

**TOWN OF WOLSELEY
MINUTES
MAY 03, 2023**

The 67th regular meeting of Council of the Town of Wolseley, in the Province of Saskatchewan for the 2020-2024 term was held in the Council Chamber located at 610 Varennes Street on Wednesday May 03, 2023 at 7:00PM.

PRESENT:

Mayor Gerald Hill (GH)	Councillor Norman MacDonald (NM)
Councillor Tim Taylor (TT)	Councillor Susan Campbell (SC)
Councillor Randy Quintyn (RQ)	Councillor Ken Drever (KD)
CAO Candice Cieckiewicz (CC)	

ABSENT:

Councillor Ron Lyke (RL)

CALL TO ORDER

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

AGENDA

149/23 SC/NM that the Agenda be adopted as presented.

CARRIED

DELEGATION

150/23 RQ/TT to hear Michelle Williams re: Wolseley Library Branch Update at 7:04PM.

CARRIED

- Michelle provided a verbal update to Council regarding operations at the Wolseley Library. She has been Librarian for just over one year. Based on last year, 20% of library cards issued are being used but we seem to be on par with other communities. Of those, about fifteen people use the library services.
- The Library is open for 20 hours per week which means the Librarian has to offer 72 programs per year, 6 per month. Never have a huge turnout for children and teenagers ages 12+. Library is not being utilized a lot, not very active overall. Local books are rarely used. Typically, books are transferred between libraries or ordered in through websites for e-readers, etc.
- Michelle asks Council if they are satisfied with the hours being at 20 per week, or should we look at decreasing hours due to usage? Hate to reduce hours, but is frustrating when you go through all the work of preparing programs and have very little turnout. If we reduced hours to 15 hours per week, it would save approximately \$3,000. The summer program is very well attended.
- Council is satisfied with the hours provided to the public. Shouldn't cut hours, and Council reiterated to Michelle that she is doing a great job in doing what she can. Council thanks Michelle for coming to provide update with her concerns.

Michelle left the council meeting at 7:18PM.

MINUTES

151/23 KD/RQ that the minutes of the regular meeting held April 19, 2023 be approved as presented.

CARRIED

ACCOUNTS

152/23 SC/NM that the general accounts for ratification, cheque #'s 22775 to 22780 totaling \$7,146.59 be ratified.

CARRIED

153/23 RQ/TT that the general accounts for approval, cheque #'s 22781 to 22819 totaling \$51,408.47 be approved, with the exception of cheque # 22816.

CARRIED

- 154/23 GH/NM to cancel cheque # 22816 payable to Wolseley Service Ltd. totaling \$1,549.81 and reissue for the correct amount for ratification at the next regular meeting.

CARRIED

COMMUNICATIONS

1. Gerald Hill re: 104 Garnet Street Camper Complaint: Letter received regarding fifth wheel camper trailer that has been parked in front of 104 Garnet Street over the winter. This creates a line of sight hazard and contravenes the Traffic Bylaw.

- 155/23 GH/KD to send an Order To Remedy to remove fifth wheel camper trailer parked on street at 104 Garnet Street.

CARRIED

- 156/23 GH/RQ to sent an Order To Remedy to tidy up front yard at 104 Garnet Street.

CARRIED

2. Donna Taylor re: Water Concerns at 105 Garnet Street: Correspondence received making Council aware that since the new sidewalk has been installed, it has created major water pooling concerns. Council discusses and will find a viable solution to the issue. Mayor GH will get in touch with Ennis Equipment to get elevations to see how we can get water to move away. Perhaps look at a storm sewer installation at this area.
3. Wolf Creek Friendship Centre re: 2023 Tourist Booth Volunteering: Correspondence received confirming volunteering will be covered for Tuesdays as done in prior years. Council is very appreciative for all the volunteers assisting with the Tourist Booth this year.

REPORTS OF ADMINISTRATION

1. Utility Update: The first quarter utility billing for the period January 1 to March 31, 2023, was due April 30, 2023. Interest totaling \$321.96 was levied to amounts outstanding as of May 1.

The Utility Accounts Receivable is approximately \$15,170.

2. 2023 UMAAS Convention: The 68th Annual UMAAS Convention is being held on June 6-9, 2023 at Travelodge Hotel, Saskatoon. The CAO is interested in attending (for the first time) this year. Pursuant to UMAAS Bylaw 4-21, section 1 indicates: In order to promote the continuing professional development of the Association, all practicing members of the Association, who are actively employed as a CAO, Administrator or Clerk of an Urban Municipality, shall participate in a minimum of at least one professional development session each calendar year.

