

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

---

The 54<sup>th</sup> 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 November 16, 2022 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)	Councillor Ron Lyke (RL)

**ABSENT:**

**CALL TO ORDER**

A quorum being present, Mayor GH called the meeting to order at 7:01PM.

**AGENDA**

**412/22** SC/RQ that the Agenda be adopted as amended. **CARRIED**

**MINUTES**

**413/22** RQ/KD that the minutes of the regular meeting held November 02, 2022 be approved. **CARRIED**

**ACCOUNTS**

**414/22** RQ/RL that the general account for ratification, cheque # 22368 totaling \$1,178.60 be ratified. **CARRIED**

**415/22** RQ/SC that the general accounts for ratification, cheque #'s 22369 to 22375 totaling \$8,315.49 be ratified **CARRIED**

**416/22** RL/TT that the general accounts for approval, cheque #'s 22376 to 22396 totaling \$124,358.55 be approved. **CARRIED**

**417/22** RQ/SC that the Statement of Financial Activities for the period ending October 31, 2022 be approved as presented. **CARRIED**

**COMMUNICATIONS**

1. Saskatchewan Health Authority re: Meeting with Community Stakeholders: Correspondence from SHA regarding setting up a meeting to discuss Wolseley with SHA leaders and community stakeholders. The meeting would be face to face in Wolseley and the proposed date of December 21<sup>st</sup> (mid-morning). Council discusses availability, most can be made available. Council suggests meeting in the lower level of the hall upon confirmation of meeting.

**REPORTS OF ADMINISTRATION**

1. October Bank Reconciliation: The CAO prepared and presented the bank reconciliation and notes for the general operating account for the period ending October 31, 2022.
- 418/22** SC/TT that the bank reconciliation and notes for the period ending October 31, 2022 be approved as presented. **CARRIED**

2. Utility Update: Payment Reminder Notices (second notice) were sent via regular mail during the first week of November for the Q3 Utility Billing. Payments are slowly coming in.

The total Utility Accounts Receivable is at approximately \$10,670.

3. Reserve Transfers:

419/22 KD/TT to transfer \$50,000 (fifty thousand dollars and zero cents) from the Arena Board Project reserve account to the General Operating Account to offset costs for the Wolseley Sportsplex Garage Project.

**CARRIED**

420/22 RQ/SC to transfer \$10,370 (ten thousand three hundred seventy dollars and zero cents) from the Recreation and Cultural Services reserve account to the General Operating Account to offset costs for the Town Hall/Opera House Roof Rehabilitation Project and the 2021 Wolseley Golf Club Budget.

**CARRIED**

421/22 RL/RQ to transfer \$50,000 (fifty thousand dollars and zero cents) from the Utilities reserve account to the General Operating Account to offset costs for utility infrastructure projects.

**CARRIED**

4. Annual Honorarium Review: The CAO provides Council with current honorarium rates and also notes, if Council intends to change the existing rates, that a Public Notice would be required BEFORE a change is made, pursuant to The Municipalities Act. As a reminder, the CPP Basic Exemption amount is currently set at \$3,500. For any indemnities earned after \$3,500 a 5.70% rate (for 2022) is calculated for CPP, deducted from your annual honorarium, matched by the Town 100% and remitted to CRA.

422/22 GH/TT that the 2023 Mayor/Councillor Honorarium remain unchanged from the prior year, and be approved effective January 1, 2023 as follows:

- Mayor Annual Honorarium - \$2,700/year plus Council Meeting Indemnity of \$150/attended meeting;
- Council Annual Honorarium - \$2,500/year plus Council Meeting Indemnity of \$125/attended meeting;
- Mileage - \$0.60 per kilometer;
- Meals - \$75.00 maximum per day, with receipts;
- Special Committee, Regional, Convention and other business meetings plus travel time (outside Wolseley) are covered at \$25.00 per hour to a maximum of 8 hours.

**CARRIED**

5. Annual Public Disclosure Statements: Members of Council were provided with their original Form 1 – Public Disclosure Statement and/or last year’s Form 2 if there were changes. Pursuant to subsection 142(4) of *The Municipalities Act*, the annual declaration required pursuant to subsection 142(3) must be submitted on or before November 30 in each year. Form 2 – Annual Declaration form has been provided for members of council to complete and declare no material change has occurred since the last Public Disclosure Statement was filed OR to state the changes on Form 2. ***Please have these completed and submitted to the CAO prior to November 30.***

6. 2023 Board of Revision and Development Appeals Board Appointments:

**Board of Revision:**

423/22 RQ/TT that the Town of Wolseley appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafrenier, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew Demmans. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

**CARRIED**

- 424/22 RQ/KD that the Town of Wolseley appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

**CARRIED**

**Development Appeals Board:**

- 425/22 KD/RL that the Town of Wolseley appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2023 through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

**CARRIED**

- 426/22 RQ/TT that the Town of Wolseley appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

**CARRIED**

**MAYOR AND COUNCILLORS FORUM**

SC - Councillor SC has been working with the Royal Canadian Air Force (RCAF) to request a flyover for the Wolseley 125 celebration scheduled for the August 12, 2023. The Snowbirds are not available for that particular date, however other groups could be made available. We require permission from the Town and RM to fly in airspace and they require a map and details regarding timing.

- 427/22 RQ/SC to grant permission to Royal Canadian Air Force to perform a flyby for the Wolseley 125 happening August 12, 2023.

