bridge Vault & Dominion Precast Quote for Two Gull Wing Benches: An estimate was received for two gull wing benches, the same as the one at the entrance to the Courthouse. Mayor GH suggested to have the RCMP logo etched in the plaque (with RCMP permission).

82/22

GH/TT to proceed with purchasing two (2) Gull Wing Benches from Bridge Vault & Dominion Precast for a cost of \$2,997.46, and ask permission from the RCMP for use of logo on the etched plaques.

CARRIED

- Mayor GH suggests for him and Councillor RL to meet up with Karen Souchotte at the Courthouse yard to discuss placement of memorial.

NEW BUSINESS

1. 2022 Loraas Cart Fee Review: The fee per cart per month that the Town of Wolseley is charged by Loraas Disposal is approximately \$9.80. The Town of Wolseley currently charges \$7.50 per cart per month and is therefore subsidizing waste collection fees. After review, it is Council's recommendation to increase cart fees.

83/22 GH/RQ to increase the cart fee charged on the quarterly utility billing from \$45.00 per quarter to \$60.00 per quarter, effective January 1, 2022.

CARRIED

2. 2022 Bulk Water Fill Station Fee Review: Current fees are \$1.00 per token for approximately 150 gallons.

84/22 GH/RL to increase the Bulk Water Token fees from \$1.00 per token for approximately 150 gallons to \$2.00 per token for approximately 150 gallons, effective immediately.

CARRIED

CLOSED SESSION

85/22 RL/TT that Council moves into a Closed Session at 9:39PM 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, TT, CM and Chief Administrative Officer CC

CARRIED

Councillor CM left the council meeting at 10:04PM.

86/22 RQ/KD that Council moves out of a Closed Session and reopens the regular meeting at 10:04PM.

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

CARRIED

87/22 KD/RQ to meet with employees regarding staff planning.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council, Wednesday March 2, 2022 at 7:00PM at Ste. Anne's RC Parish Hall.
- Next Budget Meeting of Council, Thursday March 10, 2022 at 7:00PM at Ste. Anne's RC Parish Hall.

ADJOURNMENT

88/22 GH that the meeting be adjourned at 10:08PM.

CARRIED

Gerald Hill

Mayor

Candice Cieckiewicz

Chief Administrative Officer