The completed registration form and fees must be received by May 12. Registration per delegate is \$200 + \$60 for a Tour at Crossmount Cider Company + 5% GST for grand total of \$273 for registration fees. One hotel room is planned to be shared with the Administrator from the Town of Sinaluta (will be cost shared). The hotel room rate with the UMAAS discount is \$109 + taxes per night. Total estimated cost for hotel would be under \$400.

- 157/23 TT/SC that the CAO attend the annual UMAAS Convention being held on June 6-9, 2023 at Travelodge Hotel, Saskatoon for an estimated total cost of approximately \$500 plus mileage/meals.

CARRIED

MAYOR AND COUNCILLORS FORUM

- TT - Cemetery Directory Project Proposal: Councillor TT prepared and presented Council with a proposal for a Cemetery Directory Project, listing three separate phases. The first phase allows for a current budget of \$5,000 to be used to begin the data gathering process on site at the Cemetery. A person would be contracted to record the names of the graves in each section, along with GPS location, photograph of headstone and dates of birth and death. The information collected would be later used for map development of the Cemetery and we would be very confident about exactly who is located in each section and exactly where.

158/23

RQ/SC to advertise a Request for Proposal to the public for contract to gather, organize and verify Cemetery data.

CARRIED

- Council discusses reviewing the Cemetery Bylaw to discuss fees, allowances for columbarium, etc.
- KD** - Sportsplex: cleanup arena area. Floor is almost dry. Councillor KD followed up with Vance Weber regarding ball hockey. They are still trying to organize something. Targeting for July to September.
- Project Cornerstone Grant: verified with supplier and numerous electricians that the power supply will be sufficient for the dehumidifier. Blake did a good write up, can put together the grant application in-house.
 - Sportsplex Board still seeking two members for the board. Still waiting for funds to come in from some families for booth work.
 - Jubilee Court financials will be presented to the Board soon.
 - The biggest take-away from the post-event meeting with SHA is that highway closures need more enforcement. This was having to do with the charter bus of students that were stranded in the towns of Indian Head and Wolseley during the April 19-20 winter storm.
- RQ** - Firetruck recall was completed. Refilled the truck inside the Fire Hall with the new water system and it works great. It took about 10 minutes to fill the truck.
- The blue LED flashing lights came in for the truck. Those will be installed soon.
 - One new member joined the Fire Department, lives in Town.
 - RCMP Meeting: short two members, Ryan Case is supposed to be back in Indian Head in July. They discussed more visibility in communities, and they are more than willing to participate in parades. They have a rollover demonstrator that can be set up anywhere. They have their community speed sign working.
 - Councillor RQ recommends relocating the town's speed signs in different areas in town that are suitable.
 - Would like an update on the Front Street lot with the trailer on it.
 - Fire Chief RQ toured Lakeside Home and reviewed emergency plan.
- NM** - Wolseley 125: For fireworks, would like to have Fire Trucks accessible. Volunteers have been secured for launching fireworks. There are new advertising posters done with help from Richard Brooks and Eleanor. They will be advertising in Plain and Valley and have an ad at the Twilite Drive-in.
- Randy Clark Legacy Project: quotes for concrete in, basketball standards will be installed. Still looking for a contractor to paint lines. Suggest the Town should reply to the committee stating the town is unable to assist with painting lines and installing basketball standards. There was talk about moving the donor board to somewhere visible in town. They have ideas for getting kids more involved in fundraising.
- SC** - Request if Public Works can change the marquee sign at the Tourist Booth to indicate 'Celebrate with us – Wolseley 125 – Aug 11-13'
- GH** - Mayor GH met with Miranda Couture regarding EMO/CDC Grant Writing proposal. Will be meeting with her again May 11th at 7:00PM as she will have a proposal ready. Councillors KD, NM and GH will meet with her before the proposal comes back to Council.
- Government Committee met regarding staff wages. Set meeting May 25th at 7:00PM as they have to work out a few more details. Councillors KD, TT, GH and NM will meet. Want to also discuss Utility Rate increase.
 - There was a short-notice meeting with SHA regarding post-incident (charter buses of students stranded in Indian Head and Wolseley during winter storm). They discussed protocols, what processes were in place, etc. Brought up enforcement of highway closures. This should be mentioned at the next Southeast Transportation Planning Committee meeting.
 - SHA update, they've hired an RN for emergency portion, will start in 2-3 weeks. CCA was also hired. One is currently looking for accommodations. There is a Philippine family planning to come to Wolseley Oct-Nov.
 - Quote received to do paving on Ouimet Street from Hospital to Richmond Street and the Garnet Street crossing from Front Street across to about halfway (4 ft wide strip path). The other area quoted was the surface of the

outdoor rink. Mayor GH recommends proceeding with Ouimet St and Garnet St crossing.