**CARRIED**

- 428/22 SC/NM to send a letter to the RM of Wolseley to request permission for the Royal Canadian Air Force to do a flyby for the Wolseley 125 happening August 12, 2023.

**CARRIED**

- The Tourism and Economic Development Committee had an idea to get a table for the Grinchmas Craft and Trade Show and have Welcome Wagon bags and sell souvenirs.

- 429/22 to purchase a table for the Tourism and Economic Development Committee to sit at the Wolseley Grinchmas Craft and Trade Show scheduled for December 3<sup>rd</sup> for a cost of \$45.00

**CARRIED**

TT - Town Hall: a rough estimate was received for door hardware from Ryzer Door. There is a possibility that Saskatchewan Heritage Foundation would offer a grant to offset costs for door hardware for the exterior doors. Look into next budget year.

- KD - Jubilee Court: painting the empty suite. The list is extensive, but no one is prepared to move in yet. The suite will be advertised.
- Outdoor Rink: poles were installed for lighting as scheduled. The old light post was removed. The warm up shack is complete and needs to be moved to the area. Wiring still needs to be completed. The water is not completed yet. The correct puck board is here, but will wait for warmer weather to install as the product expands/contracts which may cause issues.

- Sportsplex: fees are slowly coming in. A cabinet was purchased for the new garage. Currently looking for a drawer unit. Scheduling seems to be working well both for ice rental and booth workers. The Board is working with SLGA for selling tickets for the fundraisers coming up. Still short one board member.
  - Curling Club: had a clean-up bee on Monday. Dave Edgar started making natural ice (base). The club is working on ideas to improve the ice scraper storage. The water truck won't be needed until December.
- RL** - Sportsplex Garage: lines were plugged from radiators but got them unplugged with the help from a machine Public Works brought over. Lines are being circulated and flushed. Lyle is doing well with Olympia and Karmen is doing good with cleaning.
- Waterline at Fire Hall: Ennis invoice was extra due to line bore charging extra for being on standby due to the unplanned water break. This project ended up being an expensive dig.
  - Foreman mentioned purchasing a tool to freeze waterlines in order to do repairs if a curb stop doesn't work or if an inside valve requires replacement and its winter time – there are two options. CAO will follow-up with Foreman if it has been ordered already.
- RQ** - Fire Department: Water is located into the Fire Hall but it is not hooked up. Some temporary plumbing was set up in case the hall requires water before Positive Plumbing & Heating can get in there to tie it all in.
- NM** - Fundraiser Event for the Town Hall/Opera House raised between \$3,000-\$5,000 but will provide a more accurate number when known. Twelve tickets were left over. Bluetooth microphones should be here next week. Stairs were donated (materials donated by Wolseley Home Building Centre and labor donated by Lisowec Construction Services). These stairs will be stored at the Town Hall for use for other events.
- Wolseley 125 Meeting will be held Sunday at 3:30PM at the Town Hall/Opera House.
  - Wolseley Recreation Board meeting was held. They have a surplus of funds to be distributed to local groups/committees. They have done a mail drop announcing the Christmas Light contest.
  - The Randy Clark Legacy Project meeting is coming up. They are doing a 50/50 draw, with date of draw being December 1. They are planning a staged building, rather than raising all the funds required to build it all at once.
- GH** - Nothing to report.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

1. 2023 Town Hall/Opera House Contract Caretaker Application Reviews: Three applications were submitted to the Town Office for the Town Hall/Opera House Caretaker contract position that will be coming up.

The three applicants included:

- Minglei Cao and Olha Bilenko \$1,800/month
- Jason Stroh \$1,950/month
- Laramy Piller and Brett Hess \$2,200/month

430/22

RL/TT to contract Minglei Cao and Olha Bilenko for the Town Hall/Opera House Caretaker Contract at a cost of \$1,800 per month, starting January 1, 2023.

**CARRIED**

2. Ron Irvine re: Access Communications Proposed Lease Location: Correspondence received from Access Communications looking at an opportunity to expand their service offerings in Wolseley, including launching their 1-Gig Hyperspeed internet service. Currently, they are in the planning stages of the project, and have determined the idea solution for launching the service would require installing a Fibre Cabinet at a location in town. Town Council discusses and would like to table this item to meet in person with Ron Irvine to discuss further information about the project and know where they would like to install a cabinet.

3. ATAP Course Cancellation Notice: The November 23<sup>rd</sup> and 24<sup>th</sup> workshops for Garth Domokos to renew his CEUs that were scheduled for Regina have been cancelled due to low registration. The spring schedule will be out and ATAP can hold a spot for Garth before then.
4. 2023 Flower Basket Quote: A quote was received from U & K Greenhouses for year 2023 hanging flower baskets. They are priced at \$95/basket.

**431/22** GH/TT to order twenty-two (22) hanging flower baskets at a cost of \$95.00 each for a total of approximately \$2,090 + taxes from U & K Greenhouses.

*Councillor NM abstained.*

**CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council, Wednesday December 07, 2022 at 7:00PM at Council Chamber.

**ADJOURNMENT**

**432/22** RL that the meeting be adjourned at 8:56PM.

**CARRIED**

*Gerald Hill*  
\_\_\_\_\_  
*Mayor*

*Candice Cieckiewicz*  
\_\_\_\_\_  
*Chief Administrative Officer*