- 160/23** GH/RQ to book paving with CF Asphalt to do Ouimet Street for cost of \$121,500 + taxes and Garnet Street pathway for cost of \$4,902 + taxes.

CARRIED

UNFINISHED BUSINESS

1. Town Hall/Opera House Door Hardware – Revised Quote for Door Hardware:

- 159/23** RQ/TT to proceed with revised quote and order door hardware from Wolseley Home Building Centre for a revised cost of \$11,065.81.

CARRIED

2. Bylaw No. 01-2023, The 2023 Tax Rates Bylaw:

- 161/23** RQ/KD that Bylaw No. 01-2023, a Bylaw to provide for Tax Rates for the 2023 Tax Year, be given a SECOND READING this 3RD day of MAY, 2023.

CARRIED

- 162/23** NM/TT that Bylaw No. 01, 2023, a Bylaw to provide for Tax Rates for the 2023 Tax Year, be given a THIRD READING and be ADOPTED this 3RD day of MAY, 2023.

CARRIED

NEW BUSINESS

1. DRAFT 2022 Financial Statement:

- 163/23** GH/TT to approve the draft 2022 Financial Statement package as presented by Sensus Chartered Professional Accountants.

CARRIED

2. Quote for WTP Distribution Pump Replacement:

- 164/23** RQ/NM to proceed with ordering water distribution pump for Water Treatment Plant for \$33,000.00 plus taxes as per quote from Municipal Utilities.

CARRIED

3. Canada Summer Jobs Agreement/Seasonal Employment Opportunity Ad: The Town of Wolseley was notified its Canada Summer Jobs application was accepted, and the contribution to the Town will be \$1,820.00 for a student worker.

- 165/23** KD/RQ to advertise for seasonal employment opportunities with Public Works.

CARRIED

4. Success Office Systems re: Photocopier Lease Proposal:

- 166/23** RQ/KD to renew lease for photocopier as presented for \$394/quarter plus taxes for a 60-month term through Success Office Systems.

CARRIED

5. Communities in Bloom re: Judging Dates Confirmed and Accommodations Required: For informational purposes. The judges will have two separate rooms booked for two nights at the Banbury House Inn for judges arriving Thursday July 27th, evaluating Friday July 28th and leaving Saturday July 29th.

6. 2023 Tourist Information Centre Contract Renewal:

- 167/23** GH/SC to ratify the renewal of the 2023 Tourist Information Centre Contract with Keefe Taylor based on the same terms and conditions as the prior year, at a cost of \$1,500 per month, starting May 19 and ending September 4, 2023.

CARRIED

7. 2023 Beach Washrooms/Splash Park Contract Renewal:

168/23 RQ/KD to ratify the renewal of the 2023 Beach Washrooms/Splash Park Contract with Kim and Trevor Baran based on the same terms and conditions as the prior year, with the exception of the contract being extended by one month, at a cost of \$1,500 per month, starting May 19 and ending September 30, 2023.

CARRIED

8. 2023 Beach Area/Golf Course Washrooms/Portable Toilet/Courthouse Grounds Contract Renewal:

169/23 TT/SC to ratify the renewal of the 2023 Beach Area/Golf Course Washrooms/Portable Toilet/Courthouse Grounds Contract to Aiva Bieber based on the same terms and conditions as the prior year, at a cost of \$1,500 per month, starting May 15 and ending September 30, 2023.

CARRIED

9. April 2023 Water Treatment Plant Monthly Report:

170/23 GH/NM to acknowledge the April 2023 Water Treatment Plant Monthly Report as presented.

CARRIED

ANNOUNCEMENTS

Next Council Meeting, Wed May 17, 2023 @ 7:00PM, at the Council Chamber (610 Varennes Street).

ADJOURNMENT

171/23 SC that the meeting be adjourned at 9:33PM.

CARRIED

Gerald Hill

Mayor

Candice Cieckiewicz

Chief Administrative Officer